

## BOARD OF DIRECTORS' MEETING ANNOUNCEMENT

DATE: Friday May 15, 2020  
TIME: 9:00 AM  
PLACE: TELECONFERENCE (see details below)

**In compliance with State and County mandates to slow the spread of COVID-19, social distancing mandates will be upheld and the May 15, 2020 BEACON Board Meeting, will be held by ZOOM MEETING**  
**The ZOOM connection is:**

### Join Zoom Meeting

<https://us02web.zoom.us/j/86145844133?pwd=bXM5R2pjVWISYkxUS21KMzU0T2pXZz09>

**Meeting ID: 861 4584 4133**

**Password: 133805**

### One tap mobile

**+16699006833,,86145844133#,1#,133805# US (San Jose)**

**In accordance with Governor Newsom's Executive Order N-25-20, and as revised by N-29-20, members of the public may listen and offer public comment.**

## MEETING AGENDA

### 1. Administrative Items

- A. Call to Order, Roll Call and Introductions – Gregg Hart
- B. Approval of Agenda and Filing of Certificate of Agenda Posting
- C. Consideration and Approval of Minutes of the BEACON Meetings held on March 20, 2020.

### 2. Public Comment and Other Matters not on the Agenda

### 3. Presentations – **NO ITEMS**

### 4. Projects

#### A. Mondo's Cove Beach Access Stairway Improvement

- i. Approve and authorize the Executive Director to execute Amendment No. 1 to the Agreement with Jensen Design & Survey, Inc. to increase the scope of work to include a survey of the Mean High Tide Line, to increase funding by \$3,000 for a revised total amount not to exceed \$62,823 without a change to term ending June 30, 2020; and
- ii. Approve and authorize the Executive Director to execute a Letter Agreement, substantially similar to the one attached, with the Chicago Title Company for preparation of a preliminary title report to determine easements and property entitlements for an amount not to exceed \$2,000, a term ending by June 30, 2020, upon review and concurrence of legal counsel.



A California Joint Powers Agency

#### Member Agencies

City of Carpinteria  
City of Goleta  
City of Oxnard  
City of Port Hueneme  
City of San Buenaventura  
City of Santa Barbara  
County of Santa Barbara  
County of Ventura

#### Santa Barbara Address:

105 East Anapamu, Suite 201  
Santa Barbara, CA 93101

#### Ventura Address:

501 Poli St.  
P.O. Box 99  
Ventura, CA 93001

#### Telephone:

(805) 662-6890

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#### Email:

Staff@Beacon.ca.gov

#### Internet:

<http://www.beacon.ca.gov>

## 5. BEACON Organization and Program

### A. Board Member Reports

Directors are invited to provide reports and updates on items of interest in their County or City.

### B1. BEACON Organization – Executive Staff Transition 2020 -Appointment of Marc Beyeler as Executive Director effective May 15, 2020

#### Recommended Action:

- i. Appoint Marc Beyeler as Executive Director, effective May 15, 2020.
- ii. Approve and authorize the Chair to execute Amendment No. 3 to the Agreement with MBA Consultants to increase the scope of work to include Marc Beyeler serving as the Executive Director of BEACON without a change in the total amount not to exceed \$64,250 and no change to the period of performance ending June 30, 2020.

### B2. BEACON Organization – Membership Dues

#### Recommended Action:

- i. Receive and review Staff Report on member dues increase (Exhibit I).
- ii. Discuss and direct staff to return in July 2020 with specific membership dues increases.

### C. Auditor-Controller Budget Actions and Financial Reports

#### Recommended Actions:

- i. Receive and file the Budget-to-Actual report for the year-to-date period ending April 30, 2020 (Exhibit I)
- ii. Authorize the Auditor-Controller's Office to make budgetary adjustments as follows: (requires 6/10<sup>th</sup> vote):

INCREASE	Other Professional and Specialized Services	\$ 5,000
DECREASE	Contingency	\$ 5,000
- iii. Receive and file proposed increase to Fiscal Year 2020-2021 Membership Dues (Exhibit II) and provide direction to BEACON Staff as appropriate.
- iv. Receive and file Proposed BEACON Budgets for Fiscal Year 2020-2021 (Exhibit III) and Provide Direction to BEACON Staff.

## 6. Executive Director's Report and Communications

The Executive Director will report on activities and achievements of BEACON, upcoming events of interest to the Board of Directors and the public, and general status of BEACON major projects.

- BEACON Science Support

Upcoming July Meeting Agenda:

- BEACON Regional SLR Adaptation Strategy-receive and file staff report
- BEACON Grant Funding-receive and file staff report
- BEACON Strategic Planning Goals and Objectives-receive and discuss staff report
- Receive and Approve Fiscal Year 2020-2021 Proposed Budget.
- Receive and approve agreement with Marc Beyeler for Executive Director services.
- Receive and approve agreement with Ventura County Auditor-Controller's office for accounting services.
- Receive and approve agreement with Santa Barbara County for legal services.
- Receive and approve agreement with Gerald Comati for program manager services.
- Receive and approve agreement with Pam Baumgardner for webmaster and social media services.

**Adjourn to next regular meeting, July 17, 2020 at 9:00 AM in Carpinteria City Hall, 5775 Carpinteria Ave, Carpinteria, CA. 93013 (unless otherwise notified).**

**Disability Access**

*The City of Carpinteria Council Chambers is located on the ground floor of City Hall located at 5775 Carpinteria Ave, Carpinteria, CA. 93013 Fourth Floor of the County. The Council Chambers is wheelchair accessible. Accessible public parking is available behind the Council Chambers.*

*American Sign Language interpreters, Spanish language interpretation and sound enhancement equipment may be arranged by contacting the City Clerk (Fidela Garcia) by 4:00 p.m. on Friday before the Board meeting. Contact information for the City Clerk is (805) 684-5405.*

**Late Distribution of Materials**

*Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City Clerk to all or a majority of the members of the BEACON Board less than 72 hours prior to that meeting are available for inspection in the City Clerk Office, at 5775 Carpinteria Ave, Carpinteria, CA. 93013 and on the Internet at: [BEACON.CA.GOV](http://BEACON.CA.GOV).*

*Any written ex-parte communication subject to disclosure by members of the BEACON Board may be published online as an attachment to the corresponding item.*

**STAFF REPORT**

Meeting Date: May 15, 2020  
Agenda Item: 1B

To: BEACON Board of Directors  
From: Executive Director  
Date May 10, 2020

**Subject: Approval of Agenda and Filing of Certificate of Agenda Posting**

**Recommended Action:**

a. Approve and file.



A California Joint Powers Agency

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**STAFF REPORT**

Meeting Date: May 15, 2020  
Agenda Item: 1C

To: BEACON Board of Directors  
From: Executive Director  
Date May 10, 2020

**Subject: Consideration and Approval of Minutes of BEACON Meeting held March 20, 2020**

**Recommended Action:**

a. Approve and file.



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## BEACON BOARD OF DIRECTORS' MEETING MINUTES

**DATE: Friday, March 20, 2020**

**TIME: 9:00 AM**

**PLACE: TELECONFERENCE**

<b>Item</b>	1	Call to Order, Roll Call and Introductions – Chair, Gregg Hart.
<b>Minutes/ Actions:</b>		<b>Directors Present:</b> <ul style="list-style-type: none"> <li>• Gregg Hart (County of Santa Barbara)</li> <li>• Das Williams (County of Santa Barbara)</li> <li>• John Zaragoza (County of Ventura)</li> <li>• Christy Weir (City of Ventura)</li> <li>• Eric Friedman (City of Santa Barbara)</li> <li>• Fred Shaw (City of Carpinteria)</li> <li>• Kyle Richards (City of Goleta)</li> <li>• Carmen Ramirez (City of Oxnard)</li> </ul>
<b>Item</b>	1B	<b>Approval of Agenda and Filing of Certificate of Agenda Posting</b> Action: Approve and file.
<b>Minutes/ Actions:</b>		<b>The Agenda was unanimously approved by the Board.</b> Moved by Ramirez/ Second by Zaragoza.
<b>Item</b>	1C	<b>Consideration and Approval of Minutes of the BEACON Meetings held on January 24, 2020.</b> Action: Approve and file.
<b>Minutes/ Actions:</b>		<b>The Board unanimously approved the minutes as posted.</b> Moved by Richards/Second by Shaw.
<b>Item</b>	2	<b>Public Comment and Other Matters not on the Agenda</b> Receive public comments.
<b>Minutes/ Actions:</b>		<b>None.</b>
<b>Item</b>	5A	<b>Board Members Reports.</b> <b>Board members Reports and Updates.</b>
<b>Minutes/ Actions:</b>		<b>No reports.</b>
<b>Item</b>	5B	<b>BEACON Organization – Executive Staff Transition 2020</b> <b>Recommended Actions:</b> Receive report from BEACON Board Chair and Executive Director on Calendar Year 2020 Transition Activities.

