

**LAS VIRGENES – MALIBU COUNCIL OF GOVERNMENTS
GOVERNING BOARD MEETING**

Monday, June 24, 2019, 8:30 a.m.

CALABASAS LIBRARY

Founders Hall Multipurpose Room
200 Civic Center Way, Calabasas, CA 91302

AGENDA

1. CALL TO ORDER

Governing Board Members:

Alicia Weintraub, Calabasas, President
Denis Weber, Agoura Hills, Vice President
Ned Davis, Westlake Village
Karen Farrer, Malibu
Stuart Siegel, Hidden Hills

2. APPROVAL OF THE AGENDA

3. PUBLIC COMMENT PERIOD

Members of the public may address the Governing Board on any subject on or off the agenda by raising their hand and being recognized by the President of the Governing Board. Speakers shall limit their comments to three minutes.

Pursuant to California Government Code Section 54954.2, the Governing Board is prohibited from discussing or taking immediate action on any item not on the agenda unless it can be demonstrated that the item is of an emergency nature, or the need to take action arose subsequent to the posting of the agenda.

4. CONSENT CALENDAR

Consent Calendar items will be approved in one motion unless removed for separate discussion or action.

- A. Approval of May 21, 2019 Draft Meeting Notes – Attachment
- B. June 2019 Executive Director’s Report – Attachment
- C. June 2019 Financial Statement – Attachment

Recommended Action: Approve Consent Calendar

5. ACTION ITEMS

- A. **L A County Homeless Grant Statement of Work** – Attachment
Recommended Action: Approve the Statement of Work for the second year of the Los Angeles County Homeless Grant.
- B. **Proposed FY 19/20 COG Annual Budget** – Attachment
Recommended Action: Approve the Proposed FY 19/20 COG Annual Budget

6. LEGISLATIVE UPDATE

- A. League of Cities
- B. Updates from Area Legislators

7. ELECTION OF OFFICERS

The COG's JPA states the Governing Board shall hold elections, in June, for the positions of President, Vice President and Treasurer. The term of office is July 1, 2019 through June 30, 2020. The City of Agoura Hills serves as the COG Treasurer.

8. COMMENTS AND REQUEST FOR FUTURE AGENDA ITEMS

9. FUTURE MEETING DATES

The Governing Board has traditionally not held meetings in either July or August. The next COG meeting would be 8:30 a.m. on July 16, 2019 or August 20, 2019.

10. ADJOURNMENT

**Draft Meeting Notes
Governing Board Meeting
May 21, 2019**

1 – Call to Order: The meeting was called to order by President Weintraub at 8:34 a.m. The meeting was held at Calabasas Library, Founders Hall Multipurpose Room.

Roll Call of Governing Board members present:

Alicia Weintraub, Calabasas, President
Denis Weber, Agoura Hills, Vice President
Ned Davis, Westlake Village
Mikke Pierson, Malibu
Stuart Siegel, Hidden Hills

2 – Approval of Agenda: There was a motion and second to approve the agenda. Motion carried unanimously.

3 – Public Comment Period: Several Malibu residents commented on their opposition to proposed camping in Environmentally Sensitive Habitat Areas in the Santa Monica Mountains. They were requesting the COG take action to oppose the proposal before the Los Angeles County Board of Supervisors. Following their remarks, President Weintraub informed the speakers that the matter was not on the agenda so no action could be taken. She then referred the issue to the individual cities for consideration.

4 – Consent Calendar: 4.A Meeting Notes from March 19, 2019; 4.B May 2019 Executive Director's Report; 4.C May 2019 Financial Statement; and 4.D Appointment to Metro San Fernando Service Council. Terry Dipple highlighted his Executive Director's Report. Following his report, there was a motion and second to approve the items on the Consent Calendar. Motion carried unanimously.

5.A – Briefing on the Climate Emergency Movement, the City of LA's Involvement, and Opportunities for the COG: Andy Shrader, Director of Environmental Affairs, Water Policy and Sustainability, Councilmember Paul Koretz, City of Los Angeles, was in attendance and made a presentation. Following discussion, President Weintraub thanked Andy Shrader for his presentation and offer to work with COG on these matters.

