

South Bay Cities Council of Governments

Steering Committee AGENDA

Monday, August 12, 2013

12:00 pm

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

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 – July 8, 2013 meeting minutes attached

- **ACTION:** Approve

- B. Dues and Assessment Payments outstanding: Carson, Hawthorne, Lomita, Los Angeles City, Palos Verdes Estates. All others paid in full except for Lawndale and Rolling Hills, which have not paid the assessment.

V. ITEMS FOR REVIEW AND APPROVAL

ADMINISTRATION

- C. SBCCOG Appointments – 12:10 pm

- Commitment letters for those appointed to outside agencies - Outstanding from Gabig
- CEHD & EEC
 - Stephen Sammarco, Redondo Beach, has expressed interest in the EEC
 - **ACTION:** Select Stephen Sammarco as the SBCCOG representative on the EEC

- D. Strategic Plan Proposal – 12:15 pm

- Review proposed scope, process and schedule – memo attached
- **ACTION:** Recommend to the Board the scope, process, budget and schedule and the issuance of RFP

- E. Approval of Invoices – available at the meeting – 12:30 pm

- **ACTION:** Approve invoices for payment

WORK PROGRAM

- F. Sustainable South Bay Strategy Updates – 12:35 pm

- Report on July 29 LUV Final Report event
- Summary of Neighborhood Oriented Development Feasibility Study Final Report funded by SCAG as part of the COMPASS Program

- J. Transportation Issues – 12:55 pm

- Monthly transportation update from Steve Lantz – attached
- Purpose of Measure R Oversight Committee and roles and responsibilities of its members
 - Memo attached
 - **ACTION:** Continue to solicit interest in this committee and for a Vice Chair

- Response to Antonovich request for projects for a future sales tax – memo attached
 - **ACTION:** Recommend to Board for approval
- K. South Bay Environmental Services Center – **1:15 pm**
 - Memo on SBESC programs attached
 - AQMD sponsors Workshop for Gardeners conducted in Spanish – report at the meeting
 - Updates on new contracts
 - Strategic Plan Strategies Contract with SCE
 - WBMWD new 2013-2014 contract to WBMWD Board on August 26, 2013
 - Water Leak Detection Program with SCE – SBCCOG proposal awarded!!
 - Memo attached
 - **ACTION:** Recommend that the Board approve the contract with SCE and a subcontract with Willdan
 - HERO & Figtree presentations are being scheduled – staff is working with each city to provide them the required information
- L. SCAG Update – **1:30 pm**
- M. Legislative Advocacy - **1:35 pm**
 - Matrix attached
 - Comments on July Legislative Breakfast
 - Comments on Mayors' meeting with new LA Mayor Eric Garcetti
- N. SBCCOG/SBACC meeting – **1:45 pm**
 - October 30 joint mixer/meeting with speaker – update at the meeting

AGENDA DEVELOPMENT – 1:50 pm

- N. Board Meeting – August 22, 2013 – draft agenda attached
 - Future Board topics
 - Proposition 13 – The Legacy
 - City Dock Project, Port of Los Angeles

NEXT STEERING COMMITTEE MEETING – Monday, September 9, 2013 @ 12:00 pm

ADJOURN

South Bay Cities Council of Governments

Steering Committee FOLLOW-UP AGENDA July 8, 2013

Attendees: Dan Medina (Chair, Gardena), Jim Goodhart (1st Vice Chair, Palos Verdes Estates), Jim Gazeley (2nd Vice Chair, Lomita), Ralph Franklin (Inglewood), Jim Knight (Rancho Palos Verdes), Olivia Valentine (Hawthorne), Michael diVirgilio (Hermosa Beach), David Lesser (Manhattan Beach), Jim Osborne (Lawndale), Ellen Perkins (Palos Verdes Estates), Suzy Seamans (Rolling Hills Estates), Rob Beste (IWG Chair, Torrance) Jacki Bacharach, Catherine Showalter, Chandler Sheilds & Steve Lantz (SBCCOG)

I. REPORT OF POSTING OF AGENDA

- ACTION: Received and filed

II. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA

- F. LUV project – action item.

III. PUBLIC COMMENT - NONE

IV. CONSENT CALENDAR - 12:05 pm

- A. Steering Committee – June 10, 2013 meeting minutes attached
 - ACTION: Approved – GOODHART/KNIGHT

V. ITEMS FOR REVIEW AND APPROVAL

ADMINISTRATION

B. SBCCOG Appointments - 12:10 pm

- Commitment letters for those appointed to outside agencies - Outstanding from: Zerunyan (looking for other volunteers), Love (*hard copy mailed to LOVE 7/3/13 by Matthews to be returned July 29 @ Sector Council mtg*) & Gabig (*reminder 7/3/13*).
 - All Officer commitment letters received
- Nominations for SBACC and Measure R Vice Chair and EEC
 - ACTION: Selected Olivia Valentine for SBACC – she regularly attends for the Hawthorne Chamber and can represent us both. MEDINA/GOODHART
- Policy re: rotating chair and vice chair of Measure R Committee -
 - GOODHART – MAYBE NO ELECTED OFFICIAL AS THE CHAIR? PURPOSE IS FOR OVERSIGHT. DO WE NEED THE COMMITTEE?
 - LESSER – QUARTERLY MEETINGS? ADMINISTRATIVE OVERSIGHT – REVIEW DELEGATED TASKS.
 - ACTION: RETURN WITH TASKS AND PURPOSE OF OVERSIGHT COMMITTEE. CONSIDER DIFFERENT TIME. ALSO IDENTIFY RESPONSIBILITIES OF CHAIR AND ELECTED OFFICIALS TOO.
 - Mayor Butts and the SCAG CEHD Committee? He was appointed to the SCAG CEHD Committee in February 2011 and has not attended any meetings.
 - ACTION: Declare the seat vacant, have the chair send a letter to Mayor Butts and send out a solicitation for another appointee from the SBCCOG - APPROVED- – letter sent to Mayor 7/12/13 – hard copy and e-mail. Recruitment e-mail sent 7/16/13

- C. Demonstration of new Web Sites - 12:20 pm - CHANDLER

- BOARD MEMBERS ASK CITY MANAGERS TO HAVE SUBLINK TO THE SBCCOG ON THEIR WEBSITE.
- CONTACT ALL CITIES RE: WHETHER THEY HAVE OUR SITE LINKED ON THEIRS
- CREATE LISTSERVE FOR PEOPLE TO SIGN UP FOR SPECIFIC ISSUE NOTICES
- SBESC – TRANSPORTATION – REFER BACK TO MEASURE R

D. Social Media Semi-Annual Report Statistics – 12:30 pm - CHANDLER

- Memos attached
- USE GOOGLE GROUPS FOR LEGISLATORS
- POLL BOARD MEMBERS RE: THEIR USE OF SOCIAL MEDIA
- LESSER – HOW TO EXPLAIN TO PUBLIC WHAT SBCCOG IS. THIS IS PURPOSE. ALSO WHAT WILL BE THE GOAL FOR SOCIAL MEDIA FOR THE SBCCOG?
- GOODHART – RETURN ON RESOURCES. HOW DO WE MEASURE OURSELVES TO OTHER ORGANIZATIONS?
- POLL OTHER COGs & CITIES USE OF SOCIAL MEDIA
- POSSIBLE LINKED IN GROUP FOR GENERAL ASSEMBLY
- DIVIRGILIO – WE WANT TO BE VALUABLE BUT WE CAN'T BE EVERYWHERE OR WE ARE DILUTED. HE WILL BE A RESOURCE – HE DOES THIS – THOSE THAT DO WELL SPEND A LOT OF TIME IN ONE PLACE AND DO IT EVERYDAY. FIGURE OUT HOW WE CREATE VALUE AND CREATE RELATIONSHIPS – TAKES A LOT OF RESOURCES. NEED TO FIND OUT WHERE WE REALLY WANT TO BE AND USE THE RESOURCES THERE. SBCCOG AND SBESC SOCIAL MEDIA PRESENCE SHOULD BE TREATED SEPARATELY.
- SHOWALTER – CHANDLER HAS GROWN THIS PROGRAM.
- ACTION: Request that the staff prepare a more complete social media plan, which will include identifying target audiences, the messages we want to deliver, the forums best suited to our message and the resources required and to bring back to the Steering Committee.