# BEACON BOARD OF DIRECTORS' MEETING MINUTES

**DATE: Friday, March 20, 2020**

**TIME: 9:00 AM**

**PLACE: TELECONFERENCE**

<p><b>Minutes/ Actions:</b></p>	<p>Mr. Brian Brennan reported that at the January 24, 2020 Board Meeting, the Board approved the formation of an Executive Staff Transition Subcommittee and Mr. Marc Beyeler as Deputy Executive Director. On March 6 the Subcommittee consisting of Directors Gama, Weir, Hart, Richards and Shaw, met to discuss the scope of work of the Executive Director, an Executive Director Compensation Study and a BEACON budget assessment.</p> <p>The recommendations of the Subcommittee were as follows:</p> <ul style="list-style-type: none"><li>• Full time Executive Director compensation at \$134K was appropriate.</li><li>• Doubling the dues to cover the cost of a full-time Ex Director was appropriate.</li><li>• Three tiers of membership dues are appropriate based on size of jurisdiction.</li><li>• The Deputy Ex Director would begin role as Ex Director starting in January 2021.</li><li>• As an option, existing BEACON reserves could be used to cover the period of Jan 2021 through June 2021.</li><li>• Budget options of less than doubling should also be evaluated.</li></ul> <p><b>Director Zaragoza</b> indicated that 100% approval of Board is required for a dues increase and therefore all jurisdictions must be on board with strategy. City of Port Hueneme may have concerns with a doubling of current dues.</p> <p><b>Ex Director Brennan</b> indicated he was not sure of appetite of PH Council.</p> <p><b>Director Shaw</b> indicated he would discuss with the Carpinteria City Manager and wants a presentation to City Council.</p> <p><b>Director Richards</b> indicated he would also discuss with the Goleta City Manager. He believed that the actual increase in fees in absolute terms was actually quite low. He requested a written report or presentation and evaluations of smaller dues increase of 50% and 75% increase.</p> <p><b>Director Friedman</b> indicated that the Ex Director as been pro-bono for a long time and now it is time to secure a funded position. He said he would discuss with his City Manager also and also requested a letter and or presentation.</p> <p><b>Director Ramirez</b> stated she echoed the thoughts of Mr. Friedman and that the City of Oxnard was currently very fiscally adverse.</p> <p><b>Director Zaragoza</b> indicated he would discuss with Port Hueneme and supported a phased approach to increases in dues.</p> <p><b>Director Williams</b> indicated that these are tough financial times but that the coastline and our beaches were one of the most (if not the most) critical asset the Central Coast has.</p> <p><b>Director Hart</b> mirrored Director William's sentiment that the biggest economic asset of our community is the coast.</p> <p>There was consensus that a PowerPoint with audio overlay should be prepared for distribution to member agencies.</p> <p><b>Director Hart</b> asked what percentage of dues increase would be reasonable for each member agency?</p> <p>Director Shaw: 75% Director Richards: 75% Director Friedman: 100% Director Ramirez: 75% but start at 100% Director Ramirez: 100% Director Williams: 100%</p> <p><b>BOARD ACTIONS:</b> <b>The Board received and filed the report.</b> <b>Moved by Friedman/Second by Shaw.</b></p>
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## BEACON BOARD OF DIRECTORS' MEETING MINUTES

**DATE: Friday, March 20, 2020**

**TIME: 9:00 AM**

**PLACE: TELECONFERENCE**

<b>Item</b>	5C	<p><b>Amendments to BEACON Bylaws</b></p> <p><b>Recommended Action:</b></p> <p>i. Review and recommend approval of the amended BEACON Bylaws. (requires a 2/3/ majority vote of the Board of Directors)</p>
<b>Minutes/ Actions:</b>		<p>Ex Director Brennan indicated that the recommendation is to amend the BEACON's Bylaws that were created in 1986. The proposed amendment reflects changes in the 1999 Joint Powers Agreement and BEACON's current practices. Specifically, the amendment includes an update to BEACON's name, two-year terms for BEACON Officers, flexibility in appointing committees, and a change to simplified parliamentary procedures.</p> <p><b>BOARD ACTIONS: The Board approved unanimously the Recommended Action.</b> Moved by Ramirez/Second by Zaragoza.</p>

<b>Item</b>	5D	<p><b>Auditor-Controller's Actions and Financial Reports:</b></p> <p>i. Receive and file the Budget-to-Actual report for the year-to-date period ending February 29, 2020 (Exhibit I).</p> <p>ii. Receive and file proposed increase to Fiscal Year 2020-2021 Membership Dues (Exhibit II)</p> <p>iii. Receive and file Fiscal Year 2020-2021 Budget Scenarios (Exhibit III)</p>
<b>Minutes/ Actions:</b>		<p>Mr. Carlos Maldonado of the ACO presented the three items: Budget to Actual report, a report on a membership dues increase recommendation; and, a report of FY 2021 Budget Scenarios. two items: the first reporting on the Budget to Actual for period ending December 31, 2019 and the second reporting budget adjustments to accommodate the amendment to Mr. Bayeler's contract.</p> <p><b>BOARD ACTIONS: The Board agreed to consider the membership dues increase and the budget again at the May and July Board meetings and requested that a letter and presentation be submitted to the member agencies from Staff.</b> Moved by Ramirez/Second by Shaw.</p>

<b>Item</b>	6	<b>Executive Director's Report and Communications</b>
<b>Minutes/ Actions:</b>		<ul style="list-style-type: none"> <li>The Executive Director indicated a letter and presentation would be prepared and submitted to the member agencies. He also indicated that planning for a science workshop was in the works but will be delayed for now.</li> </ul>

**Adjourn to next regular meeting May 15, 2020 at 9:00 AM by Teleconference or Video Conference.**

**Meeting Minutes by Gerald Comati, Program Manager, BEACON.**

**STAFF REPORT**

Meeting Date: May 15, 2020  
Agenda Item: 2

To: BEACON Board of Directors  
From: Executive Director  
Date May 10, 2020

**Subject: Public Comment and Other Matters not on the Agenda**

**Recommended Action:**

a. Receive Public Comments.



A California Joint Powers Agency

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## **STAFF REPORT**

Meeting Date: May 20, 2020  
Agenda Item: 4A

To: BEACON Board of Directors  
From: BEACON Deputy Executive Director  
Date: May 6, 2020

### **Subject: Mondo's Cove Beach Public Access Stairway Improvement**

#### **Recommended Action:**

- i. Approve and authorize the Executive Director to execute Amendment No. 1 to the Agreement with Jensen Design & Survey, Inc. to increase the scope of work to include a survey of the Mean High Tide Line, to increase funding by \$3,000 for a revised total amount not to exceed \$62,823 without a change to term ending June 30, 2020; and
- ii. Approve and authorize the Executive Director to execute a Letter Agreement, substantially similar to the one attached, with the Chicago Title Company for preparation of a preliminary title report to determine easements and property entitlements for an amount not to exceed \$2,000, a term ending by June 30, 2020, upon review and concurrence of legal counsel.

