



**MINUTES**

**MEASURE GS RESIDENT OVERSIGHT COMMITTEE**

**SPECIAL MEETING**

**SANTA MONICA INSTITUTE (SMI) ROOM**

**2<sup>nd</sup> FLOOR, CIVIC PARKING STRUCTURE,**

**330 OLYMPIC DRIVE, SANTA MONICA, CA 90401**

**WEDNESDAY, JUNE 9, 2025**

**6:00 PM**

Call to Order

Housing Manager Natalie Verlinich called the meeting to order at 6:07 p.m.

Roll Call

The following persons were recorded in attendance by the Recording Secretary:

Present: Committee member Anderson, Committee member Buchanan, Committee member Jeevaprakash, Committee member Kelley, Committee member Soloff, Committee member Wessel.

Absent: None

Also present: Natalie Verlinich (Housing Manager), Susan Cola (Assistant City Attorney), Thomas Philbin (Staff Assistant III)

1. Public Input (Agenda Items Under SPECIAL AGENDA ITEMS, CONSENT CALENDAR Only)-  
None

2. Special Agenda Items

- a. Swearing In of Measure GS Committee Members

Committee members signed two oath affidavits to be sworn in; members kept a copy for their files with the other copy submitted to the City Clerk's Office.

- b. Introduction of Measure GS Oversight Committee Members

City Staff began introductions, followed by Committee members who introduced themselves and discussed their individual backgrounds and areas of expertise.

- c. Committee Chair and Vice-Chair Election

Deputy City Attorney Cola updated the Committee on the methods in which a Chair and Vice Chair nomination could occur, either by an individual member volunteering and having a vote or by a member nominating another followed by a vote. Election of Chair and Vice Chair required a quorum of at least six votes; as the Committee had only six of eleven members appointed, the six votes to reach quorum needed to be unanimous to elect a Chair and Vice Chair.

Motion by Committee member Kelley, seconded by Committee member Anderson, to nominate Committee member Soloff to service as Interim Committee Chair until January 2026, when additional Committee appointees could participate in elections.

Roll Call vote; Ayes: Anderson, Buchanan, Jeevaprakash, Kelley, Soloff, Wessel; The motion carried unanimously to elect Michael Soloff as Chair.

Motion by Chair Soloff, seconded by Committee member Anderson, to nominate Committee member Anderson as Vice Chair.

Roll Call Vote; Ayes: Anderson, Buchanan, Jeevaprakash, Kelley, Soloff, Wessel. The motion carried unanimously to elect Committee member Anderson as Vice Chair.

Min 27:30: Chair Soloff noted that the bylaws state that the Chair and VC both be consulted at the drafting of each Committee agenda.

d. Determination of Terms for Committee Members

- i) Three Volunteers to Serve for an Initial 2-Year Term and remaining Member with 4-Year Term.

Housing Manager Verlinich spelled out the Committee member term requirements listed on the ballot measure.

Chair Soloff moved with Vice Chair Anderson seconding a motion to determine three volunteers to serve initial 2-year terms. Committee member Wessel, Vice Chair Anderson, and Chair Soloff volunteered. Roll call vote: Ayes: Anderson, Buchanan, Jeevaprakash, Kelley, Soloff, Wessel; the motion carried unanimously.

e. Determination of Regular Meeting Schedule and Location

- 1. 1<sup>st</sup> Monday of the Month at 6pm at SMI Training Room

The Committee agreed to hold regular meetings on the 1<sup>st</sup> Monday of the month at 6pm at SMI Training Room.

- 2. Frequency Bi-Monthly

The Committee weighed meeting monthly and bi-monthly. The Committee engaged in conversation with City Staff and determined that the Measure GS ballot measure required the body to meet a minimum of six times per year. Committee Member Wessel motioned, with Vice Chair Anderson seconding to hold regular monthly meetings for the Measure GS Resident Oversight Committee.

Voice vote; the motion carried unanimously.

f. Brown Act Training

City staff alerted Committee members that Brown Act training materials from the City Clerk's Office were sent to Committee members individually, with additional training to occur in August 2025. Deputy City Attorney Cola underscored the importance of Committee members not having discussions—whether through serial emails or oral contacts—without it first being formalized as a meeting. Announced Subcommittees consisting of less than six members (quorum) would be allowed.

g. Overview of Measure GS Oversight Committee and Its Purpose

Housing Manager Verlinich provided an overview to the committee on Measure GS, including its origin and purpose to make recommendations to the City Council regarding guidelines for the Homelessness Prevention and Affordable Housing Fund and the allocation of annual funding among programs. The committee and City staff engaged in a discussion on the measure's parameters and revenues.

8. Staff Administrative Items–

a. Adoption of the By-Laws (Attachment: By-Laws Draft)

The Committee and City Staff engaged in discussion over submission deadlines for agenda additions and edits (Thursday by 5 pm, eleven days prior to a regular meeting), as well as final agenda posting deadlines to the City Clerk's Office (Monday by 5 pm, 7 days prior to a regular meeting).

Chair Soloff moved and Committee member Wessel seconded a motion to adopt the establishment of the discussed By-Laws; Voice vote: the motion carried unanimously.

## 9. Committee Member Discussion Items –

### a. Work Plan for FY 2025-26

Individual committee members shared their initial goals and desired accomplishments for the Measure GS Resident Oversight Committee, including creating a baseline understanding of existing programs, the potential creation of subcommittees, learning how initial Measure GS funds have been utilized, determining how funds could be spent in both the near and long term, and ensuring Measure GS funds be utilized for their initial purpose.

Chair Soloff underscored the committee’s mandate to discuss how Measure GS funds are spent, as well as understand how affordable housing and homelessness prevention has been funded in the past in order to determine if and how alternative options could be utilized in the future.

The committee and City staff engaged in discussion on learning more regarding the Flexible Financial Assistance and Right to Counsel programs, as well as the future development of subcommittees to shorten the committee’s learning curve and bring the body up to speed on its tasks ahead.

### Adjournment

Chair Soloff adjourned the meeting at 8:23 p.m.

Attest:

Approved:

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Thomas Philbin

Secretary

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Michael Soloff

Chair