E. Strategic Plan Proposal - 12:40 pm

- Review proposed scope, process and schedule – memo attached
- A city manager subcommittee has also been sent the attachment for their comments, which will be shared at the meeting.
- **ROLE OF CITY MANAGERS – SBCCOG BYLAWS**

Article VI – City Managers Advisory Body

The governing board shall receive and consider recommendations made from time to time by the South Bay City Managers' Association.

- ACTION: SUBCOMMITTEE FORMED – LESSER, GOODHART, FRANKLIN & MEDINA TO MEET 7/25/13 BEFORE BOARD MEETING
- AGREED TO EXTEND THE DEADLINE BEYOND NOVEMBER FOR THE SESSION AS CURRENTLY REQUIRED IN JACKI'S CONTRACT.

F. Approval of Invoices - 12:50 pm

- DUES AND ASSESSMENT RECEIVED FROM: El Segundo, Manhattan Beach and Torrance. Lawndale paid dues, no assessment.
- Balance Sheet, P&L Operating Budget, P&L Grant Budget reviewED BY SUZANNE
- ACTION: Approved invoices for payment

WORK PROGRAM

F. Sustainable South Bay Strategy Updates – 1:00 pm

- Report on Sustainable Mobility
 - LUV Vehicle Project –
 - Budget for July 29 event – memo attached
 - ACTION: Approved recommended budget – SEAMANS/VALENTINE

STATUS REPORTS PROVIDED

- Regional and South Bay PEV Readiness Planning
- BEV project
- Car2Go car sharing

G. Transportation Issues – 1:15 pm

- Monthly transportation update from Steve Lantz – attached
- Measure R SOUTH BAY PROGRAM: staff was requested to come back with policy recommendations regarding the consequences of a city not meeting the 5 year requirement for projects being completed that are part of the Early Action Plan. After internal discussion, staff recommends that this proposed policy start at the Measure R Committee and receive review by the Infrastructure Working Group in order to get agency input before a policy is recommended for adoption.
- POSSIBLE SALES TAX – REQUEST FROM ANTONOVICH FOR PROJECT LISTS: **NO! POSSIBLE DISCUSSION RE: 405 CORRIDOR GOALS AND PLANS. DEVELOP PROJECTS FOR WHAT METRO SHOULD DO AND WHAT WE WOULD DO AT THE RAMPS WITH OUR MONEY.**
- **ACCELERATION PLAN ALLOWS GREEN LINE TO GALLERIA TO BE COMPLETED SOONER. DO WE WANT TO DO SOMETHING ABOUT IT?**
- **BESTE - IT IS AN EQUITY ISSUE. WE ARE ONE OF BIGGEST TAX GENERATING REGIONS IN THE COUNTY. WE NEED A LIST OF DISTINCT PROJECTS THAT WE WANT. 105, 91, 110 405 ETC.**
- **LANTZ – METRO IS LOOKING AT GROWTH, NOT OUR AREA – MAINTENANCE, NEIGHBORS, ETC.**
- **ACTION: DRAFT OF PROJECTS TO BE AT AUGUST STEERING COMMITTEE MEETING**
- Discussion of Boundary issue with Metro – **MAP CHANGED BY CEO AND WAS ADOPTED BY THE BOARD WITHOUT ANYONE KNOWING. STAFF TO WORK ON FIXING THIS ADMINISTRATIVELY.**

H. South Bay Environmental Services Center – 1:35 pm

- **LOMITA – PLATINUM. PLANNING ANNUAL RECOGNITION LUNCH FOR CITY STAFF – POSSIBLY IN SEPTEMBER – OK**
- **SOCAL REGIONAL ENERGY NETWORK – NEED TO FIND OUT MORE**
- **WBMWD – PRESENTATION LAST FRIDAY TO THEIR COMMUNICATIONS COMMITTEE ON THIS YEAR’S CONTRACT STATUS. NEXT MONTH – CONTRACT FOR NEXT YEAR**
- **VOLUNTEER PROGRAM – NEW E-MAIL ADDRESS. ON LINE APPLICATION**
- **NEW PAINTINGS IN OFFICE**
- Collaborations
 - **LENDING LIBRARY PROGRESS**
 - **POSSIBLE UCLA STUDENT TO DO THEIR MASTERS PROGRAM WITH US**

I. SCAG Update – Report on Subregional Coordinators’ meeting – 1:45 pm

- **1ST meeting reflected suspicion re: what SCAG is doing re: funding for sustainability and cap and trade should it materialize. We requested time for LA County COGs to discuss Metro issues at these meetings.**

J. Legislative Advocacy - 1:50 pm

- Matrix attached – **AB 1214 RE: SCROC – ADD TO MATRIX**
- Legislative Breakfast – July 11 – **FRANKLIN WILL CHAIR**
- MENTIONED CONGRESSMEMBER NAPOLITANO MEETING AND RR MEETING THAT SHE PUT OUR NAME ON.

- **ROOM REQUEST - JULY 29 – USE OF CONFERENCE ROOM BY CONGRESSWOMAN WATERS FOR: Roundtable Discussion and Update on California’s Implementation of the Affordable Care Act**
- **ACTION: REQUEST DENIED, NOT RELATED TO WHAT WE DO** – *e-mailed Cloud 7/9/13*

L. SBCCOG/SBACC meeting – 1:55 pm

- SBACC Chair Joe Ahn is proposing a joint meeting of the SBCCOG Steering Committee and the SBACC Executive Committee. He is suggesting a luncheon that Northrup Grumman would sponsor at the SBESC. The topic could be what has happened with sequestration and the effects on the region. He has offered to arrange for the Los Angeles Economic Development speaker Kimberly Ritter-Martinez who put together a large report on sequestration earlier in the year. He is leaving it up to you if you want to invite the whole COG board and the whole SBACC board. This would be targeted for sometime in August.
- **ACTION: Provide direction – GOOD IDEA? IF SO, EARLY MORNING, LUNCH, DINNER???** **AUGUST 29 – 5TH THURSDAY?**
- **KNIGHT – CITIES WILL BE AFFECTED BY SEQUESTRATION.**
- **FRANKLIN – WE KNOW ABOUT SEQUESTRATION. WE KNOW THE PROBLEM – IS HE OFFERING SOLUTIONS?**
- **ACTION: MEDINA AND AHN HAVE LUNCH RE: WHAT HE WANTS TO ACCOMPLISH.**

AGENDA DEVELOPMENT – 2:05 pm

M. Board Meeting – July 25, 2013 – draft agenda attached

- Future Board topics
 - August – City Dock Project, Port of Los Angeles & Bay Delta Conservation Plan

NEXT STEERING COMMITTEE MEETING – Monday, August 12, 2013 @ 12:00 pm – NO VALENTINE

ADJOURN

South Bay Cities Council of Governments

August 12, 2013

TO: Steering Committee

FROM: Strategic Plan Subcommittee – Medina, Franklin, Goodhart, Lesser

SUBJECT: Strategic Plan Scope of Work & Release of Request for Proposal

Background

At the July Steering Committee, a memo was presented which outlined the following:

- Requirements of the Jacki Bacharach & Associates contract with the SBCCOG for a strategic plan to be completed
- A proposed schedule
- A proposed scope and tasks
- The outline of a proposal
- The adopted Vision, Mission & Guiding Principles

Also in July, 2 of the 4 member City Manager subcommittee met to review the purpose and process for a strategic plan exercise. Their ideas were presented to the Strategic Plan subcommittee when the subcommittee met on July 25. This memo serves to summarize all of these discussions and provide the subcommittee's recommendations for moving forward with a strategic planning exercise.

STRATEGIC PLANNING SCOPE – THE WHAT

The Subcommittee:

- Reviewed the Mission, Vision, and Guiding Principles which were adopted in June 2012 and there was consensus that they do not need to be re-evaluated and were still accurate and relevant.
- Agreed that a SWOT analysis should be done (strengths, weaknesses, opportunities & threats).
- Agreed that there should be a discussion of how the SBCCOG came to its current work program and where the organization is going – a 5-year outlook
- Posed some questions for further facilitator led discussion:
 - How do we identify priorities?
 - Are the SBCCOG's priorities the cities' priorities?
 - Why do SBCCOG members come to the meetings? What are they finding of value?
 - What do the cities want from the SBCCOG?
 - What are the roles and responsibilities of those who serve on the Board and Steering Committee and of the City Managers?
 - What is the SBCCOG's worth to its members?
 - Who are other stakeholders (regional agencies) that find value in the SBCCOG?