#### **DISCUSSION:**

On January 24, 2020 the Board authorized a design and engineering contract to develop a final design and engineering plan for the Mondo's Cove Public Access Improvement Project located in northern Ventura County.

Since January, the Jensen team has been completing a variety of tasks under the Jensen Agreement. As part of the project design process BEACON staff were tasked with compiling all property and permitting information and requirements to complement the Jensen work.

In coordinating with the Faria Beach Homeowners Association, Ventura County, Caltrans, the Coastal Commission, and the State Lands Commission it has become apparent that current entitlements and property ownership information is incomplete. Staff is recommending the Board approve two additional authorizations to allow for the collection of needed property information, including an updated preliminary title report to be prepared by Chicago Title Company and a boundary survey to establish the extent and location of the current mean high tide line (MHT) by Jensen Design and Survey. This information is essential to understand the full extent of needed permissions, approvals and permits required to install and operate a public access stairway improvement at Mondo's Cove beach.



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**Mondo's Cove Beach Public Access Stairway Improvement**

**May 15, 2020**

**Page 2**

BEACON staff is recommending that the BEACON Board authorize the Executive Director to execute Amendment No. 1 to the Jensen Design & Survey, Inc. Agreement to allow for the completion of the boundary analysis of the MHT and separately authorize payment for a preliminary title report prepared by Chicago Title Company under a purchase order.

**Attachment 1.**

Amendment No. 1 to the Agreement with Jensen Design & Survey, Inc. to increase the scope of work to include a survey of the Mean High Tide Line, to increase funding by \$3,000 for a revised total amount not to exceed \$62,823 without a change to term ending June 30, 2020.

**Amendment No. 1**  
**between**  
**the Beach Erosion Authority for Clean Oceans and Nourishment**  
**and**  
**Jensen Design & Survey, Inc.**

**THE AGREEMENT** (hereafter, "Agreement") made on January 24, 2020 by and between the BEACH EROSION AUTHORITY FOR CLEAN OCEANS AND NOURISHMENT (hereafter, "BEACON") and Jensen Design & Survey, Inc., having its principal place of business at and 1672 Donlon St, Ventura, CA 93003 (hereafter, "CONTRACTOR"), individually referred to as Party, or collectively as Parties, is hereby amendment ("Amendment No. 1") as follows:

**EXHIBIT A, Scope of Services, Project Deliverables, Section J is added in its entirety:**

- J. Boundary Survey of Mean High Tide (MHT) Line**  
Deliverable: New Boundary Survey of MHT.

**EXHIBIT B, PAYMENT ARRANGEMENTS, Section 1 is deleted and replaced in its entirety with:**

1. For CONTRACTOR services to be rendered under this contract, CONTRACTOR shall be paid a total contract amount, including cost reimbursements, up to but not to exceed **\$62,823.00**.

**Attachment B1, SCHEDULE OF FEES adds the following in its entirety:**

Boundary Survey Mean High Tide (MHT) Line	\$3,000
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**Ratifications.** The terms and provisions set forth in this Amendment No. 1 shall modify and supersede all inconsistent terms and provisions set forth in the Agreement. The terms and provisions of the Agreement, except as expressly modified and superseded by this Amendment No. 1, are ratified and confirmed and shall continue in full force and effect, and shall continue to be legal, valid, binding, and enforceable obligations of the parties.

**Counterparts.** This Amendment No. 1 may be executed in several counterparts, all of which taken together shall constitute a single agreement between the parties.

*(Signatures on following page.)*

**IN WITNESS WHEREOF**, the Parties have executed this Amendment No. 1 to the Agreement to be effective as of May 15, 2020.

**ATTEST:**

Brian Brennan  
BEACON Executive Director  
Clerk of the Board

By: \_\_\_\_\_  
Deputy Clerk

**BEACON:**

By: \_\_\_\_\_  
Gregg Hart  
Chairperson  
Board of Directors

Date: \_\_\_\_\_

**CONTRACTOR:**

Jensen Design & Survey Inc.

By: \_\_\_\_\_  
Authorized Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**APPROVED AS TO FORM:**

Michael C. Ghizzoni  
County Counsel

By:  \_\_\_\_\_  
Susan L. McKenzie  
Deputy County Counsel  
BEACON Counsel

**Jensen Design and Survey – Mondo’s Cove Beach Public Access Stairway Improvement Project**

**FEE ESTIMATE - Including Amendment 1 – May 15, 2020**

We propose to provide the services described on a time and materials basis. We have provided a fee estimate for budgetary purposes in the amount of \$62,823, based on past experiences with similar projects. However, please understand that the actual fees required to successfully complete your project are very difficult to predict, and the final charge for our services could exceed this estimate. We will track time spent against this estimate as the job progresses and bring any expected overages to your attention, prior to exceeding the amount herein. Should any work be needed outside the scope and qualifications discussed above, written authorization shall be requested and obtained prior to starting the work. Minor expense items, such as outside printing, are not included in this fee estimate and will be billed separately.

PROJECT SITE VISIT	\$2,213
BID DATA REQUIRED TO SUPPORT PROJECT DESIGN AND ID DESIRED PROJECT ELEMENTS	\$3,084
SITE BASEMAP	\$11,000
OPTIONS ANALYSIS OF PUBLIC ACCESS STAIRWAY IMPROVEMENTS	\$2,551
PRELIMINARY ENGINEERING ANALYSIS OF SITE CONDITIONS	\$2,000
COASTAL GEOMORPHOLOGY REVIEW	\$5,000
PRELIMINARY GEOTECH INVESTIGATION	\$9,500
STAIRWAY ACCESS DESIGN OPTIONS	\$5,139
COASTAL GEOMORPHOLOGY REVIEW	\$5,000
REVIEW STAIRWAY ACCESS DESIGN WITH BEACON	\$1,898
PRE-DESIGN COMMUNITY MEETING	\$3,054
DESIGN DEVELOPMENT PLANS, SPECS AND COST ESTIMATE	\$6,002
ONSITE PRESENTATION OF SELECTED STAIRWAY DESIGN OPTION	\$3,382
Boundary Survey Mean High Tide (MHT) Line	\$3,000
<b>TOTAL</b>	<b>\$62,823</b>



## CHICAGO TITLE

May 11, 2020

Mr. Brian Brennan  
Executive Director  
BEACON  
501 Poli Street  
Ventura, CA 93002-0099

RE: Request for Preliminary Title Report for Mondo's Cove Parcel B-Formerly Assessor's Parcel  
No. 060-0-380-24

Mr. Brennan:

Per your request, Chicago Title will issue a Condition of Title Report based on the property  
described above.

COST:           \$2000.00  
TIME:           Four to Six Weeks from approval (approved on April 7, 2020)

Should you have any questions, please call.

Sincerely,

Brad Golden  
Major Accounts Manager  
Chicago Title Company

**STAFF REPORT**

Meeting Date: May 15, 2020  
Agenda Item: 5A

To: BEACON Board of Directors  
From: Executive Director  
Date May 10, 2020

**Subject: Board Member Reports**



A California Joint Powers Agency

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## **STAFF REPORT**

Meeting Date: May 15, 2020  
Agenda Item: 5B1

To: BEACON Board of Directors  
From: BEACON Board Chair and Executive Director  
Date: April 28, 2020

**Subject: BEACON Executive Staff Transition-Appointment of Marc Beyeler as Executive Director effective May 15, 2020.**

### **Recommended Action:**

- i. Appoint Marc Beyeler as BEACON Executive Director effective May 15, 2020.
- ii. Approve and authorize the Chair to execute Amendment No. 3 to the Agreement with MBA Consultants to increase the scope of work to include Marc Beyeler serving as the Executive Director of BEACON without a change in the total amount not to exceed \$64,250 and no change to the period of performance ending June 30, 2020.

