

South Bay Cities Council of Governments

Steering Committee

AGENDA

Monday, December 11, 2017

12:00 pm

SBCCOG Office

20285 Western Avenue, Suite 100

Torrance, Ca. 90501

- I. INTRODUCTIONS
- II. REPORT OF POSTING OF AGENDA
 - **ACTION:** Receive and file
- III. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA
- IV. REVIEW OF HANDOUTS
- V. PUBLIC COMMENT
- VI. **CONSENT CALENDAR** – action items noted, remainder are receive & file – 12:05 pm
 - A. Steering Committee – November 13, 2017 meeting minutes attached
 - **ACTION:** Approve
 - B. Contract Amendment #3 with Southern California Gas Company for work with LA Department of Water and Power
 - Scope of work attached – Contract Amendment #3 to be available at the meeting
 - LADWP - funded work is for the time period of January 1 through December 31, 2018. LADWP commits to funding a total of \$40,000 for these services, estimated at \$10,000 per calendar quarter.
 - **ACTION:** Approve contract amendment and report to the Board in January
 - C. Office I.T. Equipment Replacement
 - Memos attached
 - **ACTION:** Approve purchase and installation of two new Lenovo office computers at cost not to exceed \$2,283.58, which will be paid from the credit provided by CSG. The net cost is \$13.16.
 - D. SCAG Video Conference Equipment Agreement Extension
 - **ACTION:** Approve as long as nothing has changed from the previous agreement
 - E. Stormwater Funding Measure Stakeholder Advisory Committee appointment
 - Memo attached
 - **ACTION:** Appoint Hany Fangary to the L.A. Flood Control District's Stormwater Funding Measure Stakeholder Advisory Committee
 - F. Office Walls
 - **ACTION:** Request city tiles for the SBCCOG office hallway wall
 - G. 2017 General Assembly Outstanding Sponsorships
 - As of December 1, 2017 - \$2500 (SCG)

VII. ACTION ITEMS

H. Strategic Growth Council Contract Amendments – 12:15 pm

- Amendment to Siembab Corporation Contract with SBCCOG – attached
 - **ACTION:** Approve amendment with Siembab Corporation and its subcontractors for SGC work for an amount not to exceed \$17,000 which is coming from one of the other consultant's budget that was not spent. This brings the total budget of the Siembab Corporation contract to an amount not to exceed \$322,000 for the 3 year project.

I. Legislative Issues – 12:25 pm

- Legislative Breakfast – January 11, 2018
 - **ACTION:** Solicit and add city questions in advance that we would like answered
- Legislative Meet and Greet – January 26, 2018 – co-sponsoring with LCC and SBACC

J. 2018 General Assembly – M.C. Larry Kosmont – 12:30 pm

- Flyer attached
- Attendee gift selection
- Sponsorships as of December 4, 2017 - \$40,500 in cash and \$8,413 in kind
- **ACTION:** Offer Kosmont in kind sponsorship for his time and expertise and provide direction on attendee gift

K. Board Meeting agenda development – 12:40 pm

- January
 - i. Southern California Aerospace Alliance
 - ii. SCWC's WaterNext campaign – Charles Wilson, Executive Director
 - iii. Mid-Year Budget report
 - iv. Wrap of Climate Action Planning – Kim
 - v. Census speaker
 - vi. Face of the Program – Grace
 - vii. Possible Park and Rec issue re: Measure A – John Jones
- March
 - i. LA BioMed – presentation and tour?
 - ii. Face of the Program – Cierra
 - iii. Notice of Intention to Increase Dues – year 4 of 5 year program
 - iv. Quarterly Energy Efficiency report
 - v. Mid-Year Review of WBMWD program
 - vi. Workshop before the Board meeting on Measure M program implementation
- April
 - i. SBCCOG Annual Work Program
 - ii. Adapting to Changing Climate – Dr. Alex Hall, UCLA Center for Climate Science (Osborne suggestion from SCAG EEC)

L. Ad Hoc Dues Formula Committee – 12:50 pm

- Chair to report
- Sign-ups by the deadline:
 - Councilmembers: Frank Zerunyan – Rolling Hills Estates; Bea Dieringer – Rolling Hills; Christian Horvath – Redondo Beach; Nancy Hersman – Manhattan Beach
 - City Managers: Doug Prichard – Rolling Hills Estates; Sergio Gonzalez – Hermosa Beach
- **ACTION:** Ratify chair's recommendation

M. Approval of Invoices – available at the meeting – 12:55 pm

- **ACTION:** Approve invoices for payment

VIII. INFORMATION ITEMS

N. Climate Action Planning – 1:00 pm

- City Meetings
- December 13 Forum update

O. South Bay Environmental Services Center Activities Report – attached – 1:05 pm

- 3 Holiday Light Exchanges this year
- SCE goal – 92% achieved
 - End of the Streetlight Program by SCE

