

South Bay Cities Council of Governments

Steering Committee

REVISED AGENDA

Monday, June 10, 2013

12:00 pm

**SBCCOG Environmental Services Center
20285 Western Avenue, Suite 100
Torrance, Ca. 90501**

ADDITIONS: General Assembly Strategic Plan

I. REPORT OF POSTING OF AGENDA

- **ACTION:** Receive and file

II. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA

III. PUBLIC COMMENT

IV. CONSENT CALENDAR - 12:05 pm

- A. Steering Committee – May 13, 2013 meeting minutes attached

- **ACTION:** Approve

- B. Board meeting Microphone System

- Memo attached

- **ACTION:** Approve

- C. SBCCOG Address Change – memo attached

- **ACTION:** Approve change of address

V. ITEMS FOR REVIEW AND APPROVAL ADMINISTRATION

- D. Only You Can Save Energy - **12:10 pm**

- At the last Steering Committee meeting, it was agreed that this information would not be linked to our website but instead, that Mr. Huls would be encouraged to use the public access channels and other cable outlets. Mr. Huls was notified.

- At the request of Councilman Medina, Michael Huls, creator, will be present to provide a brief presentation and ask for reconsideration

- Please review the following sites for further information:

- <http://demo3.greenstreetscene.com/>

- <http://demo2.greenstreetscene.com/>

- **ACTION:** Provide direction

- E. SBCCOG Appointments to Outside Agencies - **12:25 pm**

- Commitment letters received so far from: Knight, Duclos, Perkins & Hachiya. Outstanding from: Addleman, Zerunyan, Love, Goodhart & Gabig. Will re-send

- Send officer commitment letter to nominees?

- Replacing Susan Rhilinger's SBCCOG assignments – SBACC and Measure R Vice Chair

- SCAG EEC – Frank Zerunyan has said that with 2 people from Rolling Hills Estates (Mitchell being the other) @ SCAG, maybe there should be another solicitation of interest though he is willing to serve

- Santa Monica Bay Restoration Commission Term of Office

- A question was asked at the last meeting re: the terms of the recent appointments that were made to SMBRC.
 - SBCCOG terms are 2 years. SMBRC terms are two years as well ending in December but they don't really care how the SBCCOG does it as long as our appointments are made when they ask.
 - SBCCOG currently selects representatives for SCAG and Metro Service Council from July to June.
 - **ACTION:** Recommend that the terms for the 3 SMBRC representatives (1 delegate and 2 alternates) be 2 years from July, 2013 to June 2015
- F. 2013-2014 Operating budget – attached - **12:35 pm**
- This is the final opportunity for review and comment on the budget before it goes to the Board for adoption
 - **ACTION:** Provide any further input and recommend adoption to the Board
- G. Approval of Invoices – available at the meeting - **12:45 pm**
- **ACTION:** Approve invoices for payment

ADDITIONS:

General Assembly – memo attached – 12:50 pm

- **ACTION:** Select a topic for 2014

Strategic Plan – 1:00 pm

- Part of contract with Jacki Bacharach and Associates – to be completed by November, 2013
- Last discussed in May 2011 when a report was made on some options for different approaches
- Some of the issues identified:
 - Who is it for? What is it for? Just for Steering Committee, whole Board, include City Managers, whoever is interested?
 - Possible topics to cover – how we benefit cities, how to get funding? the role of SBESC and SBCCOG, priorities, what has been accomplished, SWOT analysis
 - The direction at that time:
 - Come back with vision (what needs to be accomplished), mission (what we can do), values and goals (how we get there). **BOARD ADOPTED JUNE 2012.**
 - Re: Strategic Planning - Mike Jenkins, ½ day, under \$2000, Board and Steering Committee invited but whoever wants to attend can come. Discuss both SBCCOG and SBESC and come back with priority areas to consider. **FURTHER DISCUSSION ON THIS ITEM WAS TABLED.**
- **ACTION:** Provide direction

WORK PROGRAM

- H. Sustainable South Bay Strategy Updates —~~12:50 pm~~ – **1:10 pm**
- PEV Readiness Project Status
 - SCAG Sustainability Grants -- SBCCOG and City of Hawthorne applications
 - NEV Final -- planned presentations, July 11
 - UCLA Symposium -- Climate Change Impacts on LA County
 - Car2go status
 - Compass project submitted
- I. Transportation Issues – ~~1:05 pm~~ – **1:25 pm**
- Monthly transportation update from Steve Lantz – attached
- J. South Bay Environmental Services Center – ~~1:15 pm~~ – **1:35 pm**

- Memo on SBESC programs to be available at the meeting
- Strategic Plan Strategies Contract with SCE and Request for Proposal (RFP)
 - Memo attached
 - **ACTION:** Approve recommendations for an expedited approval process
- Collaborations
 - Library Lending Program
 - Memo attached
 - **ACTION:** Recommend that the Board approve the attached MOU with the City of Torrance Public Library that describes the lending agreement as a pilot project for a one year period.
 - Water Leak Detection Program for SCE Request for Proposal – memos attached
 - **ACTION:** Approve submittal
 - HERO program with WRCOG for PACE financing for South Bay residents
 - Memo attached
 - **ACTION:** Recommend Board approval of MOU with WRCOG for HERO program
 - Figtree program for PACE financing for South Bay residents – information to be sent separately
 - **ACTION:** Approve recommended action

K. SCAG Update – ~~1:35 pm~~ – 1:55 pm

- Summaries of Sub-Regional Coordinators, Technical Working Group, and Policy Committees

L. Legislative Advocacy - ~~1:40 pm~~ – 2:00 pm

- Matrix attached
 - **ACTION:** Recommend Board support AB 1147 re: Massage therapist certification
- Next Legislative Briefing and Breakfast – July 11

AGENDA DEVELOPMENT – ~~1:50 pm~~ – 2:10 pm

- M. Board Meeting – May 23, 2013 – draft agenda attached
 - Future Board topics
 - July – MS-4 Permit Guidelines Clarification
 - August – City Dock Project, Port of Los Angeles

NEXT STEERING COMMITTEE MEETING – Monday, July 8, 2013 @ 12:00 pm

ADJOURN

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South Bay Cities Council of Governments

Steering Committee FOLLOW-UP AGENDA May 13, 2013

Attendees: Ralph Franklin (Chair, Inglewood), Dan Medina (1st Vice Chair, Gardena) Ellen Perkins (Palos Verdes Estates), Michael diVirgilio & Jeff Duclos (Hermosa Beach), Jim Knight (Rancho Palos Verdes), David Lesser (Manhattan Beach), Susan Seamans (Rolling Hills Estates), Jon Rohrer (Roux Associates), Jacki Bacharach, Kim Fuentes and Catherine Showalter (SBCCOG), Steve Lantz (SBCCOG transportation consultant)

I. REPORT OF POSTING OF AGENDA

- ACTION: Receive and file

II. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA

III. PUBLIC COMMENT

IV. CONSENT CALENDAR - 12:05 pm

- A. Steering Committee – April 8, 2013 meeting minutes attached

- ACTION: Approve

- B. SBCCOG and SBESC Websites

- In testing soon – expected to go live in June

V. ITEMS FOR REVIEW AND APPROVAL

ADMINISTRATION

- C. Contract with Jacki Bacharach and Associates – attached – 12:10 pm

LESSER WANTS DISCUSSION OF ADVOCACY. CONCERNED RE: HOW THE COG HAS BEEN ADVOCATING, STAFF LOBBYING. HE STATED THAT MAYORS UPSET RE: CAR2GO. FRANKLIN: DULY NOTED AND ACTED UPON. BACHARACH WAS NOT ASKED TO CHANGE WHAT SHE HAS BEEN DOING AND PRESENTED DOCUMENTS TO THE EVALUATION COMMITTEE SHOWING THE BOARD DIRECTION FOR HER ACTIONS.

- ACTION: Recommended Board approval - PERKINS/MEDINA – ON CONSENT CALENDAR @ BOARD MEETING

- D. SBCCOG Appointments to Regional Agencies – draft commitment letter attached – 12:20 pm –

- Santa Monica Bay Restoration Commission – 1 seat - UNTIL DECEMBER 2013? – CHECK THIS OUT.

- Jim Knight – RPV – resume attached – **AGREED TO TAKE ALTERNATE.**

- Jeff Duclos – HB – resume attached & signed commitment letter – **HAS BEEN REPRESENTATIVE ON EXECUTIVE COMMITTEE. - ON COASTAL COMMISSION ALTERNATE FOR LA AND ORANGE COUNTY AND THIS WOULD BE SYNERGY.**

- Suzanne Fuentes – El Segundo – resume attached **AND REVIEWED**

- ACTION: **DUCLOS APPROVED FOR REPRESENTATIVE & KNIGHT FOR 2ND ALTERNATE BY SECRET BALLOT – 3 nominees informed & SMBRC staff 3/14/13 & commitment letters sent for signature (ALL on file)**

- SCAG Transportation Committee – 1 seat

- John Addleman – RHE – **SEAMANS/MEDINA - APPROVED**

- Tom Brewer – Torrance

- Frank Zerunyan – RHE

- **ACTION: PERKINS – WHY MUST WE CARE? BRINGS TOGETHER SO MANY ISSUES. LESSER – FOCUS ON WHAT CITIES CAN DO ABOUT IT? LANTZ – EVERY GRANT APPLICATION REQUIRES A SUSTAINABILITY ELEMENT. WILL BE EXPENSIVE – WE NEED TO UNDERSTAND THIS AT THE CITY LEVEL. KNIGHT – KEEP IT PRACTICAL DOWN TO EARTH, EX. KOSMONT – REAL STRATEGIES, NUTS & BOLTS.**
- **DUCLOS – REAL COST OF TRANSPORTATION. COULD LEAD TO SIGNIFICANT NEWS COVERAGE. HEALTH ISSUES – IMPROVED HEALTH SAVES COSTS. \$ VALUE OF CAR TAKEN OFF OF THE ROAD.**
- **MEDINA – SOMETHING THAT AFFECTS ALL OF THE CITIES – REALIGNMENT. HARNESS ISSUE FOR ALL OF THE CITIES.**
- **FRANKLIN – SEQUESTRATION IS AN ISSUE FOR INGLEWOOD. LOCAL IMPACTS ON COMMUNITY SERVICE PROJECTS. EX. MEALS ON WHEELS. PROBLEMS AND SOLUTIONS.**
- **KNIGHT – RETROSPECTIVE SPEAKER AT ANY OF THE ASSEMBLIES TO SHOW THE VALUE OF THE SBCCOG, REVIEWING SOME OF THE PREVIOUS GAS AND WHAT HAS HAPPENED SINCE**

WORK PROGRAM

- J. Sustainable South Bay Strategy Updates – 1:15 pm
- **Report on Sustainable Mobility**
 - **LUV Vehicle Project – final report complete – SENT TO AQMD. JUNE PRESENTATION TO THE BOARD. GENERATED LOTS OF USEFUL INFORMATION RE: TRAVEL PATTERNS AND TRANSIT USAGE & one vehicle awaiting sale – COUNTY TO BUY.**
 - **Regional and South Bay PEV Readiness Planning – COMPLETED A SURVEY ON MUNICIPAL READINESS, EMPLOYER READINESS (NOT THAT INTERESTED, WANT TO REACT, NOT PLAN) – FOCUS WILL BE THOSE THAT HAVE TO COMPLY WITH RULE 222.**
 - **DELIVERABLE - PEVs in a Low Income Neighborhood – WORKING WITH CITY OF INGLEWOOD AND SOCIAL JUSTICE LEARNING CENTER. OVER 100 SURVEYS OF INTEREST TO PARTICIPATE ALREADY COLLECTED. POSSIBLY LOOK AT SHARING OF PEVs. THESE FUNDS FOR STUDY ONLY.**
 - **BEV project – FOCUS GROUP THURSDAY NIGHT.**
 - **Car2Go carsharing - MEETINGS WITH HONDA AND ENTERPRISE RE: POSSIBLE PROGRAMS THAT THEY MIGHT HAVE. WAITING FOR NEXT STEPS FROM THEM. DIVIRGILIO – DOES IT GO FAR ENOUGH? DUCLOS – THIS IS HAPPENING. GOOD COMMENTS**
 - **Possible opportunity with EDD partnering with El Camino College and SBWIB re: transportation technology**