### **DISCUSSION:**

At the January BEACON Board Meeting, the Board approved several actions authorizing Executive Transition Planning, including authorizing the Chair to appoint an ad hoc Transition Subcommittee to coordinate with the Staff on transition tasks. At the same meeting, the Board approved Marc Beyeler's appointment as the Deputy Executive Director and his job duties as Deputy Executive Director for the 2020 calendar year.

For the past several months, Mr. Beyeler has served as the Deputy Executive Director sharing executive responsibilities with the current Executive Director, Brian Brennan, and managing several important executive functions traditionally reserved for the Executive Director, including budget, financial, and strategic planning. Mr. Beyeler has also taken on the responsibility for developing BEACON meeting agendas and staff reports. Finally, Mr. Beyeler has been responsible for managing executive transition planning, including coordinating with the Chair of the BEACON Board of Directors and the Board's ad hoc Transition Subcommittee.

In the past year, Mr. Beyeler has taken on other important executive responsibilities, including developing BEACON's science strategy and coordinating grant applications for BEACON's priority projects. In sum, Mr. Beyeler has successfully performed many of the essential activities of a BEACON Executive Director and he has demonstrated effective executive knowledge and skills.



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With the onset of the COVID-19 pandemic and in anticipating of the recovery afterwards Mr. Brennan foresees a change in the scope and time required to fulfill his responsibilities in both Supervisor Bennett's office and outside commitments to the Casitas Municipal Water District along with the Ventura Port District. Mr. Brennan's available time to devote to the important rapidly increasing work of BEACON may be compromised as the part-time unpaid Executive Director. Therefore, Mr. Brennan is recommending the Board appoint Marc Beyeler to serve as the BEACON Executive Director effective immediately. Given the significantly changed conditions under the current coronavirus health emergency that is projected to last several more months, Mr. Brennan is recommending that the Board consider advancing the appointment of Marc Beyeler as Executive Director effective May 15, 2020. Mr. Brennan further recommends the Board approve a third amendment to the MBA Consultants existing contract to add executive director job duties.

The above actions do not constitute a project under the California Environmental Quality Act Guidelines section 15378.

Attachment 1.

MBA Consultants Amendment No. 3, adding executive director job duties Description

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**Amendment No. 3  
to the Agreement for Services**

May 15, 2020

**This Amendment No. 3** to the Agreement for Services (“Amendment No. 3”) is entered into by and between the Beach Erosion Authority for Clean Oceans and Nourishment (“BEACON”) and MBA Consultants (“Contractor”), individually referred to as “Party,” collectively “Parties.”

**WHEREAS**, on May 7, 2019, the Parties entered into the Agreement for Services for Contractor to assist BEACON in climate and sea level rise adaptation planning, organizational/program assistance, financial planning and fundraising and project management;

**WHEREAS**, on November 15, 2019, the Parties entered into Amendment No. 1 to fund management services for Mondo’s Cove Public Access Improvements project;

**WHEREAS**, on January 24, 2020, the Parties entered into Amendment No. 2 to fund project assistance for the Surfers Point Project and to add organizational support services for BEACON executive transition planning;

**WHEREAS**, BEACON requires additional executive and organizational services for BEACON’s Executive Director; and

**WHEREAS**, the BEACON Board acting on the recommendation of the current Executive Director, believes the Contractor is specially trained, skilled, experienced, and competent to perform the services required by BEACON and BEACON desires to retain the services of Contractor pursuant to the terms, covenants, and conditions herein set forth.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the Parties agree to amend the Agreement for Services through this Amendment No. 3 as follows:

**Article II, SCOPE OF WORK, Section A.5 is added in its entirety as follows:**

5. Contractor shall perform the duties of Executive Director described in Attachment 2 BEACON Executive Director Job Description, attached hereto and incorporated herein by this reference.

This amendment to the Agreement is made pursuant to and complies with Article VII “OTHER”, Section C “AMENDMENT, WAIVER” of the Agreement. This Amendment No. 3 is hereby incorporated into the Agreement.

**Ratifications.** The terms and provisions set forth in this Amendment No. 3 shall modify and supersede all inconsistent terms and provisions set forth in the Agreement and Amendments No. 1 and 2. The terms and provisions of the Agreement and Amendments No. 1 and 2, except as expressly modified and superseded by this Amendment No. 3 are ratified and confirmed and shall continue in full force and effect, and shall continue to be legal, valid, binding, and enforceable obligations of the parties.

**Counterparts.** This Amendment No. 3 may be executed in several counterparts, all of which taken together shall constitute a single agreement between the parties.

**IN WITNESS WHEREOF,** this Amendment No. 3 is executed by the Parties hereto and shall be effective as of May 15, 2020.

CONTRACTOR

BEACON

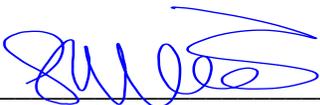
By: \_\_\_\_\_  
Name: Marc Beyeler  
Title: Principal, MBA Consultants

By: \_\_\_\_\_  
Name: Gregg Hart  
Title: Chair, BEACON

Date: \_\_\_\_\_

Approved as to Form:  
Michael C. Ghizzoni  
County Counsel

Attest:

By:  \_\_\_\_\_  
Susan L. McKenzie  
Deputy County Counsel  
Counsel for BEACON

By: \_\_\_\_\_  
Name: Brian Brennan  
Title: Executive Director

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**ATTACHMENT 2**  
**BEACON Executive Director**  
**Job Description**

BEACON, the Beach Erosion Authority for Clean Oceans and Nourishment, is a Joint Powers Agency, consisting of the Ventura and Santa Barbara Counties, and the six coastal cities of Santa Barbara, Goleta, Carpinteria, Oxnard, Port Hueneme, and San Buenaventura. BEACON is responsible for regional beach erosion and nourishment policy and projects, and the protection of coastal water quality. BEACON's projects are included in its Coastal Regional Sediment Management Plan. BEACON is governed by a 10 member Board of Directors, representing 8 member agencies.

The Executive Director under policy direction of the BEACON Board of Directors, organizes, coordinates, and directs all BEACON functions and activities, provides leadership, policy guidance, strategic direction and day-to-day management of BEACON; fosters cooperative working relationships with the Board the County of Ventura, cities and special districts, the public and other agencies; performs related work as assigned.

The BEACON Executive Officer is an "at-will" employee appointed by the Board. The Executive Director reports directly to the Board and performs all duties necessary for the proper and efficient management of BEACON as determined by the Board and the authorizing language of the JPA.

**EXAMPLES OF DUTIES:**

The following is used as a partial description and is not restrictive to duties required.

Plans, organizes and directs the activities of BEACON; develops goals, policies and projects for BEACON subject to Board review, directs implementation of policies and procedures; evaluates programs, procedures and systems for overall effectiveness.

Conducts complex analysis and prepares written reports and recommendations; attends all BEACON meetings.

Represents BEACON in various negotiations with other governmental agencies regarding the authority and functions of BEACON and the policies, procedures and funding of BEACON.

Prepares and administers BEACON's annual budget working with staff of the County of Ventura.

Works closely with and advises the Board, consultant and professional and support staff, the Counties of Ventura and Santa Barbara, cities, special districts, the public and other agencies to implement BEACON programs and to ensure compliance with laws and local policies.

Reviews and authorizes the work of professional consultants; reviews work plans and progress reports and confers with consultant staff to define and solve problems; Responsible for the efficient and effective performance of all contractors.

Represents the BEACON before the media, other agencies and the public. Actively participates in BEACON related organizations and professional associations.

**QUALIFICATION GUIDELINES:**

Knowledge Of: State Joint Powers Authority state law, practices and procedures; principles and practices of organization, management, governmental budgeting, administrative analysis and personnel administration; urban and environmental planning practices and techniques; federal, state and local laws and guidelines relating to coastal and marine management and environmental protection.

