

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



Thursday, May 8, 2025
12:00pm – 3:00pm
Las Virgenes Municipal Water District Conference Room
4232 Las Virgenes Rd, Calabasas, CA 91302
WebEx Meeting

Committee Members Present:

*Daniel Bradbury, Los Angeles County (Agency)
William Johnson, Los Angeles County Waterworks (Agency)
Brian Baldauf, Mountains Recreation and Conservation Authority (Agency)
*Craig Jones, Las Virgenes Municipal Water District (Agency)
Jessica Forte, Las Virgenes Municipal Water District (Agency), Chair
Madelyn Glickfeld, Resident (Community)
Andrew Nickerson, PSOMAS (Community)
Susan Nissman, Resident (Community)
Tevin Schmitt, Wishtoyo Chumash Foundation Ventura County (Community)
Jacy Shillan, Resident (Community)
*Kelly Fisher, Agoura Hills (Municipal)
*Melanis Stepanian, Calabasas (Municipal)
Kelsey Reed, Hidden Hills (Municipal)
Bruce Hamamoto, Los Angeles County (Municipal)
*Ewelina Mutkowska, Malibu (Municipal)
Roxanne Hughes, Westlake Village (Municipal), Vice-Chair
Melina Sempill Watts, Melina Sempill Watts Inc. (Watershed Coordinator, non-voting member)

Committee Members Absent:

Aaron Ordower, LAC Supervisor District 3 (Municipal)

*Committee Member Alternate

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

1) Welcome and Introduction

Jessica Forte, Chair of the NSMB Watershed Area Steering Committee (WASC), welcomed Committee Members and called the meeting to order. Los Angeles County Public Works (Public Works) staff facilitated the roll call of Committee Members. Committee Members made self-introductions and a quorum was established. Public Works staff provided a brief WebEx tutorial for meeting participants online.

2) Approval of Meeting Minutes from April 10, 2025

Chair Forte presented the minutes from April 10, 2025. Member Madelyn Glickfeld motioned to approve the minutes, seconded by Member Susan Nissman. The WASC voted to approve the April 10, 2025 meeting minutes with 11 votes in favor, 4 in abstention, 0 opposed, and 1 absent at the time of the vote (approved, see vote tracking sheet).

3) Committee Member and Program Updates

Member Glickfeld noted participation on the Los Angeles County Beaches Committee and shared an update on the Marine Mammal Care Center focusing on domoic acid animal recovery. The Care Center used its entire budget in the last three months on mammal care, and the Los Angeles County Board of Supervisors is setting aside funds but anticipates a shortfall and is looking for contributions. In addition,

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substantial media efforts and analysis done by the Los Angeles Regional Water Quality Control Board (Regional Board) and Heal the Bay about fire impacts and toxic runoff was shared with the Los Angeles County Beaches Committee to review.

Public Works staff provided an update, noting:

- Applications for the Fiscal Year 2025 - 2026 (FY25-26) Low Income Senior Owned Exemptions and General Income Based Tax Reductions were due on May 1. For more information, see the Exemptions and Reductions section of the Safe, Clean Water Program (SCW Program) [website](#).
- The Call for Projects deadline for FY26-27 is July 31. Informational sessions will be held virtually on May 21 from 9:00am to 11:00am and May 22 from 3:00pm to 5:00pm. Both sessions will contain the same information. For proposed projects involving Los Angeles County Flood Control District (LACFCD) infrastructure or facilities, the deadline to request a letter for conceptual approval from LACFCD is May 31.
- Mid-Year Reports covering July to December 2024, (previously separated as Quarter 1 (Q1) and Q2 Reports) were due in February. Project and Study Developers must address comments and resubmit as soon as possible, regardless of receiving funds, having expenditures or activities, or having executed the Funds Transfer Agreement.
- The upcoming Regional Oversight Committee meeting is scheduled for May 14 at 1:00pm. The ROC will receive updates from the Watershed Planning Water Quality Working Group and Community Investment Benefits and Benefit Ratio Working Group. The meeting will also include an update from Watershed Coordinators. To view meeting details please visit the [ROC events website](#).
- FY25-26 Municipal Annual Plans were due on April 1, 2025.
- The 2024 Municipal Transfer Agreements are being processed and executed by Public Works staff. The fifth disbursements are ongoing. Cities will need to comply with all reporting requirements to receive the fifth disbursement.
- A Metrics & Measures section has been added as a section in the Municipal Program Reporting Module. This Metrics & Measures section collects data for performance metrics specific to Municipal Program activities to align with and inform the Watershed Planning efforts and SCW Program progress assessments. The SCW Program is hosting a virtual workshop on Thursday, May 15, 2025 from 10:00am to 11:00am that will provide an overview of the Reporting Module and the Metrics and Measures tile functionality. Municipalities received an email with instructions to fill out the section along with a link to the [workshop event page](#); the information should be filled out by June 16, 2025.
- The first round of Public Education and Community Engagement Grants Program proposals were awarded at a total of approximately \$3.1 million. To see a list of approved proposals for Round 1 of the Public Education and Community Engagement Grants Program, please visit the [Water Foundation Website](#). The final deadline for grant submissions was April 4, 2025 and is now closed.
- The Q4 2025 Funding Report has been posted to the SCW Program website under the [Resources tab](#). In support of Public Works, the Regional Coordination team prepares quarterly funding reports that include a high-level overview of recent funding policy highlights and a funding matrix that shares currently active and upcoming funding opportunities that may be relevant to SCW Program projects. Public Works staff and Regional Coordination are actively tracking activity to better understand impacts to future funding.

4) Ex Parte Communication Disclosures

There were no ex parte communications.

5) Watershed Coordinator Updates

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Watershed Coordinator Melina Watts shared an update of activities within the Watershed Area. Presentation slides are available on the SCW Program [website](#).

Watershed Coordinator Watts noted that numerous Earth Day events took place throughout the Watershed, highlighting community engagement in environmental stewardship. There was a suggestion by Watershed Coordinator Watts to create a dedicated Earth Day specifically for California native plants to recognize their unique ecological value. Watershed Coordinator Watts also noted that the Watershed Area remains actively involved in post-fire recovery efforts and ongoing commitment to environmental restoration.

Several project proposals and funding efforts were noted. The Santa Monica-Malibu Unified School District (SMMUSD) has applied for a \$200,000 grant, and the Santa Monica Airport is exploring environmental initiatives on its parcels. There was interest from the Watershed Coordinator in fostering more communication between different Regional Boards to share rules and practices, although it was acknowledged by the WASC that the communities served by each Regional Board vary significantly in character and needs and suggested tabling the topic.

The Committee expressed interest in a presentation about successful WASC projects and agreed to revisit this topic in August.

The Committee also expressed strong appreciation for the work being done by Watershed Coordinator Watts, acknowledging the positive impact on community understanding and perception of the SCW Program.

6) Discussion

a) Watershed Planning Workshop #3 Engagement

Public Works' Watershed Planning Team (Watershed Planning Team) gave a presentation on the Watershed Planning effort to date. Highlights from the presentation included:

- The Initial Watershed Plans in development will include targets strategies, actions, and opportunities to address Watershed Area (WA) Needs and achieve the Safe Clean Water (SCW) Program's Goals. Needs are determined as the difference between targets and the benefit baselines of previously funded SCW Program projects. Strategies explain how to meet the WA Needs, actions outline what types of projects or programs to implement, and Opportunities identify where to implement projects for the highest impact.
- A companion to the Initial Watershed Plans, an online Watershed Planning Tool (Planning Tool) is in development that consists of a Planning Map and Dashboard, which will support visualization of Opportunities and track progress toward the established targets and WA Needs. Composite layers in the Planning Map will assist in identifying multi-benefit opportunities, which combine various Planning Themes (based on the SCW Program Goals) such as drought preparedness, public health improvement, nature-based solutions, and equitable benefit distribution; and
- The Draft Initial Watershed Plans will be available for a 30-day public review period in Fall 2025 and updated editions will be, published in early 2026.