The SBWIB and El Camino College are planning on joining with Cerritos College and one other WIB to apply for a \$250K grant to study the regional alternative of that cluster. Proposals are due June 3. The SBCCOG will be asked to endorse the proposal and sit on a project steering committee if funded. The SBCCOG will not be asked to provide co-funding nor to share in the \$250,000 if awarded.
- K. Transportation Issues – 1:30 pm
- **Monthly transportation update from Steve Lantz – attached**
 - **LAX APPROVED THE MODERNIZATION AND MORE INFORMATION WILL COME OUT ABOUT THAT.**
 - **TRANSPONDER MONTHLY MAINTENANCE FEE ELIMINATED**
 - **MEASURE R ACCELERATION ISSUE – WE STAND TO LOSE MUCH OF OUR FUNDING IF THEY INCLUDE THE HIGHWAY FUNDS IN THE ACCELERATION – OUR PROPOSAL WILL BE TO EXCLUDE HIGHWAY**

FUNDS FROM THE ACCELERATION. LETTER TO BE SENT TO METRO AND OTHER COGS – letter sent 5/23/13

- L. South Bay Environmental Services Center – 1:35 pm
- Memo on SBESC programs
 - Beacon Champion – worked with SCE on resolution to do double duty for ELP and Beacon – took several months and lots of negotiating. Now cities to be asked to adopt the program at no cost to them.
 - **New funding – 5.6 - \$771,630 subject to negotiations for city climate action planning consultant. ASSESSMENT WILL STILL BE NEEDED TO FUND TRANSPORTATION, SOLID WASTE, WATER**
 - **9/25 – AQMD EMC TRAINING FOR EMPLOYERS WITH OVER 250 EMPLOYEES @SBESC. TWO OF THE SBCCOG STAFF WILL GO FOR FREE**
 - GSE Solutions contract amendment attached
 - **ACTION: Recommend ED Board approval of 3rd contract amendment - TO THE BOARD WITH NO ACTION – TAKE THE ORIGINAL CONTRACT TO THE BOARD WITH THE AMENDMENT**
 - Only You Can Save Energy – Please review the following sites:
 - <http://demo3.greenstreetscene.com/>
 - <http://demo2.greenstreetscene.com/>
 - **HULS REMINDED - One of the items to remember is that the paid sponsors are all welcoming this approach in lieu of the disc program.**
 - **ACTION: Decide whether to link to our websites – USE CABLE CORPORATIONS AND THEIR CITY CHANNELS – NO LINK ON OUR WEBSITE. Huls notified 5/13/13**
 - Volunteer trip to Puente Hills Landfill – May 17 -
 - Multi-lingual outreach – **MET WITH GLOBAL ENERGY SYSTEMS COMPANY WITH CONTRACT WITH SCE. WANT TO WORK WITH THEM ON IN LANGUAGE WORKSHOPS.**
 - Potential Collaborations
 - **Veterans for Green Jobs**
 - PACE financing – **BRING BACK: HOW RESIDENTS AND CITIES WILL BENEFIT AND PRECEDENT AND WHAT DO LENDING INSTITUTIONS THINK?**
 - AGENDA 21
 - A non-binding, voluntarily implemented action plan of the United Nations with regard to sustainable development.
 - HOWEVER, CurrentLY_Agenda 21 is referred to as “The secret plot to collectivize private property hatched by United Nations internationalists and ...”Groups have sprung up “against it calling it social engineering and communitarianism.”
 - *Agenda 21* is a New York Times Bestseller authored by Glenn Beck. Reference: “The Secret Government Fraud that will leave American families begging in the streets.”
 - Apparently, Agenda 21 affiliated individuals are or may be attending City Council meetings, requesting that Consent Calendar items be pulled (that are related to sustainable development?).
 - Heads up – already HEARD IN PVE
 - **WATER 101 CLASS – VERY GOOD. INFORMATIVE AND ENJOYABLE. FRANKLIN WILL HAVE WILDERMUTH TO HIS NEXT TOWN HALL. BURTON ENJOYED IT AND INVITED WILDERMUTH TO MB COUNCIL.**
 - **ENERGY 101 IS ALSO A POSSIBILITY**
 - **May 30 – MS-4 Guidelines clarification meeting – 4 to 5:30 pm. This is proposed to be the first of two meetings. First questions with RWQCB and then 2nd, city actions and responses.**

M. SCAG – 1:50 pm

- General Assembly impressions – **NO REPORT**
- Discussion of SBCCOG responses to draft RTP policies – **6 SUBCOMMITTEES' POLICIES OUT. 3 NEW AREAS FOR SCAG AND 3 OLD AREAS. ACTIVE TRANSPORTATION EXTENDED. DEFINITION OF SUSTAINABILITY COULD HAVE IMPACT.**

N. Legislative Advocacy – 2:00 pm

- Matrix attached
 - **ACTION:** Recommended Board support AB 810 and SB 470; oppose AB 5, SUPPORT HR 456
- Support activities of California Product Stewardship Council
 - **ACTION:** Prepare resolution of support for Board adoption (Lomita resolution attached) **APPROVED**
- CHUG - Chino Hills Underground Power Lines – SCE has asked the SBCCOG to oppose this project as they say that it will cost up to \$1 billion to be split among SCE cities. Going before the PUC in June. Fact sheet & supporters attached – **LESSER – CONCERNED RE: PRECEDENT THAT THIS SETS. WANTS THIS TO GO TO THE BOARD AS A DISCUSSION ITEM. LET CHINO HILLS REPS KNOW ABOUT THIS. MAKE SURE THAT REDONDO BEACH IS IN THE ROOM. NO RECOMMENDATION FROM THE STEERING COMMITTEE TO THE BOARD – KNIGHT/MEDINA – notified SCE & Chino Hills re: Board meeting invite 5/13/13**
- Ontario Airport – we have received a request to take a position on the transfer of Ontario Airport from the City of Los Angeles to the City of Ontario – **NO ACTION TAKEN**

P. Special Events – 2:15 pm

- LAX Airfield tour – possibly September
- Plan tour or event at SeaLab

AGENDA DEVELOPMENT – 2:20 pm

Q. Board Meeting – May 23, 2013

- Future Board topics
 - June – LUV Final Report and Findings

NEXT STEERING COMMITTEE MEETING – Monday, June 10, 2013 @ 12:00 pm

ADJOURN

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South Bay Cities Council of Governments

June 10, 2013

TO: Steering Committee
FROM: Jacki Bacharach, Executive Director
SUBJECT: Board Meeting Microphone System

BACKGROUND

Staff purchased sound equipment for SBCCOG Board meetings that are held in the Maritz building, “theater” in response to frustration over the performance of old system. With the guidance of Board member Dan Medina, staff purchased four hard wired microphones and four cables.

The new system was used at the May Board meeting where it was then determined that additional equipment was needed. The new equipment required is two additional wired microphones and two additional cables to adequately meet our needs. It is estimated the cost of the new additional equipment will be \$350.

RECOMMENDATION

Approve purchase of additional sound equipment in an amount not to exceed \$350.

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South Bay Cities Council of Governments

June 10, 2013

TO: Steering Committee
FROM: Jacki Bacharach, Executive Director
SUBJECT: SBCCOG Address Change

The South Bay Cities Council of Governments (SBCCOG) has had the office of Jacki Bacharach and Associates as its official address since 1998. When the South Bay Environmental Services Center (SBESC) obtained an office, this was not changed as there was no SBCCOG staff on the premises to handle incoming mail, etc. Additionally, the SBESC has moved every 3 years.

In the last year, a staff person at the SBESC has been assigned to work on SBCCOG issues. Also, it appears that the SBESC will stay in its current location for more than the minimum of 3 years. Therefore, staff is recommending that the official address of the SBCCOG be changed to the SBESC.

RECOMMENDATION

Approve, effective July 1, 2013, a change of address for the SBCCOG to 20285 Western Avenue, Suite 100, Torrance, California 90501 and make the required notifications to the State and other agencies.

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SBCCOG Budget FY 2013-2014

7/1/13 - 6/30/14

	ADOPTED 12-13 BUDGET (modified to include Grant Budget)	FY 12-13 Actuals thru 3/31/13	PROPOSED 2013-2014 Budget
Estimated Beginning Fund Balance July 1st	333,900	455,420	381,860
SBCCOG GENERAL OPERATION INCOME			
1 Dues	230,000	230,000	230,000
2 General Assembly Sponsorships	30,000	61,000	35,000
3 Training			
4 MTA South Bay Deputy Administration	80,410	60,765	80,410
5 MTA South Bay Deputy Travel Reimb.		0	
6 Staff expenses offset by grants *	120,000	75,296	135,000
7 Special Assessment for Climate Action Planning staff	62,625	57,750	62,625
8 Interest	200	126	160
9 Grant Revenue	2,175,000	1,974,250	2,286,683
SUB-TOTAL INCOME:	<u>2,698,235</u>	<u>2,459,186</u>	104.9% <u>2,829,878</u>
SBCCOG GENERAL OPERATION EXPENSES			
PERSONNEL			
1 Staff Team (for operations & grant administration)	342,000	256,500	348,000
SERVICES AND SUPPLIES			
2a Bookkeeper	9,750	8,143	10,000
2b Mailing, Postage and Supplies	4,000	3,203	4,000
2c Meetings & Refreshments	5,200	4,595	5,500
2d Travel & Arrangements	500	359	500
2e Conferences	1,000	884	1,000
2f Memberships	2,750	2,750	2,750
2g Audit	5,500	4,950	5,150
2h Gifts and Mementos	300	129	300
2i Office (desk @ SBESC)	12,000	9,000	12,000
2j Miscellaneous	1,000	0	1,000
2k Administrative Assistant	18,000	12,757	18,000
COMMUNICATIONS			
3a Newsletter	4,800	1,984	4,800
3b Website	2,400	1,218	2,400
3c MTA South Bay Deputy Consultant	85,000	63,750	85,000
3d MTA South Bay Deputy Consultant Travel		0	0
EVENTS			
4 General Assembly	16,000	15,956	18,000
SUB-TOTAL OPERATING EXPENSES:	<u>510,200</u>	<u>386,177</u>	<u>518,400</u>
SPECIAL PROJECTS			
5a Data & GIS Application Server	2,520	2,518	2,650
5b Human Resources - Salary Survey	3,575	3,575	3,575
5c Training		0	0
5d GHG staff person	62,625	57,378	62,625
5e Consulting - Transportation Services	13,000	9,227	13,000
SUB-TOTAL SPECIAL PROJECT EXPENSES:	<u>81,720</u>	<u>72,698</u>	<u>81,850</u>
GRANT BUDGET EXPENSES			
6a Grant Labor Expense + Benefits	900,000		1,062,000
6b Rent	98,000		109,000
6c Insurance	7,000		9,800
6d Consultants	1,100,000		930,883
6e Office supplies; ODCs	70,000		175,000
SUB-TOTAL GRANT BUDGET EXPENSES:	<u>2,175,000</u>	<u>1,952,285</u>	<u>2,286,683</u>
TOTAL EXPENSES:	2,766,920	2,411,160	104.34% 2,886,933
ESTIMATED ENDING FUND BALANCE June 30th	265,215	381,860	324,805
	9.59%	Estimated Ending Fund balance/Total Expenses	11%
		25% COG Operating Budget Reserve	
25% reserve	147,980		150,063
5% grant reserve	108,750	7.6% grant reserve	173,788
unallocated	8,485	unallocated	955

* Staffing expenses for grant administration paid for by grants:
PUC - SCE/SCG, WBMWD, MTA Measure R, MTA Vanpool, MTA MetroExpressLanes
Sanitation District, Torrance Water, AQMD, SCAG & SCE (EEMIS and EE CAP)
Yellow areas are changes from last month's draft budget

SBCCOG Operating Budget

7/1/13 - 6/30/14

ADDITIONAL INFORMATION

BOOK BALANCE – 7/1/13

Est. \$381,860

INCOME

1. DUES: \$230,000 – No change.
2. GENERAL ASSEMBLY SPONSORSHIPS: \$35,000 – This is \$5000 higher than the previous year's budget. We were unusually successful last year in sponsorships but since opportunities for sponsorships are to some extent based on the subject of the event and with the economy still in recovery, it would appear prudent to keep a lower number. Also, fund raising has not been the main purpose of this event.
3. TRAINING: \$0 – an in and out item and we haven't had paid trainings for several years.
4. MTA BOARD DEPUTY ADMINISTRATION: \$80,410 – This is the same as the last 4 years. MTA reimbursement to SBCCOG to pay Pam O'Connor's Board deputy has been \$78,577.54. MTA allows SBCCOG to get up to a 3% administrative fee which is a maximum of \$2,357.33. The Westside and South Bay COGs approved deputy compensation at \$85,000 which required an additional \$8,723 with \$6,890 as the SBCCOG contribution less \$2,300 for the administrative fee for a net contribution of \$4,590. The Westside COG made up the \$1,832 difference.
5. MTA SOUTH BAY DEPUTY TRAVEL REIMBURSEMENT: \$0 – This has not been used by current deputy.
6. STAFF EXPENSES OFFSET BY GRANTS - \$135,000 - Time spent by Executive Director and Deputy Executive Director specifically and other staff that is anticipated to be spent on grant administration which is reimbursed to the SBCCOG through the grants.
7. SPECIAL ASSESSMENT FOR GHG STAFF PERSON: \$62,625 – Same as 12-13.
8. INTEREST: \$160 – reflects fund balances. Slightly down from last year.
9. GRANT REVENUE: \$2,286,683 – total of grant and partnership funds from SCE, SCG, WBMWD, Torrance Water, AQMD, SCAG, and Metro including Measure R.

