

North Santa Monica Bay Watershed Area Steering Committee (WASC) Meeting Minutes



Thursday, October 12, 2023
1:00pm – 3:00pm
Las Virgenes Municipal Water District Conference Room
4232 Las Virgenes Rd Calabasas, CA 91302
WebEx Meeting

Committee Members Present:

Marcela Benavides-Aguilar, LA County Flood Control District (Agency)
David Pedersen, Las Virgenes Municipal Water District (Agency), Chair
Craig Jones, Las Virgenes Municipal Water District (Agency)
Madelyn Glickfeld, Institute of the Environment and Sustainability UCLA (Community), Chair
Tevin Schmitt, Wishtoyo Chumash Foundation Ventura County (Community)
Tatiana Holden, Calabasas (Municipal)
Joe Bellomo, Hidden Hills (Municipal)
Aaron Ordower, Los Angeles County SD3 (Municipal)
Bruce Hamamoto, Los Angeles County (Municipal)
Susan Nissman, (Community)
*Kelly Fisher, Agoura Hills (Municipal)
Mark Johnson, Malibu (Municipal)
Roxanne Hughes, Westlake Village (Municipal)
Melina Sempill Watts, Melina Sempill Watts Inc. (Watershed Coordinator, non-voting member)

*Committee Member Alternate

Committee Members Not Present:

Russ Bryden, LA County Waterworks District (Agency)
Chad Christensen, Mountains Recreation and Conservation Authority (Agency)
Kirsten James, Resident (Community)
Elias Garcia, LA Area Chamber of Commerce (Community)
Jessica Forte, Agoura Hills (Municipal)

See attached sign-in sheet for full list of attendees.

1) Welcome and Introduction

Madelyn Glickfeld, Chair of the North Santa Monica Bay (NSMB) Watershed Area Steering Committee (WASC), welcomed Committee Members and called the meeting to order. Chair Glickfeld shared that Susan Nissman is a new Committee Member. All Committee Members, Regional Coordinators, and Los Angeles County Flood Control District (District) staff made self-introductions and a quorum was established. District staff provided a brief WebEx tutorial for meeting participants joining online.

2) Approval of Meeting Minutes from September 14, 2023

Chair Glickfeld presented the minutes from the previous meeting. Chair Glickfeld motioned to approve, seconded by Member Roxanne Hughes. The WASC voted to approve the September 14, 2023 meeting minutes with nine votes in favor and two in abstention (approved, see vote tracking sheet).

3) Committee Member and District Updates

Committee Member Aaron Ordower shared that Board Supervisor Lindsey Horvath's office is declaring the month of October "Oak-tober," in honor of the native oak tree. Watershed Coordinator Melina Sempill Watts

North Santa Monica Bay Watershed Area Steering Committee (WASC) Meeting Minutes



added that Supervisor Horvath will be attending the NSMB Watershed Coordinator outreach event on November 4.

Committee Member Tatiana Holden shared that the City of Calabasas (City) is hosting a fall festival will be holding Las Virgenes Creek tours. Member Holden added that the City's main green street project is under construction and encouraged the Committee to visit the site.

Chair Glickfeld reminded individuals to solicit community members to join the WASC. Member Ordower added that the WASC should look out for private sector representatives. Member Susan Nissman added that businesses in Malibu should also be represented. Committee Member Mark Johnson volunteered to reach out to local business-owners as potential candidates.

District staff provided an update, noting:

- The first term for WASC Community Stakeholder seats ended on June 30. Community Stakeholders interested in joining the WASC for the next three-year term should submit the [Interest to Serve Form](#). Current seat holders interested in reapplying do not need to submit another form. Current seat holders wishing to step down should inform District staff. There are currently two seats vacant. The candidates will be selected in late fall. Existing members will continue to serve until reappointments have been completed.
- Fiscal Year (FY) 23-24 Funds Transfer Agreements will be distributed mid-October.
- A new module is being released for project applicants to upload documents in one place on the website and will be shared with the WASC once it is published.
- Municipal Program Expenditure reports are due on October 1.
- New [Project Modification Guidelines](#) have been released. Quarterly reports will now focus more on expenditures and progress updates.
- FY 23-24 Q1 quarterly reports from July through September are due on November 15 for Rounds 1 through 3. Projects reports must still be completed, even if there was no activity on the project, or if the transfer agreement has not been executed.
- Municipal progress/expenditure reports are due December 31 for activities from July 2022 through June 2023. Municipal Annual Plans are due in April before the FY begins and the final reports are due six months after the FY ends, in December.