Presentation slides are available on the [SCW Program website](#). For more information on Watershed Planning, visit the [Watershed Planning page](#) of the SCW Program website.

Chair Forte raised the issue of impervious surfaces' environmental impact in the Watershed Area. Member Roxanne Hughes asked whether open space is accounted for in the Watershed Plan targets, commenting that a largely natural watershed functions as a type of best management practice (BMP) and should be considered in planning. The Watershed Planning Team clarified that the pollutant load reduction targets

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are based on potential pollutant generation from impervious surfaces. Member Nissman brought up the Department of Parks and Recreation's Park Needs Assessment (Parks Need Assessment) and questioned how that assessment and allocated funding for park improvements could be integrated into the Initial Watershed Plans. Watershed Planning Team confirmed that the Parks Needs assessment was referenced to determine opportunities for creation or enhancement of parks.

Chair Forte expressed concern over the emphasis of projects with large drainage areas, commenting that accomplishing 800 acre-feet of project storage capacity would be very challenging in the NSMB Watershed Area since it is largely undeveloped. Member Nissman added that not all rainfall reaches the ocean and stressed the importance of contributing authentically to the region's unique geography and geology.

Mike Antos (Stantec, Watershed Planning) facilitated a live demonstration of the Community Strengths and Needs Assessment (CSNA) Survey and Dashboard, and noted that these resources may assist to strengthen project selection during Stormwater Investment Plan deliberations.

The Watershed Planning Team presented the tentative Watershed Planning Timeline and announced that they would return to the WASC in Fall 2025 to share the Draft Initial Watershed Plans .

7) Public Comment Period

There were no public comments.

8) Items for Next Agenda

The next meeting will be on June 12, 2025, held in person and online via WebEx. See the [SCW Program website](#) for meeting details. Items on the next agenda may include:

- a. Watershed Coordinator Capabilities and Qualifications Interviews and Selection
- b. Unincorporated County Project Updates

Member Nissman asked for reports on water quality data from recent tests along the entire stretch of Malibu Canyon. Member Glickfeld concurred with the request and shared the importance of understanding toxins in fish and in people. Chair Forte requested Public Works staff reach out to Heal the Bay and the Regional Board to speak at a future NSMB WASC meeting.

9) Adjournment

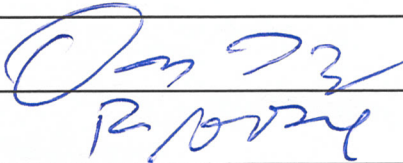
Chair Forte thanked the WASC Members and the public for their attendance and participation and adjourned the meeting.

NSMB WASC - May 8, 2025							
		Quorum Present				Voting Items	
Member Type	Organization	Member	Voting?	Alternate	Voting?	Approve the April 10, 2025 NSMB WASC Meeting Minutes	
Agency	LACFCD	Marcela Benavides-Aguilar		Daniel Bradbury	x	a	
Agency	LAC Waterworks District	William Johnson	x			y	
Agency	MRCA	Brian Baldauf	x	Rebecca Correa		a	
Agency	LVMWD	David Pedersen		Craig Jones	x	y	
Agency	LVMWD	Jessica Forte	x	Jeremy Wolf		y	
Community Stakeholder	Resident	Madelyn Glickfeld	x	Richard Ambrose		y	
Community Stakeholder	PSOMAS	Andrew Nickerson	x			y	
Community Stakeholder	Resident	Susan Nissman	x			y	
Community Stakeholder	Wishoyo Chumash Foundation Ventura County	Tevin Schmitt	x	Natalia Cuellar		y	
Community Stakeholder	Resident	Jacy Shillan	x			y	
Municipal Members	Agoura Hills	Charmaine Yambao		Kelly Fisher	x	a	
Municipal Members	Calabasas	Curtis Castle		Melanie Stepanian	x	a	
Municipal Members	Hidden Hills	Kelsey Reed	x	Mayra Martinez		y	
Municipal Members	LAC Supervisor District 3	Aaron Ordower		Rachel Fox			
Municipal Members	LAC Public Works	Bruce Hamamoto	x	Allen Ma		y	
Municipal Members	Malibu	Kiernan Brtalik		Ewelina Mutkowska	x	y	
Municipal Members	Westlake Village	Roxanne Hughes	x	Josephine Wilson		absent at vote	
Watershed Coordinator	Melina S. Watts Consulting, LLC	Melina Watts	x				
Total Non-Vacant Seats		17			Yay (Y)	11	0
Total Voting Members Present		16			Nay (N)	0	0
Agency		5			Abstain (A)	4	0
Community Stakeholder		5			Total	15	0
Municipal Members		6				Approved	Not Approved

