

**PROPOSITION O GENERAL OBLIGATION BOND  
ADMINISTRATIVE OVERSIGHT COMMITTEE MEETING**

Thursday, December 12, 2019  
Room 1500, City Hall East

Members Present: Patricia Huber, Assistant City Administrative Officer (CAO)  
Matias Farfan, Chief Legislative Analyst (CLA)  
Elizabeth Crosson, Office of the Mayor (OOM)  
Commissioner Kevin James, Public Works (PW)

Staff Members Present: Salyna Cun, City Administrative Officer (CAO)  
David Hirano, City Administrative Officer (CAO)  
Rafael Prieto, Chief Legislative Analyst (CLA)  
Kenneth Redd, Deputy City Engineer (BOE)  
Christopher Johnson, Public Works (BOE)/Prop O  
Joseph McGlinchey, Public Works (BOE)/Prop O

The meeting was called to order at 3:05 p.m.

1. Approval of the Minutes for meeting on May 30, 2019.

**ACTION:** Approved

2. City Administrative Officer (CAO)/Chief Legislative Analyst (CLA)/Citizens Oversight Advisory Committee (COAC) representative update on Proposition O (Prop O) issues and Citizens Oversight Advisory Committee (COAC) meetings

The CAO reported that since the last AOC meeting in May 2019, the COAC has met once on November 18, 2019 to hear about the following items that are on today's AOC agenda, which are the Prop O Master Schedule Update for 2019-20, the 2019-20 Prop O Staffing Appropriation; and the funding request for the PenMar Water Quality Improvement Project.

At that meeting, the COAC Chair discussed the proposed wind-down of the Prop O Program and what it would look like. The discussion involved the responsibilities of the COAC relative to the wind-down and whether they will have to stay in formation until the final audit; the final close-out report; how the Prop O projects improved water quality; and the TMDLs when the Prop O Program began and the TMDLs after the improvements. At a future meeting, the COAC expects to request the Bureau's assistance with the final close-out report.

The CAO also reported that four items that were previously approved by the AOC are pending Council approval.

**ACTION:** No action.

3. Discussion - Verbal Presentation by the BOE regarding the Prop O Program (October 2019 Monthly Report).

The Bureau of Engineering reported on the following project updates:

- Aliso Limekiln project – Design is complete. There is pending agreements between

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Sanitation and Rec & Parks and between Sanitation and the County. Engineering is waiting for the budget increase to be approved before it advertises the project.

- Rory Shaw Wetlands Park Project – \$17.8 million of Prop O funds are reserved for this project (\$10 million for land acquisition and \$7.8 million for construction). On April 2019, Sanitation informed this Office that the County has revised the project completion date from 2021 to 2025. Sanitation is negotiating with the County regarding the terms of the MOU. Currently, the funds shall be provided to the County upon project completion.
- Taylor Yard G2 Project – Sanitation will soon complete the conceptual design for this project; \$12.4 million is set aside in Prop O.
- Argo Drain project – This project is on schedule to be completed by November 2020. At this time, the project is staying within the budget. The project has reached 50 percent completion milestone.
- Vermont Ave Stormwater project – Phase I will be completed in time to meet the grant deadline. Phase II is scheduled to be completed by February 2021. The bids came in higher for construction. Thus, the Bureau estimates that it may need a project budget increase of a few hundred thousand dollars.
- Westwood Neighborhood Greenway project – The project was awarded in August 2019; construction has started. The estimated completion date is August 2020. Two community members attended the last COAC meeting held on November 2019 to request for fencing around the project. The fencing was not included in the project design and may not be funded by Prop O.
- Wilmington Drain project – The California Fish and Wildlife has signed off on the 5 year habitat restoration mitigation monitoring for this project. The maintenance of the channel and associated areas has been transferred back to the County.

**ACTION:** No action.

4. Discussion & Possible Action – Verbal presentation by the BOE regarding Proposition O Maser Schedule Update for 2019-20

The Bureau of Engineering reported that the Master Schedule for 2019-20 includes eight modified project schedules and close-out of the Santa Monica Bay LFD Upgrades Package 3 Phase 2. The Bureau also reported that the bid and award date for the Aliso Creek-Limekiln project is July 2020, with construction to start in July 2022. The Bureau reported that the City is coordinating with the Los Angeles County Flood Control District regarding their project.

**ACTION:** Approved.

5. Discussion & Possible Action – Proposition O Staffing Appropriation for Fiscal Year 2019-20

The Bureau of Engineering presented a report recommending Committee approve staffing costs of up to \$5,269,300 for 23 full-time equivalents (FTEs) for the Bureaus of Engineering, Sanitation, and Contract Administration for Fiscal Year 2019-20. These staff will support 14 active projects. The staffing breakdown is as follows:

- BCA is requesting an appropriation of up to \$796,685 for four FTEs to provide contract management and construction inspection tasks.
- BOE is requesting an appropriation of up to \$3,265,654 for 14 FTEs to provide program management, program implementation and other support.
- BOS is requesting an appropriation of up to \$1,206,961 for five FTEs to provide technical support, prepare technical documents, and to interface with BOE and other staff on project design and construction.

**ACTION:** Approved

6. Discussion & Possible Action – Request for Proposition O Funding for PenMar Water Quality Improvement Project – Phase III

- The Bureau of Engineering presented the report recommending Committee approve the funding request for PenMar Water Quality Improvement Project – Phase III. Phase I is completed and Phase II is currently in post-construction with an estimated completion date of June 2020. Phase I and II will divert, capture and treat stormwater runoff for on-site irrigation. In 2016, the County of Public Health imposed more stringent requirement. The project must be able to treat potential issues with color, odor, or oily film and foam and requires a minimum contact time.
- The Bureau also reported that the Bureau of Sanitation was awarded a \$2.5 million State grant. The requested Prop O funds will front-fund the cost. The grant agreement requires the Bureau to complete design and advertise construction by December 2020. The proposed project completion date is June 2023.

The CAO reported that the CAO Debt Group had reviewed this funding request and has recommended that the design phase be funded by old bond proceeds and the construction phase be funded by new bond proceeds to avoid extending the expenditure of current Prop O proceeds.

Action: Approve funding design of the PenMar project with old bond proceeds and funding project construction with new bond proceeds.

7. General Public Comment

- No General Public Comment

**Meeting adjourned at 3:42 p.m.**