The District facilitated a conversation on Project Modification Guidelines (Guidelines). The Guidelines were created to provide guidance on project concepts and studies that may require changes at any stage of the project after funds have been received. On October 19, District staff held an information session and will walked through example scenarios and clarified the role Committee Members may play in the Project Modification process. District staff added that projects that request changes that are inconsistent with the Stormwater Investment Plan (SIP) will be sent to the Scoring Committee to be rescored and to ensure funding allocations are adjusted appropriately. A "Frequently Asked Questions" page will be available on the SCW website following the information session.

Upon inquiry, District staff confirmed that a link to the upcoming information session was shared via email to the NSMB WASC on October 12. The workshop registration link can also be found on the SCW website. Chair Glickfeld also asked about how the Guidelines will streamline any funding changes in the SCW Program. District staff clarified that budgets that are at different phases of project implementation will now be able to be addressed quickly since adjustments can be submitted at any project phase rather than waiting for quarterly reports to be submitted, which are sometimes submitted late.

Member Nissman asked if the Guidelines will allow projects to be more flexible at different phases of the application process and asked for clarification on application compliance and the possibility of cost increases for projects.

North Santa Monica Bay Watershed Area Steering Committee (WASC) Meeting Minutes



District staff shared that project modifications can be approved by the District without having to bring it to the WASC if the SIP is not changed. District staff shared that there is a threshold of a 10% cost increase that the District is internally using to flag any that may be too high. Costs above the threshold will be shared with the WASC to make decisions. District staff shared that after November 30, 2023, any adjustments submitted will be deferred and will be assessed in the following FY.

Upon inquiry, District Staff noted that there is a decision flow chart attached to the end of the Guidelines.

District staff shared that the project modifications process will first address past adjustments to SIPs that have been backlogged.

District staff also noted that the SCW Portal and engineering analysis section are being enhanced and streamlined. Committee Member David Pedersen added that compiling all streamlining efforts in the Program and walking through them with the WASC will be helpful. Member Nissman concurred and added that increasing water quality and water supply are often scoring criteria obstacles for local applicants.

Chair Glickfeld added that Member Nissman's remark will be addressed in the Biennial Report and added that leverage funds can be found to supplement any costs that may not be addressed by SCW funds, which can increase community benefit points, and thus encourage project approval in NSMB. Chair Glickfeld also noted that WASC Members can now encourage applicants that applications will not be prevented from moving projects along if changes need to be made along the way now that the Project Modification Guidelines have been released.

District staff shared that the Regional Oversight Committee (ROC) is meeting on October 26. Attendees are welcome to attend in person or virtually. The ROC meeting will cover recommendations and the inclusion of the SB 2 motion. There will be an opportunity to provide feedback, which will be shared on the SCW website when details are available. Chair Glickfeld highlighted the importance of WASC Committee Members attendance at the meeting.

Mike Antos (Stantec, Regional Coordination) added that Metrics and Monitoring Study (MMS) update presentations were given on October 11. The presentations encapsulated all of the MMS work to-date, details that changed along the way, and goals that are yet to be completed. Antos noted that a written questions-and-answers page will be included on the MMS site of the SCW website. Antos also clarified that the Biennial Report and the MMS are mandated by the SCW Program to achieve different goals and are therefore different studies.

4) Watershed Coordinator Updates

Watershed Coordinator Watts shared that the NSMB Watershed Coordinator is hosting a Hands-On Drip Irrigation Workshop with the UC Master Gardeners on October 21 from 9:00 AM to 11:30 AM. Watershed Coordinator Watts added that October 1 was the 20th anniversary of the Upper Las Virgenes Canyon Open Space Preserve, which was funded by grants and gifts, and shared that Measure W should have funds to purchase open space for projects in the future.

5) Public Comment Period

No public comment cards were received by 5:00 pm the day before the meeting. In person, virtual, and call-in users were invited to provide public comment.

Mehrad Kamalzare, Associate Professor at Cal Poly Pomona, shared information on the county-wide Scientific Study (SS) application to identify drywell best practices. Kamalzare added that the SS will develop

North Santa Monica Bay Watershed Area Steering Committee (WASC) Meeting Minutes



guidelines for operation and maintenance of drywells and noted that the study can provide a great return on investment since the research done here would be directly applied and converted to the industry.

Member Ordower asked if a project across all watersheds needs to be approved by each WASC. District staff clarified that the project must be approved by each watershed, but some may not be able to approve the project because of budgets. District staff added that if project applicants are looking at county-wide analyses, especially SS, there is not yet a streamlined process for those applications.