STRATEGIC PLANNING PROCESS – THE HOW

The Subcommittee also decided that the participants should include all Board members (delegates and alternates), city managers, SBCCOG Committee Chairs (IWG, GIS) and SBCCOG staff.

The format should include interviews by the facilitator in advance with a number of key people, a full-day workshop, a presentation of the findings, and a written summary report. Specifics of this format would be filled in by the selected facilitator consultant.

STRATEGIC PLANNING PRODUCT

It was also important to the Subcommittee to have a product that addresses the questions above and initiates focused action with measurable results.

BUDGET:

\$15,000-\$25,000 which will come from reserves.

SOLICITATION:

A list of 27 firms obtained from Hermosa Beach will receive a request for proposal.

Revised Draft Schedule

Steering Committee recommend to the Board solicitation focus, budget and process – August 12, 2013

City Managers to discuss strategic plan process – August 21, 2013

Board meeting approval (should go to the Board since this is an unbudgeted item) – August 22, 2013

Release of RFP or Solicitation starts – August 26, 2013

Proposals/Responses due – September 20, 2013

Interviews if desired – October 1, 2013

Selection by Steering Committee – October 14, 2013

Board ratification – October 24, 2013

Notice to Proceed – no later than October 28, 2013

Strategic Planning - November 1 – December 13, 2013

Report to Steering Committee – January 13, 2014

Report to Board – January 23, 2014

RECOMMENDATION

- Review the scope, process, budget, solicitation method and schedule proposed by the subcommittee and make a recommendation for adoption to the Board.
- Recommend to the Board that the JB&A contract requirement be modified from having the completed strategic plan to the Steering Committee no later than November, 2013 to no later than February, 2014 at the earliest.

Appendix (includes proposed scope of work for the RFP, relevant provisions of the RFP & vision, mission & guiding principles)

Proposed Scope for Inclusion in the Request for Proposal

The South Bay Cities Council of Governments (SBCCOG) wishes to clearly define its priorities and value to its members and to establish goals and objectives consistent with its vision, mission and guiding principles adopted June, 2012, in a defined time frame and within the organization's capacity for implementation. It also would like to review the roles and responsibilities of its leadership.

The SBCCOG wishes to utilize the services of a professional facilitator to facilitate its strategic plan and goal setting effort to address the next five years by prioritizing programs and services based on their ability to achieve these goals and to create a document to memorialize this effort.

The SBCCOG invites consultant firms or individuals experienced in strategic plan/goal setting facilitation with elected officials to submit proposals. The SBCCOG is looking for an objective voice, someone who is not likely to have strong predispositions about the organization's strategic issues and ideas in order for the entire membership to benefit. The SBCCOG is ultimately seeking consensus among its elected officials and city managers or senior management within our member jurisdictions.

Specific Tasks:

- A. Facilitation of Strategic Planning/Goal Setting and Workshop Process:
 1. Preparatory meetings with city managers (at least 3) and SBCCOG senior staff
 2. Workshop with the Board of Directors and SBCCOG senior staff
 3. Follow-up meetings with the City Managers Committee and Board of Directors to review the results
 4. Preparation of final report

- B. Full day Workshop with Board and City Managers (at least 3 – not necessarily the same as the interviewees) and SBCCOG senior staff
 1. Assessment of the SBCCOG's strengths, weaknesses, opportunities and threats
 2. Identify and develop specific short-term and long-term goals and priorities for the SBCCOG and how they add value for the members
 3. Review roles and responsibilities of the membership
 4. Identify potential fiscal constraints and opportunities in order to achieve strategic goals and objectives
 5. Review budget process for potential modifications

- C. It is the desire of the SBCCOG to begin the Strategic Plan/Goal-Setting Facilitation process in no later than November 1, 2013.

- D. Facilitator must summarize the results of the workshop and pre-meetings and prepare a document by January 6, 2014 that summarizes the consensus reached regarding the SBCCOG's strategic goals and objectives for the next 5 years, and priorities and ranking the SBCCOG's programs and services based on their programmatic and financial ability to achieve these goals.

E. Process – describe:

1. How you would facilitate the required pre-meetings
2. How you would format and handle the full day Board workshop
3. How would you achieve consensus
4. The format for your final annual strategic plan/goal setting document

Proposal (would include our standard clauses and contract)

Background - The South Bay Cities Council of Governments (SBCCOG) is a joint powers authority of 16 cities and the County of Los Angeles that share the goal of maximizing the quality of life and productivity of our area. Within this structure, the cities and the County maintain the qualities and characteristics that make them unique and independent, while collectively addressing issues of common interest for a greater good. This collective vision of what the SBCCOG can do for our communities is what motivates our members and can best be described four ways — *Partnership, Planning, Persuasion, and Performance*

Overseen by a Board of Directors, the SBCCOG conducts business through committees and working groups made up of city and county elected officials and staff, city and county staff, government partners, and members of the community. These groups focus on issues such as public transportation, energy, sustainability, livable communities, geographic information systems (GIS), legislation, economic development, regional planning, carbon emission reductions, and city infrastructure.

The major programs of the SBCCOG are:

1. Operating the South Bay Environmental Services Center
2. Facilitating the implementation of the \$906 million South Bay Measure R Highway Program
3. Bringing to the members programs and projects addressing sustainability of the region including developing sustainability strategies for transportation and land use including alternative transportation programs such as electric vehicle readiness and climate action planning.
4. Monitoring the work of and representing South Bay interests at regional and state agencies

Qualifications – The firm or individual responding to this RFP must provide:

1. Evidence of substantial knowledge and experience in developing strategic plans/goal-setting efforts for local government organizations at the elected official level.
2. References including the name and contact information for 3 similar organizations (councils of governments, local governments) where facilitator worked recently in goal setting/strategic planning.
3. One copy of a similarly scoped strategic plan developed for one of these elected bodies.

Costs – The Board of Directors has allocated \$15-25,000 for this planning process.

Please provide ‘not to exceed’ costs for the following categories:

1. Preparatory meetings
2. ½ day workshop with the Board
3. Full day workshop with the Board

4. 1 follow-up meeting with the Board and 1 follow up meeting with the City Managers to review the results
5. Preparation of the final report

Disclaimer – The SBCCOG Board of Directors is desirous of conducting a strategic plan exercise but does not currently have a budget for it and will be funding it by using reserves. Therefore, based on the responses received, the SBCCOG reserves the right to consider the different tasks as options and select all, some or none of them.

Vision, Mission & Guiding Principles adopted by Board 6/12

VISION

- The SBCCOG will be a force in the South Bay to achieve sustainable communities through education, collaboration and cooperation of local government focused on improving the environment, transportation alternatives, and the well being of residents, business and the local economy

MISSION

- Provide a forum for local government efforts to work collaboratively in the pursuit of programs and studies directed at:
 - Improving the environment and preserving natural resources
 - Supporting and advocating for regional efforts to expand transportation alternatives, and
 - Increasing the awareness of residents, local business and jurisdictions for effective policies for a sustainable community and economic development

GUIDING PRINCIPLES

The South Bay Cities Council of Governments shall:

- Promote cooperation among the cities and county unincorporated areas of the South Bay region of Los Angeles County in the discussion of area-wide issues of mutual interest
- Support member proposals that further the objectives of South Bay Cities' Council of Governments
- Seek solutions to issues of common concern through joint studies and cost-effective, multi-jurisdictional programs
- Provide a forum for communication and representation on behalf of the South Bay sub-region with other governing bodies and organizations in the South Bay, as well as facilitate the exchange of ideas and information
- Increase visibility and awareness of the South Bay as an outstanding place to live, work and play
- Adopt an annual work program which advances the Vision and Mission

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TO: Jacki Bacharach, SBCCOG Executive Director

FROM: Steve Lantz, SBCCOG Transportation Consultant

RE: SBCCOG Transportation Update – August 2013

Federal Update:

Congressional Transportation Spending Debate Begins for Federal Fiscal Year 2014

It looks like budget season in Congress is going to be a rocky road due to sequestration and spending cap concerns. After the House Appropriations Committee approved its version of the Transportation, Housing and Appropriations Bill a month ago, House leadership has postponed a floor vote on its bill until September and will consider the measure that was approved by the Appropriations Committee after its August recess. The Senate debated a \$108 billion Senate Transportation Housing and Urban Development Appropriations bill (S. 1243) on the Senate floor during the last week in July hoping to pass the bill before its recess then failed to pass the bill August 1st after a Republican filibuster.