6.A – Adoption of the Multi-Jurisdiction Hazard Mitigation Plan: The Executive Director presented the final Multi-Jurisdiction Hazard Mitigation Plan that was prepared by MLC & Associates, in coordination with staff from all of the COG cities. He stated the HMP had been reviewed and approved by Cal OES and FEMA and had been adopted by all of the COG cities. There was a motion and second to approve the COG's HMP. Motion carried unanimously.

6.B – Los Angeles County Homeless Grant Statement of Work: The Executive Director presented the proposed Statement of Work, which called for the COG to maintain the grant funds and have the Executive Director be responsible for coordinating and facilitating homeless resources and related information among the COG cities. Following discussion, President Weintraub directed the city managers to discuss the matter at the Technical Advisory Committee and make a recommendation back to the Governing Board at the June 2019 COG meeting. No further action was taken.

6.C – AB 1788 (Bloom) California Ecosystems Protection Act: The Executive Director stated the City of Malibu was requesting COG support for AB 1788. Following discussion, it was the consensus to refer the issue to individual COG cities for consideration before the Governing Board would take a position on AB 1788. No further action was taken.

7.A – League of Cities: Jeff Kiernan provided an update from the League of Cities.

7.B – Updates from Area Legislators: Jeremy Wolf, District Director for Senator Henry Stern, Tessa Charnofsky, area director for Supervisor Kuehl and Aurelia Friedman, Congressman Ted Lieu each provided a legislative update from their office.

8 – Comments and Request for Future Agenda Items: None

9 – Future Meeting Dates: President Weintraub noted the meeting dates.

10 – Adjournment: President Weintraub adjourned the meeting at 10:00 a.m.

Respectfully submitted,

Terry Dipple
Executive Director

Also in attendance at the May 21, 2019 Governing Board meeting:

Rob de Geus, City Manager, Westlake Village
Reva Feldman, City Manager, Malibu
Kerry Kallman, City Manager, Hidden Hills
Dr. Gary Lysik, City Manager, Calabasas
Greg Ramirez, City Manager, Agoura Hills
Terry Dipple, Executive Director
Laura McCorkindale, City Council, Hidden Hills
Jeff Kiernan, League of Cities
Jeremy Wolf, Senator Stern
Aurelia Friedman, Congressman Ted Lieu
Tessa Charnofsky, Supervisor Kuehl
Karen Swift, Metro
Jessica Arden, City Engineer, Westlake Village
Dave Pedersen, Las Virgenes Municipal Water District
Chief Anthony Williams, Los Angeles County Fire Department

Memorandum

DATE: June 24, 2019
TO: Governing Board
FROM: Terry Dipple, Executive Director
SUBJECT: Executive Director's Report

OVERVIEW

The purpose of this memorandum is to update the Governing Board on the status of COG projects and other items of interest.

Hazard Mitigation Plan – FEMA and Cal OES were notified that the Governing Board adopted the COG's HMP.

Measure M Project List – I updated the city managers at the June 5th TAC meeting about my meeting with the COG's Highway Working Group to encourage the cities to begin submitting the necessary paperwork for projects on the COG's Measure M 5-Year Project List that was approved by the Metro Board, in January. In addition, I provided a breakdown of each cities allocation for the COG's 6th Year allocation of \$12.5 million, which included \$2.4 million for Active Transportation and \$10.07 million for Highway projects. The new projects must be reviewed by Metro Highway staff for eligibility and then approved by the COG before the end of September 2019. Below, is a summary of Measure M 6th year funding allocation for the cities:

	<u>6th Year</u>
• Agoura Hills	\$3,023,861
• Calabasas	\$3,423,711
• Hidden Hills	\$ 262,402
• Malibu	\$1,874,295
• Westlake Village	\$1,237,035
• LA County	<u>\$2,673,993</u>
	\$12,495,297

Metro Congestion Pricing Feasibility Study – At the June 2019 Metro Policy Advisory Council meeting, we received an update from Metro staff on the Request for Proposal for the Congestion Pricing Feasibility study. The study, expected to be completed within the next two years, will evaluate different pricing methods, including a blanket per-mile charge and tolls in specific areas that would go up or down depending on traffic levels. Metro CEO Phil Washington has suggested that new fees could be used to fund Metro's plan to build 20 new projects by the 2028 Olympics as well as free fares on buses and rail. The study will

also include a public engagement component in which COG staff will closely monitor these activities to ensure that our cities provide input to the study. The COG executive directors are scheduled to meet with Metro CEO Phil Washington in early August, which will provide us with opportunities to address any issues and concerns with the study.