6) Discussion

a) Ex Parte Communication Disclosure

Member Hughes disclosed conversations with Chair Glickfeld, Member Holden, and Member Jessica Forte about the Biennial Report.

Chair Glickfeld disclosed a conversation with Member Ordower about the recent Board motions.

b) Las Virgenes Creek Phase III Restoration Feasibility Study (TRP) by Gorman Lau, Larry Walker Associates

Gorman Lau presented on lessons learned from the Las Virgenes Creek Phase III Restoration Feasibility Study. Presentation slides can be found on the [SCW Program website](#).

Lau shared that the project team considered switching the project from its initial wet weather project application to a dry weather project but was prevented from doing so. Member Holden added that there were also City staffing transitions that may have caused delays in project plans. District staff clarified that a new scope was required if the project were to switch to a wet weather project. Based on the proposed changes, the project would deviate too much from what the WASC initially approved. The project also did not include language for the exploration of alternative best management practices, so the potential for pivoting the project at any phase was not possible. If the project had included language around having a flexible scope, it likely would have moved forward with minimal issues. Lau added that the team also struggled to work with local businesses to implement some low-impact development best practices on business properties, which was necessary to meet the requirements of the Scoring Committee.

The District and Lau shared that the Las Virgenes Creek Restoration Technical Resources Program (TRP) project is an example of why the Project Modification Guidelines became necessary for applicants and added that the District include guidance for TRP applications to allow room for flexibility to explore future alternatives to previously submitted applications.

Member Pedersen shared that showing flexibility in applications is generally a best practice for applicants to conduct since investments will be made either way.

Committee Member Tevin Schmitt asked if Lau resolved the issue with delineating the watershed drainage for the Las Virgenes Creek Restoration Project, and Lau clarified that the team resolved the issue, but still needed to amend a portion of the project application as a result.

Chair Glickfeld reminded the WASC to think about this TRP to ensure that Committee Members can provide accurate technical assistance to SCW applicants and grantees.

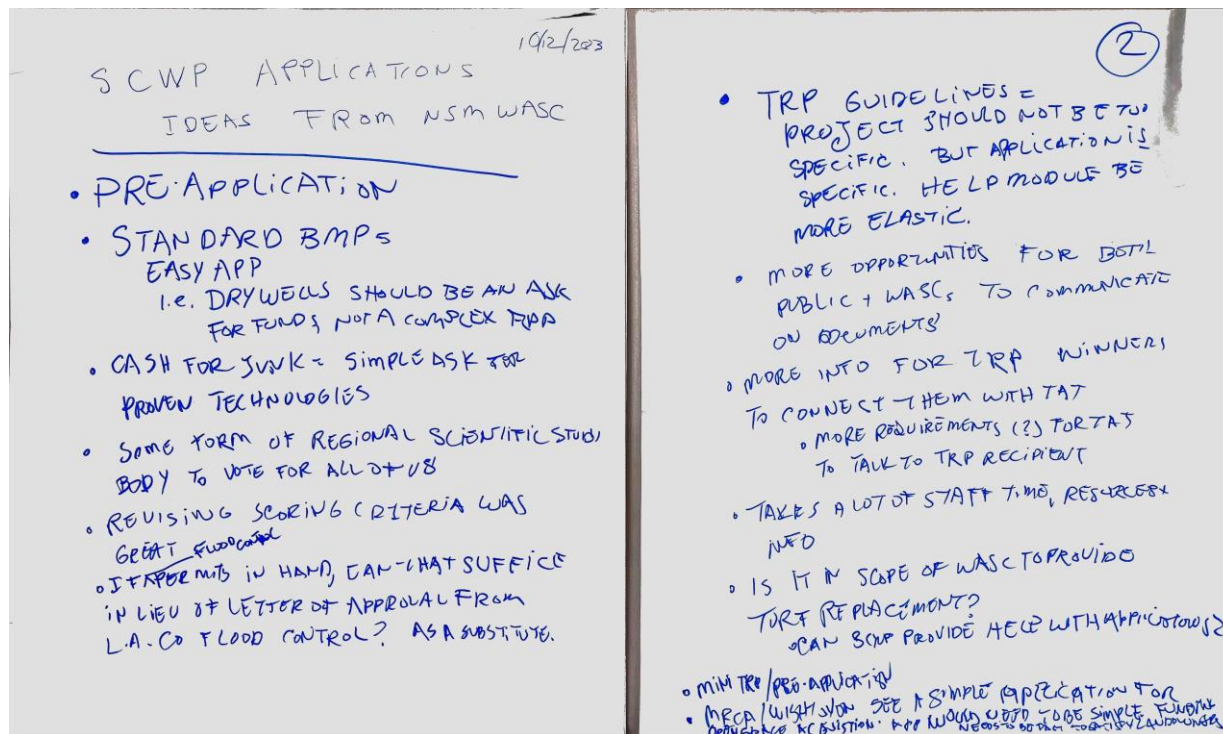
c) WASC Input on the SCWP Application Process by Watershed Coordinator Melina Watts