The Senate bill would boost Fiscal Year 2014 funding for infrastructure projects and housing subsidies for the poor and is the first bill in a broader budget framework for a number of appropriation bills set up by Senate Democrat leaders that seek to replace deep cuts to agency operating budgets with tax increases and more modest curbs on spending. The measure spends about \$10 billion more than the transportation portion of current House version of the bill. The higher Senate spending levels would permit \$550 million in transportation infrastructure grants first established in the 2009 economic stimulus bill and a new \$500 million fund for “bridge repairs in critical corridors (BRICC)” projects for structures that are seriously deteriorated or “functionally obsolete” – read that as overly congested and in need of widening. The companion House measure contains no infrastructure funding, eliminates high speed rail funds, eliminates Amtrak overtime, and cuts community development block grants to \$1.6 billion, about half the level called for by the Senate.

The dueling Republican and Democratic fiscal philosophy may forebode another series of continuing resolutions. Because the federal fiscal year begins October 1st, unless agreement is reached between the House and Senate by September 30th, a continuing resolution would be needed to maintain FY14 spending at current levels and to prevent a partial shutdown of the affected federal agencies. However, the continuing resolutions may be difficult since the Senate bill is \$7 billion above the sequestration limits that became law as a consequence of Congress's failure last summer to agree on a broader federal budget.

House Told Highway Trust Fund Is Nearing Empty

The House Subcommittee on Highways and Transit held a hearing on July 26th to shine a spotlight on the dreadful financial status of the Highway Trust Fund. The HTF will be unable to meet its obligations sometime in 2014. Barring additional revenues (e.g., a 10-cents per gallon motor fuel

tax increase or a \$15 billion general fund transfer), DOT will start rationing reimbursement payments to states. Since the Federal Highway Administration (FHWA) reimburses states for their expenditures rather than advancing funds, state departments of transportation enter agreements with FHWA, award contracts to construction companies and then rely on getting payments from the feds in order to make payments to the contractors. If the situation gets bad enough, the feds might only be able to cover a portion of states' reimbursement requests.

Revenue deposited in the HTF comes from federal fuel taxes – 18.4 cents a gallon on gasoline and 24.4 cents a gallon on diesel fuel. The Highway Trust Fund is made up of two accounts -- one for highways and one for transit. As it stands, budget forecasts indicate that by the end of fiscal 2014 the highway account will have a cash balance of \$4.6 billion. That's problematic, because in a given month the feds might reimburse states more than \$5 billion. The transit account faces a similar shortfall as the highway account: It will end the year with a \$300 million balance, but some months, it pays out as much as \$1 billion. To meet its reimbursement obligations to states, Congress has been transferring money to the fund since 2008; Congress has transferred a cumulative \$41 billion from the general fund to the HTF, with another \$12.6 billion set for 2014.

It's not entirely clear how states might respond to the current situation. Kim Cawley, a Congressional Budget Office analyst, testified at the hearing that there are a few possibilities. They might be willing to simply wait longer for their reimbursements; they might slow down projects to avoid overextending themselves; or they might actually speed up construction in an effort to get reimbursed ahead of other states and before the money runs out.

Labor Agreement Discord Forces Feds to Freeze California's Transit Funds

The federal government has frozen more than \$1.2 billion in transportation grants to California as it weighs whether the state's recent pension-reform efforts violated the collective bargaining rights of workers. In addition to locking up capital project funding, the freeze has also brought labor negotiations to a standstill as both sides wait for the federal Labor Department to act. The dispute centers on a California law passed last year that put limits on the pensions that public agencies can offer their new hires. Supporters of the law touted it as common-sense reform that would help reign in the huge pension obligations that cities, counties and other government agencies have run up.

But labor unions countered that it violated their collective-bargaining rights by rolling back benefits for future employees without negotiation. The unions invoked a section of federal law that demands a guarantee from any agency receiving federal transit grants — that it will preserve the collective-bargaining rights of its workers.

The Labor Department took up the issue, and has refused to certify California projects as eligible for transit grants that were, for the most part, awarded this year, until it can decide whether the state pension law violates that provision.

Oregon Passes Nation's First Road-Usage Tax

The Oregon State Legislature on July 7th overwhelmingly passed the first-ever legislation in the United States to establish a road usage charge system for transportation funding based on miles

driven to replace the state gas tax. The bill authorizes the Oregon Department of Transportation (ODOT) to assess a charge of 1.5 cents per mile for up to 5,000 cars and light commercial vehicles and issue an equivalent gas tax refund to users. The bill calls for the system to be operational by July 1, 2015.

Mileage-based user fees (MBUF) — or road usage charges (RUC) -- are an alternative way to fund the construction and maintenance of roads. Rather than the current gas tax method, which is based on the amount of fuel purchased at the pump, or toll lanes in which users are charged for use of a specific lane, a vehicle mileage fee or road usage charge is based on how many miles are driven.

Sacramento Update:

Legislators Send Governor Bill Banning Cities From Ticketing at Broken Parking Meters

State lawmakers approved AB 61 on July 3rd that would prohibit cities across California from ticketing motorists who park at meters reported broken that the city failed to fix. Existing law authorizes parking at an inoperable parking meter for up to the posted time limit if no ordinance or resolution has been adopted to prohibit it.

But existing law also authorizes a local authority to adopt an ordinance or resolution prohibiting or restricting the parking of a vehicle at an inoperable parking meter or inoperable parking payment center, as defined. So, local jurisdictions have adopted ordinances allowing issuance of parking tickets at inoperable parking meters. If Governor Brown signs the legislation, it would take effect January 1, 2014 and will be in effect until January 1, 2017.

On July 31st, Los Angeles City Council revoked an L. A. City 2010 law allowing parking citations at inoperable meters at least half a year to assess its effect on vandalism of meters by people hoping to avoid paying. Los Angeles City has more than 37,000 digital meters that take credit cards and cash. The city is automatically informed when these machines malfunction.

California Highways Among Worst In Nation; Increased State Gas Tax May Help

The state excise gas tax had not been raised in two decades until Monday July 1st, when it was increased by 3.5 cents per gallon. But the 20 year stagnation has resulted in California's highway system being ranked 47th among the 50 states in overall highway performance and efficiency in the latest annual highway report by the Reason Foundation. That is a slight improvement for California, which ranked 48th in the two previous studies. Only Alaska, Rhode Island and Hawaii have worse roads. The report covers road conditions through 2009, the most recent year data was compiled by the US Department of Transportation.

According to the report, California spent \$679,000 per mile on road maintenance and other highway upgrades in 2009 making per-mile spending in the state nearly five times the national average. But with 18,260 miles, California's highway system is the 11th largest in the nation and carries the most traffic of any state. California's urban interstates are the most congested in the nation, ranking 50th. The state ranks next to last in urban interstate pavement condition and 49th in the condition of key rural roads.

The dismal condition of roads is especially critical since new regulations being issued by the federal government to implement MAP-21 may require first use of formula federal gas tax funds to repair federal highways that are not meeting new performance standards.

Southern California Update:

Ramp Closures Announced for I-405 Northbound Carpool Lane Construction Zone

Beginning August 3, 2013, the northbound off-ramp to Sunset Boulevard will close for 120 days for the construction of a longer and wider off-ramp. The new Sunset Bridge configuration will feature two northbound right-turn lanes to eastbound Sunset and one northbound left-turn lane to westbound Sunset. The new off-ramp will add 60 percent more capacity to store vehicles and segregate traffic from Sunset Boulevard and the I-405.

On August 22, demolition of the northbound I-405 on-ramp from eastbound Wilshire Boulevard begins, marking the last leg for re-constructing the I-405/Wilshire Boulevard ramps. The Wilshire ramp demolition, expected to last 90 days, will result in a new on-ramp with 280 percent more vehicle storage capacity, created by the bridge's increase from 824 to 3,129 feet in length.

LA Mayor Garcetti appoints three new Metro Board Members; Bonin has Triple Play

The mayor of the City of Los Angeles controls four seats on the Metro Board of Directors. On July 18th, new Los Angeles Mayor Eric Garcetti named two city councilmen and a nonprofit leader to join him on the board: L. A. City Councilman Paul Krekorian from the San Fernando Valley, Mike Bonin from the Westside, and Jackie Dupont-Walker, president of the USC Master Plan Advisory Committee and president of the Ward Economic Development Corp. Garcetti's appointees replace board members appointed by former mayor Antonio Villaraigosa: Mel Wilson, Richard Katz and current L. A. City Councilman José Huizar.