EXPENSES

Personnel

1. STAFF TEAM: \$348,000 – This is \$6000 higher than last year. This amount includes costs to Jacki Bacharach & Associates for staffing the SBCCOG. It also includes costs for seeking and overseeing the SBCCOG's grants. The amount also covers office space

& utilities, furniture, computer and printer, most office supplies, telephone and fax, mileage, and other overhead. Web site maintenance is also included.

Services & Supplies

2a. BOOKKEEPING: \$10,000 – Increased from \$9750. This is for the services of Suzanne Charles for up to 25 hours per month. Grant bookkeeping is covered separately by the grants.

2b. MAILING, POSTAGE, SUPPLIES: \$4,000 – Same as last year.

2c. MEETING REFRESHMENTS: \$5500 – Increased \$300 from last year. Includes dinners at 10 Board meetings plus lunches at 12 Steering Committee meetings and 4 Legislative Breakfasts as well as the regular refreshment expenses.

2d. TRAVEL & ARRANGEMENTS: \$500 – Same as last year.

2e. CONFERENCES: \$1,000 – Same as last year.

2f. MEMBERSHIPS: \$2,750 – Same as last year. For LA Regional Collaborative (\$250) and Local Government Sustainable Energy Coalition (\$2500)

2g. AUDIT: \$5,150 – Reflects actual costs.

2h. GIFTS & MEMENTOS: \$300 - Same as last year.

2i. OFFICE (DESK @ SBESC): \$12,000 – Same as last year. Reflects the SBCCOG use of the Environmental Services Center for secretarial and administrative purposes.

2j. MISCELLANEOUS: \$1,000 - This is to cover unforeseen expenditures.

2k. ADMINISTRATIVE ASSISTANT: \$18,000 – Same as last year. This is for the use of a SBCCOG employee part-time for SBCCOG tasks not funded by grants and partnerships.

Communications

3a. NEWSLETTER: \$4,800 – This is the same as last year. 4 newsletters for issues of 6 pages each with photos, graphs and other special features as required. This cost reflects 2/3 of the cost as 1/3 of the cost is charged to the SBESC grants.

3b. WEBSITE: \$2,400 – Same as last year. Services of a consultant who provides us with email and website hosting and a minimum amount of technical support.

3c. MTA SOUTH BAY DEPUTY CONSULTANT: \$85,000 – Same as last year. MTA and Westside COG reimburse SBCCOG to pay Pam O'Connor's Board deputy. (See Item #4 Income).

3d. MTA SOUTH BAY DEPUTY CONSULTANT TRAVEL: \$0 – This has not been used by current deputy.

Events

4. GENERAL ASSEMBLY: \$18,000 – Raised \$2000 to reflect increasing costs.

Special Projects

5a. DATA & GIS APPLICATION SERVER: \$2,650 which includes hosting a file transfer protocol server (FTP) which is used by the GIS Working Group and other city staff as needed for large documents.

5b. HUMAN RESOURCES: \$3,575 – Same as last year. This is the annual membership fee for the Salary Survey Consortium that the SBCCOG joins for each of the cities. It is based on \$275/city for 13 cities (Lawndale and Rolling Hills are not participating and Los Angeles is not a member through the SBCCOG).

5c. TRAINING: \$0 – an in and out item and we haven't had paid trainings for several years.

5d. -GHG STAFF PERSON: \$62,625. – To be paid from the special assessment and grants. (See Item #7 Income).

5e. CONSULTING – GENERAL TRANSPORTATION SERVICES - \$13,000 – Same as last year. \$1,000/mo. plus expenses for services of Steve Lantz. He also receives \$7,500/mo from Measure R.

Grant Budget Expenses

6a. GRANT LABOR & BENEFITS: \$1,062,000 – funded through partnerships

6b. RENT: \$109,000

6c. INSURANCE: \$9,800

6d. CONSULTANTS: \$930,883 – for Measure R, energy efficiency work & IT

6e. OFFICE SUPPLIES/EQUIPMENT: \$175,000

ESTIMATED BALANCE REMAINING

Beginning est. balance 7/1/13	\$ 381,860
PLUS Income	+ 2,829,878
MINUS Expenses	- <u>2,886,933</u>
EST. BALANCE ENDING 6/30/14	\$ 324,805

RESERVES

SBCCOG policy is to maintain a reserve of 25% of operating expenditures. Because of the large number of grants it is recommended that there be 6 weeks of reserves to cover reimbursable expenses with adequate cash flow. This would be an 11.5% reserve. Our funds will not cover more than 7.6% reserve for grants.

Estimated Ending Fund Balance/Total Expenses	11%
25% COG Reserve	\$ 150,063
8.9% Grant Reserve	\$ 173,788
Unallocated	\$ 955

South Bay Cities Council of Governments

June 10, 2013

TO: SBCCOG Steering Committee

RE: 15th Annual General Assembly – February 28, 2014

The Carson Community Center has been reserved and it is now time to focus on the topic for the next General Assembly.

A goal of the General Assembly is to bring elected officials, staff, city commissioners, community leaders and the public together to discuss issues of importance to the South Bay that **aren't being discussed otherwise or extensively elsewhere**. This has kept the forum unique and yet timely.

In keeping with that goal, the following topics are suggested for your consideration. Additionally, suggestions from members would be very helpful. Some criteria to consider for the topic would be ones that are: 1) under the jurisdiction of local governments; 2) involve the SBCCOG in planning and coordination, and 3) lend themselves to exhibitors.

All of the topics suggested would involve multiple city departments and community organizations and there should be excellent speakers available. But, please note that there is really **only time for two panels and one or two speakers**.

The Steering Committee looked at a list of about 9 topics and is focusing on the following:

1. *Why Must We Care: A South Bay Perspective* – cost of electricity, transportation, water, temperature rise, health care. The domino effect. Looking at the micro impacts on the South Bay and what cities can do about them. *Use UCLA microdata on how climate change will affect the South Bay economy and what cities need to know to prepare.*
2. *The Real Cost of Transportation* – Carbon free future. Cost of road maintenance, fuels, congestion, air quality, public health, etc. *How much of our city budgets (operating and capital) go toward transportation? How much of the ghg emissions does transportation in the South Bay account for? What can we in the South Bay do about it?*
3. *Coping with Sequestration* – It will be one year after. *What has been the lasting effect? What services have been affected? What has been the cost? How have we coped in the South Bay?*

A Retrospective – Update on Previous General Assembly Topics and Where We Are Today.– This will be the 15th General Assembly and a speaker and exhibits around the room could revisit the some of the topics that we have previously covered to see what we have accomplished and what we might want to collectively address.

RECOMMENDATION

Review the topics above and select a topic.

PREVIOUS PROGRAMS:

- 1st – About the SBCCOG, Speaker from Governor’s Office & Panel re: Internet Sales
- 2nd – Cooperative Law Enforcement Efforts & Law Enforcement Technology in the South Bay
- 3rd - Designing Places for People – Livable Communities in the South Bay
- 4th - Hometown Security
- 5th - Partnerships – Building Better Communities
- 6th - Facing the Future: Energy Use & Supply in the South Bay
- 7th – The South Bay’s Digital Future: How It Will Change Everything
- 8th – Mobility Options for the South Bay
- 9th - Bracing for the Boom: Are Cities Ready for Their Aging Population?
- 10th – Funding City Services in the Future – House of Cards?
- 11th – A Vibrant Economy: Jobs Keep the South Bay Strong
- 12th –The South Bay in 2040: Out of the Box and Into the Future
- 13th - Being Prepared: Preventing Disasters/Planning for Recovery
- 14th - At What Cost? The Unintended Consequences of Declining Revenues

TO: Jacki Bacharach, SBCCOG Executive Director

FROM: Steve Lantz, SBCCOG Transportation Consultant

RE: SBCCOG Transportation Update – June 2013

Federal Update:

\$750 Billion Federal Infrastructure Bank Proposed – With No Federal Funds
Congressman John K. Delaney (MD) introduced The Partnership to Build America Act (H.R. 2084) on May 22nd. The bill would create a \$50 billion dollar infrastructure fund that could be leveraged to \$750 billion. The American Infrastructure Fund (AIF) would be capitalized by the sale of 50-year bonds that would not be guaranteed by the Federal government and would pay 1% interest rate.

To encourage U.S. corporations to purchase these bonds, the legislation would allow the corporations to repatriate a certain amount of their overseas earnings tax free for every \$1.00 they invest in the bonds. This multiplier will be set by a “reverse Dutch auction” allowing the market to set the rate. Assuming a 1:4 ratio, meaning a company repatriates \$4.00 tax-free for every \$1.00 in Infrastructure Bonds purchased, a company’s effective tax rate to repatriate these earnings would be approximately 8 percent and the \$4.00 could then be spent by the companies however they chose.

The bill also would require that at least 25 percent of the projects financed through the AIF be Public-Private Partnerships for which at least 20 percent of a project’s financing comes from private capital using a public-private partnership model.

Prior to taking elected office, Delaney worked for two decades in the financial services sector, having founded and led two successful public companies. Delaney is the only former CEO of a publicly traded company in the House of Representatives, has extensive experience as a successful entrepreneur and as a private sector and non-profit lender.

Sacramento Update:

Cap and Trade Revenue Uses Up in the Air, Again

To help reach the greenhouse gas emission reduction goals of AB 32, the California Air Resources Board is implementing a Cap-and-Trade program. As the California Air Resources Board was adopting recommended uses for Cap and Trade Revenues, Governor Brown proposed in his May Budget Revision

indefinitely loaning \$500 million of the revenues to the General Fund. The state legislature and administration will need to resolve the differences in the FY 13-14 state budget.

State Assembly Sends Two Carpool-lane Access Bills to State Senate

The California Assembly passed two carpool-lane access bills in May. The first, (AB266, Blumenfield), would extend carpool-lane access for electric cars and other zero-emission vehicles through 2020. The bill passed the California Assembly and was sent to the State Senate on May 21st. If the bill isn't enacted, the program would phase out in 2015. AB266 also gives such vehicles access to carpool lanes converted to toll roads.

Under the legislation, cars with white clean-air vehicle stickers — such as electric, hydrogen fuel cell or compressed natural-gas vehicles — would get carpool-lane access to 2020. Cars with green stickers — plug-in hybrids — would get carpool lane use until 2018. While there is no limit on the amount of white stickers, green stickers are capped at 40,000. Blumenfield said that 34,051 stickers have been issued under the Clean Air Vehicle Sticker program as of March 2013: 10,831 green and 23,220 white.

The second bill, AB 405 authored by Assemblyman Mike Gatto, was sent to the State Senate on May 31st. The bill would allow solo motorists to be able to use car-pool lanes during off-peak hours on some of Los Angeles County's most congested freeways. Single-occupant vehicles would be allowed in high-occupancy vehicle (HOV) lanes after rush hours on a stretch of the 134 Freeway between the 170 and 5 Freeways, and along the 210 Freeway between the 134 and the 57. In Northern California there are similar restrictions that allow single occupant vehicles to use the carpool lane during hours other than the morning and afternoon rush hours.

The bill would also require Caltrans to report to the Legislature by Jan. 1, 2016, on the impact to traffic of the change, so a decision can be made about expanding it to other Southern California freeways. This would allow consideration of modifying operating rules on the I-110 and I-10 ExpressLanes once the federal demonstration project is completed and the toll lanes are evaluated.

SCA 4 Wending through State Senate

The 2013 State Constitutional Amendment 4 would reduce the majority needed to pass a local transportation sales tax from more than two thirds to more than 55%. The bill continued to quietly wend its way through the State Senate. On May 29th it was referred to the Senate Committee on Transportation and Housing from the Senate Rules Committee.

