

South Bay Cities Council of Governments

Steering Committee FOLLOW-UP AGENDA Monday, February 10, 2020

Attendees: Christian Horvath (Chair, Redondo Beach); Olivia Valentine (1st Vice Chair, Hawthorne); Britt Huff (Immediate Past Chair); Cedrick Hicks (Carson); Ralph Franklin (Inglewood); Hildy Stern (Manhattan Beach); John Cruikshank (Rancho Palos Verdes); Geoff Rizzo (Torrance); Kim Fuentes, Wally Siembab, Steve Lantz, David Leger, Natalie Champion, Brooke Heri (SBCCOG), Jim Hannon (President of South Bay Bicycle Coalition); Antonio Alvizo (Sharp)

I. INTRODUCTIONS

II. REPORT OF POSTING OF AGENDA

- ACTION: Received and filed

III. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA

IV. PUBLIC COMMENT

V. CONSENT CALENDAR – action items noted, remainder are receive & file - 12:05 pm CRUIKSHANK/HUFF

A. Steering Committee – January 13, 2020 meeting minutes attached

- ACTION: Approved

B. FY 18-19 Audit

- <http://southbaycities.org/about-us/financial-documents>

- ACTION: Received and filed

C. Communications staff

- Due to other obligations, the job description and budget for a communications staff person which was due this month will be brought back no later than April

D. City Attendance at SBCCOG meetings

- Matrix attached

E. 2019 General Assembly Outstanding Sponsor Payments

- \$2500 from Mark Ridley-Thomas – payment being processed

F. South Bay Environmental Services Center Activities Report – attached

VII. ACTION ITEMS

G. Metro Service Council and other appointments that are due - 12:10 pm

- Memo attached

- 3 METRO SERVICE COUNCIL SEATS ARE VACANT AND POTENTIAL 4TH WITH EXIT OF DAN MEDINA FROM CITY COUNCIL. MEDINA HOLDS HIS SEAT AS AN ELECTED OFFICIAL. COULD BE ASKED TO STAY ON SERVICE COUNCIL THROUGH HIS TERM, BUT THEN THE SBCCOG WOULD HAVE FEWER ELECTED OFFICIALS ON THE COMMITTEE. ALSO, SCAG RC SEATS AND COMMITTEE SEATS OPEN AFTER MEDINA DEPARTURE AND JUDY MITCHELL NO LONGER WANTING TO SERVE.

- FRANKLIN – MEDINA SEAT SHOULD BE VACATED UPON HIS EXIT FROM CITY COUNCIL. DECLARE THE SEAT VACANT AND FILL 4 SEATS.

- HORVATH – ANY PRESENT MEMBERS INTERESTED? NONE AT THIS TIME.

- HORVATH – REGARDING SCAG POSITIONS, MEDINA AND MITCHELL VACANCIES, NEED TO FILL THOSE AS WELL.
- STERN – PLEASE SHARE LIST OF OPEN APPOINTMENTS AND SCOPE/RESPONSIBILITY OF EACH APPOINTMENT. LINKS CAN BE SENT DIRECTING ELECTEDS TO THE AGENCIES WEB PAGES.
- ACTION: ADVERTISE 4 OPEN METRO SERVICE COUNCIL VACANCIES AND REDISTRIBUTE LIST OF OPEN APPOINTMENTS ALONG WITH THE RESPONSIBILITIES/SCOPE/OTHER RELEVANT INFO.