Councilman Bonin, who replaced former LA City Councilman Bill Rosendahl on July 1st, had a triple-play first month as he was appointed Chairman of the LA City Council Transportation Committee and Vice Chair of the Exposition II Construction Authority Board.

Metro Orders 25 All-electric Buses

Metro has signed a contract with BYD Motors for up to 25 new all-electric buses, as an element of a \$30-million clean air bus technology pilot project. An initial purchase of 5 vehicles provides an opportunity to determine whether electric buses can meet LA's rigorous performance requirements. If those work out, Metro may choose to purchase up to 20 additional buses. Metro is also soliciting bids to convert six of its existing hybrid buses to Super Low Emission Bus standards.

Metro's Super Low/Zero Emission Bus Program started in 2011 to meet future vehicle emission reduction targets set by the California Air Resources Board. The program tests EV technologies to check for improved operating characteristics including more range, better integrated subsystems and lighter weight construction. The overriding question is whether the electric buses reduce operating, maintenance and life cycle costs compared to Metro's current fleet.

Metro to Study Conversion of I-405 HOV Lanes to Express Lanes

At the urging of Metro Board Member Mike Antonovich, the Metro Board on July 25th asked Metro staff to produce a report on whether it makes sense for the HOV lanes being constructed on the I-405 to become High Occupancy Toll Lanes to offset the ever expanding budget of the widening project. Metro staff is also exploring creation of HOT Lanes for the I-5 and I-405 from the Orange County line to LAX to pay for expansion of the local HOV network. Metro will report on the performance of the existing I-110 and I-10 Express Lanes in 2014 once the demonstration project period ends

Interim ExpressLane Performance Evaluation Released by Caltrans

More vehicles traveling at higher speeds are using the high-occupancy vehicle lanes on the 110 Freeway since they were converted to ExpressLanes, while speeds on the other lanes largely remained constant, according to a six-month evaluation of the project by Caltrans. Workweek trips are averaging 57,256 per day on the ExpressLanes compared with the average of 50,000 trips before the 11 miles of ExpressLanes were installed between the 91 Freeway and Adams Boulevard. Ridership on the Metro Silver Line has increased 5 percent, a figure that closely tracks the 4 percent improvement in on-time transit performance. In addition, 18 new van pools have formed.

The average ExpressLanes speed on the Harbor Freeway was 65 mph during the peak morning commute, from 5-9 a.m. The average speed for the rest of the freeway lanes during the peak morning commute was 48.3 mph, largely unchanged from the average speed of 48.4 mph prior to the Nov. 10 opening of the ExpressLanes. Travel speeds have actually exceeded the goal of an average 45 mph speed 90 percent of the time during peak periods. In the morning peak travel period (6-9 a.m.), average speeds in the 110 ExpressLanes have increased by over 5 mph with the implementation of ExpressLanes. The average price for the trip was \$5.35, although the cost during the peak morning commute was considerably higher -- about \$10. However, a majority of trips cost less than \$3 in either direction. About 41 percent of motorists drive solo and pay the fee, while the remainders have 2 or more people in the vehicle.

Metro cautioned that the data is preliminary and subject to change ahead of an independent evaluation scheduled for release in mid-2014.

Palos Verdes Peninsula Transit Changes Schedule for August

Now that summer school has ended Palos Verdes Peninsula Transit will only be running buses on the 225/226 lines through the end of August, according to a message sent Friday from the Palos Verdes Peninsula Transit Authority. All other bus lines will begin to run Aug. 27, when school starts.

Line 225 runs all day from Averill and Eighth Street to Palos Verdes Boulevard and Via Valencia, with stops by Miraleste Intermediate School and the Promenade on the Peninsula in between. Line 226 services Palos Verdes Drive West in the mornings and evenings.

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South Bay Cities Council of Governments

August 12, 2013

To: Steering Committee

From: Jacki Bacharach, Executive Director
Steve Lantz, Transportation Consultant

Re: Measure R Oversight Committee Roles and Responsibilities

During discussions at the July 8, 2013 Steering Committee, Jim Goodhart requested that staff provide a summary of the tasks and purposes of the Measure R Oversight Committee (MROC).

BACKGROUND

The Measure R Oversight Committee (MROC) first met on January 18, 2011. The Steering Committee initially chartered the MROC as a Sub Committee when Steering Committee leader recognized that the scope of the Measure R Highway Program (SBHP) was too large and complex to be provided proper consideration during the Steering Committee monthly meetings.

Many of the Steering Committee members have also served on the MROC since its inception. In 2012, recognizing that there was unnecessary duplication in the matters being considered by the MROC and the Steering Committee, the subcommittee became an official committee and most MROC recommendations now go directly to the Board of Directors rather than through the Steering Committee.

MROC voting members are limited to elected officials representing SBCCOG member jurisdictions. The Infrastructure Working Group is the technical advisory committee to the MROC. Other agencies, SBCCOG consultants and staff, private consultants, and interested members of the public are also encouraged to participate in the MROC committee meetings.

The MROC officers are the Chair and Vice Chair. The Chair officiates at MROC meetings and is expected to provide committee reports and present recommendations to the monthly SBCCOG Board. The MROC Chair may also be asked to represent the SBHP and the SBCCOG on policy matters and Board-approved intergovernmental advocacy. Schedule permitting, the Chair is invited to participate in the Infrastructure Working Group meetings and SBHP workshops. The Vice Chair is expected to participate in all MROC meetings and to become conversant with the SBHP, the policies and procedures of the Committee and to chair meetings or provide reports to the SBCCOG Board in the absence of the Chair. Other SBCCOG Board members, alternates and elected officials representing all SBCCOG member jurisdictions are encouraged to participate in the MROC deliberations and advocacy efforts and to consider taking a leadership role in the committee. This participation in the committee is essential as it takes four elected officials to provide a quorum for actions to be taken at the MROC.

PURPOSE

The purpose of the committee is to provide administrative and policy oversight of the staff and consultants work related to South Bay Highway Program (SBHP) on behalf of the SBCCOG Board of Directors. The MROC recommends policies, procedures and provides SBHP status updates to the SBCCOG Board. The recommendations generally fall into four areas: SBHP program development, SBHP project oversight, SBHP-related intergovernmental relations between the SBCCOG, its member jurisdictions, lead agencies for SBHP projects, and Metro; and SBHP-related administration.

MROC meeting agendas generally includes the following tasks:

- Metro and Caltrans Updates - monthly
- SBHP Project Status Updates (Monthly Project Progress and Project Risk Reports)
- 3-month Look Ahead Summary and SBHP Implementation Calendar Update – monthly
- SBHP Project Spotlight – monthly
- Metro Contract Status Report with Contract Remaining Funds Report - quarterly
- Metro Budget Request - annually in November
- SBHP Implementation Plan Updates - biennial small update and large revision
- Workshop announcements / SBHP training opportunity notices - as needed
- Program development, project oversight, intergovernmental relations, administrative and policy development recommendations to the SBCCOG Board – as needed

The SBCCOG Board adopted a SBHP Delegation of Authority Policy on September 28, 2012.

Under the policy, the following SBHP actions require approval by the **Metro Board**:

- New SBHP project eligibility within Measure R Ordinance, Expenditure Plan and other Metro Board Guidelines and policies (e.g.: Call for Projects local match)
- Measure R Expenditure Plan that identifies the annual South Bay Subfund revenues available for SBHP program
- Programming of SBHP projects in the SCAG RTP, Metro LRTP and SCAG TIP
- Measure R South Bay Subfunds eligible to be committed as local match for Metro Call for Project Applications
- Annual Measure R SBHP project list, annual contingency funds, program administration funds, inter-agency coordination funds, program development funds and project oversight funds
- Swaps of Measure R Subfunds between highway and transit projects (2/3rds Metro Board vote required)

The following SBHP actions require approval by the **SBCCOG Board**:

- SBHP recommended project funding allocations
- Annual Measure R SBHP project list update
- Bi-annual South Bay Highway Program Implementation Plan Update including policies, procedures and process changes
- Measure R South Bay Subfunds recommended to Metro for Metro Call for Projects South Bay Project Applications
- Annual Measure R South Bay Subfund budget request to Metro
- New SBHP Contracts and Task Orders in excess of \$50,000
- No-net-change reallocations of contract or task order scopes and funding in excess of \$50,000