P. Special Initiatives/Meeting Reports – 1:15 pm

- Update on Homeless Program
- Broadband Next Steps
- Short Term Rental Task Force
- Senior Services Working Group report – Britt Huff
- CALCOG Board of Directors' meeting report – Britt Huff

Q. Special Events – 1:30 pm

- January 18 Gerald Desmond Bridge – confirmed
- Possibilities
 - Cannabis Manufacturing Facility
 - Tour of LA Bio Med
 - Crisis media training
 - Social media workshop

R. CCA Report – Christian Horvath – 1:35 pm

S. Progress on Special Purpose Grants – 1:40 pm

- Currently funded
 - i. Microgrid Project in Carson – CEC
 - ii. Regional Broadband network – SBWIB and County
 - iii. Homeless Services coordination – County
- Proposals pending
 - i. SCE/SCG Strategic Plan funds – for energy benchmarking for cities
 - ii. Measure M administration
 - iii. CSUDH/SBWIB/SBCCOG application re: study of student transportation in the South Bay with SB 1 research funds
 - iv. Caltrans Planning Grant re: Feasibility Study of Slow Speed Network
- Under Discussion
 - i. CARB
 - ii. AQMD

IX. STRATEGIC POSITIONING ITEMS/ANNOUNCEMENTS AND UPDATES

T. Other updates since agenda distribution – 1:50 pm

NEXT STEERING COMMITTEE MEETING – Monday, January 8, 2018 @ 12:00 pm

PLEASE CONSULT WEBSITE IF YOU ARE NOT SURE ABOUT THE MEETING SCHEDULES

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South Bay Cities Council of Governments

Steering Committee FOLLOW-UP AGENDA November 13, 2017

Attendees: Kurt Weideman (Chair, Torrance), Britt Huff (1st Vice Chair, Rolling Hills Estates), Jim Gazeley (Lomita), Hany Fangary (Hermosa Beach), Jim Osborne (Immediate Past Chair, Lawndale), David Lesser (Manhattan Beach), Olivia Valentine (Hawthorne), Suzanne Fuentes (El Segundo), Mike Bohlke (Metro Butts Deputy), Mark Dierking (Metro), Pamela Manning (LADPW), Jacki Bacharach and Steve Lantz (SBCCOG)

I. INTRODUCTIONS

II. REPORT OF POSTING OF AGENDA

- **ACTION:** Received and filed

III. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA - CONTRACTS NOT PRINTED FOR THE MEETING

IV. REVIEW OF HANDOUTS - CALENDAR

V. PUBLIC COMMENT - NONE

VI. CONSENT CALENDAR – action items noted, remainder are receive & file - 12:05 pm

- A. Steering Committee – October 9, 2017 meeting minutes attached
GAZELEY/OSBORNE
 - **ACTION:** Approved
- B. Contract Extensions
 - Memo attached
 - **ACTION:** Approved contract extensions to December 31, 2017 at no additional cost for Pro Forma Advisors, LLC; Michael Manville, PhD; Adam Cohen; and Marlon Boarnet and notify the Board
- C. Letter of commitment to SCE/SCG for funding for city benchmarking of facilities
 - Letter attached
 - **ACTION:** Recommended Board approval
- D. 2017 General Assembly Outstanding Sponsorships
 - As of November 1, 2017 - \$5000 (SCG)
 - Per SCG staff, they neglected to apply properly for the reimbursement for ½ of the payment, so we should be receiving \$2500 any day and another \$2500 in December? *1st \$2500 received 11/13/17*

VII. ACTION ITEMS

- E. Chamber of Commerce Memberships – 12:10 pm
 - Matrix attached

- **ACTION:** Recommended Board approval of specified memberships for the coming year in an amount of \$2,005 to be paid from grant funds – **after discussion a motion was made by FANGARY/HUFF to add to the memberships the Hermosa Beach and Manhattan Beach Chambers- APPROVED.** It was also agreed that Fangary and Lesser would assist in setting up a meeting between SBCCOG E.D. and the new Chamber Executives in those two Chambers.