Homeless Initiative Update – A recent motion by the Los Angeles County Board of Supervisors directed the County’s Homeless Initiative staff to improve communication and homeless data sharing with cities and COGs. The Homeless Initiative team, Los Angeles Homeless Services Authority (LAHSA), Department of Health Services will be working with each COG to plan regular listening sessions with COG and member city representatives. The listening session timing, location, and frequency are intended to be at the discretion of each COG. LAHSA recently released the latest homeless count figures, which indicated that the homelessness point-in-time count in the County increased to 12 percent from last year. LAHSA is planning to release their first city-level data report by the end of June and so we will schedule a listening session for the COG’s Homeless Working Group after the city-level data is available.

I attended the dedication of the Irmas Family Campus at LA Family Housing, located in North Hollywood. As you know, LA Family Housing is the homeless services provider for all of the COG cities, except Malibu, which is in a different Service Planning Area. The campus offers new permanent supportive housing, bridge housing, a state-of-the-art health center and two regional services centers.

I will be representing the COG at LAHSA’s Regional Coordination Convening on July 18th.

Proposed AQMD Legislation – You will recall that AQMD representatives attended the March 2019 COG meeting to present sponsored legislation, SB 732 (Allen). As amended, SB 732 would authorize a majority of the AQMD Board to put a sales tax increase of up to 1 percent on the ballot for voter approval. AQMD recently reported the bill did not move out the Senate Appropriations Committee and is now a 2-year bill, which makes it eligible to be taken up by the Legislature again in January 2020.

COG Appointment to Metro Service Council – Following the May 2019 COG meeting, I notified Metro that the Governing Board voted to reappoint Dennis Washburn as the COG representative to the Metro San Fernando Valley Service Council.

Memorandum

DATE: June 24, 2019
TO: Governing Board
FROM: Terry Dipple, Executive Director
SUBJECT: June 2019 COG Financial Summary

SUMMARY

All of the revenue and expenditures are in accordance with the COG's 18/19 adopted budget.

18/19 Expected Revenue

Dues	100,000.00
FEMA Grant	52,500.00
Metro (admin & planning)	57,250.00
Metro (for consultant)	<u>95,663.00</u>
Total Expected Revenue	305,413.00

18/19 Expenditures to Date

Liability Insurance 18/19	-3,605.45
Terry Dipple – 7/18 Ex. Dir.	-10,833.33
Maureen Micheline 7/18 Metro	-7,732.80
Terry Dipple – 7/18 retro	-833.34
Terry Dipple – 8/18 Ex. Dir.	-11,666.67
Maureen Micheline 8/18 Metro	-7,732.80
Terry Dipple – 9/18 Ex. Dir.	-11,666.67
Maureen Micheline 9/18 Metro	-7,732.80
Terry Dipple – 10/18 Ex. Dir.	-11,666.67
Maureen Micheline 10/18 Metro	-7,732.80
Terry Dipple – 11/18 Ex. Dir.	-11,666.67
Maureen Micheline 11/18 Metro	-7,732.80
Terry Dipple – 12/18 Ex. Dir.	-11,666.67
Maureen Micheline 12/18 Metro	-7,732.80
Terry Dipple – 1/19 Ex. Dir.	-11,666.67
Maureen Micheline 1/19 Metro	-8,042.11
Terry Dipple – 2/19 Ex. Dir.	-11,666.67
Maureen Micheline 2/19 Metro	-8,042.11
Terry Dipple – 3/19 Ex. Dir.	-11,666.67
Maureen Micheline 3/19 Metro	-8,042.11
Terry Dipple – 4/19 Ex. Dir.	-11,666.67
Maureen Micheline 4/19 Metro	-8,042.11
Terry Dipple – 5/19 Ex. Dir.	-11,666.67
Maureen Micheline 5/19 Metro	-8,042.11
Terry Dipple – 6/19 Ex. Dir.	-11,666.67
Maureen Micheline 6/19 Metro	-8,042.11
MLC & Assoc. – HMP	<u>-60,000.00</u>
Total Expenditures	-298,254.95