Chair Glickfeld asked the WASC for ideas on making the SCW Program more appealing to apply to in NSMB. Chair Glickfeld noted the value in changing the intensity of the Program's application, and

North Santa Monica Bay Watershed Area Steering Committee (WASC) Meeting Minutes



suggested creating a shorter initial application to pre-apply to determine whether proponents are good candidates for funding. During this agenda item, Watershed Coordinator Watts gathered suggestions into a set of notes on a flip chart. Two pages of notes were taken and are shown in the figure below.



Member Hughes shared that applications for projects with already-existing credible technologies or plans should be streamlined and pre-approved. Member Hughes then asked District staff if there is allowance for that in the SCW Program. Member Hughes also shared that the bacteria SS that recently applied for funds is very needed in the region but cannot be started because it is applying to each WASC for a county-wide analysis. Member Hughes suggested the creation of a regional SS oversight body to include Chairs from all WASCs to decide on county-level projects.

Committee Member Kelly Fisher noted that revising the Scoring Criteria has been helpful, but there was also a bit of frustration from some applicants on what concepts were getting approved.

Member Hughes noted that there should be an application process for people who have entered construction or have permits that have already been approved prior to applying for SCW funds. District staff shared that permits could be uploaded onto the application portal, which would have been communicated with the District before the applicant completed the upload. If an upload was not completed, District staff shared that there would be a requirement for a conceptual letter from the applicant. Chair Glickfeld recommended that permits should specifically be flood permits to ensure that the permits are approved for SCW programming. District staff shared that a flood permit would be accepted as a conceptual approval letter. Antos shared that this needs to be communicated to all WASCs.

Member Hughes highlighted that the Project Modification Guidelines stated that the TRP applications should be less specific to allow for project modifications to happen, but the modification process asks very specific questions. Member Hughes also requested the District to look at the module and ensure that there is a spot in the application to upload a flood permit.

North Santa Monica Bay Watershed Area Steering Committee (WASC) Meeting Minutes



Member Hughes provided the following recommendations: 1) Include more opportunities for the public and the WASC to comment on new regulations and guidelines; 2) Ensure that county-wide and applicant communications are also sent to the WASCs; 3) Include more opportunities for TRP consultants to work closely with municipalities; 4) Provide a pre-application process before applications are sent to the Scoring Committee.

Antos reminded the WASC that Watershed Coordinators can help with TRP applications and added that WASCs have requested pre-application processes before.

Watershed Coordinator Watts requested a streamlined application for open space acquisition and reminded the WASC that there is a clause in Measure W to do so.

District staff added that it would be most effective to share these comments at a ROC meeting, or by submitting a public comment card and attaching a letter to it.

7) Public Comment Period

There were no public comments.

8) Voting Items

There were no voting items.

9) Items for Next Agenda

The next meeting is scheduled for Thursday, November 9, 2023 (TBD), 1:00 pm – 3:00 pm and will be held in person at the Las Virgenes Metropolitan Water District Conference Room. Items on the next agenda include:

- a) Agoura Hills Stormwater Diversion Project Presentation (TBD)
- b) Malibu Lagoon Update + Water Quality Conservation

District staff will coordinate with Watershed Coordinator Watts and Members Johnson and Schmitt on speakers about Malibu Lagoon.

10) Adjournment

Vice-Chair Glickfeld thanked the WASC Members and the public for their attendance and participation and adjourned the meeting.



Safe, Clean Water Program Watershed Area Steering Committee North Santa Monica Bay

Date Thursday, October 12, 2023
Time 1:00 PM – 2:30 PM
Location Las Virgenes Municipal Water District Conference
Room - 4232 Las Virgenes Rd Calabasas, CA 91302

WebEx Hybrid Meeting – See below or [SCW website](#)
for WebEx Meeting details

WebEx Meeting Details

Committee members are expected to attend in-person at the address listed above. Members of the public may participate by joining the WebEx Event Meeting below. Please refer to the [Video Conferencing Guidelines](#) available on the Safe, Clean Water Program website for additional information.