SCA 4 also would prohibit a local government from expending any revenues derived from a special transportation tax approved by 55% of the voters at any

time prior to the completion of a statutorily identified capital project funded by revenues derived from another special tax of the same local government that was approved by a 2/3 vote.

The California Constitution conditions the imposition of a special tax by a city, county, or special district upon the approval of 2/3 of the voters of the city, county, or special district voting on that tax, except that certain school entities may levy an ad valorem property tax for specified purposes with the approval of 55% of the voters within the jurisdiction of these entities.

The bill will require a 2/3 majority vote in both the Senate and Assembly.

“Give Me 3.” Safe Bicycle Passing Law Passes Out of Assembly

A third attempt to mandate a 3-foot passing distance for cars overtaking bicycles (AB 1371, Bradford) was passed by the Assembly and referred to the State Senate Standing Committee on Transportation and Housing on May 16th. Two similar legislative proposals in prior years have been vetoed by Governor Brown.

Southern California Update:

Metro Board Approves FY13-14 Budget, Adds Leimert Park and Hindry Stations to Crenshaw-LAX LRT Line

A day after the Los Angeles City Council approved \$55 million in Measure R Local Return funding, the Metro Board on May 23rd approved an additional \$80 million in Metro discretionary funding through an amendment that increased its FY13-14 budget to incorporate an underground train station in Leimert Park Village and an at-grade station at Florence Blvd. and Hindry Ave. in Westchester into the Crenshaw-LAX light rail line.

At its June 27th meeting, the Metro Board will wrestle with selecting the Contractor Team. Proposers had previously been required to estimate the costs of the two stations as options in order to keep the life of contract estimates below the \$1.7 billion funding cap set when the Crenshaw-LAX project was approved and environmentally certified.

An additional challenge will be to restore the \$3 million Aviation Transit Center that was included in the original project but was eliminated during the value engineering phase to reduce the total cost of the project. The ability to restore this vital link may depend on whether this Transit Center was used in environmental ridership and cost-effectiveness calculations during project approval or was removed before the final certifications were made.

SBCCOG Seeks Bifurcation of Metro Transit and Highway Measure R Funding Acceleration Proposals

The SBCCOG Board on May 23rd authorized a letter to be sent to the Metro Board expressing concerns with a Metro proposal to issue Measure R bonds to accelerate several key Transit and Highway programs from their current 30-year schedule to a schedule that would allow completion during the first 10 years of Metro's Measure R expenditure plan. The letter seeks to bifurcate the transit and highway programs to allow transit acceleration while preserving flexibility and funding leverage within the highway program. Under the proposal, in order to accelerate projects, Metro must obtain federal grants and funding guarantees before it will issue the Measure R financing instruments. Metro will consider the acceleration strategy at its June 27th Board meeting on the same agenda it is scheduled to select the Crenshaw- LAX contractor.

LA Studies New Pedicab Regulations

With the election of new LA Mayor Eric Garcetti on May 21st, pundits are speculating whether the new mayor will pursue changes in regulations regarding the pedicabs. Pedicabs will hit the streets of Santa Monica this summer, with city officials hoping the service will offer people on bustling Main Street a way to get around without their cars. The human-powered taxis already roam the streets of San Diego, San Francisco, Santa Barbara, Huntington Beach and Long Beach.

While California cities can't ban pedicabs — they are essentially seen as bicycles under state law — they can withhold business licenses pending the development of regulations. In Santa Monica, where business license applications started to trickle in last year, the new ordinance will require pedicab companies to get permits that ensure they meet the minimum threshold of equipment, signage and driving standards.

Los Angeles has long resisted pedicabs, but at the urging of Councilman Garcetti, on behalf of his Hollywood Council District, the Los Angeles Department of Transportation is studying the breadth of a pedicab regulatory system in order to help establish a system of its own. The last time pedicabs were considered in the City of L. A. City, in 2007, proposed regulations were deemed too restrictive and were not adopted.

Critics fear that the oversized bikes won't alleviate problems on clogged streets, but could make them worse. However, others believe complete streets designs should accommodate a broader array of transportation vehicles such as pedicabs and neighborhood electric vehicles.

Inland Empire, Culver City Officials Push Garcetti and L.A. County Commission To Change Stance On Ownership of Ontario Airport;

Inland Empire civic leaders are hopeful that Councilman Eric Garcetti's election as mayor of Los Angeles will be key to restarting negotiations that could return

LA/Ontario International Airport to local control in Ontario. Garcetti has already indicated he supports the idea. In April, he said his priority for Ontario airport is to increase regional capacity and increase passenger traffic there because that reduces the burden on LAX and its surrounding neighborhoods.

The day before the L. A. City mayoral election, Ontario, San Bernardino County and Culver City filed an appeal of the Los Angeles County Airport Land Use Commission's approval of an LAX expansion plan. The action asks the LA County airport land-use panel to reconsider its approval of the airport plan. That could include rescinding the approval. Local officials said they believe the panel failed to consider outside impacts that the LAX expansion would cause: increased air traffic at LAX, more vehicle traffic on Southern California freeways from travelers going to LAX, more air pollution and the like.

LAX Environment Lawsuits Filed to Block Modernization Plans

Three lawsuits were filed on May 29th challenging the latest round of construction work being planned at LAX. The cases allege that Los Angeles World Airports, the operator of LAX, violated state laws that require thorough evaluations of the environmental effects of projects as well as measures to reduce adverse impacts. The suits have been filed by the Alliance for a Regional Solution to Airport Congestion, a neighborhood coalition; SEIU Service Workers West, which represents airport workers; San Bernardino County; and the cities of Ontario, Inglewood and Culver City.

Metro Delays Consideration of Proposed Congestion Mitigation Fee

The Metro Board delayed plans to vote on a proposed Congestion Mitigation Fee until at least July 2013 after some board members and dozens of business leaders raised concerns before the Metro Committees were able to consider the proposal in mid-May.

The Congestion Management Program was created in state law in 1990 and was paired with Proposition 111 that raised the state gas tax 9 cents a gallon. The program is required to fund transit projects that will help alleviate traffic congestion caused by new development. The initial approach of assigning debits for new development and credits for regionally significant mitigations proved ineffective and burdensome. Local jurisdictions were required to track the debits and credits in their jurisdiction and submit annual reports to Metro, the state-mandated Congestion Management Authority, in order to be eligible for state gas tax subventions and the Metro Call for Projects.

Despite the fact that the initial approach has been suspended for several years while the Congestion Mitigation Fee approach has been developed, Metro still is responsible under the 1990 law for developing "a congestion mitigation program methodology". Metro has been working for several years to develop the new fee-based approach in consultation with the business community and local

jurisdictions. The staff had recommended each city be required to charge a minimum fee of \$200 per car trip generated by each new development and no more than the revenue needed to fully fund the mitigations exclusively using the mitigation fees. Under the minimum, Metro estimates the fee would generate up to \$767 million over 20 years to the cities.

Development fees are nothing new to many cities. Some 22 cities in the county already impose transportation mitigation fees, while 66 cities do not, according to Metro. Those cities with existing fees could receive credits if the fees are used for regionally significant transportation projects.

Members of the Los Angeles County Business Federation are leading an effort to oppose to the fee plan.

Good News, Bad News Concerning the I-405 Expansion Project

The Good News: The first stretch of the 10-mile carpool lane at the heart of the \$1 billion-plus improvement project opened May 24th. The new northbound I-405 lane, running for 1.7 miles between the 10 Freeway and Santa Monica Boulevard, will be open to all motorists. For now, everyone—not just carpoolers—will be allowed to drive in the lane, which expands the northbound freeway to six lanes.

Because of several delays in construction, officials have decided to open the project in phases, with the May 24th lane-opening marking the first installment. A second, 1.4 mile stretch to Wilshire Boulevard will open in June, while the northernmost segment is expected to open later in 2013. The middle segment, where most of the construction delays have occurred, is slated to open in mid-2014. In addition to completing the northbound HOV link between Orange County and the San Fernando Valley, the 405 project has entailed building new on-ramps and off-ramps, demolishing and rebuilding three bridges and adding miles of walls to hold back earth or buffer freeway noise.

The Bad News: The criticism from local homeowners, elected officials and the media have escalated with each revelation and responsibility and liability for cost increases have begun to be debated. The Los Angeles Times published an editorial on May 30th raising concerns about the expedited project management approach known as design-build for complicated mega-projects. Under the approach the agency prepares preliminary plans and contracts for a team of design and construction firms to simultaneously complete the final designs and initiate construction. Although the accelerated process can produce significant cost savings, there is also increased risk for costly mistakes and change orders. So these types of public works contracts for big projects like the 405 typically include penalties for delays. Although the project is now delayed by approximately one year, Kiewit, the construction firm for the project, and Metro are completing analyses of offsetting impacts of delays (usually attributed to the contractor) and change orders (typically attributed to the agency). Once those evaluations are

finished, the parties will negotiate to resolve who bears responsibility and how much of the cost overruns taxpayers will have to cover.

CITT Working and Living in a Port City Seminar Series Starts June 4

Learn about the ports and their impact on the community, international trade, and jobs. This seminar series is designed by the CSULB Center for International Trade and Transportation (CITT) to provide participants with a broader perspective on the value of international trade to our communities.

Seminar A	Seminar B	Seminar C
Ports: Local Actors and Global Trade	Ports: Gateway to International Trade	Careers: The Key to Success is an Educated and Skilled Workforce
June 4, 2013 6:30 pm - 8:30 pm	June 18, 2013 6:30 pm - 8:30 pm	June 25, 2013 6:30 pm - 8:30 pm

Cost of each seminar is \$75. Enroll in all three sessions at the same time for \$175. All seminar sessions will be held at the CITT office, 1000 Studebaker Rd, Long Beach, CA 90815.

Register online at:

http://www.ccpe.csulb.edu/citt/Programs/ProgramDescription.aspx?group_number=294&group_version=1&menu_id=2

or call (562) 985-2872 for more information.

South Bay Cities Council of Governments

June 10, 2013

TO: Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director
Catherine Showalter, Deputy Executive Director

SUBJECT: South Bay Environmental Services Center Report

I. OVERARCHING SBESC UPDATES

SCE Strategic Plan Strategies Award

The \$771,630 award amount has been confirmed by SCE. SBCCOG staff is in the process of developing a scope of work and Request for Proposal for solicitation of technical assistance from a consultant or team of consultants. The work will address Strategic Plan Goal 4: Local governments lead their communities with innovative programs for EE, sustainability and climate change. Steps to finalize the contract are in process for work to tentatively begin August 2013.

SCE Water Leak Detection Program RFP

An RFP was released on May 10, 2013 that describes a program to detect and repair water leaks, delivering quantifiable savings for both water and energy. SBESC staff is working with a consultant team comprised of Willdan and Water Systems Optimization to submit a proposal on June 13, 2013. The contracted work would provide technical leak detection services to the water agency, requiring them to repair the leaks and provide data that will be fully disclosed. SBCCOG will serve as liaison between water agencies and the technical team.

SCE Energy Leader Partnership (ELP)

SBESC staff and contract energy engineer contacted Inglewood and Manhattan Beach with next steps for community criteria and/or demand response (DR). Next cities ready for community criteria and DR outreach are Torrance and Lawndale. A pipeline of new city projects are being identified for follow up by our technical staff.

*Funding source: Southern California Edison

Trainings and Workshops

The following table lists information about each training/workshop that took place during May:

Event Date	Event Name	No. Attended/ No. of RSVPs	Staff Lead
5/1/13	Water 101 Course and Tour	12/22	N/A
5/17/13	Volunteer and Staff Field Trip to La Puente Landfill	18/20 8 staff & 10 volunteers	MS

Residential workshops – plans are moving forward to develop a series of residential trainings. Potential topics include:

Water (greywater, storm water collection/rain barrels, water quality, WR 2020)

Energy Efficiency (technical assistance for the do-it-yourself homeowner, cost savings with various EE measures, financing for EE, case studies)

Renewable Energy (financing for solar, resources such as Open Neighborhoods Community Solar, LA Solar map, California solar statistics)

Waste and Composting (food waste, composting, Sanitation Districts presentation on waste water, solid/bio waste)

Transportation (vanpool, MEL, electric vehicles, active transportation)

The plan is to develop the workshop series during the months of June-July and offer the series beginning in August 2013 (one time per quarter) through 2014.