Memorandum

DATE: June24, 2019
TO: Governing Board
FROM: Terry Dipple, Executive Director
SUBJECT: Statement of Work for Second Year Homeless Initiative Grant

OVERVIEW

The purpose of this memorandum is to provide information to the Governing Board on the proposed Statement of Work for the second-year \$30,000 Homeless Initiative grant from Los Angeles County.

RECOMMENDATION

On June 5, 2019, the Technical Advisory Committee considered the COG's proposed Statement of Work for the second-year \$30,000 Homeless Initiative grant from Los Angeles County and is unanimously recommending approval to the Governing Board. The Statement of Work provides for the COG Executive Director to attend and participate in Homeless Initiative meetings, in addition to coordinating, facilitating and reporting on homeless issues to the COG cities.

BACKGROUND

In 2017, the Governing Board approved allocating the first-year Los Angeles County Homeless Initiative grant in the amount of \$30,000 to the City of Malibu. The term of the grant was from April 2018 to April 2019. The Governing Board approved a Statement of Work which outlined Malibu's responsibilities for coordinating and facilitating information with regional agencies and service providers on homeless services and issues, such as rapid re-housing, permanent supportive housing and mental health issues. Malibu met all of the terms and conditions of the Statement of Work, which included developing a homeless resource brochure for all of the COG cities. The brochure was distributed at the May 2019 COG meeting.

Last month, the Governing Board considered the COG's proposed Statement of Work for the second-year \$30,000 Homeless Initiative grant from Los Angeles County, which included maintaining the grant funding with the COG. Following discussion, the Governing Board referred the matter to the city managers for discussion and recommendation. The Statement of Work was considered at the June 5, 2019 Technical Advisory Committee meeting. The city managers unanimously agreed to have the grant funds stay with the COG and have the COG Executive Director be responsible for coordinating and facilitating

information with the COG cities and regional agencies and homeless service providers as provided for in the Statement of Work.

The attached Statement of Work for the grant funding from Los Angeles County reflects the Executive Director's direct involvement in coordinating and facilitating information and resources with the COG cities and continuing to serve as a liaison on behalf of COG. In addition, Exhibit B Grant Budget includes \$15,000 for city-related expenses for homeless projects, programs and meetings, to be coordinated by the Executive Director with approval from the Technical Advisory Committee and Governing Board. Los Angeles County Homeless Initiative staff will also permit mid-year budget adjustments, as needed.

STATEMENT OF WORK
Las Virgenes-Malibu Council of Government
REGIONAL HOMELESSNESS COORDINATION SERVICES

Section I. Overview

On June 13, 2017, the County of Los Angeles Board of Supervisors (Board) approved Measure H funding allocations in support of the County's Homeless Initiative (HI) strategies to combat homelessness in the County. Along with approving the funding allocations, the Board also motioned to allocate funding for regional homelessness coordination services at Council of Government level for coordination between cities in the Los Angeles Continuum of Care.

Las Virgenes-Malibu Council of Governments (LVMCOG) member cities include Agoura Hills, Calabasas, Hidden Hills, Malibu and Westlake Village. The LVMCOG Governing Board is comprised of elected officials from each of the LVMCOG's member cities and serves as the primary governing body taking actions to support endeavors aimed at maximizing the quality of life and productivity of the region.

Section II. Objective

The objective of the regional coordination of homeless services is to provide for better homelessness services coordination between the County, LVMCOG member cities, Regional Homeless Service Providers and others. The regional coordination will also support the implementation and support of the County's Homeless Initiative strategies and programs to combat homelessness in the region, as directed by the LVMCOG Governing Board.