H. South Bay Fiber Network – 12:20 pm

- 2nd payment for Work Order #1 attached
- Work Order #2 – to be sent separately
- Fiber applications – Equinix visit – Wally Siembab
 - WALLY – WORK ORDER 1 WAS TO BUILD THE RING NETWORK. WORK IS UNDERWAY AND PERMITS ARE BEING PULLED FOR THIS WORK ORDER. REQUESTING APPROVAL OF 2ND PAYMENT TO ADF FOR WORK ORDER #1. WORK ORDER #2 WILL BEGIN BUILDING LATERAL CONNECTIONS TO CITY SITES. REQUESTING RECOMMENDED BOARD APPROVAL OF WORK ORDER #2. WORK IS PROGRESSING AND SERVICE SHOULD BEGIN BY JUNE 30, 2020. RACE COMMUNICATIONS IS MEETING WITH EACH CITY TO SIGN SERVICE AGREEMENTS.
 - CRUIKSHANK – IS THE RING BEING BUILT ABOVE OR BELOW GROUND? AND IS CITY STAFF PRESENT TO ENSURE CITY RULES ARE FOLLOWED? WALLY - PERMITS ARE BEING PULLED FROM EACH CITY AS NEEDED SO LOCAL RULES/REQUIREMENTS ARE BEING FOLLOWED.
 - WALLY – BBK IS SENDING OUT LETTER TO EVERY CITY ENSURING CONCERNS ARE MET AND MSA IS READY TO GO. SMALL REVISIONS WILL GO TO SBCCOG BOARD IN FEBRUARY.
 - WALLY – EQUINIX VISIT WAS FASCINATING. VISIT WITH ELECTEDS CAN BE FACILITATED. WITH STATE MONEY, APPS WILL BE DEVELOPED. LOOKING TO DO LUNCH AND LEARN SERIES WITH COUNCILMEMBERS AND STAFF. EQUINIX CAN OFFER ADDITIONAL AMENITIES (SUCH AS BACKUP STORAGE FOR COUNCIL MEETING VIDEO ARCHIVES) VIA THE SBFN CONNECTION AND COULD HELP LOWER OTHER COSTS FOR CITIES.
 - HORVATH – PRESENTATION TO THE BOARD MAY BE INFORMATIVE. THIS OPPORTUNITY CAN BE HUGE FOR SBCCOG CITIES.
- ACTION: Approved 2nd payment for work order #1 and recommended Board approval of work order #2 – FRANKLIN/CRUIKSHANK

I. Legislative Issues – 12:35 pm

- Legislative Matrix – attached
- DAVID – HANDOUT INCLUDES ONLY MINOR UPDATES FROM MATRIX IN PACKET, LARGELY NEW LOCATIONS OF BILLS. TWO CANNABIS BILLS APPEAR DEAD FOR NOW ALONG WITH SB50.
- HORVATH – EARLIER THIS MORNING RECEIVED REQUEST FROM LA COUNCILMAN KORETZ TO CONSIDER SUPPORTING CITY OF LA EFFORT TO GET STATE LEGISLATION TO REQUIRE 80% OF RENTAL CARS AT CONRAC AT LAX TO BE EVS BY 2024. THOUGHTS ON SENDING SUPPORT LETTER?
- VALENTINE – SEEMS TO BE A TERRIBLE BURDEN TO PUT ON CAR COMPANIES AND WOULD NOT SUPPORT AT THIS TIME.
- CRUIKSHANK – AGREE WITH VALENTINE.
- WALLY – BEFORE ADOPTING MAJOR LEGISLATION LIKE THIS, PERHAPS SBCCOG COULD CONDUCT A PILOT DEMONSTRATION/EXPERIMENT.
- STERN – SHOULD ALSO ENCOURAGE COMPANIES TO THINK BIG AND TAKE HEROIC STEPS TO BE PART OF SOLUTION.

- **STEVE – NO WHERE NEAR ENOUGH EV INFRASTRUCTURE TO MAKE THIS A REALITY UNDER CURRENT FUNDING MECHANISMS FOR EV CHARGING STATIONS.**
- **HORVATH – SEND THE LETTER TO WALLY FOR REVIEW/EDITS AND INCLUSION OF RECOMMENDATIONS. NO LETTER TO BE SENT NOW, COULD PROVIDE COMMENTS AND IDEAS TO COUNCILMAN KORETZ INSTEAD.**
- Meeting with developers re: housing legislation? With LCC,LA? –
- Trip to Sacramento – 5 electeds signed up for 3/24 and 2 for 3/25 - further update at the meeting
- **KIM – SAC VISIT IS BEING PLANNED. CONSULTANT HAS NOT YET RESPONDED TO JACKI ON DETAILS. MARCH 24/25, COME FOR ONE OR BOTH DAYS. CURRENT PLAN IS FOR JACKI TO MEET WITH BOARD MEMBERS AND LEGISLATORS, WALLY TO MEET WITH AGENCY STAFF. LET JACKI KNOW IF YOU WANT TO ATTEND.**
- **HORVATH – JUST AS IMPORTANT FOR BOARD MEMBERS TO MEET WITH AGENCY STAFF SO THEY CAN LEARN FROM EACH OTHER.**
- **FRANKLIN – ANYONE GOING SHOULD ALSO MEET WITH THEIR ECONOMIC DEVELOPMENT DIRECTORS TO GET UPDATES ON GENERAL PLANS, ETC AND HOW STATE INITIATIVES COULD AFFECT THOSE.**
- **KIM – BEFORE SAC VISIT, JACKI IS PROPOSING A MEETING WITH DEVELOPERS IN ORDER TO GET FEEDBACK ON HOUSING LEGISLATION AND CONCEPTS SBCCOG MIGHT PROPOSE. STEERING COMMITTEE MEMBERS RESPONDED TO INCLUDE DIFFERENT TYPES OF DEVELOPERS – DAC, HIGH INCOME, ETC. VARIETY OF DEVELOPERS ALONG WITH THOSE WHO MAY DO STRIP MALL COMMERCIAL TO RESIDENTIAL DEVELOPMENT.**
- **CRUIKSHANK – GREAT IDEA. BIA CAN LIKELY PROVIDE A LIST/VARIETY OF DEVELOPERS FOR THE MEETING.**
- **MAYBE MEET AS A GROUP AFTER MARCH STEERING COMMITTEE MEETING TO PLAN/STRATEGIZE.**
 - **ACTION:** Recommend ED Board approval of legislation and provide direction on meeting with developers. **RIZZO/FRANKLIN**