- Any reallocations or contract or task order scopes and funding that are outside of the adopted budget or implementation plan – no matter what the value
- Changes required to the South Bay Implementation Plan that are time critical and cannot wait until the regular bi-annual update
- Approval to apply for federal or state funding for SBHP projects
- Requests for Metro to program SBHP projects in the SCAG RTP, Metro LRTP, and SCAG TIP, as needed for compliance and eligibility to receive state and federal transportation funds

The following SBHP actions require approval by the **MROC** prior to consideration by the SBCCOG Board :

- Recommend new contracts, task orders over \$50,000 and receive and file notifications by the Executive Director for task orders under \$50,000.
- Recommend annual SBHP project list changes and Metro budget requests
- Oversee development and recommend new SBHP-related policies and procedures
- Recommend Bi-annual South Bay Highway Program Implementation Plan Updates
- Consider notifications by the Executive Director of emergency actions to initiate remedial administrative assistance for projects with unforeseen problems that need immediate attention
- Approve changes in Lead Agency that have no cost ramifications and are agreeable to all parties

The following actions require approval by the **SBCCOG Executive Director**:

- New SBHP Contracts and Task Orders with a Not-To-Exceed Value less than \$50,000
- No-net-change reallocations of contract or task order scopes and funding less than \$50,000
- Compensation and assignment of SBCCOG staff to SBHP support tasks
- Changes in lead agency that have no project cost ramifications and are agreeable to all parties
- Emergency actions to initiate remedial administrative assistance for projects with unforeseen problems that need immediate attention
- Administrative decisions regarding staff and marketing budgets, expenditures and logistics within Board-approved scopes and budgets.
- All of the above actions taken by the SBCCOG Executive Director are reported to the Measure R Oversight Committee no less frequently than quarterly.

RECOMMENDATION

SBCCOG Staff recommends that the SBCCOG Steering Committee receive and file this report and continue to solicit interest in this committee.

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South Bay Cities Council of Governments

August 12, 2013

TO: SBCCOG Steering Committee
SBCCOG Measure R Oversight Committee

FROM: Jacki Bacharach, Executive Director
Steve Lantz, SBCCOG Transportation Consultant

SUBJECT: Response to Metro Request for Future Sales Tax Projects

BACKGROUND

Supervisor Mike Antonovich, in one of his last actions as Chairman of the Metro Board, sent a letter to the each of the LA County Councils of Governments requesting their subregion's priority projects to be considered for inclusion in a potential sales tax measure for transportation in 2014. Supervisor Antonovich's letter, attached as Exhibit 1, asks the Councils of Governments to provide their responses to Metro by September 4, 2013.

In developing a draft, the SBCCOG staff and consultants deliberated with the Westside Council of Governments and the Gateway Cities Council of Governments to determine to see if there are shared concerns and mutually-beneficial programs and projects that could be proposed. Staff has prepared a draft response that includes broad concerns and potential projects and programs (see Exhibit 2).

RECOMMENDATION

The Measure R Oversight Committee recommends that the SBCCOG Board of Directors approve and transmit by September 4, 2013 the letter in Exhibit 2 responding to Metro Chairman Michael Antonovich's request for South Bay projects to be considered for inclusion in a future Los Angeles County sales tax measure.

The Steering Committee receive and file.



Board of Supervisors County of Los Angeles

MICHAEL D. ANTONOVICH
SUPERVISOR
CHAIRMAN, MTA BOARD OF DIRECTORS

June 20, 2013

The Honorable Ralph L. Franklin
Chairman
South Bay Cities Council of Governments
20285 S. Western Ave., #100
Torrance, CA 90501

Dear Honorable Franklin:

To create a representative transportation plan it is vital to have local jurisdictions develop a transportation priority list through their COGs to guide a 2014 local sales tax measure that would meet the concerns of all of the county's cities and unincorporated communities. This action will correct the failure of Measure J.

Please agendaize a discussion of your region's transportation priority list at an upcoming COG meeting and send that list detailing your region's needs to the MTA Board before Wednesday, September 4, 2013. Following your submission of your COG's priorities we will be able to begin a new discussion with this critical input in hand.

Sincerely,

A handwritten signature in cursive script that reads "Mike Antonovich".

MICHAEL D. ANTONOVICH
Chairman

cc: South Bay Cities Council of Governments Board of Directors
Jacki Bacharach, Executive Director, South Bay Cities Council of Governments
MTA Board Members

Exhibit 2

September 4, 2013

Diane Dubois
Chair
Los Angeles County Metropolitan Transportation Authority
One Gateway Plaza
Los Angeles, CA 90012

DRAFT

Dear Chair Dubois:

In response to the June 20, 2013 letter from Immediate Past Chair Mike Antonovich, the South Bay Cities Council of Governments (SBCCOG) has discussed our concerns and potential programs /projects that we would like considered for inclusion in a potential future Los Angeles County transportation sales tax measure and the next Metro Long Range Transportation Plan and SCAG Regional Transportation Plan / Sustainable Communities Strategy. We have several overarching concerns and have attached a list of potential South Bay projects and programs.

We encourage Metro to continue the collaborative measure development process initiated by Supervisor Antonovich. We strongly believe that a successful measure requires a transparent and inclusive process that puts “Neighborhoods First” and builds from the neighborhood up to the region rather than the region-down focus of previous sales tax measures. South Bay cities are committed to developing sustainable mobility programs that address local and sub-regional congestion issues, achieve emissions reductions by dramatically growing the zero emission vehicle fleet and integrating active transportation corridors where appropriate. We understand the urgency of improving the quality of life in our suburban neighborhoods while improving the connectivity of our sub-region to the regional highway, bus and rail networks.

We believe that a first priority of a future ballot measure must be a program that delivers a geographically balanced allocation that more closely returns sales tax revenues to the sub-region of origin in proportion to the sales tax collected in the sub-region.

We also understand that a future ballot measure should ensure that Metro’s current transit and highway commitments made in Proposition A, Proposition C, and Measure R are fully funded including changes in projected lifecycle operations, maintenance and rehabilitation costs related to the recently-approved Metro Acceleration Plan.

We believe that a measure that is principally used to complete prior commitments is not sufficient for success, therefore, it must also include new programs and projects which must have reasonable life-cycle cost estimates, and be highly cost effective. And, because a new local sales tax will need to be leveraged to fund even a few new priorities, a new sales tax measure must be built on sound technical justifications for projects and programs that attract investment by other public and private transportation project partners and will energize strong voter support.

At this early stage of deliberations, we need to make clear that incorporation of these initial suggestions does not constitute nor imply support for any potential sales tax measure to be developed. The SBCCOG would need to review the provisions and projects in the proposed measure to determine our position. We expect a comprehensive and collaborative development process will take more than two years to complete and do not believe a successful measure should be presented to the voters before 2016.

Realizing that this is only the first step in what appears to be a lengthy process, the SBCCOG has compiled the attached listing of programs and projects that we believe are important to South Bay voters. Thank you for this opportunity to express our initial concerns and to identify our needs. The SBCCOG looks forward to working closely with the other partners and stakeholders in any design of a new ballot measure.

Sincerely,

Dan Medina Chairman
South Bay Cities Council of Governments

Cc: Metro Board of Directors
SBCCOG Board of Directors
Arthur Leahy, Metro CEO

Attachment

South Bay Programs and Projects for a potential transportation sales tax (updated 7/28/13)

Regional Projects

- Fully fund Transit and Highway regional projects promised in Measure R
 - Crenshaw - LAX Transit Corridor Project to Hollywood Red Line
 - Green Line - LAX Connector
 - Preventive Maintenance / Rehabilitation of Transit (Bus & Rail)
- Capacity / Operational Improvements:
 - SR 91 Freeway improvements west of I-110
 - I-405 improvements between I-105 and Carson)
 - SR-105 between SR 110 and coast
 - SR-110 Interagency Corridor Management, Connector Ramps and auxiliary lane
 - La Cienega Corridor
 - Pacific Coast Highway / Sepulveda Corridor / Lincoln Corridor
- Green Line: Southern extension to Torrance or Long Beach Blue Line
- Fixed guideway transit facility improvements including Metro Green Line, Harbor Gateway Transitway (Metro Silver Line)
- Metro/or South Bay Municipal operator "Rapid" lines for regional connectivity
- Rehabilitate State Highways (non-freeway routes) and major arterials
- Highway Bridge rehabilitation / seismic retrofit program
- Countywide ITS / Traveler Information Systems Operation and Maintenance

Sub-Regional Programs (possibly funded through the creation of a sub-regional program within the measure under which cities could determine within their COGs the most appropriate sub-regional uses of their proportionate share of the Sub-regional Program funds.)