Section III. Tasks/Deliverables

Task 1: Coordination with Cities

On behalf of LVMCOG, the LVMCOG Executive Director will:

- A. Facilitate discussion with the five LVMCOG city managers on homeless issues, as needed.

- B. Prepare and disseminate information and handle request for information from the LVMCOG Governing Board, LVMCOG Technical Advisory Committee, County Homeless Initiative Team, and homeless service providers.

- C. Review key legislation related to homelessness, make recommendations and disseminate recommendations to member cities.

D. Coordinate with the member cities, on a quarterly basis, to explore and discuss topics relevant to homelessness in the COG region, as well as share information and resources.

E. Present information to the Governing Board, Technical Advisory Committee and member cities regarding homelessness priorities, including rapid re-housing, permanent supportive housing, landlord incentives, rental subsidies, housing retention, additional shelters, and programs that preserve and promote affordable housing.

F. Plan and coordinate collaborative projects and activities related to the Homeless Programs with guidance from the LVMCOG Governing Board and Technical Advisory Committee, such as: first responders training, continuing to update a Homeless Issues Guide to assist cities in assisting homeless individuals and addressing various community impacts related to homelessness.

G. Provide information and assistance to member cities/agencies and service providers on homeless services and issues, such as: rapid re-housing, permanent supportive housing, and mental health issues

H. Provide support and input in implementing Measure H and the County's approved strategies and programs to combat homelessness, unless it conflicts with local policies.

I. Provide input and recommendations to the County in preparation of the annual Cities' Summit to Combat Homelessness.

Deliverable 1: Final Report on Coordination with Cities

LVMCOG will provide a quarterly report on Task 1 and shall describe the outcomes of Task 2 Coordination with member cities.

Task 2: Coordination with Cities, Service Providers and Community Stakeholders

On behalf of LVMCOG, the LVMCOG Executive Director will work with regional homeless organizations and coalitions to support the coordination of homeless services in the region including but not be limited to:

A. Engage with the County of Los Angeles, as needed, to identify partnerships, potential collaboration, and opportunities to implement programs and services funded by Measure H (County of Los Angeles).

B. Serve as liaison between LVMCOG, County, and the business and interfaith groups located in the five-member cities, as directed by the Governing Board.

C. Identify and maintain database of Service Planning Area stakeholders in homeless services and their policies.

D. Identify or help to identify and support community leaders in the public and private sectors who can support city-level planning or regional ongoing homelessness coordination efforts.

E. Work with Chambers of Commerce, to educate businesses on the County's strategies and regional homeless issues. Convene meetings with Chambers of Commerce, as needed.

F. Create and maintain a list of local homeless resources and programs for distribution amongst service providers and community stakeholders.

Deliverable 2: Quarterly Report on Coordination with Cities, Service Providers and Community Stakeholders

LVMCOG will provide a quarterly report on Task 2, which shall describe the outcomes of Task 2, Coordination with Cities, Service Providers and Community Stakeholders.

PRICING SCHEDULE
Las Virgenes-Malibu Council of Government
REGIONAL HOMELESSNESS COORDINATION SERVICES

Total budget for the project is \$30,000 annually to be paid by the County of Los Angeles.

PROGRAM BUDGET				
<i>PROGRAM STAFFING COSTS</i>				
Position	FTE/12 Months	Rate	Hours	Total
Executive Director	1	\$71/hr	212	\$15,052
STAFFING COST TOTAL				\$15,052
<i>PROGRAM OPERATION EXPENSES</i>				
Meeting Expenses – if any				\$1,000
Printing– if any				\$1,000
City Expenses and Support – if any				\$12,948
Others				
PROGRAM OPERATION EXPENSE TOTAL				\$14,948
PROGRAM BUDGET TOTAL				\$30,000

Memorandum

DATE: June 24, 2019
TO: Governing Board
FROM: Terry Dipple, Executive Director
SUBJECT: Proposed FY 19/20 COG Annual Budget

OVERVIEW

The purpose of this memorandum is to present the proposed FY 19/20 COG Annual Budget to the Governing Board. The COG By-Laws require the adoption of an Annual Budget by July 1 of each calendar year. The budget was prepared using conservative estimates and account information provided by the City of Agoura Hills Finance Department, which acts as Treasurer for the COG. The proposed FY 19/20 COG Annual Budget is attached, as Exhibit A.