F. Dominguez Channel Watershed Management Group MOA Fee Structure - 12:15 pm

- Memo attached
- **ACTION:** Recommended Board approval of the proposed fee structure which would be a flat fee of \$50,000 a year divided equally between two MOAs to be executed starting in July 2018 and that the individual participant fee paid to the SBCCOG will be increased to 10%. **GAZELEY/OSBORNE**

G. SCE/SCG contract for 2018 – 12:25 pm

- Contract to be provided at the meeting – **2 copies for sharing**
- **ACTION:** Recommended Board approval – **GAZELEY/FUENTES**

H. Board Meeting agenda development – November attached—12:20 pm

REVISE CHAMBER MEMBERSHIP

- **DUES PRESENTATION – HOW THE DUES WERE FORMULATED, WHAT THE 5 YEAR PLAN IS AND WHAT OTHER DUES THAT COGS PAY. DO A POWERPOINT AND SEND IT TO THE STEERING COMMITTEE MEMBERS**
- **BRITT REVIEWED THE ISSUES OF THE LAST BOARD MEETING. RHE COUNCILMEMBERS WERE SURPRISED ABOUT THE COMMITTEE. SHE WOULD LIKE TO SEE THE STEERING COMMITTEE SUPPORT THE FORMATION OF THE COMMITTEE RIGHT NOW.**
- **MANHATTAN BEACH WILL NOT BE PRESENT AT THE MEETING. LESSER SUPPORTS THE FORMATION OF THE STEERING COMMITTEE.**
- **WEIDEMAN – THE PREVIOUS STEERING COMMITTEE ACTION WAS CLEARLY TO POSTPONE THE FORMATION OF THE COMMITTEE TO JULY 2018 CLOSER TO THE END OF THE 5 YEAR DUES ADJUSTMENT. RHE THOUGHT IT WAS A LACK OF RESPECT ON OUR PART NOT TO TAKE IT UP RIGHT AWAY. THAT WAS IN NO WAY THE INTENTION.**
- **WEIDEMAN ASKED FOR A DISCUSSION ON WHAT SHOULD THE COMMITTEE REVIEW – SCOPE, MEMBERSHIP, STRUCTURE, ETC.**
- **GAZELEY & OSBORNE CAUTIONED THAT THERE MIGHT NOT BE A LOT OF VOLUNTEERS**

FURTHER DISCUSSION ON COMMITTEE SCOPE

- **LESSER – NOT SURE ABOUT CHANGING THE FORMULA NOW. IN FAVOR OF ESTABLISHING THE COMMITTEE BUT POSSIBLY NOT ALTERING THE DUES**
- **HUFF – WHY IS THIS NOT A SURCHARGE? BACHARACH EXPLAINED THAT A THE DUES ARE BEING PERMANENTLY ADJUSTED WHEREAS A SURCHARGE IMPLIES THAT THE INCREASE IS NOT PART OF THE DUES.**
- **VALENTINE – WOULD THE COMMITTEE DETERMINE WHETHER THE DUES SHOULD CHANGE AND BY HOW MUCH?**
- **HUFF – WOULD BE RECOMMENDING WHETHER THEY SHOULD BE CHANGED OR NOT AND A NEW FORMULA.**

- WEIDEMAN – WOULD LOOK AT THE FORMULA, NOT THE AMOUNT. WHETHER THE DUES ARE TOO MUCH OR TOO LITTLE IS ANOTHER SUBJECT WORKED OUT IN THE BUDGET.
- HUFF – HER CITY AND RH FEELS THAT THE SIZE OF THE CITY SHOULD BE FACTORED IN. 2 CITY MANAGERS AND 1 OR 2 FROM VARIOUS REGION.
- VALENTINE – IS THE FORMULA FAIR?
- WEIDEMAN – DEFINING THE SCOPE OF THE COMMITTEE’S RESPONSIBILITY IS IMPORTANT.
- OSBORNE – DISCUSS ANYTHING RELEVANT TO THE DUES. SHOULDN’T LIMIT THEM.
- WEIDEMAN – BUDGET IS A DIFFERENT SUBJECT.
- GAZELEY – FINANCE COMMITTEE IS A GOOD IDEA.
- HUFF – AT LEAST 2 CITY MANAGERS TO REVIEW.
- VALENTINE – FINANCES ADDS SCOPE OF COMMITTEE TO BE FORMED. WHAT DOES FINANCES MEAN
- HUFF – ADDING FINANCES GIVES THE COMMITTEE THE OPPORTUNITY TO LOOK INTO EVERYTHING. SHE IS HAPPY WITH JUST LOOKING AT THE DUES FORMULA.
- FANGARY – WHAT IS THE TIMING? FUTURE DUES? HE CAN’T SUPPORT CHANGING EXISTING COMMITMENTS.
- HUFF – JUST LOOK AT THE FORMULA.
- LESSER – SETTING UP COMMITTEE NOW IS HELPFUL TO RHE COUNCIL. IS A COMPLICATED FORMULA.
- OSBORNE – VERY OPEN TO BRITT’S SUGGESTIONS AND OPEN-ENDED IS OK BECAUSE THE FULL BOARD WILL NEED TO APPROVE. STRUGGLE WILL BE FINDING THE VOLUNTEERS TO DO IT.
- FUENTES – IMPORTANT TO SEE ALL OF THE COSTS FOR THE CITY. SHOULD BE A BIG CONVERSATION.
- TAKE NAMES AT BOARD MEETING – NANCY HERSMAN FROM MANHATTAN BEACH IS A VOLUNTEER AND SOLICIT OTHER NAMES.
- ACTION: HUFF – RECOMMEND TO BOARD OF DIRECTORS THAT AN AD HOC COMMITTEE BE ESTABLISHED IMMEDIATELY FOR THE PURPOSE OF REVIEWING THE DUES FORMULA AND REPORT BACK TO THE BOARD IN A TIMELY FASHION - HUFF/VALENTINE. UNANIMOUS