Join via WebEx Events (recommended)

Event number: 2504 972 9749

Password: scwp (7297 from phones and video systems)

<https://lacountydpw.webex.com/lacountydpw/j.php?MTID=m40f6921ded07fbc619d3634dfe9081e6>

Join by phone

+1-408-418-9388 United States Toll or

+1-213-306-3065 United States Toll (Los Angeles)

Access Code: 2481 037 5685

Public Comment

Phone participants and the public are encouraged to submit public comments (or a request to make a public comment) to SafeCleanWaterLA@pw.lacounty.gov. All public comments will become part of the official record.

Please complete the [Comment Card Form](#) available on the Safe, Clean Water website and email to SafeCleanWaterLA@pw.lacounty.gov by at least 5:00pm the day prior to the meeting.

Para solicitudes de comentarios públicos en español, envíe un correo electrónico a SafeCleanWaterLA@pw.lacounty.gov o lláme al (833) 275-7297 dos días antes de la reunión para asegurarse de que haya un traductor presente para transmitir el comentario para consideración del comité.

Requests for accommodations may be made to SafeCleanWaterLA@pw.lacounty.gov or by telephone to 833-ASK-SCWP at least three working days in advance of the meeting.

Supporting documentation will be available on the Safe, Clean Water website at www.safecleanwaterla.org.



Agenda:

- 1) Welcome and Introductions
- 2) Approval of Meeting Minutes from September 14, 2023
- 3) Committee Member and District Updates
 - a) Community Stakeholder Seat Interest Form
- 4) Watershed Coordinator Updates
- 5) Public Comment Period
- 6) Discussion
 - a) Ex Parte Communications Disclosure
 - b) Las Virgenes Creek Restoration TRP
by Gorman Lau
 - c) WASC Input on SCWP Application Process
- 7) Public Comment Period
- 8) Voting Items
- 9) Items for Next Agenda
 - a) Agoura Hills Stormwater Diversion Project Presentation (TBD)
 - b) Malibu Lagoon Update + Water Quality Conversation
- 10) Adjournment

Next Meeting: November 9, 2023 (TBD)
1:00pm – 3:00pm
Las Virgenes Municipal Water District Conference Room
4232 Las Virgenes Rd Calabasas, CA 91302

Requests for accommodations may be made to SafeCleanWaterLA@pw.lacounty.gov or by telephone to 833-ASK-SCWP at least three working days in advance of the meeting.

Supporting documentation will be available on the Safe, Clean Water website at www.safecleanwaterla.org.

NORTH SANTA MONICA BAY WASC MEETING - October 12, 2023

		Quorum Present				Voting Items
Member Type	Organization	Member	Voting?	Alternate	Voting?	Vote to Approve September 14, 2023 WASC Meeting Minutes
Agency	LACFCD	Marcela Benavides-Aguilar	x	Mark Beltran		y
Agency	LAC Waterworks District	Russ Bryden				
Agency	MRCA	Chad Christensen				
Agency	LVMWD	David Pedersen	x	Craig Jones		y
Agency	LVMWD	David Pedersen		Craig Jones		
Community Stakeholder	UCLA	Madelyn Glickfeld	x	Richard Ambrose		y
Community Stakeholder		Vacant				a
Community Stakeholder	LA Area Chamber of Commerce	Elias Garcia				
Community Stakeholder	Wishtoyo Chumash Foundation Ventura County	Tevin Schmitt	x			y
Community Stakeholder	Community Stakeholder (Vacant)	Susan Nissman	x			
Municipal Members	Agoura Hills	Jessica Forte		Kelly Fisher	x	y
Municipal Members	Calabasas	Tatiana Holden	x			y
Municipal Members	Hidden Hills	Joe Bellomo	x	Kerry Kallman		a
Municipal Members	LAC Supervisor District 3	Aaron Ordower	x	Rachel Fox		
Municipal Members	LAC Public Works	Bruce Hamamoto	x	Allen Ma		y
Municipal Members	Malibu	Mark Johnson	x	Solishia Andico		y
Municipal Members	Westlake Village	Roxanne Hughes	x	Josephine Wilson		y
Watershed Coordinator	Melina S. Watts Consulting, LLC	Melina Watts				
Total Non-Vacant Seats		17			Yay (Y)	9
Total Voting Members Present		12			Nay (N)	0
Agency		2			Abstain (A)	2
Community Stakeholder		3			Total	11
Municipal Members		7				Approved

Other Attendees

- Allen Ma
- Gorman Lau
- Haris Harouny
- Jenny Chau
- John Mendoza
- Josephine Wilson
- Kelsey Reed
- Marisela Velasquez
- Mark Beltran
- Mehrad Kamalzare
- Melania Gaboyan
- Melanie Hu
- Mike Antos