*Funding sources: Los Angeles County, SCE, West Basin MWD

Volunteer Program

May Hours, 2013

Volunteer hours worked: 183 Grand total as of May 31, 2013 9,190.68

Volunteers worked: 20

Active volunteers 36

Field Trip: A field trip for volunteers and SBESC staff to tour the Puente Hills Landfill and the Puente Hills Materials Recovery Facility took place on Friday, May 17, 2013. The Sanitation Districts of Los Angeles County staff guided the tour and gave a presentation on the history and workings of the landfill.

Recruitment: A scenic bookmark was created by SBESC staff to assist in the recruitment for volunteers at outreach events and as part of marketing materials.

Training: Three one-hour workshops have been planned for SBESC staff to present elements of their work programs to interested volunteers. The first one is scheduled during the afternoon of June 26 and the topic is the LUV/BEV program.

II. MARKETING, OUTREACH AND IMPLEMENTATION

A list of upcoming community events will be provided at the meeting.

Outreach Events

SBESC had a presence at 9 different community/employee events in May and gave 2 presentations to community groups. SBESC is scheduled to participate in 14 community events in June and give 1 presentation in June. During June-August, SBESC will have a presence at many of the Farmers' Markets in the South Bay.

Cash for Kitchens

Contract goals: 75 kitchen audits to be completed by Aug 31, 2013

Status of goals: 60 audits completed as of May 31, 2013

Contract goals: 10 follow-up visits at 10 previously audited sites

Status of goals: 7 follow-up visits as of May 31, 2013

Contract goal: 150 restaurants to be contacted to conduct a feedback phone survey
Status: 60 restaurants were contacted

Contract goal: 20 phone surveys to be implemented
Status: 10 feedback surveys have been collected as of May 31, 2013
*Funding source: West Basin Municipal Water District

Customer Recognition

Two Customer Recognition presentations took place in May at city council meetings: **City of Culver City** and the **City of Gardena**. Three invitees attended the Culver City Council meeting to receive the recognition, including the City of Culver City (SBESC staff handled the arrangements by phone). Eight invitees were confirmed to attend the Gardena City council meeting to receive the recognition, including the City of Gardena. SBESC staff will schedule **Palos Verdes Estates** and **Rolling Hills Estates** once the list of those to be recognized is received from West Basin.

*Funding source: West Basin Municipal Water District

Integrated Regional Water Management Program (IRWMP)

SBCCOG staff met with West Basin staff to provide feedback on the “Climate Change in Water Resources” section of the Plan Update.

*Funding source: West Basin Municipal Water District

MEL (Metro Express Lanes)

SBESC staff works with Metro to provide outreach opportunities using MEL (the van).

Contract goals: 36 events

Status of goals: 29 events

During the month of May, we did not schedule MEL for any of our outreach events. Events that would have been suitable for MEL were already booked and not available. MEL is never available for any Sunday events, Monday through Saturday only. The community continues to support opening FasTrak accounts at retail outlets.

*Funding source: Los Angeles Metropolitan Transportation Authority (Metro)

Vanpool Program

SBESC staff continues to outreach to employers throughout the South Bay, promoting the value of adding vanpools for their employees. On May 23, 2013, Metro voted and approved new vanpool agreements with vRide and Enterprise. Vanpool applications will start being accepted by Metro in July for an August start date. On May 30, 2013, SBESC held a vanpool formation meeting at Harbor-UCLA Medical Center.

*Funding source: Los Angeles Metropolitan Transportation Authority (Metro)

Water Reliability 2020

Business Briefings & Letters of Support

Contract Goal: Coordinate 24 meeting by August 31, 2013, leading to letters of support to WBMWD from high profile South Bay businesses.

Status: 7 meetings held, 5 signed letters of support received

Meeting with International Rectifier is confirmed for June 5.

Prospects developed and contacted in May: Waste Management, Sunrider, Skechers USA, Continental Development, Boeing, Hacienda Hotel El Segundo, International Rectifier, Boeing,

Miyako Hrbid Hotel, SpaceX, HITCO, Ayres Hotel, Kinecta, Memorial Hospital of Gardena, New Gardena Hotel, Centinela Hospital. Staff is continuing to follow up with Trump for letter of support.

Presentations

Contract goal: Schedule up to 40 presentations by August 31, 2013

Status: 26 scheduled; 21 have been given (3 in May)

One presentation was given to the SBCCOG Economic Development Committee.

*Funding source: West Basin Municipal Water District

Outreach

Beacon Award Champion Activities

Goal: 13 meetings with cities

Status: 6 meetings have been held

Scheduled:	Carson	June 4	City Council meeting
	Rancho Palos Verdes	June 4	City Council meeting
	Hermosa Beach	June 11	City Council meeting
	Torrance	June 11	Joint meeting of Torrance Environmental Quality Commission and City Council

*Funding sources: Southern California Edison, Gas Company

Multicultural & Diversity Outreach Initiative

All Spanish language materials have been identified and marked for easy access at outreach events. Staff has requested stock of Spanish flyers, children's materials such as coloring books and activity pages. A "Water and Energy Savings Tips" flyer was created in both English and Spanish versions; distribution is underway.

School Initiative

Internal goal: 12 meetings

Status: 11 meetings have taken place; *Energy Management Handbook* distributed

Meetings that took place during May 2013:

Lawndale USD – Meeting held May 10. SBESC staff was able to get some answers for them with regard to their Savings By Design rebates from SCE representative John Rensch; staff will follow up with Cash for Kitchens.

Hawthorne USD – Meeting held May 14 with the Superintendent and Facilities Manager. There are audit opportunities as well as being a trusted third party to take a look at their ESCO (Energy Service Company) proposals. Hawthorne USD also wants SBESC to exhibit at their October Education Foundation event at their Memorial Center.

Lennox USD – Meeting held May 14; contact person for all their kitchens will be given to SBESC for follow-up regarding Cash for Kitchens. Opportunities were identified for our contract energy engineer in regard to lighting for all 7 schools in the district as well as being a trusted third party to look over ESCO proposals. Staff contacted WBMWD regarding the District's interest in a recycled water line.

El Segundo School District declined to meet as they are currently very involved with energy efficiency retrofits and don't feel they need our services.

*Funding sources: Southern California Edison, Gas Company, West Basin MWD

III. TECHNOLOGY, PLANNING & RESEARCH

Climate Action Plans (CAP)

SBESC Staff has provided support to Hermosa Beach city staff as they prepare for their June 11, 2013 City Council meeting, which will include a discussion of the city's Carbon Neutral Plan and a presentation from the UCLA Institute of the Environment students on their Senior Practicum project.

The Ocean Protection Council, the California Coastal Commission and the State Coastal Conservancy recently released a solicitation for the Local Coastal Program (LCP) Sea Level Rise (SLR) Adaptation Grant Program. This grant opportunity is provided to local governments and other entities to develop and update plans to address future impacts of sea level rise and extreme weather events. The funding can be used to 1) assess risk through SLR modeling, mapping and science, and vulnerability assessments, and 2) for the development of adaptation responses by evaluating policies and options, and updating LCPs or other coastal plans. SBESC staff has coordinated communications between interested South Bay coastal communities and potential regional efforts around this grant opportunity.

*Funding sources: South Bay Cities via SBCCOG and partnership with SCE/Gas Company

Energy Action Plans (EAP)

SBESC staff is working with the City of Inglewood, the City of El Segundo and the City of Hermosa Beach to finalize Energy Action Plans to submit to the utilities for review and approval. As the City of Lomita and the City of Manhattan Beach prepare to move from the Gold tier level to the Platinum tier level in the Energy Leader Partnership Program, staff is assisting in the EAP implementation process, which is one of the requirements to attain the Platinum level. Staff also continues to draft Energy Action Plans for the remaining South Bay cities.

*Funding source: Southern California Edison

EEMIS (Enterprise Energy Management Information System)

The EEMIS Utility Monitoring system is now functional and is undergoing data qc processes to assure quality data are available to all South Bay Cities. With the launch of functionality and the availability of data, SBCCOG and LA County staff are working together to provide one-on-one EEMIS orientations with each city. Orientations have been completed for Carson, El Segundo, Gardena, Hawthorne, Hermosa Beach, Lawndale, Manhattan Beach, Palos Verdes Estates, Rolling Hills Estates, and Torrance. Orientations are being scheduled for Inglewood, Lomita, Redondo Beach, and Rolling Hills Estates.

Orientations have typically included public works directors and staff, city accounting staff, and environmental programs staff. Responses from these sessions have been very positive with public works directors saying things like **“This software is really helpful. Coming from not having anything like it, this is huge for us.” (Hermosa Beach)**

After gaining an understanding of the reporting, tracking, and data archiving capabilities of the EEMIS system, the addition of other commodities to the EEMIS system such as natural gas, water, and fleet fuels has been requested. The EEMIS system is launching with Southern California Edison data first. Once data QC on this automated data stream is complete, the SBCCOG plans to work with LA County to bring Southern California Gas data into the EEMIS platform through a parallel process. The addition of non-electric and natural gas utility tracking to the EEMIS system is possible and is being explored but funding sources have yet to be

identified to meet these city requests.

*Funding source: SCE Strategic Plan Strategies

IV. ADMINISTRATION, FINANCE & HUMAN RESOURCES

Communications

The design of the new website continues with the go-live date postponed until later this month until the final bugs and kinks in the website's functionality are resolved.

Human Resources

Intern

Evonne Harris, UCLA Extension, has been planning a workshop on the research findings of the LUV project to be held at the Client Theatre in the July timeframe. She is completing 75 hours of work this month at the SBESC for course credit.

Prepared by Catherine Showalter with input from Jenn Alderete, Sabrina Bornstein, Chandler Sheilds, Grace Farwell-Granger, Melissa Hebert, Marilyn Lyon, David Magarian, Joline Muñoz, and Martha Segovia

South Bay Cities Council of Governments

June 10, 2013

TO: Steering Committee

FROM: Jacki Bacharach, Executive Director
Catherine Showalter, Deputy Executive Director, Environmental Programs

SUBJECTS: Strategic Plan Strategies Contract with SCE and Request for Proposal (RFP)

BACKGROUND

On May 10, 2013, Southern California Edison (SCE) announced the awards for bidders of the Local Government Strategic Plan Strategies solicitation. The South Bay Cities Council of Governments will receive \$771,630 to address Strategic Plan Goal 4: Local governments lead their communities with innovative programs for EE (energy efficiency), sustainability and climate change.

Specifically, the funds will be used to hire a consultant or team of consultants to provide technical expertise and assistance to SBESC staff in the timely development of the energy efficiency chapters of the climate action plans and updated greenhouse gas inventories for the South Bay cities.

Please note that these funds will not support climate action planning work for transportation, solid waste and water use strategies, which account for more than 50 percent of the greenhouse gas emissions in most of the South Bay. That portion will be made up by the continuation of the special assessment that SBCCOG members are paying to ensure that the South Bay cities' Climate Action Plans are comprehensive in addressing these critical issues.

PROCESS

A Request for Proposal (RFP) with a detailed Scope of Work and Budget for the consultant or consultant team will be written for the SBCCOG Board approval. Once the contract with SCE is signed by both parties, SBESC staff will release the RFP and solicit bidders. A selection process will take place that includes interviewing select bidders that receive the highest ranking in the review of proposals submitted by the deadline. A contract will be awarded to the successful bidder(s) for work to be performed by December 2014.

Since this work for SCE must be completed in less than 18 months, it is imperative that the SCE contract be executed and the consultant be under contract as soon as possible. For that reason, if SCE moves expeditiously, we may be able to enter into the contract and release the RFP at the June SBCCOG Board Meeting, and not wait until the July Steering Committee Meeting.

BUDGET

Funding for this grant was calculated to provide for technical consulting assistance, SBCCOG staff time for oversight and administration and some funding for city staff to work on this project as well. Based on the budget, the consulting assistance would be approximately \$405,000 to work with all 15 cities.

RECOMMENDATIONS

1. Direct staff to develop the Request for Proposal (RFP) for the consultant or consultant team not to exceed \$405,000.
2. Pending legal review of the contract, request approval by the SBCCOG Board for entering into the contract with SCE at the SBCCOG Board Meeting on June 27, 2013.
3. Pending legal review of the RFP, give staff permission to request approval of releasing the RFP for solicitation at the SBCCOG Board Meeting on June 27, 2013.

Prepared by Catherine Showalter with input from Sabrina Bornstein and Suzanne Charles

South Bay Cities Council of Governments

June 10, 2013

TO: Steering Committee

FROM: Jacki Bacharach, Executive Director
Catherine Showalter, Deputy Executive Director, Environmental Programs

SUBJECT: SBESC Lending Library

BACKGROUND

At the April 8, 2013 Steering Committee Meeting, the South Bay Environmental Services Center (SBESC) staff was directed to develop a written MOU with the City of Torrance Public Library for the SBCCOG Board approval that describes the lending agreement as a pilot project for a one year period. The following MOU has been developed in conjunction with Hillary Theyer, City Librarian, City of Torrance, and has received legal review from the city attorney as well as from Michael Jenkins for the SBCCOG.