Skills and Abilities In:

- Planning, organizing, coordinating and directing BEACON programs and activities.
  - Analyzing functional, organizational and financial characteristics of regional environmental, coastal and marine projects, evaluating alternatives, and recommending effective courses of action relating to BEACON functions.
  - Interpreting, explaining and applying BEACON law and policies and related state and federal laws.
  - Appointing, motivating and evaluating staff and providing for their training and professional development.
  - Representing BEACON effectively in contacts with the public, BEACON member agencies, and other public agencies, including state and federal agencies and partners
  - Promoting cooperative relationships with BEACON member agencies and their staff, other public agencies, public groups concerned with BEACON functions and operations.
- Supplemental Information:
- Works primarily in an office environment but regular travel is required within the region of Santa Barbara and Ventura counties.

**RECRUITING STANDARDS:**

Education/Experience: Graduation from an accredited college with a bachelor's degree in public administration, urban or environmental planning or a closely related field and five years of related experience in a professional capacity managing public programs and budgets involving multiple constituencies, or any combination of training and/or experience that could likely provide the desired knowledge, skills and abilities.

**OTHER REQUIREMENTS:**

Necessary Special Requirements: Possession of or the ability to obtain a valid unrestricted California driver license.

## **STAFF REPORT**

Meeting Date: May 15, 2020  
Agenda Item: 5B2

To: BEACON Board of Directors  
From: Executive Director  
BEACON Board, Chair  
Transition Subcommittee  
Date: May 6, 2020

**Subject:** Member Dues

### **RECOMMENDED ACTION:**

- i. Receive and review Staff Report on member dues increase (Exhibit I)
- ii. Discuss and direct staff to return in July 2020 with specific membership dues increases.

### **DISCUSSION:**

Staff is requesting the Board to review options for member dues increase to support paid executive director and to support increased program expenses. In March the Board considered the recommendation of the Transition Subcommittee to increase dues 100%. The Board discussed this option, but also discussed other options involving a smaller proposed member dues increase due to impacts of the COVID emergency on member agency budgets, including a 75% increase.

In April, the staff discussed the member dues increase proposals with the Transition Subcommittee, including a 100% dues increase, and a proposal to postpone any member dues increase in the coming year, a so-called Plan B budget proposal. The Transition Subcommittee again supported the 100% dues increase proposal but wanted to include a stipulation with the proposed increase that member agencies could contribute up to the full 100% increase based on member agency budgets for the coming year.

In July the fiscal condition of the member agencies for the coming fiscal year will be known and a specific member dues recommendation by the BEACON Board can be unanimously approved and a final BEACON budget for the FY 2020-21 can be ratified by the full Board.

Under scenarios involving either a 75% member dues increase or a 100% member dues increase, a full-time paid Executive Director would be included as part of the budget. Under a scenario involving no member dues increase for the coming year, a half-time paid Executive Director would be included as part of the budget.



A California Joint Powers Agency

#### **Member Agencies**

City of Carpinteria  
City of Goleta  
City of Oxnard  
City of Port Hueneme  
City of San Buenaventura  
City of Santa Barbara  
County of Santa Barbara  
County of Ventura

#### **Santa Barbara Address:**

105 East Anapamu, Suite 201  
Santa Barbara, CA 93101

#### **Ventura Address:**

501 Poli St.  
P.O. Box 99  
Ventura, CA 93001

#### **Telephone:**

(805) 662-6890

#### **Facsimile:**

(805) 568-2982

#### **Email:**

Beacon.ca.gov

#### **Internet:**

<http://www.beacon.ca.gov>

## Fiscal Year 2020-2021 BEACON Proposed Membership Dues

Entity	Fiscal Year 17-18	CPI Increase 3.50%	Fiscal Year 18-19	CPI Increase 3.20%	Fiscal Year 19-20	Increase 100.00%	Fiscal Year 20-21
County of Ventura	\$ 23,400.00	\$ 820.00	\$ 24,220.00	\$ 775.00	\$ 24,995.00	\$ 24,995.00	\$ 49,990.00
County of Santa Barbara	23,400.00	820.00	24,220.00	775.00	24,995.00	24,995.00	49,990.00
City of Santa Barbara	19,500.00	685.00	20,185.00	645.00	20,830.00	20,830.00	41,660.00
City of Oxnard	19,500.00	685.00	20,185.00	645.00	20,830.00	20,830.00	41,660.00
City of Buenaventura	19,500.00	685.00	20,185.00	645.00	20,830.00	20,830.00	41,660.00
City of Carpinteria	11,700.00	410.00	12,110.00	390.00	12,500.00	12,500.00	25,000.00
City of Port Hueneme	9,000.00	315.00	9,315.00	300.00	9,615.00	*15,385.00	25,000.00
City of Goleta	11,700.00	410.00	12,110.00	390.00	12,500.00	12,500.00	25,000.00
	\$ 137,700.00	\$ 4,830.00	\$ 142,530.00	\$ 4,565.00	\$ 147,095.00	\$ 152,865.00	\$ 299,960.00

\*Represents an 160% increase to match other similarly sized member agencies.

		75% Dues Increase	
	% Increase	Increase FY20 to FY21	Fiscal Year 20-21
County of Ventura	75.00%	\$ 18,745.00	\$ 43,740.00
County of Santa Barbara	75.00%	18,745.00	43,740.00
City of Santa Barbara	75.00%	15,625.00	36,455.00
City of Oxnard	75.00%	15,625.00	36,455.00
City of Buenaventura	75.00%	15,625.00	36,455.00
City of Carpinteria	75.00%	9,375.00	21,875.00
City of Port Hueneme	128.00%	*12,260.00	21,875.00
City of Goleta	75.00%	9,375.00	21,875.00
		\$ 115,375.00	\$ 262,470.00

^Represents an 127% increase to match other similarly sized member agencies.

		CPI Dues Increase	
	% Increase	CPI Increase 3.10%	Fiscal Year 20-21
County of Ventura	3.10%	\$ 775.00	\$ 25,770.00
County of Santa Barbara	3.10%	775.00	25,770.00
City of Santa Barbara	3.10%	645.00	21,475.00
City of Oxnard	3.10%	645.00	21,475.00
City of Buenaventura	3.10%	645.00	21,475.00
City of Carpinteria	3.10%	390.00	12,890.00
City of Port Hueneme	34.00%	#3,275.00	12,890.00
City of Goleta	3.10%	390.00	12,890.00
		\$ 7,540.00	\$ 154,635.00

# Represents an 34% increase to match other similarly sized member agencies.

## STAFF REPORT

Meeting Date: May 15, 2020  
Agenda Item: 5C

To: BEACON Board of Directors  
From: Ventura County Auditor-Controller's Office  
Date: May 15, 2020

### **Subject: Auditor-Controller Recommended Actions and Financial Reports**

#### **RECOMMENDATIONS:**

- i. Receive and file the Budget-to-Actual report for the year-to-date period ending April 30, 2020 (Exhibit I).
- ii. Authorize the Auditor-Controller's Office to make budgetary adjustments as follows: (requires 6/10<sup>th</sup> vote):  
INCREASE Other Professional and Specialized Services \$ 5,000  
DECREASE Contingency \$ 5,000
- iii. Receive and file proposed increase to Fiscal Year 2020-2021 Membership Dues (Exhibit II) and provide direction to BEACON Staff as appropriate.
- iv. Receive and file Proposed BEACON Budgets for Fiscal Year 2020-2021 (Exhibit III) and Provide Direction to BEACON Staff.

#### **DISCUSSION:**

##### **Recommendation a –**

Receive and file report from Ventura County Auditor-Controller's Office on Budget-to-Actual for Fiscal Year 2019-20 for the period ending April 30, 2020 (Exhibit I).

##### **Recommendation b –**

The following budgetary adjustments are being recommended for the Mondo's Cove Public Access Stairway Improvement Project:

To increase **Other Professional and Specialized Services** by **\$5,000** to accommodate for amendment #1 to the engineering and design contract with **Jensen Design & Survey, Inc** and for the **Chicago Title** letter agreement (as proposed in agenda item #4A).

