



## **Advisory Committee**

### **MEETING MINUTES**

June 28, 2019, 10:00 am – 12:30 pm

Elihu Harris State Building  
1515 Clay Street, 2nd Floor, Room 11  
Oakland, CA 94612

#### **1. Call to Order**

Luisa Valiela, Advisory Committee (AC) Chair, called the meeting to order.

AC Member Attendance: Ana Alvarez, Sara Azat, Bruce Beyaert, Carolyn Bloede, Erika Castillo, Adrian Covert, Beth Huning, Judy Kelly, Zahra Kelly, Chris Lim, Jessica Martini-Lamb, Shelly Masur, Mike Mielke, Anne Morkill, Erika Powell, Marina Psaros, Rebecca Schwartz Lesberg, Laura Thompson, Luisa Valiela (Chair), Beckie Zisser

Staff Attendance: Amy Hutzel, Matt Gerhart, Jessica Davenport, Anna Schneider, Linda Tong, Shalini Kannan, Ann White, Taylor Samuelson

#### **2. Determination of Quorum**

AC Clerk Anna Schneider determined that there was a quorum.

#### **3. Public Comment**

Jessica Davenport expressed appreciation for Matt Gerhart's work with the Coastal Conservancy as Program Manager for the Bay Area Conservancy and the San Francisco Bay Restoration Authority (Authority), and announced that Moira McEnespy would be taking over Matt's position as he moves on to Washington, D.C.

#### **4. Approval of Meeting Minutes of March 8, 2019**

**Decision:** There was consensus to approve the minutes.

#### **5. New Member Orientation**

Jessica Davenport presented on the Authority and Measure AA, including background, prioritization criteria for grant decisions, and examples of Authority-funded projects. Measure AA is a \$12 per year parcel tax which will provide \$500 million over 20 years for SF Bay restoration activities. Half of Authority funds are geographically restricted: over the 20-year term of the parcel tax, the North Bay will receive at least 9% of the funds; East Bay will receive at least 18%; West Bay, 11%; and South Bay, 12%. Annual requests for proposals (RFPs) seek projects that address the Measure AA program areas of habitat

restoration, flood protection, clean water, and public access. Potential projects don't have to include all of those components, but multi-benefit projects are preferable.

Chair Valiela presented a review of the AC charter for new members. The Advisory Committee serves as an advisory voice to the Governing Board and staff, helping to develop grant solicitations, reviewing projects and written reports. Decisions and recommendations made by the AC are consensus-based. In the case that an AC member steps down from the AC, they may make a written request to the Governing Board for a substitute appointee to represent their entity. AC members may serve on ad hoc subcommittees to work on specific tasks. Every three years, the AC charter will be reviewed.

Chair Valiela then continued with a review of the performance measures on behalf of Roger Leventhal, who led the Ad Hoc Subcommittee on Performance Measures. The ad hoc subcommittee developed metrics on how to track progress of Authority projects towards the goals stated in Authority enabling legislation and Measure AA. Several caveats were listed by the ad hoc subcommittee. First, tidal wetland habitat restoration metrics are already being developed by the Wetlands Regional Monitoring Program (WRMP), so coordination with this group is critical to not duplicate any work. Second, the monitoring requirements should not be too costly to track and report out on for project applicants. Third, any monitoring program proposed should acknowledge that Measure AA staff time is limited.

There was a question of how often performance measures should be updated by the ad hoc subcommittee. Given that the ad hoc subcommittee just finished developing the last set, there was general agreement among AC members to wait a couple of years to allow for use of the existing performance measures.

There was also a clarifying question on how the different organizations that make up the Authority work together. The Authority, the State Coastal Conservancy (SCC), and the Association of Bay Area Governments (ABAG) work under a joint power agreement that allows ABAG and SCC to staff the Authority. The San Francisco Estuary Partnership (SFEP) is the primary organization under ABAG that carries out the Authority's work. ABAG is staffed by the Metropolitan Transportation Commission.

## **6. Chair's and Vice Chair's Report**

Chair Valiela reported that the Oversight Committee completed its report, which they will present to the Governing Board in September.

Matt Gerhart, Program Manager for the Authority, updated the AC on the Round 2 projects that were approved at the last Governing Board meeting. The Authority received 15 applications for \$83 million dollars this round. There was general agreement on scored projects by all the reviewers. The following projects were approved by the Governing Board: Tiscornia Marsh, Eden Landing, and the South San Francisco Bay Shoreline project. \$57 million will be going to the South San Francisco Bay Shoreline project as a multi-year award.

Future projects that will be going to the Governing Board include: Lower Walnut Creek, Coyote Hills, and the Heron's Head project. (See Item 6 for details.)