APPROACH

As agreed, the approach is for the SBESC to temporarily donate our collection (45-50 books) to the Torrance Public Library. The library staff would affix a bookplate, “donated by...” and shelve the books accordingly in the respective areas throughout the library. The lending process would be administered by the library staff at no expense to the SBCCOG.

Physical markings would be put on the books:

- Stamp across the tops of the pages (visible from the top with the book closed) – this is to prevent people from stealing the books and simply razoring out the front page –
- On front page or title page – barcode, stamp for Katy Geissert Civic Center Library
- Hidden inside – security strip
- Plus various pencil marks for cataloging – but those would erase

If we took our books back, the stamps could not be removed – they could be covered with a white label. The barcode may come out, but more likely it would be covered with a label. The security strip shouldn't be a problem we installed a magnetic system in your location. The stamp across the top that would stay, unless we chose to use a marker and line it out, in which case it would have a black line across the top.

RECOMMENDATIONS

1. Approve the written MOU with the City of Torrance Public Library that describes the lending agreement as a pilot project for a one year period.
2. Direct staff to place the MOU on the agenda for final approval at the SBCCOG Board of Directors Meeting on June 27, 2013.

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (MOU) is dated as of June ____, 2013, by and between the South Bay Cities Council of Governments (SBCCOG), a joint powers authority organized and existing pursuant to the laws of the State of California, and the City of Torrance, a California municipal corporation, ("City"), organized and existing pursuant to the laws of the State of California. SBCCOG and the City shall collectively be referred to herein as the "Parties."

SBCCOG owns a collection of reference books and resource materials on energy efficiency practices, water conservation, transportation options, climate action planning, and recycling measures ("Collection") that are housed at the South Bay Environmental Services Center, a major program of the SBCCOG.

SBCCOG desires to have the Collection housed at the Torrance Public Library ("Library"), so the public can gain better access and thereby create a deeper appreciation and understanding of environmental issues, programs and available services. The Library will house this collection in accordance with policy and procedures for general circulating collections.

SBCCOG desires to have the collection available to the public as it represents a significant educational resource for its citizens. Therefore, the parties agree that SBCCOG will loan the Collection to the City, and the City will loan the Collection from the Library on the following terms and conditions:

1. SBCCOG to retain ownership of the Collection.
2. SBCCOG shall at its cost, inventory, appraise and otherwise prepare the Collection for the Library. When the inventory is completed, SBCCOG shall provide a copy to the City in writing and that inventory shall be attached to the executive copy of this agreement and shall become part of it. The Library will prepare the collection for circulation with catalog records, and appropriate barcodes and property stamps.
3. SBCCOG may add to the Collection at any time and deliver the additional resources to the Library, amending the inventory list to include the additional resources as property of the SBCCOG.
4. City shall provide the long-term care and protection of the Collection following the policies and guidelines in place for the general circulating collections. Absent the City's written agreement to the contrary, the City need only provide the Collection care, protection, maintenance and self-insurance as the City provides for its own materials. The SBCCOG appraisal shall be used for insurance purposes. It is understood the City is self-insured. In case of damage or theft the Library will use all methods used for general collections to recover the item. The Library will report to SBCCOG if items are lost, damaged, or stolen.

5. City staff will implement this collection in accordance with all internal policies and procedures for general collections. If the City changes procedures, SBCCOG shall be given written notice and opportunity to withdraw from the partnership at any time.
6. City library staff will administer the lending process of the Collection at no expense to the SBCCOG.
7. This Agreement shall be effective when it is signed on behalf of both parties and SBCCOG delivers the Collection to the City.
8. This Agreement is considered a twelve month pilot project. The term of this MOU shall commence on July 1, 2013 and expire on June 30, 2014.
9. Should either party wish to withdraw from the partnership the items will be withdrawn from the Library collection and returned to the SBCCOG. It is understood that barcodes, property stamps, or other physical additions to the items required for circulation may not be removable by the City.

IN WITNESS WHEREOF, the Parties have caused this MOU to be executed the day and year first above written.

SOUTH BAY CITIES COUNCIL OF GOVERNMENTS

Ralph L. Franklin, Chair, Board of Directors

ATTEST:

Name

APPROVED AS TO FORM:

Michael Jenkins, General Counsel

CITY OF TORRANCE

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South Bay Cities Council of Governments

June 10, 2013

TO: Steering Committee
FROM: Jacki Bacharach, Executive Director
SUBJECT: Water Leak Detection Program for SCE Request for Proposal (RFP)

BACKGROUND

On May 10, 2013, Southern California Edison (SCE) released the Water Leak Detection Program Request for Proposal (RFP). Water losses caused by unrepaired leaks and operating at unnecessarily high-pressure results in wasted water and wasted energy. The Water Leak Detection Program (the Program) is designed to deliver quantifiable savings for both water and energy. SCE will implement the Program under the auspices of the Local Government Partnership program which means that those that can apply are limited.

The goal of the Program is to achieve energy savings directly, embedded or otherwise of potable (drinking) water. The role of the SBCCOG would be as a local government partner that submits the proposal as part of a team with technical expertise in the water energy nexus. There is a total of \$900,000 available and proposals are due June 13, 2013.

PROCESS

There are two Bidding Opportunities: A (Local government) and B (project leader). The SBCCOG would be bidding under A of which at least 2 proposals will be funded. Under A:

- a. Local government partner submits proposal as part of a team that includes a water agency. The focus is on water and energy savings data.
- b. The local government demonstrates leadership in working with the water agency.
 1. Specific tasks include the following:
 - Gather baseline data
 - Be familiar with prior related studies
 - Identify leaks and resolve
 - Gather post repair data

Part A bidders need to submit a detailed plan and include a strong commitment to repair the leaks.

All work must be completed by Dec 2014. The Program budget will cover technical assistance in identifying leaks but not for paying for repairs. However, repairs must be made; the water agency commits to making repairs.

STATUS

SBCCOG has been invited to participate on a team with technical expertise in the water energy nexus area with the recommendation of West Basin Municipal Water District staff. The team includes Willdan Energy Solutions (WILLDAN), Water Systems Optimization (WSO), Cal Water (to be confirmed) and SBCCOG.

Below is a list of cities in the South Bay that have been identified as target candidates for water leak detection (funded by the grant) and repairs (provided by the water agency).

1. El Segundo (city owned utility)
2. Hawthorne (Cal Water)
3. Hermosa Beach (Cal Water)
4. Redondo Beach (Cal Water)
5. Rancho Palos Verdes (Cal Water)
6. Palos Verdes Estates (Cal Water)
7. Rolling Hills (Cal Water)
8. Rolling Hills Estates (Cal Water)
9. Lomita (city owned utility)
10. Manhattan Beach (city owned utility)
11. Inglewood (city owned utility and Golden State)

To date, the cities of El Segundo, Manhattan Beach, Inglewood and Lomita have agreed to be listed in the proposal for participation in the Program. It should be noted that the responses from these cities were very enthusiastic as this program will be free to the cities and could save substantially on their energy costs.

More information will be shared verbally by SBCCOG staff during the Steering Committee Meeting based on the most recent releases. On June 6, we will be receiving a draft report from the proposing team and on June 7, SCE will provide answers to the questions asked after the RFP bidding process webinar. Both of these information items will be timely and relevant to our discussion about the Water Leak Detection Program proposal submittal.

NEXT STEPS

The proposal is being developed and once completed, will be submitted to SCE, pending legal review. Since the role of the SBCCOG is to submit the proposal by June 13, 2013, SBESC staff is requesting approval from the Steering Committee to do so.

RECOMMENDATION

Pending legal review of the Water Leak Detection Program Proposal, approve submittal of the Proposal to Southern California Edison (SCE) as an Opportunity A Bidder in collaboration with WILLDAN, WSO and Cal Water.

Prepared by Catherine Showalter with input from Suzanne Charles

Water Loss Detection Program for Local Governments

The Water Leak Detection Program (Program) is part of SCE’s innovative portfolio of energy efficiency programs seeking to achieve energy savings, “embedded” or otherwise, resulting from implementing water-use efficiency measures. Specifically, this encompasses commercializing water loss detection and pressure management within SCE’s territory.

The primary objective of this solicitation is threefold:

1. Achieve direct measurable energy savings by detecting and repairing water leaks and optimizing water system pressures;
2. Refine the methodology to accurately capture savings from leak-loss detection and pressure management resulting in a commercial program; and
3. Advance the methodology for determining the “total energy savings” associated with cold-water conservation. The total energy savings will include all the direct and non-direct energy required to collect, clean, process, move, store, and dispose of water.



Benefits of Participating in the SCE Leak Detection Pilot

A municipality/water utility will receive the following services (at no cost to the agency) through this project:

1. An accurate assessment of the volume of their water loss volume broken down into revenue losses from customer meters and leakage losses in the distribution system.
2. Assessment of economically recoverable leakage losses.
3. Implementation of a comprehensive leak loss detection program (the program does not cover the cost of the needed repairs identified) and where feasible pressure management improvements to reduce system break frequencies.
4. A custom designed water loss management strategy to maintain the loss reductions achieved through this program.

Background

In 2008, Southern California Edison selected WSO to implement the Agency Leak Detection Project as part of the California Public Utilities Commission (CPUC) Water-Energy Pilots. This was a comparison program that initiated nine pilot projects to isolate the most cost-effective approach to saving the embedded energy in water. Each pilot quantified the water and energy savings for a unique water

conservation scheme (ranging from consumer toilet retrofits, to using less energy-intensive water to improving the efficiency of distribution or treatment).

The pilot implemented by WSO focused on water agency leakage and loss control strategies and the potential for cost effective interventions to reduce water losses for the Las Virgenes Municipal Water District, Apple Valley Ranchos Water Company and Lake Arrowhead Community Services District.

Of the nine water-energy pilots reviewed by the CPUC their conclusion was: “Leak Detection program appears to offer the greatest energy savings potential (at relatively low cost) among all the Pilot programs. In particular, the energy savings documented in this report are based on leaks that were actually repaired during the program period; potential achievable water (and energy) savings were estimated to be much higher by the program implementation contractor.” (Embedded Energy in Water Pilot Programs Impact Evaluation Draft Report)

WSO’s expertise in water loss control was the reason why the SCE pilot was such a great success. WSO tailored the water loss control strategies for each utility according to their specific needs and lowest cost opportunities for water loss reduction – to great satisfaction of the three participating utilities.

Through Water Loss Management, WSO has helped several California water utilities to cost effectively achieve 20x2020 goals and be in compliance with AB1420. Water loss management’s goal is to minimize water losses (non revenue water) within the agency distribution system by 1) accurately determining the extent of water losses, 2) determining the volume of recoverable system losses, 3) designing an economically optimized intervention strategy, and 4) implementing the system loss reduction strategy to recover system losses. The potential savings can be substantial: WSO found real water losses (physical losses from the distribution network) in California water agencies ranging from 4 percent to 36 percent of the total water supplied.

Water Loss Control programs designed and implemented by WSO resulted in sustainable reduction of water losses for California water utilities, help cost effectively achieve conservation goals and at the same time improve the utilities bottom line. WSO’s projects have shown that even for utilities with water losses as low as 4 percent there is a business case for implementing a proactive water loss control program.



For more information contact:

Mark Casias, Willdan
T 626.602.4989 | mcasisas@willdan.com

Reinhard Strum, WSO
T 415.538.8641 | reinhard.sturm@wso.us

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South Bay Cities Council of Governments

IF THE BOARD APPROVES PARTICIPATION, THIS INFORMATION WOULD BE SENT TO EACH CITY.

DATE: June 28, 2013

TO: South Bay Cities

FROM: Jacki Bacharach, SBCCOG Executive Director

RE: Western Riverside Council of Governments (WRCOG) California HERO Program

INTRODUCTION

The South Bay Cities Council of Governments (SBCCOG) is partnering with the Western Riverside Council of Governments (WRCOG) to assist in the implementation of the California HERO Program in our region. This program allows commercial and residential property owners to finance the installation of eligible energy efficiency, renewable generation and water conservation improvements with low-interest loans that are repaid as an item on the property owner's property tax bill – also known as Property Assessed Clean Energy (PACE) programs. This unique program has been operating successfully in WRCOG's territory since the beginning of 2012, and now residents of the municipalities in the South Bay have the opportunity to participate in the program. All municipalities need to do for their residents to be able to participate is adopt the Resolution of Participation.