To decrease **Contingency** by **\$5,000** to accommodate for amendment #1 to the engineering and design contract with **Jensen Design & Survey, Inc.** and for the **Chicago Title** letter agreement.



A California Joint Powers Agency

#### **Member Agencies**

City of Carpinteria  
City of Goleta  
City of Oxnard  
City of Port Hueneme  
City of San Buenaventura  
City of Santa Barbara  
County of Santa Barbara  
County of Ventura

#### **Santa Barbara Address:**

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**Auditor-Controller Recommended Actions and Financial Reports**  
**May 15, 2020**  
**Page 2**

**Recommendation c –**

Staff is requesting the Board to consider an increase of annual member dues for BEACON and its inclusion in the Fiscal Year 2020-21 BEACON Budget as follows:

	<b>CPI</b>		
	<b>3.1% Increase</b>	<b>75% Increase</b>	<b>100% Increase</b>
<b>County of Ventura</b>	\$ 25,770.00	\$ 43,740.00	\$ 49,990.00
<b>County of Santa Barbara</b>	25,770.00	43,740.00	49,990.00
<b>City of Santa Barbara</b>	21,475.00	36,455.00	41,660.00
<b>City of Oxnard</b>	21,475.00	36,455.00	41,660.00
<b>City of Buena Ventura</b>	21,475.00	36,455.00	41,660.00
<b>City of Carpinteria</b>	12,890.00	21,875.00	25,000.00
<b>City of Port Hueneme*</b>	12,890.00	21,875.00	25,000.00
<b>City of Goleta</b>	<u>12,890.00</u>	<u>21,875.00</u>	<u>25,000.00</u>
<b>Total</b>	<u>\$ 154,635.00</u>	<u>\$ 262,470.00</u>	<u>\$ 299,960.00</u>

\*Increased to match other similarly size member agencies.

The annual membership dues for FY 2020-21 are proposed to be increased by all members to accommodate for the Executive staff transition.

Furthermore, to allow member agencies to budget for the proposed increase, a letter will be sent to all member agencies to notify them of the possible increase.

At the July 2020 BEACON board meeting, we will request the board to consider the approval of the annual member dues for FY 2020-21.

**Recommendation d –**

Four budget scenarios are presented for FY 2020-21. Two proposed budgets to accommodate for a part-time Executive Director and two proposed budgets to accommodate a full-time Executive Director.

**Analysis**

In FY 2016-17, the Board approved a 30% increase in annual dues in order to mitigate the rising cost of expenditures, primarily due to the necessity of a greater effort by BEACON’s consultant staff required to implement an expanding BEACON scope of work. As Sea Level Rise and Climate Change issues are becoming more front and center, BEACON has been pursuing more grant opportunities to deliver regional coastal sediment enhancement strategies as well as retooling to provide a more useful regional technical and political resource to assist the BEACON member agencies implement their own coastal policies.

**Budget Scenario #1 – Part-Time Executive Director at \$72k**

**Overhead Expenditures:**

- This Budget Scenario for FY 2020-21 reflects an overhead of \$215,630, which represents a decrease of \$21,539 from the FY 2019-20 Adjusted Budget (Exhibit I). The decrease is primarily due to the completion of design for access at Mondo's Cove in FY 2019-20 that is offset by increases for the biennial financial statement audit, miscellaneous expense for the CRSMP Update/SCCBEP and the addition of a paid part-time Executive Director. With the exclusion of the Mondo's Cove project (\$64,000) from the FY 2019-20 Adjusted Budget for overhead expenditures, the overhead increase is \$42,461.

**Grant Expenditures:**

- Contains grant funding from the Ocean Protection Council (OPC) to modify debris basins in Santa Barbara County and for the Surfer's Point Project. For FY 2020-21, \$191,182 is included in the budget for grant related expenditures.

**Revenue:**

- No increase to annual membership dues. The revenue for annual member dues would remain at \$147,095 for the FY 2020-21 Budget.
- Includes a projected \$1,000 in Investment Income.

**Grant Revenue:**

- As of this time, BEACON expects to receive approximately \$191,182 in revenue for reimbursement of grant related expenditures for the two OPC grants mentioned in Grant Expenditures.

**Fund Balance - Reserves**

- For FY 2020-21 Budget, the projected beginning fund balance is \$212,387. If all budgeted overhead expenditures are incurred and the full Contingency amount is used, fund balance would be reduced to \$119,852. This budget is not recommended for future fiscal years due to the high usage for fund balance.

**Budget Scenario #2 –Part-Time Executive Director – CPI (3.10%) Increase to Member Dues**

**Overhead Expenditures:**

- No change from Budget Scenario #1

**Grant Expenditures:**

- No change from Budget Scenario #1.

**Revenue:**

- Proposes a 3.1% increase, based on the Consumer Price Index (CPI), in membership dues for FY 2020-21. This increase would provide BEACON with \$154,635 in membership revenue, which represents a \$7,540 increase from Budget Scenario #1.
- Includes a projected \$1,000 in Investment Income.

**Grant Revenue:**

- No change from Budget Scenario #1.

**Fund Balance - Reserves**

- For FY 2020-21 Budget, the projected beginning fund balance is \$212,387. If all budgeted overhead expenditures are incurred and the full Contingency amount is used, the projected ending fund balance would be \$127,892. As compared to Budget Scenario #1, this scenario projects a higher ending fund balance by \$7,540. This budget is not recommended for future fiscal years due to the high usage for fund balance.

**Budget Scenario #3 – Full-Time Executive Director at \$134k – 75% Increase to Member Dues**

**Overhead Expenditures:**

- This Budget Scenario for FY 2020-21 reflects an overhead of \$280,530, which represents an increase of \$43,361 from the FY 2019-20 Adjusted Budget (Exhibit I). Modified to exclude for the Mondo's Cove project (\$64,000) in the FY 2019-20 Adjusted Budget for overhead expenditures, the increase is \$107,361. The increase is primarily due to the addition of a compensated full-time Executive Director at \$134,400.

**Grant Expenditures:**

- No change from Budget Scenario #1.

**Revenue:**

- Proposes a 75% increase in membership dues for FY 2020-21. This increase would provide BEACON with an \$262,470 in revenue, which represents a \$115,375 increase from Budget Scenario #1. The increase is necessary to accommodate the addition of a compensated Executive Director.
- Includes a projected \$2,500 in Investment Income.

**Grant Revenue:**

- No change from Budget Scenario #1.

**Fund Balance - Reserves**

- For FY 2020-21 Budget, the projected beginning fund balance is \$212,387. If all budgeted overhead expenditures are incurred and the full Contingency amount is used, the projected ending fund balance would be \$171,827. As compared to Budget Scenario #1, this scenario projects a higher ending fund balance by \$51,975.

**Budget Scenario #4 – Full-Time Executive Director at \$134k – 100% Increase to Member Dues**

**Overhead Expenditures:**

- No change from Budget Scenario #3

**Grant Expenditures:**

- No change from Budget Scenario #1.

**Revenue:**

- Proposes a 100% increase in membership dues for FY 2020-21. This increase would provide BEACON with an \$299,960 in revenue, which represents a \$152,865 increase from Budget Scenario #1. The increase is necessary to accommodate the addition of a compensated Executive Director.
- Includes a projected \$3,500 in Investment Income.

**Grant Revenue:**

- No change from Budget Scenario #1.

**Fund Balance - Reserves**

- For FY 2020-21 Budget, the projected beginning fund balance is \$212,387. If all budgeted overhead expenditures are incurred and the full Contingency amount is used, the projected ending fund balance would be \$210,317. As compared to Budget Scenario #1, this scenario projects a higher ending fund balance by \$90,465.

A final budget proposal will be brought to your board for approval at the July 2020 BEACON meeting.