J. Board Meeting agenda development – **12:45 pm**

- February – Redondo Beach Library – draft agenda attached
 - Local Travel Network and the Intersection with Housing – Wally Siembab
 - **WALLY – LOOKING AT BEING READY FOR RESIDENT-OWNED LOCAL USE VEHICLES. CITIES WERE TOTALLY UNPREPARED FOR WAVE OF SCOOTERS BY COMPANIES. THIS IS DIFFERENT AS RESIDENTS WILL BE OWNING THESE VEHICLES. LOOKING AT HOW USERS CAN TRAVEL BETWEEN NEIGHBORHOODS BY FINDING SAFE ACCESS POINTS. ALSO TRYING TO WORK ON THE “HOME TO DESTINATION” WHICH COULD SIGNIFICANTLY REDUCE GHG EMISSIONS IF DONE BY LUV AND NOT A CAR.**
 - **HICKS – WHAT ABOUT RIDING ON SIDEWALKS? WALLY – THIS WOULD NOT BE ALLOWED. LOOKING AT EXISTING LOW SPEED AND LOW VOLUME STREETS THAT COULD BE DESIGNATED AS A LOCAL TRAVEL NETWORK ALONG WITH IDENTIFYING CONTROL POINTS FOR SAFELY TRAVELING BETWEEN NEIGHBORHOODS IN LUVS.**
 - **STEVE – PER FRANKLIN’S REQUEST, 15 MIN PRESENTATION FROM METRO STAFF ON NEXTGEN BUS STUDY WILL ALSO BE MADE AT THE BOARDS NEXT MEETING.**

K. Special Events – **12:50 pm**

- Celebration and Recognition of SBWIB, R/T, Hahn and Butts re: SBFN – TBD
- Tour of Regional Recycled Water Advanced Purification Center in Carson, showcasing its innovative purification process and the importance of purified,

recycled water to Southern California's future water supply. Tours are approximately 1.5 hours long. Tour: 2/27/2020 - 1:30 P.M.

■ **KIM – RSVP TO JACKI IF YOU ARE INTERESTED IN GOING.**

■ **ACTION:** Provide direction

■ **HORVATH – TOOK A MOMENT TO SHARE PASSING OF BOB BACHARACH. STAFF WILL WORK WITH CHAIR ON IDENTIFYING WAY TO HONOR JACKI'S HUSBAND. PERHAPS DONATION TO CHARITY HE LIKED.**

L. Legal Counsel – 12:55 pm

- SBCCOG has had the same legal counsel for over 20 years. Last month's Steering Committee direction was to create an RFP. Mike Jenkins called and wanted you to know that he is willing to stay pro bono for the basic service and we probably won't be able to beat that with an RFP.
- Still do RFP?
- **KIM – JENKINS OFFERED TO CONTINUE PRO BONO SERVICES FOR BASIC LEGAL COUNSEL (CONTRACTS, ETC). SPECIALIZED SERVICES MAY NEED TO BE PAID FOR DUE TO ACQUISITION BY BBK.**
- **HORVATH – STILL SHOULD CONSIDER DOING RFP AS FINANCE COMMITTEE PREPARES FOR FUTURE. JENKINS MAY NOT ALWAYS BE AROUND AND THERE SHOULD BE A BUDGET FOR LEGAL COUNSEL IF NEEDED.**
- **KIM – RFPs ARE VERY TIME CONSUMING FOR THE ISSUER AND APPLICANTS. IF SBCCOG IS NOT SERIOUS ABOUT CONSIDERING NEW LEGAL COUNSEL AND ONLY WANTS TO DETERMINE A BUDGET, SBCCOG STAFF CAN INVESTIGATE COSTS AND FIRMS AND REPORT BACK TO STEERING COMMITTEE.**
- **CRUIKSHANK – AGREE WITH KIM. WOULD RATHER LOOK INTO OTHER COG BUDGETS BEFORE MOVING FORWARD WITH RFP PROCESS.**
- **ACTION: RESEARCH OTHER COG BUDGETING FOR LEGAL COUNSEL. BRING INFO BACK TO STEERING COMMITTEE BEFORE PROCEEDING WITH RFP. PROVIDE LINE ITEM IN SBCCOG BUDGET FOR LEGAL COUNSEL.**