BACKGROUND

AB 811 allows local government entities to offer sustainable energy project loans to eligible property owners that, through the creation of financing districts, they are able to repay through a voluntary assessment on their property tax bills. These are commonly known as Property Assessed Clean Energy (PACE) programs.

In 2012, the Western Riverside Council of Governments (WRCOG) developed a PACE program for the property owners in its territory, allowing residential and commercial property owners to finance the installation of eligible energy efficiency, renewable generation, and water conservation improvements with low-interest loans that are repaid as an item on the property owner's property tax bill. This program is called the Home Energy Retrofit Opportunity (HERO).

The program has been extremely successful in the WRCOG territory, with more than 6,000 applications received, more than 4,000 applications submitted and more than \$126 million in approved projects. The program is the largest PACE program in the country.

There are many non-residential PACE financing programs throughout the state, including one in Los Angeles County that has operated since 2011. However, there are just two residential PACE

programs operating in the state (Sonoma County and WRCOG). With the success of the program in their territory, WRCOG is expanding the program, and the California HERO is now available to all cities and counties.

CITY PARTICIPATION

In order for its property owners to be eligible to participate in the California HERO program, a City only needs to adopt a Resolution of Participation. The Resolution of Participation provides authorization for those jurisdictions to coordinate with WRCOG staff to facilitate operation of the California HERO Program within the jurisdiction's boundaries. Entering into this MOU would not preclude a City from participating in other financing or other PACE programs. WRCOG would continue to administer the program, and the only staff time that would be required through the program is the staff time required to process the City's required permits.

PROGRAM REQUIREMENTS

In order to participate in the California HERO program, property owners must meet the following program requirements:

- ✓ Live in a jurisdiction that is a part of the Statewide HERO Program.
- ✓ Have a project that falls within the required minimum (\$5,000) and maximum (10% of the value of the property) assessment amounts
- ✓ Have a clear title to the property
- ✓ Be current on property taxes
- ✓ Be current on mortgage payments
- ✓ Have at least 10% equity in the property

These are more stringent lending requirements that are in line with the Department of Energy lending guidelines. If approved, the property owner signs a contractual assessment agreement, agreeing to repay the amount financed over the designated period, and an assessment lien is recorded on the property to secure the financing. The loan is repaid as an assessment on the property tax bill over the designated loan period. The project may be financed over a 5-, 10-, 15- or 20-year period, but the period must not exceed the "useful life" of the eligible product. Due to concerns that had previously been raised by the Federal Housing Finance Agency (FHFA), participating property owners must also sign a waiver acknowledging that they know that they may be in violation of their mortgage and that they may have to repay the loan if they refinance or sell their home.

Eligible Projects

Eligible projects must be new, permanently fixed products that are installed by a contractor that is registered to participate in the California HERO program. New construction is not eligible for financing through the program. Examples of eligible projects include but are not limited to the following:

- ✓ Cool roofs
- ✓ Windows and glass doors
- ✓ Heating and air conditioning systems
- ✓ Insulation

- ✓ Solar thermal systems
- ✓ Photovoltaic systems
- ✓ Lighting control systems
- ✓ Home sealing
- ✓ Outside irrigation

SBCCOG PARTICIPATION

At its June meeting, the Governing Board adopted the California HERO Program MOU with WRCOG. The SBCCOG will be promoting the Program within the region and will also serve as the local contact for the program, helping to answer cities' questions and address issues that arise during the program implementation.

To assist the cities, the attached documents provide additional background on the program. Attachments are as follows:

- 1) Resolution of Participation
- 2) Draft staff report
- 3) HERO Frequently Asked Questions

If you are looking for additional information, the draft Statewide HERO program Residential and Commercial Handbooks and the State HERO Program Report are also available upon request.

Should you have any questions on the program, please do not hesitate to contact the SBCCOG offices at 310-371-7222.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS
AND
SOUTH BAY CITIES COUNCIL OF GOVERNMENTS
REGARDING PARTICIPATING IN THE CALIFORNIA HERO PROGRAM**

This Memorandum of Understanding Regarding Participating in the California HERO Program (“MOU”) is made and entered into as of this 27 day of June, 2013 (“Effective Date”), by and between the Western Riverside Council of Governments, a joint exercise of powers authority (“WRCOG”), and South Bay Cities Council of Governments (“Participant”). WRCOG and Participant are sometimes individually referred to as “Party” and collectively as “Parties.”

RECITALS

WHEREAS, WRCOG is a joint exercise of powers authority the members of which include numerous cities and counties in the State of California; and

WHEREAS, WRCOG has established the California HERO program (the “California HERO Program”) to allow the financing of certain renewable energy, energy efficiency and water efficiency improvements that are permanently fixed to real property; and

WHEREAS, California HERO Program is being made available to every city and county in California to encourage installation of distributed generation renewable energy sources and energy efficiency and water efficiency improvements for residential and commercial property owners; and

WHEREAS, Participant desires to inform its member agencies about the California HERO Program and serve as a point of contact for the Program in the subregion. WRCOG desires to receive Participant’s assistance in providing information about the California HERO Program to Participant’s member agencies and in serving as a point of ongoing contact for the Program in the future; and

WHEREAS, the purpose of this MOU is to set forth the mutual understandings, terms, and conditions related to partnering with the California HERO Program.

NOW, THEREFORE, in consideration of the foregoing recitals, the Parties hereby agree, as follows:

TERMS

1. WRCOG.

1.1 WRCOG shall pay Participant fees (“Fees”) equal to 0.05% of the aggregate cost of issuance for the bonds issued to fund the installation of renewable energy, energy efficiency and water efficiency improvements for which assessment contracts are entered into after the Effective Date by Participant’s member agencies within Participant’s jurisdiction pursuant to the California HERO Program.

1.2 WRCOG shall make the payments required herein to Participant on a quarterly basis.

2. Participant.

2.1 Participant will, at Participant’s first regular meeting held after the Effective Date, begin providing information and facilitating meetings to its member agencies for the California HERO Program, which includes doing each of the following:

(a) Participant will inform each eligible city and county member agency about the procedures for participating in the California HERO Program, which include obtaining approval from WRCOG, adopting a Resolution of Participation, and entering into a JPA Amendment with WRCOG, in substantially the same form as the Template Resolution of Necessity and JPA Amendment attached hereto as Exhibit “A”.

(b) Participant will inform each of its member agencies of the benefits available from participating in the California HERO Program, including but not limited to informing each member that (i) the California HERO Program is an economic development program available at no cost to participating cities and counties; (ii) the California HERO Program finances improvements which decrease energy or water consumption or create clean renewable energy; and (iii) the California HERO Program helps create local jobs, save money, and lower greenhouse gas emissions.

(c) Participant will inform each of its member agencies of the increased Fee that is available to Participant from the California HERO Program based on increased assessment costs of issuance within Participant’s jurisdiction.

2.2 Participant will serve as the main point of contact for the subregion within Participant’s jurisdiction and, as such, will coordinate with Participant’s member agencies on behalf of WRCOG, as needed, to facilitate the efficient coordination of the California HERO Program. Participant will fully cooperate with WRCOG, and shall take additional acts or sign additional documents as may be necessary, appropriate or convenient to attain the purposes of this MOU, including but not limited to assisting with introductions to Participant’s member agencies.

2.3 Participant will obtain and provide a copy of each member agency’s Resolution of Participation in the California HERO Program.

2.4 Participant will arrange for presentations regarding the California HERO Program at committee meetings.

2.5 Participant will regularly provide information about the California HERO Program in its newsletters, which will include but not be limited to providing a description of the California HERO Program, other contact information for the California HERO Program, and any additional reference sources that are necessary to provide readers with information for participating in the California HERO Program.

2.6 Participant will place a regular reminder of the California HERO Program in its correspondence and a conspicuous and recognizable link to the California HERO Program website on the main page of Participant's website, if any.

3. Term. The term of this agreement shall begin on the Effective Date and terminate five (5) years thereafter.

4. Governing Law and Venue. This MOU shall be governed by and construed with the laws of the State of California. Venue shall be in Riverside County.

5. Attorneys Fees. If either of the Parties commences an action against the other party arising out of or in connection with this MOU, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorneys' fees and costs of suit.

6. Amendment. This MOU may be amended in writing by mutual agreement of the Parties.

7. Entire Agreement. This MOU contains the entire agreement of the Parties relating to the subject matter hereof and supersedes all prior negotiations, agreements or understandings.

8. Invalidity; Severability. If any portion of this MOU is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

9. Counterparts. This MOU may be signed in counterparts, each of which shall constitute an original.

10. Incorporation of Recitals. The recitals set forth above are true and correct and are incorporated into this MOU as though fully set forth herein.

11. No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

12. Notices. All payments, notices hereunder and communications regarding interpretation of the terms of this MOU or changes thereto shall be provided by the mailing thereof by registered or certified mail, return receipt requested, postage prepaid and addressed, as follows:

If to Participant:	South Bay Cities Council of Governments 20285 Western Avenue, Suite 100 Torrance, California 90501 Telephone: 310-371-7222 Facsimile: _____?
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If to WRCOG:	Western Riverside Council of Governments Riverside County Administrative Center
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4080 Lemon Street, Third Floor
Riverside, California 92501-3609
Attention: Deputy Executive Director
Telephone: (951) 955-7985
Facsimile: (951) 787-7991

13. Waiver. No waiver of any breach of a provision in this MOU shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

[SIGNATURES ON FOLLOWING PAGE]

SIGNATURE PAGE TO
MEMORANDUM OF UNDERSTANDING
BETWEEN
WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS
AND
SOUTH BAY CITIES COUNCIL OF GOVERNMENTS
REGARDING PARTICIPATING IN THE CALIFORNIA HERO PROGRAM

IN WITNESS WHEREOF, the Parties have caused this MOU to be effective as of the day first above written.

WESTERN RIVERSIDE COUNCIL OF
GOVERNMENTS

SOUTH BAY CITIES COUNCIL OF
GOVERNMENTS

By: _____
Rick Bishop
Executive Director
APPROVED AS TO FORM

By: _____
Ralph L. Franklin
Chair
APPROVED AS TO FORM

By: _____
Best Best & Krieger LLP
General Counsel

By: _____
Michael Jenkins
SBCCOG Counsel

Q: What is the HERO Program, and how does it work?

A: HERO enables residential and commercial property owners to install energy and water efficient improvements and renewable energy systems by having a special assessment put on their property tax bill. Payments are made through their local county with their property taxes over time.

Q: What types of home improvements are available under the Program?

A: Over 150,000 products and services quality. Typical projects include: solar photovoltaic (PV) systems; energy efficient space heating, air cooling and ventilation (HVAC); cool roof systems; energy efficient windows, skylights, and doors; solar thermal water heating; air sealing and weatherization; insulation; water heating; indoor energy efficient light fixtures; and water efficiency measures.

Q: What are the costs and benefits of joining HERO for my community?

A: There are no hard costs to joining the HERO program and it does not require any dedicated staff resources to develop or implement the Program. Additionally, your community will see numerous economic benefits including;

- Reduced energy consumption
- Stimulated local businesses
- Created/retained sustainable jobs
- Lowered greenhouse gas emissions

Q: Why should we choose HERO compared to another PACE program?

A: HERO is the nation's fastest-growing PACE program. By choosing HERO, your community is choosing a program with a proven track-record of stimulating economic growth. The program was developed with a network of home improvement contractors who count on HERO to build their businesses. They are creating new jobs everyday and planning on expanding into regions where HERO Financing is offered.

HERO is not an exclusive program so you don't have to choose it over another program. We believe competition is an important benefit to consumers. Not only does it provide options like restaurants, gas stations or banks provide but it also increases overall demand because more companies are working harder to educate consumers on the benefits of a particular type of product or service. When there are multiple options to consider solution providers are forced to continually improve their product if they want to succeed in the marketplace.

Q: What about Freddie/Fannie/FHFA?

