

**Proposition O Citizens Oversight Advisory Committee (COAC)  
Meeting Minutes  
Monday, November 18, 2019  
2:00 P.M.**

Committee Members

<b>Adi Liberman (Chair)</b>	Craig Perkins
<b>Miguel Luna</b>	<b>Francine Diamond</b>
<b>Cynthia McClain-Hill</b>	Alina Bokde

City Staff**David Hirano [City Administrative Officer (CAO)]****Salyna Cun (CAO)****Rafael Prieto [Chief Legislative Analyst (CLA)]****Laurie Rittenberg (City Attorney)****Ken Redd [Bureau of Engineering (BOE)]****Christopher Johnson (BOE)**

Shahram Kharaghani [Bureau of Sanitation (LASAN)]

**Bold** indicates members or staff present.

Note: The minutes below follow the order in which the meeting's agenda items were discussed.  
Quorum was achieved and meeting called to order at 2:06 pm.

1. **(Item #1)** Approval of the Minutes from March 18, 2019 meeting.

ACTION: The meeting minutes were unanimously approved by the committee members present.

2. **(Item #2)** Committee Chair's Report

No update.

3. **(Item #3)** City Administrative Officer (CAO)/Chief Legislative Analyst (CLA)/Citizens Oversight Advisory Committee (COAC) representative update on Proposition O (Prop O) issues and Administrative Oversight Committee (AOC) meetings

Salyna Cun (CAO) reported that Mark Gold and Teresa Villegas have both resigned from the COAC. Since the last COAC meeting held on March 18, 2019, the AOC met twice, on March 28, 2019 and May 30, 2019. At the March 28<sup>th</sup> meeting, the AOC approved funding for optimization of the Machado lake project for three years and funding for the Sun Valley/North Hollywood project and did not take action on the 2018-19 Staffing Appropriation that was approved by COAC at the November 19, 2018 meeting. The AOC requested that the CAO, in coordination with the Bureaus, report back on the Prop O staffing level for future years prior to approving the Staffing Appropriation. At the AOC May 30<sup>th</sup> meeting, the Bureau of Engineering reported that the Staffing Appropriation memo was updated to clarify that Engineering and Contract Administration staff will be charging to the project budget and the remaining staff will be charging to the program budget. Thus, the funding request is revised from \$7.14 million to \$2.6 million to reflect the funding needed

for program staff. Subsequently, the AOC approved the Staffing Appropriation Memo. On July 3, 2019, Council approved Prop O funding for the Ben and Victory Green Stormwater Infrastructure project in Council District 2. CAO also provided an update on the Program Financial Status Report.

No action taken, item for informational purposes.

4. **(Item #4)** Discussion:

Christopher Johnson (BOE) gave a summarized update on the various Prop O projects.

No action taken, item for discussion only.

5. **(Item #5)** Discussion and Possible Action: Proposition O Master Schedule Update for 2019-20

Christopher Johnson (BOE) reported on the modified schedules for eight projects and the close out of one project, the Santa Monica Bay LFD Upgrades Package 3 Phase 2.

ACTION: motion and second, unanimous approval of report recommendations.

6. **(Item #6)** Discussion and Possible Action: Proposition O Staffing Appropriation for Fiscal Year 2019-20

Christopher Johnson (BOE) reported that an appropriation of up to \$5,269,300 will be required for Prop O staffing costs for the Bureaus of Contract Administration (BCA), Engineering (BOE), and Sanitation (BOS) to continue project implementation on 14 active projects. The appropriation will fund up to four full-time equivalents (FTEs) in the BCA, 14 FTEs in the BOE, and five FTEs in the BOS.

ACTION: motion and second, unanimous approval of report recommendations.

7. **(Item #7)** Discussion and Possible Action: Funding Request for Penmar Water Quality Improvement Project – Phase III

Christopher Johnson (BOE) reported that Prop O funding, in an amount of \$2,541,451, is being requested for the Penmar Water Quality Improvement Project – Phase III (Project). The Prop O Program had funded the completion of the Penmar Water Quality Improvement Project - Phase I and Phase II. The Project is required to comply with the recent 2016 Los Angeles County Department of Public Health Guidelines by adding advance treatment components, consisting of pretreatment device, filtration facilities and disinfection facilities. The Project was awarded the Prop 84 Integrated Regional Water Management Planning and Implementation Grant from the Department of Water Resources. This is a reimbursable grant. The grant agreement requires that the project must be in the bid and award phase by December 2020. The project will start on schedule, with design starting on September 2019 and construction completed on June 2023.

ACTION: motion and second, unanimous approval of report recommendation.

8. **(Item #8)** Discussion: Proposition O Program Wind Down

Adi Liberman (Chair) initiated a discussion on the proposed wind-down of the Prop O Program and what it would entail. The discussion involved the following: 1) COAC's responsibilities relative to the wind-down; 2) the close-out report that provides the completed projects and their effectiveness, expended Prop O funds, the projects that worked or don't work, and lessons learned; 3) How the Prop O Projects improve water quality; and 4) What were the TMDLs when the Prop O Program began and the TMDLS after the improvements. Rafael Prieto (CLA) and David Hirano (CAO) provided input regarding the wind-down of the Program. COAC expects to come back at a future meeting to discuss the Program wind-down and to request that the Bureaus assist with the final report.

No action taken, item for discussion only.

9. **(Item #9)** General Public Comment

No general public comment.

The meeting was adjourned at 3:42 p.m.