**BEACON FUND 0025  
YEAR TO DATE BUDGET TO ACTUAL FY 2019-20  
FOR THE MONTH ENDING APRIL 30, 2020**

Unit	Account Number	Title	BUDGET			ACTUAL YTD			
			Adopted Budget	Budget Mod	Revised Budget	Actual	Encumbered	Total Revenue/Obligation	Variance Favorable (Unfavorable)
<b>UNASSIGNED FUND BALANCE</b>									
		Beginning Balance	72,955	-	72,955	198,055.44		198,055.44	125,100.44
5995		Unassigned Fund Balance	72,955	-	72,955	198,055.44		198,055.44	125,100.44
<b>REVENUE</b>									
5665	8911	Investment Income - (Interest Earnings)	6,000	-	6,000	3,562.47		3,562.47	(2,437.53)
5665	9252	State Other - Coastal Comission Mitagation Fees (Mondo's Cove Public Access Stairway Project)		64,000	64,000	13,764.25		13,764.25	(50,235.75)
5665	9252	State Other - (OPC Grants)	372,365	-	372,365	-		-	(372,365.00)
5665	9371	Other Governmental Agencies - (City of Ventura - Reimbursement)	-	5,250	5,250	-		-	(5,250.00)
5665	9371	Other Governmental Agencies - (Member Dues)	147,095	-	147,095	147,095.00		147,095.00	-
<b>Total Revenue</b>			<b>525,460</b>	<b>69,250</b>	<b>594,710</b>	<b>164,421.72</b>		<b>164,421.72</b>	<b>(430,288.28)</b>
<b>TOTAL SOURCES</b>			<b>598,415</b>	<b>69,250</b>	<b>667,665</b>	<b>362,477.16</b>		<b>362,477.16</b>	<b>(305,187.84)</b>
<b>EXPENDITURES</b>									
5665	2072	Insurance	3,500	-	3,500	3,530.54	-	3,530.54	(30.54)
5665	2131	Membership Dues	500	-	500	500.00	-	500.00	-
5665	2159	Miscellaneous Expenses (Kelp Anchor Permits, Office Expenses, Funding Workshop, SCCBEP)	13,050	-	13,050	-	-	-	13,050.00
5665	2183	Engineering and Technical Surveys (Tech Advisor- J Bailard, Project Management - COM3)	61,500	(11,131)	50,369	35,469.50	9,899.50	45,369.00	5,000.00
5665	2185	Attorney Services (County of Santa Barbara)	12,000	-	12,000	4,522.00	7,478.00	12,000.00	-
5665	2199	Other Professional & Specialized Services (Accounting Srv. - County of Ventura, Marc Beyeler, Pam Baumgardner, Jensen Design & Survey, Inc.)	48,500	97,250	145,750	59,779.98	27,512.50	87,292.48	58,457.52
5665	2273	Education, Conferences, and Seminars (Registration Fees)	2,000	-	2,000	808.75	-	808.75	1,191.25
5665	2292	Travel Expenses (Misc Payments, Travel & Conf.)	10,000	-	10,000	580.80	-	580.80	9,419.20
<b>Total Overhead Expenditures</b>			<b>151,050</b>	<b>86,119</b>	<b>237,169</b>	<b>105,191.57</b>	<b>44,890.00</b>	<b>150,081.57</b>	<b>87,087.43</b>
<b>Grant Funded Expenditures</b>									
<b>OPC - Debris Basins Removal:</b>									
5665	2183	Admin+ Management & Best Practices Manual (Tasks 1, 8 & 9) - COM3	6,000	-	6,000	-	6,000.00	6,000.00	-
5665	2183	Admin+ Management & Best Practices Manual (Tasks 1 & 8) - J Bailard	4,000	-	4,000	-	4,000.00	4,000.00	-
5665	2183	Planning, Engineering, Construction, CM, Monitoring & Restoration - (Tasks 2, 3, 4, 5, 6 & 7) - SB County Flood Control District	8,000	-	8,000	-	-	-	8,000.00
<b>Total Grants - OPC - Debris Basins Removal:</b>			<b>18,000</b>		<b>18,000</b>		<b>10,000.00</b>	<b>10,000.00</b>	<b>8,000.00</b>
<b>Grants - OPC - Surfer's Point Project:</b>									
5665	2183	Engineering and Technical Surveys - OPC Grant - Surfer's Point Project - City of Ventura	354,365	-	354,365	101,326.88	-	101,326.88	253,038.12
<b>Total Grants - OPC - Surfer's Point Project:</b>			<b>354,365</b>		<b>354,365</b>	<b>101,326.88</b>		<b>101,326.88</b>	<b>253,038.12</b>
<b>Total Grant Funded Expenditures</b>			<b>372,365</b>		<b>372,365</b>	<b>101,326.88</b>	<b>10,000.00</b>	<b>111,326.88</b>	<b>261,038.12</b>
5665	6101	Contingency	75,000	(16,869)	58,131	-	-	-	58,131.00
<b>TOTAL EXPENDITURES</b>			<b>598,415</b>	<b>69,250</b>	<b>667,665</b>	<b>206,518.45</b>	<b>54,890.00</b>	<b>261,408.45</b>	<b>406,256.55</b>
<b>Ending Unassigned Fund Balance</b>					-	<b>155,958.71</b>			

**BEACON - FUND 0030 - BEACON Sand Supply and Public Access**

Balance, as of April 30, 2020: **50,196.12**

## Fiscal Year 2020-2021 BEACON Proposed Membership Dues

Entity	Fiscal Year 17-18	CPI Increase 3.50%	Fiscal Year 18-19	CPI Increase 3.20%	Fiscal Year 19-20	Increase 100.00%	Fiscal Year 20-21
County of Ventura	\$ 23,400.00	\$ 820.00	\$ 24,220.00	\$ 775.00	\$ 24,995.00	\$ 24,995.00	\$ 49,990.00
County of Santa Barbara	23,400.00	820.00	24,220.00	775.00	24,995.00	24,995.00	49,990.00
City of Santa Barbara	19,500.00	685.00	20,185.00	645.00	20,830.00	20,830.00	41,660.00
City of Oxnard	19,500.00	685.00	20,185.00	645.00	20,830.00	20,830.00	41,660.00
City of Buenaventura	19,500.00	685.00	20,185.00	645.00	20,830.00	20,830.00	41,660.00
City of Carpinteria	11,700.00	410.00	12,110.00	390.00	12,500.00	12,500.00	25,000.00
City of Port Hueneme	9,000.00	315.00	9,315.00	300.00	9,615.00	*15,385.00	25,000.00
City of Goleta	11,700.00	410.00	12,110.00	390.00	12,500.00	12,500.00	25,000.00
	\$ 137,700.00	\$ 4,830.00	\$ 142,530.00	\$ 4,565.00	\$ 147,095.00	\$ 152,865.00	\$ 299,960.00

\*Represents an 160% increase to match other similarly sized member agencies.

		75% Dues Increase	
	% Increase	Increase FY20 to FY21	Fiscal Year 20-21
County of Ventura	75.00%	\$ 18,745.00	\$ 43,740.00
County of Santa Barbara	75.00%	18,745.00	43,740.00
City of Santa Barbara	75.00%	15,625.00	36,455.00
City of Oxnard	75.00%	15,625.00	36,455.00
City of Buenaventura	75.00%	15,625.00	36,455.00
City of Carpinteria	75.00%	9,375.00	21,875.00
City of Port Hueneme	128.00%	*12,260.00	21,875.00
City of Goleta	75.00%	9,375.00	21,875.00
		\$ 115,375.00	\$ 262,470.00

^Represents an 127% increase to match other similarly sized member agencies.