Other Attendees
Brenda Rojas
Caitlin Gray, SMBRC
Carlos Rodriguez
Chris Minton
Craig Doberstein
Daniel A.
Eric Bonilla - Los Angeles
Hunter Raskin
Jason Pepito - SCW 1
Jenny Chau
Justin Jones - Los Angeles
Linnet Khechatoorian
Lisa (Jin) Kim - Los Angeles
Mayra Martinez
Michael Hart
Mike Antos Stantec
NSMB WASC 1
NSMB WASC 2
Raina
Rebecca Kaliff
Rich Ambrose
Ryanna Fossum
Samantha Torres - Los Angeles
Stacy Luell



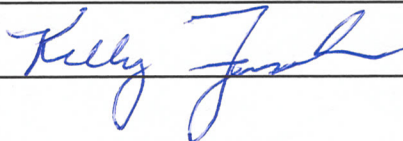


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COMMITTEE MEMBER AND ALTERNATE SIGN-IN



Member Name	Municipality/ Organization		Signature
Marcela Benavides-Aguilar	Los Angeles County Flood Control District	Primary	
Daniel Bradbury	Los Angeles County Flood Control District	Alternate	
Brian Baldauf	Mountains Recreation & Conservation Authority	Primary	
Rebecca Correa	Mountains Recreation & Conservation Authority	Alternate	
William Johnson	LA County Waterworks District	Primary	
David Pedersen	Las Virgenes Municipal Water District	Primary	
Craig Jones	Las Virgenes Municipal Water District	Alternate	
Jessica Forte	Las Virgenes Municipal Water District	Primary	
Jeremy Wolf	Las Virgenes Municipal Water District	Alternate	
Madelyn Glickfeld	Resident	Primary	
Richard Ambrose	Resident	Primary	
Andrew Nickerson	Community Stakeholder	Primary	


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Member Name	Municipality/ Organization		Signature
Susan Nissman	Resident	Primary	
Tevin Schmitt	Wishtoyo Chumash Foundation Ventura County	Primary	
Natalia Cuellar	Wishtoyo Chumash Foundation Ventura County	Alternate	
Jacy Shillan	Resident	Primary	
Charmaine Yambao	Agoura Hills	Primary	
Kelly Fisher	Agoura Hills	Alternate	
Curtis Castle	Calabasas	Primary	
Melanis Stepanian	Calabasas	Alternate	
Kelsey Reed	Hidden Hills	Primary	
Mayra Martinez	Hidden Hills	Alternate	
Aaron Ordower	LAC Supervisor District 3	Primary	
Rachel Fox	LAC Supervisor District 3	Alternate	

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Member Name	Municipality/ Organization		Signature
Bruce Hamamoto	Los Angeles County	Pimary	
Allen Ma	Los Angeles County	Alternate	
Kiernan Brtalik	Malibu	Primary	
Ewelina Mutkowska	Malibu	Alternate	
Roxanne Hughes	Westlake Village	Primary	
Josephine Wilson	Westlake Village	Alternate	
Melina Watts	Watershed Coordinator	Primary	