RECOMMENDATION

The Technical Advisory Committee reviewed the proposed FY 19/20 COG Annual Budget on June 5, 2019 and is recommending approval.

SUMMARY OF FY 19/20 REVENUE AND EXPENSES

COG FY 19/20 Revenue: \$286,740

- \$100,000 in member dues (\$20,000 per city)
- \$57,250 from Metro for Measure M project planning and programming
- \$99,490 from Metro for Metro Board Consultant (Maureen Micheline)
- \$30,000 grant from Los Angeles County Homeless Initiative

COG FY 19/20 Expenditures: \$248,705

- \$147,000 Executive Director Salary
- \$96,505 for Metro Board Consultant (Maureen Micheline)
- \$3,700 for Officers and Directors liability insurance
- \$1,500 for COG legal counsel

The proposed FY 19/20 COG Annual Budget, as shown in Exhibit "A" proposes no increase in COG dues, which remains \$20,000. Additional revenue includes \$57,250 from Los Angeles County Metropolitan Transportation Authority (Metro) for Measure M Subregional project planning and programming. The COG's 5-year allocation is \$289,441 and the COG received \$59,982 in FY 18/19 and is estimated to receive \$57,250 a year over the remaining four years of the Measure M 5-Year Plan.

Expenses in the FY 19/20 Annual Budget include a 5% increase for the executive director. If the proposed increase is approved, the executive director's annual compensation would be \$147,000.

The COG acts as a facilitator for payment to Metro Board Member Ara Najarian's Board Deputy, Maureen Micheline. Under the current MOU, the COG receives \$99,490 from Metro for the Board Deputy/Consultant. The COG retains a 3% administrative fee and the Metro Board Deputy/Consultant is paid \$96,505. This arrangement has been in place since January 1, 2015. No changes are anticipated for the Board Deputy/Consultant, except for a cost of living increase from the Metro.

Additional minor expenses for FY 19/20 include \$3,700 for the COG's liability insurance and \$1,500 for legal services, although no legal services were billed in FY 18/19.

BUDGET HIGHLIGHTS FROM FY 18/19

This last year saw many accomplishments for the COG including:

COG Multi-Jurisdiction Hazard Mitigation Plan Adopted – The COG received a \$52,500 grant (75% of the total fee of \$70,000) from Cal OES and FEMA to update its Multi-Jurisdictional Hazard Mitigation Plan. The COG selected MLC & Associates who worked with the COG's HMP Working Group to prepare the Multi-Jurisdictional Hazard Mitigation Plan. FEMA approved the COG's its Multi-Jurisdictional Hazard Mitigation Plan in January 2019 and it was subsequently adopted by the COG and all five cities. This is the third FEMA grant the COG has received over the last twelve years to prepare a HMP, which has resulted in a substantial savings for the cities.

Measure M 5-Year Project List Approved by Metro – Metro's Measure M Multi-year Subregional Program (MSP) 5-Year allocation to the COG was \$57,888,134, of which \$11,226,788 was allocated for Active Transportation and \$46,661,346 was allocated for Highways. In June 2018, the COG submitted its Measure M 5-Year Project List to Metro. The project list included Highway and Active Transportation projects in the COG cities and Los Angeles County. Following requests by Metro staff for additional project information and subsequent protracted negotiations with Metro staff, the project list was approved by the Metro Board, in January 2019. However, over the course of the negotiations, Metro staff determined certain Highway and Active Transportation projects that were included in the list did not meet the eligibility criteria for Measure M. The funds from projects deemed ineligible will stay with the project city and be reallocated to another project(s) along with the 6th-year allocation of \$12.5 million, which will be approved by the COG in September 2019.

Measure R – The COG continues to receive previously allocated Measure R funding from Metro for projects in all of the COG cities and Los Angeles County. The executive director works very closely with COG cities and Metro staff to make semi-annual Measure R Adjustments.