- South Bay Plug-in Electric Vehicle Public Infrastructure Program
- High Quality Transit service to Rail and Express Bus Stations
 - Start with High Quality Transit Analysis
- "First/Last-mile" connections for transit (@O&D) walkability, bike, shuttle services to:
 - Fixed guideway transit facility improvements including Metro Green Line, Harbor Gateway Transitway (Metro Silver Line)
 - Metro/or South Bay Municipal operator "Rapid" lines for regional connectivity
 - Transit hubs for ease of transfers
- Establish "Neighborhood-Oriented Development" Program
- Implement a Sub-Regional Traffic Management Center
- Complete streets designed for Neighborhood Electric Vehicles
- Mobility and safety projects for Cities which did not have projects under Measure R due to not being within the "one-mile" distance from a State Highway
- Focused Circulation/parking improvements at major commercial /shopping centers
- Expanding traveler information to add more locally-oriented information (transit/multi-modal/alternative energy stations and charging station status)
- Car and bike sharing programs
- Per city safety assessment to identify accident locations and corrective measures
- Safe Routes to School implementation
- Flooding/erosion-related roadway geometric/safety improvement projects
- Illuminated Street Name Signs (LED)
- Beach access/circulation improvements and parking visitor information/way-finding

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South Bay Cities Council of Governments

August 12, 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

Metropolitan Water District (MWD) Caucus Meeting – Water Energy Nexus

The July meeting included a presentation about the closing of the San Onofre Nuclear Generating Station (Mark Martinez, SCE) and a presentation on how water agencies can assist with reducing peak demands if necessary (Jon Lambeck, MWD).

SCE has been preparing for the closure and has been increasing capacity and building up infrastructure to meet demand. Twenty two percent of the state's power is renewable from solar and wind farms but renewables are not necessarily there when energy is needed. Peak energy use does not always coincide with sunny or windy periods of the day.

The Governor's office is asking that there be more of a focus on joint messaging with water utilities – conservation, along with smart water and energy use; saving water saves energy. Water agencies are shifting energy load to off-peak times; incentivized by utilities.

SCE Water Leak Detection Program Grant Award

The proposal submitted by SBCCOG/SBESC as part of a team with WSO and Willdan has been selected for funding by SCE! Steps are underway to finalize the Scope of Work as part of the contract. The total budget is \$900,000 for two major parts and we were one of 3 successful bidders. We are expecting about \$40,000 for our administration and coordination work tasks. The bulk of the work is technical and will be performed by the sub-consultants. Up to 4 water systems in the South Bay (Lomita, Manhattan Beach, Inglewood and El Segundo) will be included in this effort to identify and repair water leaks. The optimistic goal is to request SBCCOG Board approval of the finalized contract in August.

SCE Energy Leader Partnership (ELP)

A bulletin has been drafted that will be sent quarterly to city managers and staff with important information regarding the program, cities that have moved up tier levels and next steps. SBESC staff is also planning an ELP Annual Recognition Luncheon to be held Thursday, September 26, 2013 in the Client Theatre to acknowledge the hard work of city staff, highlighting those cities that have achieved Gold & Platinum designations. Gene Rodrigues, SCE Director of Energy Efficiency and Solar, has accepted our invitation to participate in the program. In addition, meetings with the cities are being scheduled to provide a one-on-one view of the ELP program, where they stand and how their goals align with program goals.

*Funding source: Southern California Edison

Southern California Gas (SCG)

The Gas Company/SBESC rebate check presentations to Palos Verdes Peninsula USD (\$18,914) took place on July 25. RPV Mayor Brooks and RHE Mayor Zerunyan participated in the ceremony.

West Basin Municipal Water District

Current contract (Sept 1, 2012 –Aug 31, 2013)

On July 5, a presentation was given by SBESC and staff on work completed to date which was well received by the Communications Committee. On July 22, the WBMWD Board accepted the report on consent calendar.

New contract (Sept 1, 2013 – Aug 31, 2014)

July 10 SBESC staff met with West Basin staff to discuss existing contract and new scope of work for next contract term

August 22 SBCCOG Board of Directors to approve scope of work

August 26 WBMWD Board of Directors to approve scope of work

Workshops

The following report lists information from the workshop that took place during the July 2013:

Event Date	Event Name	No. Attended/ No. of RSVPs	Staff Lead
7/27/13	California Friendly Landscape Training	58/54	MS
7/29/13	The Challenge of Short Trips in the Vehicle Marketplace: Demonstration Project Results	42/25	DM

City Staff Training and Workshops

SBCCOG staff is currently working to establish a robust fall energy efficiency training program for city staff. Workshops will likely include updates to the Title 24 energy code, updates to the CalGreen code, maintaining building systems, energy management and more. Pending SCE approval, a full schedule is expected to be released in late August.

*Funding source: Southern California Edison

Residential “Sustainable” Workshops

Development of the new workshop series continued in the month of July; the series begins in August and will be offered on Saturday from 9-11am and Wednesday evening from 7-9pm. The proposed schedule with tentative titles is as follows:

Aug 24 and Aug 28 Everything You Ever Wanted to Know About Water in Your Community

Sept 14 and Sept 18 Is Solar Energy the Right Choice for You?

Sept 28 and Oct 2 What You Need to Know About Energy Efficiency for Your Home

Oct 12 and Oct16 Zero Waste: How to Minimize Impact on the Environment

Nov 2 and Nov 6 Reducing Your Carbon Footprint through Your Transportation Choices

*Funding sources: Los Angeles County, SCE, West Basin Municipal Water District

Volunteer Program

July hours, 2013

Volunteer hours worked:	236.25	Grand total as of July 31, 2013	9,596.18
Volunteers worked	15		
Active volunteers	29		

Training: On July 30, a volunteer orientation and training took place. Eight new volunteers attended the training.

II. MARKETING, OUTREACH AND IMPLEMENTATION

SBESC has begun to place ads in the *LaOpinion* special Water and Energy section and *Hoy*, the LA Times Spanish language newspaper, for our workshops delivered in Spanish.

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

Outreach Events

SBESC had a presence at 11 different community/employee events in July and is scheduled to participate in 14 community events in August. We continue to have a presence at 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: 74 audits completed as of July 30, 2013

Contract goals: 10 follow-up visits at 10 previously audited sites
Status of goals: 9 follow-up visits as of July 30, 2013

Contract goal: 150 restaurants to be contacted to conduct a feedback phone survey
Status: 100 restaurants were contacted

Contract goal: 20 phone surveys to be implemented
Status: 20 feedback surveys have been collected as of July 30, 2013

*Funding source: West Basin Municipal Water District

Customer Recognition– WBWMD

Staff has received updated lists for Palos Verdes Estates and Rolling Hills Estates and will be scheduling customer recognition presentations for upcoming months.

*Funding source: West Basin Municipal Water District

Sanitation Districts of LA

Contract goal: Schedule 5 outreach presentations to different public groups
Status of goal: 3 have been scheduled in coordination with the Sanitation Districts staff
The final 2 presentations for this contract year will be part of the residential workshop series.

The Joint Water Pollution Control Plant Tour for August 3 that SBESC has helped promote has received a high level of response. The Sanitation Districts staff asked SBESC to stop promoting the event two weeks prior to the event because they have already received 90 RSVPs.

*Funding source: Sanitation Districts of Los Angeles County

MEL (Metro Express Lanes)

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

Contract goal: 36 events
Status of goal: 36 events

During the month of July, SBESC scheduled three (3) outreach events that MEL participated in and a total of sixteen (16) FasTrak accounts were opened.

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

Vanpool Program

During July, SBESC staff contacted Mattel, County of Los Angeles, Little Company of Mary, International Rectifiers and Kaiser and is providing information on vanpool formation. SBESC continued outreach efforts with Raytheon and Northrop Grumman before and during the hold on vanpool subsidies. Subsequently Metro will research the number of vanpools formed during contract period to credit SBESC for vanpool formations completed.