M. Office Move – 1:00 pm

- Memo attached and possible action re: need for a firewall, discussion and recommendation for Board approval
- **KIM – CONSTRUCTION IS EXPECTED TO BE COMPLETED MARCH 11, SO SHOULD BE BACK IN OFFICES BY APRIL MEETINGS. WHILE SBFN CONNECTION IS STILL BEING MADE, TEMPORARY INTERNET CONNECTIONS HAVE BEEN IDENTIFIED VIA SPECTRUM.**
- **HORVATH - TONY FROM SHARP IS HERE TO DISCUSS FIREWALL ITEM AND ANSWER QUESTIONS.**
- **TONY – OPTION 1 IS A GOOD ENTRY LEVEL OPTION BUT DOES NOT HAVE THE CAPACITY AND ADDITIONAL SECURITY THAT OPTION 2 DOES. OPTION 1 WOULD ALSO BOTTLENECK INTERNET SPEEDS DUE TO REVERSION TO COPPER CABLE ONCE IN THE SUITE FROM BROADBAND CONNECTION OUTSIDE.**
- **FRANKLIN – THERE ARE TWO HOURS OF LABOR. SHOULD THIS NOT JUST BE INCLUDED IN THE OVERALL COST? DAVID - THE LABOR COSTS WOULD BE FOR SHARP STAFF TIME. THE REMAINING COSTS (LICENSE AND HARDWARE) ARE PAID TO THE VENDOR WHO IS NOT SHARP.**
- **HORVATH – IF OPTION 1 WOULD ESSENTIALLY SELF-THROTTLE DUE TO THAT ISSUE, WE SHOULD NOT BE CONSIDERING IT.**
- **CRUIKSHANK – PREFER IF STAFF WOULD PROVIDE ONE RECOMMENDATION AFTER DUE DILIGENCE AND VETTING. BOARD SHOULD BE CONSIDERING WHAT STAFF HAS IDENTIFIED AS THE ORGANIZATIONAL NEED.**

- **ACTION:** Recommended approval of staff recommendation **AND SELECTION OF SONICWALL NSA 2650 FIREWALL. CRUIKSHANK/VALENTINE.**

N. Mid-Year Budget – 1:05 pm

- **BROOKE – NEW CONTRACTS HAVE PUT BUDGET WELL INTO BLACK BY APPROXIMATELY \$500K. SOME EXPENSES HAVE GONE UP, SOME DOWN. LIKELY NEED TO BRING ON ADDITIONAL STAFF TO HANDLE NEW PROGRAMS.**
- **FRANKLIN – DOES SBCCOG ENCUMBER SEVERENCE PAY/PENSIONS/VACATION/ETC. BROOKE – SBCCOG DOES NOT PAY OUT ON SICK TIME. THE RESERVE IS SUPPOSED TO COVER ALL SHUTDOWN COSTS WHICH INCLUDES PAYOUT OF VACATION TIME. VACATION TIME IS PAID OUT BUT HAS A MAXIMUM ACCRUAL AMOUNT BASED ON LENGTH OF TIME WITH ORGANIZATION. BENEFITS AND ANY PENSION CONTRIBUTIONS ARE DONE EACH MONTH AND ARE NOT ONGOING FINANCIAL RISKS TO THE SBCCOG. EMPLOYEES ARE NOT CALPERS OR OTHER RETIREMENT SYSTEMS LIKE IN MOST CITIES.**
- **ACTION: SHOW VACATION TIME PAYOUT LIABILITY IN THE NEXT BUDGET.**