Measure W/Stormwater – The executive director served on the Los Angeles County Safe Clean Water Program Stakeholders Advisory Committee that oversaw the preparation of the Safe Clean Water Program ordinance. The Board of Supervisors placed the ordinance on the ballot as Measure W and it was approved by County voters in November 2018. The ordinance enacted an annual special Parcel tax in the amount of two and one-half cents per square foot of Impermeable Surface, upon all Parcels located within the Flood Control District, commencing in fiscal year 2019-20. Forty percent of the funds collected will go back to cities for local projects and 50% stays within the North Santa Monica Bay Region. Estimated Annual Municipal Program Funds (Tax collection began July 1, 2019): Agoura Hills \$370,000, Calabasas \$480,000, Hidden Hills \$100,000, Malibu \$450,000 and Westlake Village \$250,000. The Regional Watershed Steering Committee (WSC) allocation will be \$2.2 million annually. The executive director worked with County staff to include five municipal seats on the WSC and then attended meetings, participated in discussions and represented the COG at the WSC election that was conducted by LA County DPW where each COG city was elected to the WSC. In addition, the Governing Board held a listening session at the March 2019 COG meeting with two board members and executive staff from the Los Angeles Regional Water Quality Control Board. The purpose was to discuss pending issuance of a regional municipal separate storm sewer system (MS4) permit for permittees in Los Angeles and Ventura counties. Topics covered included permit implementation costs, timelines and the Safe, Clean Water Program (Measure W); the schedule for regional permit issuance; potential studies on natural sources of pollutants; and related matters thereto.

Elections and Appointments – SCAG District 44 Regional Council seat became vacant in December 2019 when Malibu City Councilmember and COG Governing Board member, Laura Rosenthal, was termed-out. The executive director worked with SCAG who conducted the Regional Council election prior to the March 19, 2019 COG meeting. Mayor David Shapiro, Calabasas, was elected to the SCAG Regional Council as the District 44 representative. The COG made the following appointments: Rob Dubois, representative and Elizabeth Shavelson, alternate to the Metro Technical Advisory Committee, and Dennis Washburn, representative to the Metro San Fernando Valley Service Council.

Woolsey Fire – Following the Woolsey Fire, the Governing Board invited the Los Angeles County Fire Department and Sheriff's Department to discuss what occurred during and after the fire. Senator Stern attended the meeting and requested a summary from each city regarding their experiences during and after the fire. Southern California Edison also participated in the meeting.

Homelessness – The COG received a grant for \$30,000 from Los Angeles County for homelessness coordination and planning. The Governing Board voted to allocate the grant funds to Malibu, who would be responsible for coordinating and facilitating information between COG cities and regional agencies and service providers on homeless services and issues. Malibu also committed to developing a homeless resource brochure for all of the COG cities. The brochure was distributed at the May 2019 COG meeting.

Legislative Briefings – The COG received monthly briefings from Jeff Kiernan, LA County Division, League of California Cities and Karen Swift, Metro Community Liaison. Staff from Supervisor Kuehl, Congressman Lieu, Senator Stern and Assemblymember Bloom’s offices also attend COG meetings to provide updates.

Los Angeles County COG Executive Directors – The executive director continues to meet regularly and participates in a monthly conference call with the other LA County COG executive directors.

Metro and Northern Cities Corridor – The executive director continues to participate in the NCC meetings, chaired by Ara Najarian, the COG’s representative on the Metro Board. The COG hosted the April 2019 quarterly meeting in Calabasas.

SCAG – The executive director continues to represent the COG at SCAG and attends quarterly meetings with Kome Ajise, the new Executive Director at SCAG and executive directors from the other COGs in the SCAG region.

Public Safety – The COG Technical Advisory Committee continues to receive regular briefings from the Malibu-Lost Hills Sheriff’s station and the Los Angeles County Fire Department. On May 9, 2019, Sheriff Alex Villanueva held a Town Hall in Agoura Hills.

COG Web Site – The COG’s web site continues to provide the latest information about COG meetings and projects.