There was some discussion around the large amount of funding approved for the South San Francisco Bay Shoreline project. The Governing Board did discuss the funding for this project and agreed that it reduces the uncertainty for a very large project and fulfills the minimum funding allocation for the South Bay. However, because geographic funding allocations apply to only half of the total Authority funds, this does not mean that projects cannot be funded in the South Bay anymore. The other half of Measure AA funding has no other limitations. Future RFPs could call for placing priority on projects in other parts of the Bay in order to achieve more geographic equity.

There was further discussion about why certain areas did not submit applications and how to get more applications from regions that hadn't received funds yet. Small cities might not have the capacity to apply for this funding or it could be that some potential projects were not yet ready to apply for this year's round. A suggestion was made to develop a pipeline for projects that weren't funded in the past by following up with applicants and offering consultations. Another suggestion was made to create buckets for small and large projects or for different project phases to get a diversity of projects funded.

There was a recommendation to provide technical assistance to projects that are not ready yet to get them ready sooner, given the urgency of climate change and the limited time left to restore tidal wetlands. The San Francisco Bay Joint Venture and other partners are currently providing this type of assistance.

Matt Gerhart reported that the Governing Board approved this year's budget and work plan.

Chair Valiela gave an update on the Bay Restoration Regulatory Integration Team (BRRIT). By fall of this year, the BRRIT team will begin offering an expedited permit process for projects eligible for Authority funding that have applied and been approved by the Authority to receive the BRRIT's services.

Vice Chair Alvarez gave an update on the Economically Disadvantaged Communities (EDC) Ad Hoc Subcommittee. The equity consultant hired by the Authority is conducting interviews and focus groups with community leaders and will report out on that work in August. The EDC subcommittee will develop a draft recommendation for the AC in October.

## **7. Recommendation on the Annual Report**

Chair Valiela presented the draft recommendation developed by the Ad Hoc Subcommittee on the Annual Report. The discussion included several additional suggestions. For next year's annual report, AC members recommended that videos in other languages that are culturally relevant be included on the website. AC members suggested that the annual report include a summary of progress toward the six strategic outcomes listed in the Measures AA campaign flyer, highlights of projects on public lands that people can visit, as well as a thank

you to the voters. An AC member also asked for the metrics for the Measure AA campaign's strategic outcomes to be included in a one-page summary sheet. On visual aids, such as maps, it was requested that all of the projects funded to date should be shown, with colors indicating the year in which the project was funded. There was a request for the annual report to explain why the Authority's work matters to regular people.

**Decision:** AC members voted to adopt the ad hoc subcommittee's recommendations and additional recommendations on the annual report made AC by members at the meeting, removing the point about needing input from a communications expert, as there is already a professional media staff on board. Additional recommendations include the following: emphasize thanking voters, include an easily understood map of projects, include the amount of dollars leveraged, include identification of public lands, include the Measure AA Campaign Strategic Outcomes as part of the document, include videos and other outreach products in different languages as appropriate and as resources allow, and include date published (i.e., date of Executive Officer's statement). The AC will present these recommendations to the Governing Board at its next meeting.

## **8. Review Draft Round 3 Grant Program Guidelines, Request for Proposals, and Application**

Jessica Davenport explained the updated grant application materials, with the RFP being updated on a yearly basis and the guidelines and application being updated on an as-needed basis.

AC feedback included the following:

- There was a suggestion that there be a FAQ section on the Authority website for grant applicants.
- There was also a concern that the current performance measures do not include criteria for the monitoring phase.
- Another question was brought up about whether a pre-proposal would be beneficial to applicants to receive feedback from SCC staff before they submit a full proposal. Further guidance on this topic is expected to be provided in the consultant's report that is coming out soon.

## **9. Communications Update**

Taylor Samuelson, Public Information Officer for the Authority, presented on the new Authority website, logos, and annual report. There was a suggestion that the new website include multiple languages and a request to include this suggestion in the equity discussion.

## **10. Meeting Process Check-In: What's Working, What's Not**

Chair Valiela asked the AC for comments so far regarding AC meetings. Members expressed that the current room size in the State Building in Oakland was more beneficial for discussion than the large meeting room previously used at the Bay Area Metro Center.

### **11. Announcements**

Chair Valiela announced that there would be an upcoming AC site tour of the North Bay including several sites such as Tiscornia Marsh and Deer Island Basin.

### **12. Public Comment**

There was a suggestion for a future agenda item to address the idea brought up earlier in the meeting: a discussion about creating buckets in the grant selection process for small and large projects or for different project phases to get a diversity of projects funded.

### **13. Adjourn**

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