O. Intention to Raise dues – 1:15 pm

- Recommendation from Finance Committee – amount to be determined
- **HORVATH – PLEASE MAKE SURE YOUR CITY IS REPRESENTED AT FINANCE COMMITTEE. WORK IS PROGRESSING AND IT IS IMPERATIVE ALL CITIES PARTICIPATE. COMMITTEE IS RECOMMENDING A DUES INCREASE BE CONSIDERED, PERHAPS A ONE YEAR EXTENSION OF THE CURRENT RESERVE BUILDING PLAN.**
- **FRANKLIN – SO DUES WILL BE RAISED BY \$20K TOTAL? HORVATH – THE COMMITTEE HAS NOT RECOMMENDED A SPECIFIC AMOUNT. IF THE CURRENT PLAN WAS EXTENDED ONE YEAR, A TOTAL OF \$20K ADDITIONAL WOULD BE COLLECTED, NOT PER CITY. COMMITTEE WILL COME BACK WITH SPECIFICS. SBCCOG BYLAWS REQUIRE MINIMUM OF 60 DAYS NOTICE OF INTENTION TO RAISE DUES. SPECIFIC DUES INCREASE WILL BE PRESENTED AT A FUTURE MEETING.**
- **WALLY – CONSIDER REQUESTING ON-GOING STATE FUNDING DURING SAC VISIT.**
- **ACTION:** Recommended notice of intention to the Board. **FRANKLIN/HICKS**

P. Approval of Invoices – available at the meeting – 1:20 pm

- NOTE: Includes Legal review of SBFN Master services agreement of \$4,725 –
- **ACTION:** Approved invoices for payment **FRANKLIN/HICKS**

VII. INFORMATION ITEMS

Q. Telework Project Update – Wally Siembab - 1:25 pm

- **WALLY – REVISING PRIOR AQMD PROPOSAL AFTER MEETING WITH LA COUNTY. PLANNING ON RESUBMITTING AQMD PROPOSAL TO DO A TELEWORK FEASIBILITY STUDY (APPROX \$40K).**

R. Update on Homeless Program and Innovation Project Funding - 1:35 pm

- **KIM – BOARD APPROVED INNOVATION FUNDS PROJECT LIST. LA COUNTY HAS RELEASED A STORYMAP THAT HELPS LOCATE INTERIM AND SUPPORTIVE HOUSING IN THE COUNTY. STAFF WILL BE PRESENTING AT THE NEXT HOMELESS SERVICES TASK FORCE MEETING ON MARCH 4TH. THEY WILL ALSO EXHIBIT AT GA. STAFF PARTICIPATED IN CONFERENCE CALL WITH LACHI, LAHSA, HARBOR INTERFAITH, HERMOSA BEACH, MANHATTAN BEACH, AND SAN GABRIEL VALLEY COG ON DEVELOPING TRAINING SERIES FOR CITY STAFF, ELECTED OFFICIALS, BUSINESS OWNERS, AND RESIDENTS. SERVICE PROVIDERS WILL TAKE THE LEAD IN DEVELOPMENT OF THE COURSES. SBCCOG AND PATH STAFF HAVE STARTED TO MEET WITH CITIES TO DETERMINE OUTREACH AND TRAINING NEEDS.**

S. Update on Senior Services – 1:40 pm

■ **KIM – SENIOR SERVICES MEETING HELD IN GARDENA AND HEARD A PRESENTATION ON CANNABIS/HEMP CBD/THC ISSUES INCLUDING VAPING CRISIS. THE GROUP ASKED FOR MORE DETAILED MEDICAL USES AND ISSUES AT THE MAY MEETING. A PRESENTER IS BEING SCHEDULED. EL SEGUNDO IS WORKING ON THEIR AGE-FRIENDLY CITY APPLICATION.**

T. General Assembly – 1:45 pm

■ Memo attached

■ **HORVATH – PLEASE INVITE YOUR CONSTITUENTS AND GROUPS TO THE EVENT. JACKI DISTRIBUTED A TEMPLATE FOR YOU TO SEND OUT. THANK YOU FRANKLIN FOR SENDING OUT.**

■ **KIM TO RESEND OUT THE FLYER AND TEMPLATE LETTER.**

■ **KIM – WHAT FOOD MENU PREFERENCE? SBCCOG STAFF MUST MEET WITH CATERER SOON. OVERWHELMING SUPPORT FOR BARBEQUE MENU.**

VIII. STRATEGIC POSITIONING ITEMS/ANNOUNCEMENTS AND UPDATES

■ Other updates since agenda distribution – 1:55 pm

■ **KIM – APPLIED FOR SCAG SUSTAINABILITY AWARD FOR OUR ADAPTATION PLANNING WORK.**

NEXT STEERING COMMITTEE MEETING – Monday, March 9, 2020 @ 12:00 pm

■ **HORVATH – NEXT MEETING AT THE HAWTHORNE MEMORIAL CENTER. THERE WILL ALSO BE AN ACTION ITEM FROM TRANSPORTATION COMMITTEE ON METRO BUDGET REQUEST. PLEASE BE PRESENT TO DISCUSS AND VOTE.**