ESTIMATED FY 19/20 REVENUE

The proposed FY 19/20 COG Annual Budget reflects maintaining COG dues at \$20,000. In addition, the COG will receive \$99,490 from Metro for Maureen Micheline, Board Deputy/Consultant. The COG retains a 3% administrative fee and the Metro Board Deputy/Consultant is paid \$96,505. The COG will also receive \$57,250 from Metro for Measure M project planning and programming and \$30,000 from Los Angeles County Homeless Grant.

PROPOSED FY 19/20 EXPENDITURES

Executive Director: The Executive Director manages and coordinates the programs and activities of the COG and handles various assignments, as directed. The Executive Director is an independent contractor, not an employee of the COG. The Executive Director does not receive benefits, is not reimbursed for overhead costs and is responsible for normal business expenses. The Executive Director works at the direction of the Governing Board and under the supervision of the Technical Advisory Committee. The proposed FY 19/20 Budget includes a 5% increase, as recommended by the city managers at the June 5, 2019 Technical Advisory Committee. If the proposed increase is approved, the executive director’s compensation would be \$147,000.

Metro Board Consultant: The Metro Board Deputy/Consultant provides administrative assistance and support for Ara Najarian, who is the COG's representative on the Metro Board of Directors. The Metro Board Deputy/Consultant is an independent contractor, not an employee of the COG. The Metro Board Consultant does not receive benefits, is not reimbursed for overhead costs and is responsible for normal business expenses. The COG receives \$99,490 from Metro for Maureen Micheline, Board Deputy/Consultant. The COG retains a 3% administrative fee and the Metro Board Deputy/Consultant receives \$96,505.

Legal Counsel: The COG contracts with Laurence Wiener of Richard, Watson and Gershon for legal services. Mr. Wiener did not submit an invoice in FY 18/19. No legal expenses are anticipated in FY 19/20 but the proposed Budget includes \$1,500 in case expenses are incurred.

Insurance: The proposed FY 19/20 Annual Budget includes \$3,700 for the COG's liability insurance for the Executive Director and Metro Board Consultant and errors and omissions insurance for the Governing Board and Technical Advisory Committee. The actual cost for insurance in FY 18/19 was \$3,605. The insurance premium is obtained through Alvarado Pacific Insurance Services, a commercial broker.

Outstanding Obligation: The COG joined the California Joint Powers Insurance Authority in 2003 to obtain liability and errors and omissions insurance coverage. The initial membership increased from \$2,500 to almost \$11,000, in 2011. At that point, the Governing Board voted to withdraw from CJPIA and obtain insurance through a commercial broker. Although the COG incurred no claims with CJPIA, it remains financially responsible for its allocated share of pooled claims and claim-related expenses attributable to the coverage years in which the COG participated in one or more of the Authority's risk sharing programs. The COG's current retrospective deposit liability is \$32,325, which is a result of large claims against other agencies that were in the same insurance pool. Several years ago, CJPIA indicated it would be requesting agencies with a retrospective deposit liability to pay off the balance in three annual installments. For the past five years, \$10,000 has been included in the budget in the event CJPIA requests payment. No payment has been requested. At this point it would seem prudent to consider assessing the cities if and when the CJPIA requests the initial installment. I recently discussed the retrospective deposit liability with a CJPIA representative and asked about payment options and alternatives, including CJPIA writing off a portion of the balance. CJPIA appears to be open to a negotiated compromise. I can explore this option and other alternatives with the city managers.

Adopted FY 19/20 COG Annual Budget

Projected Balance 6/30/19		6,116
COG Revenue		286,740
City Dues @ \$20,000	100,000	
Metro for Board Deputy/Consultant	99,490	
Metro Meas. M Planning Reimbursement	57,250	
LA County Year-2 Homeless Grant*	30,000	
COG Expenses		248,610
Executive Director	147,000	
Metro Board Deputy/Consultant	96,505	
Liability Insurance	3,700	
COG Counsel (no charges last year)	1,500	
Projected Balance 6/30/20		44,246

*Homeless Grant budget includes \$15,000 for reimbursement for city-related expenses and \$15,000 for COG administration/coordination.