

**Measure W – Safe, Clean Water Program
Administrative Oversight Committee (AOC)
Meeting Minutes**

Thursday, December 16, 2021

Members Present: Matthew W. Szabo, City Administrative Officer, Chair (CAO)
Matias Farfan, Chief Legislative Analyst (CLA)
Mary Hodge, Office of the Mayor (MO)

Staff Present: Sarai Bhaga, City Administrative Office (CAO)
Jessica Quach, City Administrative Office (CAO)

The meeting was called to order at 11:02 AM.

1. General Public Comment, Multiple Agenda Item Comment

Public comment held.

2. Approval of the Minutes from prior meeting on November 18, 2021

Action: Approved

3. Discussion and Possible Action: Status update by Departments

Staff from the Bureau of Sanitation (Bureau) provided updates on the Municipal and Regional Programs. The Bureau is currently working on the 2021-22 Annual Report and the 2021-22 disbursement should be ready in one week. The City has received \$19.7 million, including \$7.2 million for the Department of Water and Power (DWP), for Round One projects. The expected amount for the Round One, Year Two disbursement is \$29 million. The Board of Public Works has approved the transfer agreements for Round Two projects and the funding disbursement of \$8.2 million is expected in March 2022. The Board has requested semi-annual reports on the program. The nine low-flow diversions project is scheduled for presentation to the Watershed Area Steering Committee (WASC) on January 5, 2022. The Echo Park Operation & Maintenance request was presented in December. The Bureau is submitting questions to the Scoring Committee for the Angeles Mesa project. The Machado Lake project passed the Scoring Committee and will be heard by the WASC in January. The Wilmington Anaheim project did not pass the Scoring Committee. The Watts Civic Center project that Council District 15 submitted passed the Scoring Committee and will be heard at the WASC.

Staff from the DWP provided updates on the Regional Program. Round One transfer agreements have been executed and \$7.2 million has been received. Round Two scope of work documents and transfer agreements are in progress. In Round Three, the Whitsett Fields North Park project passed, but Alexandria Park project did not pass. Round Three designs almost completed and the department has released a Request for Proposals for future rounds.

The Committee asked if there are audit requirements. Staff from DWP responded that there are quarterly and annual reports for the County's program.

The Committee asked if the County or City hires the auditor. Staff from the Bureau responded that municipal funds have an audit every three years and funds are budgeted for that purpose. The County is supposed to audit the entire program every five years.

The Committee requested clarification regarding who will be the lead to deliver projects that were submitted outside the process. The Bureau responded that there is a guidance document currently being worked on that will allow projects to be vetted with a formal letter of support. The City will be entering into Memorandums of Understanding with project applicants since projects are built in City's right-of-way.

The Committee asked if those projects will require City participation. Staff from the Bureau responded that the project from Council District Nine that was submitted in Round Two will require the City to participate and that the project submitted by Council District 15 will require City participation if the project passes the WASC.

4. Discussion and Possible Action: Findings to Continue Teleconference Meetings Pursuant to AB 361

The Committee determined, in accordance with AB 361, that the committee has reconsidered the circumstances of the state of emergency and that the state of emergency continues to directly impact the members' ability and that of the public to meet safely in person and that state and local officials continue to impose or recommend measures to promote social distancing.

Action: Approved.

5. Discussion and Possible Action: Other Committee organizational matters

Instruct staff to cancel regular meeting on December 30, 2021 and to hold a special meeting in January pursuant to AB 361.

Meeting adjourned at 11:20 AM.