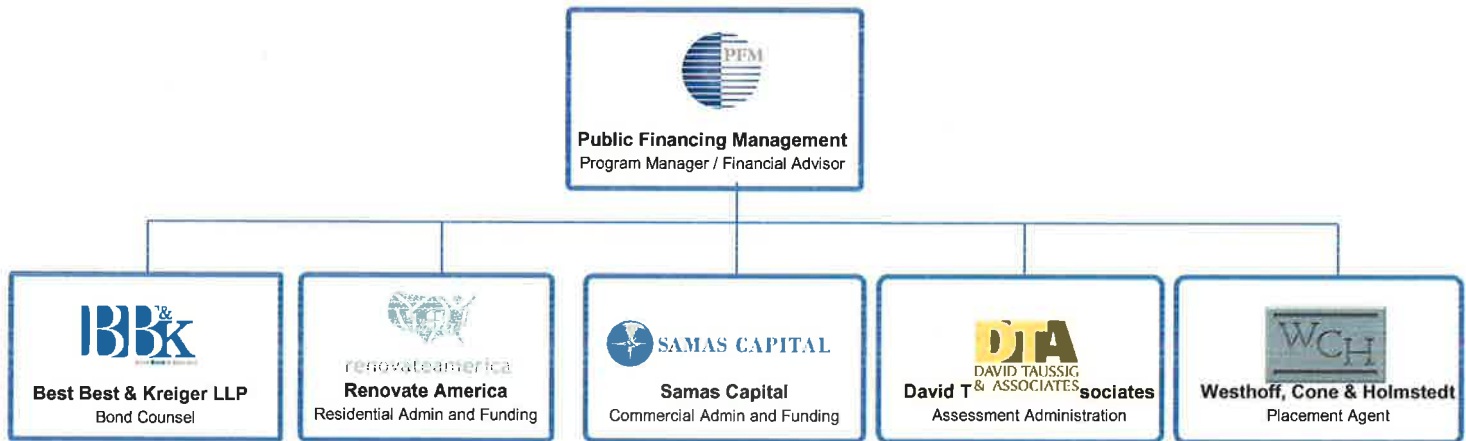
A: PACE legislation was adopted by the State of California to encourage the adoption of energy efficiency, renewable energy and water efficiency measures on homes and businesses. When the legislation was enacted, many people believed PACE was an attractive financing option due to its ability to automatically transfer payments to a new owner if the property sold. Freddie/Fannie/FHFA have indicated that they are not willing to purchase mortgages with PACE assessments on the property, therefore, property owners that sell or refinance to conforming loans may need to repay their assessment.

The HERO Program works within this provision and we have found that property owners are comfortable attending to this if, and when, the situation should arise. For most property owners the most attractive benefits are low interest rates that are fixed, the ability to deduct the interest portion of the payments, the ability to select 5, 10, 15 and 20 year payment terms, and a simple straightforward application and document process to enable them to get the energy efficiency, renewable energy or water efficiency product they are interested in. Being able to transfer the balance of the financing has not proven to be a feature that has impacted a consumer's decision.

Whether or not this provision remains in place or is removed, HERO provides numerous benefits that make PACE an attractive financing option for consumers.

Q: Who is the HERO Team?

A: The HERO team is made up of a network of partners who have been working closely since January 2010 on active residential and commercial PACE programs. Each team member is uniquely qualified for their specific role and are industry experts within their field.



Q: Can the HERO Program be customized to my municipality?

A: Yes, marketing materials, including the HERO website and contractor training materials, can be co-branded with your municipality's logo and contact information. Additionally, the HERO team will work with your municipality to review all policy considerations.

Q: Can the HERO Program be integrated with existing municipal programs?

A: Yes, the HERO Program can be integrated with existing municipal rebate, energy finance, or other PACE programs. Our team will work to implement the Program as a complementary component to other programs.

Q: How does our community get started?

A: Below are the process steps for HERO Financing to be offered in your community:

1 Approve Resolution

Approval by municipality of the resolution will allow the HERO Program to operate in the municipality. The conduit issuer then completes a corresponding acceptance of the municipality to the Program.

2 Judicial Validation of City's Participation

Program legal counsel files judicial validation documents.

3 Program Marketing and Outreach

During the program validation phase, team members initiate local marketing efforts and begin outreach to educate local contractors and property owners of funding availability, eligibility and application procedures.

4 Program Launch

Upon completion of the validation process, the HERO Program launches and projects are able to apply for and receive funding.

South Bay Cities Council of Governments

June 10, 2013

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

RE: Bills to Monitor and for Action

ECONOMIC DEVELOPMENT

<p>AB 66 (Muratsuchi)</p>	<p>Economic development. This bill would require the commission to require an electrical corporation to publish and maintain on the electrical corporation's Web site a report describing local level system reliability problems. The bill would require the report to be updated at least quarterly.</p>	<p>SUPPORT & SPONSOR (3/28/13) (Letter sent to Asm Utilities & Commerce Comm. 4/10/13)</p>	<p>5/28/13 Senate Rules Committee</p>
<p>AB 1147 (Gomez)</p>	<p>Massage Therapy. Revises the qualifications for certification as a massage practitioner and massage therapist, and allows a city, county, or city and county to require the owner of a massage business to obtain a revocable certificate of registration, as specified.</p>	<p>RECOMMEND SUPPORT</p>	<p>5/31/13 Assembly Business and Professions – <u>possibly a dead bill</u></p>
<p>SB 470 (Wright)</p>	<p>Community Development. Economic Opportunity: This bill would state the intent of the Legislature to promote economic development on a local level so that communities can enact local strategies to increase jobs, create economic opportunity, and generate tax revenue for all levels of government. The bill would define economic opportunity to include certain types of agreements, purposes, and project's, and declare that it is the policy of the state to protect and promote the sound development of economic opportunity in cities and counties, and the general welfare of the inhabitants of those communities through the employment of all appropriate means. This bill would revise the definition of agency as used in the Polanco Redevelopment Act to include a city, county, or city and county, and authorize a city, county, or city and county to exercise authority under these provisions to remedy or remove the release of hazardous substances from property within its jurisdiction that previously was within the jurisdiction of a former redevelopment agency, consistent with state and federal laws, as specified.</p>	<p>SUPPORT (5/23/13) (Letter to Assembly sent 5/29/13)</p>	<p>5/24/13 Assembly Desk</p>

PUBLIC SAFETY

<p>AB 277 (Hall)</p>	<p>Tribal gaming: compact ratification. This bill would ratify the tribal-state gaming compact entered into between the State of California and the North Fork Rancheria Band of Mono Indians, executed on August 31, 2012. The bill would also ratify the tribal-gaming compact entered into between the State of California and the Wiyot Tribe, executed on March 20, 2013. The bill would provide that, in deference to tribal</p>	<p>MONITOR</p>	<p>5/2/13 Senate Government Operations Committee (City of Gardena has not</p>
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	sovereignty, certain actions are not projects for purposes of CEQA. This bill contains other existing laws.		taken a position. The California Card Club organization and JPA have taken a position.)
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TRANSPORTATION

SCA 4 (Liu)	Local government transportation projects: special taxes: voter approval. This measure would provide that the imposition, extension, or increase of a special tax by a local government for the purpose of providing funding for local transportation projects requires the approval of 55% of its voters voting on the proposition. Vote: 2/3.	MONITOR	5/29/13 Senate Transportation & Housing Committee
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NOTE: The previous legislative matrix included bills that are now 2 year bills. No further action will be taken on them this session. They have been removed and will be brought back if and when they start moving again next year.

They are: AB 5 – Homeless

AB 690 - Jobs and infrastructure financing districts: voter approval

AB 810 - Law Enforcement. Data Sharing

STATE LEGISLATIVE SCHEDULE

- MAY 31: Last Day for Bills to be passed out of their house of origin.
- JUN 15: Budget Bill must be passed out of the Legislature
- JUL 12* - AUG 12: Summer Recess*
- SEPT 13: End of Session (all bills must be passed by this date or they become 2-year bills)
- OCT 13: Governor's Deadline to sign/veto all bills on his desk

FEDERAL

HR 456 (Schiff) & S 208 (Feinstein)	Los Angeles Residential Helicopter Noise Relief Act of 2013. This Act would direct the FAA to exercise its legal authority to set guidelines on flight paths and minimum altitudes for helicopter operators in residential areas in Los Angeles County within 12 months of being signed into law. Exemptions would be provided for law enforcement, emergency responders and the U.S. military.	SUPPORT (5/23/13) (Letter sent to Senators & Congressmembers 5/29/13)	HR 456: 2/4/13 Referred to House Subcommittee on Aviation S. 208 2/4/2013 Referred to Senate Committee on Commerce, Science, and Transportation
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South Bay Cities Council of Governments

**SBCCOG Board of Directors' Meeting
Thursday, June 27, 2013 @ 6:00 pm
South Bay Environmental Services Center
20285 Western Avenue
Torrance, California 90501**

To assure a quorum, if you or your alternate representative *cannot* attend the meeting, please contact
SBCCOG Executive Director Jacki Bacharach @ 310-377-8987.
PLEASE NOTE: YOU CAN ALSO FIND SBCCOG AGENDAS ON OUR WEB SITE - www.southbaycities.org

The Board of Directors, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Written materials distributed to the Board within 72 hours of the Board meeting are available for public inspection immediately upon distribution in the SBCCOG/SBESC office at 20285 Western Avenue, Torrance, CA90501, during normal business hours.
Unless otherwise noted in the Agenda, the Public can only comment on SBCCOG related business that is within the jurisdiction of cities and/or items listed on the Agenda during the Public Comment portion of the meeting (Item #V). The time limit for comments is three (3) minutes per person. Before speaking to the Board, please come to the podium and state: Your name and residence and the organization you represent, if appropriate.

DRAFT AGENDA

- I. **CALL TO ORDER & SALUTE TO THE FLAG (6:00 PM)**
Ralph Franklin, Chair
- II. **INTRODUCTIONS**
- III. **CONFIRM POSTING OF THE AGENDA BY TORRANCE CITY CLERK**
- IV. **ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA**
- V. **COMMENTS FROM THE PUBLIC**
- VI. **CONSENT CALENDAR (6:05 pm)**
Matters listed under Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Calendar and considered separately.
 - A. **May Board Meeting Minutes (attachment) – Approve**
 - B. **2013-2014 Operating Budget Adoption (attachments) – Approve**
 - C. **MOU Regarding Participation in the California HERO program (attachments) – Approve**
 - D. **Strategic Plan Strategies Contract and Request for Proposal (attachments) - Approve**
 - E. **Legislation Recommended for Action (attachment) – Approve**
- VII. **PRESENTATIONS**
 - A. **Election of Officers (attachment) (6:45 pm) – Approve**

B. Findings of the NEV Demonstration and the SBCCOG's Sustainable Neighborhoods Strategy

(7:00 pm)

1. Wally Siembab, SBCCOG staff will make the presentation

VIII. TRANSPORTATION REPORTS

- A. Metro Report by Board member Pam O'Connor (7:20 pm)
- B. Service Council report by Ralph Franklin, Chair (7:25 pm)
- C. Measure R Oversight Committee Report (Jim Goodhart & Steve Lantz) (7:30 pm)
- D. Monthly Transportation Report from Steve Lantz (*attachment*) – Receive and file (7:35 pm)

IX. SOUTH BAY ENVIRONMENTAL SERVICES CENTER UPDATES (7:40 pm)

- A. Update on programs and activities – Catherine Showalter

X. SBCCOG ISSUES AND REPORTS – Jacki Bacharach (7:45 pm)

- A. South Bay Sustainable Strategy
 1. LUV, BEV and other EV issues
 - a. Update on car2go
 2. General Assembly topic for February 28, 2014 (*attachment*)

XI. BOARD MEMBER ANNOUNCEMENTS (7:50 pm)

XII. AGENCY REPORTS (7:55 pm)

- A. League of California Cities (Jim Goodhart & Jeffrey Kiernan)
- B. South Coast Air Quality Management District (Judy Mitchell & Stan Myles)
 1. Local Government and Business Advisory Group (Jacob Haik)
- C. SCAG & Committees (Matt Horton)
 1. Energy and Environment (Judy Mitchell, Frank Zerunyan)
 2. Transportation (John Addleman, Dan Medina)
 3. Community, Economic, & Human Development (James Gazeley & James Butts)
 4. Regional Council (Judy Mitchell, Dan Medina, James Gazeley)
- D. Santa Monica Bay Restoration Commission (Jeff Duclos/Ellen Perkins/Jim Knight)
- E. South Bay Cities City Managers' Association (David Biggs)
- F. South Bay Association of Chambers of Commerce (Susan Rhilinger)
- G. South Bay Workforce Investment Board (John Parsons)

XIV. UPCOMING EVENTS & ANNOUNCEMENTS

XV. JULY SBCCOG COMMITTEE MEETINGS & WORKING GROUPS

July 8 Measure R Oversight Committee
Steering Committee

July 11 Legislative Briefing and Breakfast

Consult web site for specific times and places for other meetings – www.southbaycities.org

XVI. ADJOURNMENT TO JULY 25, 2013