*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: 10 meetings held as of July 2
5 signed letters of support received

Summary: Presentations were given to Trump, Marymount College, Malaga Bank, Tesoro, Silverado Senior Living, Northrup Grumman, International Rectifier, Daily Breeze, Comerica Bank. Materials were provided to the Gas Co for internal management presentation; approved by WBMWD

Sketchers USA has agreed to meet for a business briefing. Staff is contacting Little Company of Mary Hospital and Whole Foods for presentation opportunities; following up with Comerica Bank and Daily Breeze for letters of support,

Presentations

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

Status: 30 scheduled; 22 presentations have been given

122 support cards were collected at various community events during the month of July for a total of **929 support cards**

*Funding source: West Basin Municipal Water District

Outreach

Beacon Award Champion Activities

Beacon Award Participants: Manhattan Beach, Rolling Hills Estates
Carson, Hermosa Beach, Rancho Palos Verdes (in process)
Torrance (resolution passed by City Council on July 16)

SBESC staff is supporting cities in the application process by sending links to the on-line application form and providing the links to their municipal and community GHG inventories which are needed to accompany their Beacon application. Remaining cities that have not passed a resolution to join the Beacon Award Participant Program will be re-asked in August.

*Funding sources: Southern California Edison, Gas Company

Multicultural & Diversity Outreach Initiative

Staff identified radio stations and churches among other places where Spanish, Vietnamese, and

Korean languages speakers may meet. This information is very useful for events planning and outreach.

A flyer called “Scavenger Hog” was translated into Spanish. It is published by Alliance to Save Energy (www.ase.org), a national non-profit organization created in 1977 to promote energy efficiency through research, education and advocacy. Staff had contacted the organization’s leading office in Washington DC to request permission to translate and use their document. We received formal approval for the translation, and now we can offer both English and Spanish versions to children. A related outcome is that the Alliance is now interested in partnering with SBESC to promote education and services to the parents of students of those schools that participate in the PowerSave Schools Program.

School Initiative

Internal goal: 12 meetings

Status: 11 meetings have taken place; *Energy Management Handbook* distributed
In August, staff will be developing a School Plan in collaboration with our contract energy engineer and the PVPUSD energy manager to build on the initial meetings with follow-up outreach to schools.

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

III. TECHNOLOGY, PLANNING & RESEARCH

Climate Action Plans (CAP)

Staff is working with SCE to finalize the Scope of Work and Contract for the Strategic Plan Strategies Phase 3 Funding. The Scope of Work is to develop the Energy Efficiency chapters of the Climate Actions Plans and the funding cycle ends December 2014. Staff is preparing the RFP for consulting services under this contract so that the RFP is ready to release as soon as the Contract is finalized with SCE.

The SBCCOG provided a letter of support for a regional proposal in response to the Local Coastal Program Sea Level Rise Adaptation Grant Program solicitation. The goal of this project is to develop a sea level rise and coastal storms study and is intended to support future coastal impact assessments and climate change adaptation planning work in the Los Angeles region, including along the South Bay coast. The following South Bay coastal communities are participating jurisdictions in this proposal: El Segundo, Hermosa Beach, Manhattan Beach, Redondo Beach and Torrance.

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

Energy Action Plans (EAP)

Staff continues to draft Energy Action Plans. The Torrance Energy Action Plan is currently with city staff for review and input.

*Funding source: Southern California Edison

EEMIS (Enterprise Energy Management Information System)

The EEMIS utility data reporting and archiving web tool has launched with useful data available to all cities. There are some holes in the historic data that are currently being addressed collaboratively by the SBCCOG, LA County, and Southern California Edison. Following the resolution of these data gaps, the SBCCOG will work with South Bay Cities to schedule one-on-one training sessions between LA County and each city. LA County is providing this training due to their long term involvement with this web tool. The upcoming training sessions will be

tailored to the specific reporting needs of each city.

*Funding source: SCE Strategic Plan Strategies

IV. ADMINISTRATION, FINANCE & HUMAN RESOURCES

Communications

Changes have been made to the website workshop registration form for more intuitive user interface. Staff is developing a memo to present to the Board, detailing social media progression for the Center as well as establishing what social media platform(s) are most suitable for the SBCCOG.

Lending Library Program with the City of Torrance

The MOU is fully executed. Staff met with Torrance library staff July 29 to discuss administrative tasks necessary to launch the lending library program. A book inventory has been compiled and the books will be taken to the Katy Geissert Civic Center Library.

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

South Bay Cities Council of Governments

August 12, 2013

TO: Steering Committee

FROM: Jacki Bacharach, Executive Director

SUBJECT: Information Item: SCE Water Leak Detection Program Grant Award

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 is implementing the Program through their Local Government Partners therefore cities in the SBCCOG are eligible to participate. Four cities in the South Bay have municipal water systems and enthusiastically agreed to be included in the SBCCOG proposal. 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 for administrative and coordination work tasks as part of a team with technical expertise in the water energy nexus.

STATUS

We are pleased to report that the proposal submitted by SBCCOG as part of a team with WSO and Willdan has been selected for funding by SCE. (The City of Westminster was the only other proposal selected in this category in the SCE territory.) Steps are underway to finalize the Scope of Work as part of the contract as well as to negotiate a final budget.

Our proposal was for approximately \$519,000 but SCE has indicated that they will be reducing all of the budgets of the successful bidders to stay within their total budget of \$900,000. We are expecting that when negotiations are completed, the SBCCOG will receive about \$40,000 for our administration and coordination work tasks. The bulk of the work is technical and will be performed by the sub-consultants – Willdan and WSO.

Up to 4 water systems in the South Bay (Lomita, Manhattan Beach, Inglewood and El Segundo) will be included in this effort to identify and repair water leaks and implement pressure management to reduce system water losses.

Staff is hoping that the contract will be finalized in time for it to go straight to the August 22, 2013 Board meeting along with an agreement to sub-contract with Willdan. Willdan will then subcontract with WSO. It is important to move this forward expeditiously since this is a short term project in which all of the work must be completed by the end of 2014.

Prepared by Suzanne Charles with input from Catherine Showalter, Kim Fuentes, and Joline Muñoz.

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South Bay Cities Council of Governments

August 12, 2013

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

RE: Bills to Monitor and for Action

ECONOMIC DEVELOPMENT

AB 66 (Muratsuchi)	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.	SUPPORT & SPONSOR (3/28/13) (Ltr to Asm Comm. 4/10/13)(Ltr to Sen Comm 6/11/13)	Senate Appropriations Committee Hearing Date: 8/12/13
SB 470 (Wright)	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.	SUPPORT (5/23/13) (Letter to Assembly sent 5/29/13)	Assembly Local Government Committee Hearing Date: 8/14/13

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	Senate Transportation & Housing Committee Hearing Date: 7/9/13 – cancelled by author
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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
- AB 1147 – Massage Therapy
- AB 1214 – Southern California Regional Occupational Center

New Law – AB 277 – Tribal Gaming; compact ratification

STATE LEGISLATIVE SCHEDULE

- 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 & Congress Members 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, August 22, 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. **July Board Meeting Minutes (attachment) – Approve**
 - B. **WBMWD 2013-2014 Contract (attachment) – Approve**
 - C. **Measure R Quarterly Status Report (attachment) – Receive and file**
 - D. **Legislation (attachment) – Receive and file**
- VII. **PRESENTATIONS**
 - A. **Bay Delta Restoration (6:10 pm)**
 1. Rob Beste, WBMWD
 - B. **Status Report on I-110 ExpressLanes (6:55 pm)**
 1. Stephanie Wiggins, Metro Project Manager will make the presentation

C. CARB report (7:10 pm)

1. Judy Mitchell will provide a look into her service as a member of the California Air Resources Board

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)
 1. Award SBHP Bench Contracts
 2. De-obligation policy
 3. Ratify Potential Sales Tax project list
- D. Monthly Transportation Report from Steve Lantz (attachment) – Receive and file (7:40 pm)

IX. SOUTH BAY ENVIRONMENTAL SERVICES CENTER UPDATES (7:45 pm)

- A. Update on programs and activities – Catherine Showalter

X. SBCCOG ISSUES AND REPORTS – Jacki Bacharach (7:50 pm)

XI. BOARD MEMBER ANNOUNCEMENTS (7:55 pm)

XII. AGENCY REPORTS (8:00 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, Stephen Sammarco?)
 2. Transportation (John Addleman, Dan Medina)
 3. Community, Economic, & Human Development (James Gazeley & VACANT)
 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 (Artie Fields)
- F. South Bay Association of Chambers of Commerce (Valentine)
- G. South Bay Workforce Investment Board (John Parsons)

XIV. UPCOMING EVENTS & ANNOUNCEMENTS

XV. SEPTEMBER SBCCOG COMMITTEE MEETINGS & WORKING GROUPS

September 9 Measure R Oversight Committee
Steering Committee

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

XVI. ADJOURNMENT TO SEPTEMBER 26, 2013