		CPI Dues Increase	
	% Increase	CPI Increase 3.10%	Fiscal Year 20-21
County of Ventura	3.10%	\$ 775.00	\$ 25,770.00
County of Santa Barbara	3.10%	775.00	25,770.00
City of Santa Barbara	3.10%	645.00	21,475.00
City of Oxnard	3.10%	645.00	21,475.00
City of Buenaventura	3.10%	645.00	21,475.00
City of Carpinteria	3.10%	390.00	12,890.00
City of Port Hueneme	34.00%	#3,275.00	12,890.00
City of Goleta	3.10%	390.00	12,890.00
		\$ 7,540.00	\$ 154,635.00

# Represents an 34% increase to match other similarly sized member agencies.

**PROPOSED BEACON BUDGETS FOR FY 2020-2021**

Fund O025	Division/ Unit Code	Account Code	FY 2018-19 Actual	FY 2019-20 Estimated Actual	Budget Scenario #1	Budget Scenario #2	Budget Scenario #3	Budget Scenario #4
					FY 2020-21 Budget Part-time Executive Director	FY 2020-21 Budget Part-time Executive Director CPI Increase to Dues	FY 2020-21 Budget Full-time Executive Director @ \$134K	FY 2020-21 Budget Full-time Executive Director @ \$134K
<b>FINANCING SOURCES</b>					<b>0% Dues Increase</b>	<b>3.1% Dues Increase</b>	<b>75% Dues Increase</b>	<b>100% Dues Increase</b>
<b>Fund Balance</b>					Usage of Fund Balance (reserves) - includes Contingency			
Appropriation of Fund Balance			-	-	92,535	84,995	40,560	2,070
<b>Revenue</b>								
Investment Income	5665	8911	5,741	6,971	1,000	1,000	2,500	3,500
Membership Dues	5665	9371	142,530	147,095	147,095	154,635	262,470	299,960
City of Ventura - Reimbursement	5665	9371	-	5,250	-	-	-	-
Contributions and Donations	5665	9770	-	-	-	-	-	-
Grant Funding (OPC Grant for Debris Basin Modification Project)	5665	9252	-	-	14,000	14,000	14,000	14,000
Grant Funding (OPC Grant - Surfer's Point Project)	5665	9252	-	177,183	177,182	177,182	177,182	177,182
Coastal Commission Mitigation Fees (Mondo's Cove Public Access Stairway Project)	5665	9252	-	64,000	-	-	-	-
<b>Subtotal - Revenue:</b>			<b>148,271</b>	<b>400,499</b>	<b>339,277</b>	<b>346,817</b>	<b>456,152</b>	<b>494,642</b>
<b>Total Financing Sources</b>			<b>148,271</b>	<b>400,499</b>	<b>431,812</b>	<b>431,812</b>	<b>496,712</b>	<b>496,712</b>
<b>EXPENDITURES</b>								
<b>Operating Expenses (Overhead):</b>								
Insurance	5665	2072	3,303	3,913	3,500	3,500	3,500	3,500
Memberships and Dues - (American Shore & Beach Preservation Assoc.)	5665	2131	500	500	500	500	500	500
Miscellaneous Expense - (Kelp Anchor Permits)	5665	2159	-	-	-	-	-	-
Miscellaneous Expense - (Public Relations)	5665	2159	-	-	2,000	2,000	2,000	2,000
Miscellaneous Expense - (Funding Workshop)	5665	2159	-	-	-	-	-	-
Miscellaneous Expense - (Special Office Expense, Website)	5665	2159	320	320	1,000	1,000	1,000	1,000
Miscellaneous Expense - (CRSMP Update/SCCBEP)	5665	2159	-	-	15,000	15,000	15,000	15,000
Engineering and Technical Surveys - (Science Support Services)	5665	2183	10,272	5,869	25,000	25,000	25,000	25,000
Engineering and Technical Surveys - (Program Management - COM3)	5665	2183	28,143	38,179	43,500	43,500	43,500	43,500
Attorney Services - (County of Santa Barbara)	5665	2185	8,708	12,000	12,000	12,000	12,000	12,000
Other Professional & Specialized Services- (Deputy Executive Director - Marc Beyeler)	5665	2199	-	-	-	-	-	-
Other Professional & Specialized Services- (Executive Director)	5665	2199	-	-	72,000	72,000	134,400	134,400
Other Professional & Specialized Services- (Jensen Design & Survey, Inc.)	5665	2199	-	59,823	-	-	-	-
Other Professional & Specialized Services- (Accounting Services - Co of Ventura)	5665	2199	10,450	15,000	15,000	15,000	15,000	15,000
Other Professional & Specialized Services - (Biennial Audit Services)	5665	2199	10,180	-	10,380	10,380	10,380	10,380
Other Professional & Specialized Services - (Barrett Productions)	5665	2199	1,600	750	1,250	1,250	1,250	1,250
Other Professional & Specialized Services- (Marc Beyeler)	5665	2199	26,500	64,250	-	-	-	-
Other Professional & Specialized Services- (Pam Baumgardner)	5665	2199	1,800	1,800	5,000	5,000	5,000	5,000
Education Conference and Seminars (Registration fees for conferences)	5665	2273	290	580	2,000	2,000	2,000	2,000
Travel Expenses - (Mileage, Travel & Conf.)	5665	2292	729	6,000	7,500	7,500	10,000	10,000
<b>Subtotal - Operating Expenses:</b>			<b>102,795</b>	<b>208,984</b>	<b>215,630</b>	<b>215,630</b>	<b>280,530</b>	<b>280,530</b>
<b>Grant Funding Expenditures:</b>								
Engineering and Technical Surveys - OPC Grant - Debris Basin Removal Project (Tasks 1, 8, 9) - COM3	5665	2183	-	-	6,000	6,000	6,000	6,000
Engineering and Technical Surveys - OPC Grant - Debris Basin Removal Project (Tasks 2, 3, 4, 5, 6, 7) - SB County Flood Control	5665	2183	-	-	8,000	8,000	8,000	8,000
<b>OPC Grant - Debris Flow Modification Project:</b>			<b>-</b>	<b>-</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>
Engineering and Technical Surveys - OPC Grant - Surfer's Point Project - City of Ventura	5665	2183	-	177,183	177,182	177,182	177,182	177,182
<b>OPC Grant - Surfer's Point Project:</b>			<b>-</b>	<b>177,183</b>	<b>177,182</b>	<b>177,182</b>	<b>177,182</b>	<b>177,182</b>
<b>Subtotal - Grants:</b>			<b>-</b>	<b>177,183</b>	<b>191,182</b>	<b>191,182</b>	<b>191,182</b>	<b>191,182</b>
<b>Contingencies:</b>								
Contingencies - Grant matching, Contract Amendments, New Programs	5665	6101	-	-	25,000	25,000	25,000	25,000
<b>Subtotal - Contingencies:</b>			<b>-</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>TOTAL EXPENDITURES</b>			<b>102,795</b>	<b>386,167</b>	<b>431,812</b>	<b>431,812</b>	<b>496,712</b>	<b>496,712</b>
<b>Net Income/(Loss) [PROJECTED USE OF APPROPRIATED FUND BALANCE]</b>			<b>45,476</b>	<b>14,332</b>	<b>(92,535)</b>	<b>(84,995)</b>	<b>(40,560)</b>	<b>(2,070)</b>
<b>Fund O025 - Beginning Fund Balance</b>			<b>\$ 152,579</b>	<b>198,055</b>	<b>212,387</b>	<b>212,387</b>	<b>212,387</b>	<b>212,387</b>
<b>Fund O025 - Ending Fund Balance</b>			<b>\$ 198,055</b>	<b>212,387</b>	<b>119,852</b>	<b>127,392</b>	<b>171,827</b>	<b>210,317</b>

**STAFF REPORT**

Meeting Date: May 15, 2020  
Agenda Item: 6

To: BEACON Board of Directors  
From: Executive Director  
Date May 10, 2020

**Subject: Executive Director's Report and Communications**



A California Joint Powers Agency

**Member Agencies**

City of Carpinteria  
City of Goleta  
City of Oxnard  
City of Port Hueneme  
City of San Buenaventura  
City of Santa Barbara  
County of Santa Barbara  
County of Ventura

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