- January
 - i. Southern California Aerospace Alliance
 - ii. SCWC's WaterNext campaign – Charles Wilson, Executive Director
 - iii. Mid-Year Budget report
 - iv. Wrap of Climate Action Planning – Kim
 - v. Face of the Program – Grace
- March
 - i. LA BioMed – presentation and tour?
 - ii. Face of the Program – Cierra
 - iii. Notice of Intention to Increase Dues – year 4 of 5 year program
 - iv. Quarterly Energy Efficiency report
 - v. Mid-Year Review of WBMWD program
 - vi. Workshop before the Board meeting on Measure M program implementation
- April
 - i. LA Impact - **NO – ONCE/YEAR – MOVE TO OCTOBER?**
 - ii. SBCCOG Annual Work Program

I. Special Events - 12:35 pm

- November 30 - Short Term Rental Task Force – video conference? – **WEIDEMAN DOESN'T LIKE VIDEO CONFERENCE - MATT CURTIS CONFIRMED**
 - **LESSER – WHAT'S THE FOCUS**
 - **FANGARY – LEARNING FROM OTHERS, WHAT WORKS AND WHAT DOESN'T. SHOULD ANYTHING BE CHANGED NOW? EXISTING BAN NOW BUT COULD LOOK AT THIS IN THE FUTURE AND REVENUE.**
 - **LAST MEETING – ONE OF THE SPEAKERS WAS A SALES PITCH, NOT GOOD**
 - **FUENTES – CAME BEFORE THE COUNCIL FOR THE FIRST TIME LAST TUESDAY. BANNING DOESN'T SEEM EFFECTIVE.**
 - **WEIDEMAN – GREAT DESIRE TO CONTINUE.**
 - **FANGARY – LOTS OF STAFF THERE TO LEARN. POLICE CONCERNED RE: EXCEPTIONS. VACATION SWAPS NOW ILLEGAL – NO EXCEPTION FOR THAT. POTENTIALLY RAISE MONEY TOO.**
 - **FUENTES – DOESN'T CARE ABOUT THE MONEY – CARES ABOUT THE QUALITY OF LIFE. VIDEO CONFERENCE OK.**
 - **FANGARY – OK WITH VIDEO CONFERENCE. ASK FOR HELP WITH OTHER CITIES' REPRESENTATIVES.**
 - **VALENTINE WILL BE THERE.**

OSBORNE – EEC COMMITTEE – CLIMATE FORECAST REPORT – FOR FUTURE PRESENTATION TO THE BOARD – Dr. Alex Hall, UCLA Center for Climate Science

- December 13 – Innovations In Climate Action Planning Forum
- January 18 – Gerald Desmond Bridge Tour
- January 26 – Meet and Greet with Legislators – co-sponsored with LCC and SBACC - **YES**
- Possibilities
 - i. Tour of LA Bio Med
 - ii. Crisis media training
 - iii. Social media workshop
 - iv. Cannabis Seminar by Weedmaps – outline attached
 - a. **CHRISTIAN – YES. RALPH – NO. KURT – YES; HANY – NO, MAYBE NEXT YEAR AS WELL AS FUENTES AND LESSER – PLAN FOR LATER IN THE YEAR**

J. Approval of Invoices – available at the meeting – 12:45 pm

- **ACTION:** Approved invoices for payment – HUFF/VALENTINE

VIII. INFORMATION ITEMS

K. South Bay Environmental Services Center Activities Report – attached - 12:50 pm

- 3 Holiday Light Exchanges this year – SBCCOG, Buscaino & Ridley-Thomas
- SBCCOG still short of meeting kwh goals for 2017. Waiting on city projects – **CARSON ISSUE**

L. Update on Homeless Program – 1:00 pm

Report on actions by PATH employees in the San Fernando Valley

M. Broadband Next Steps – 1:05 pm – **FUENTES – R/T ATTEND SANITATION DISTRICT ON NOVEMBER 15 – AND MAYBE THEY CAN ASK HIM RE: FUNDING.**

N. 2018 General Assembly Update – 1:10 pm

ASK LARRY KOSMONT FOR SUGGESTIONS

O. CAP work – **1:20 pm**

- City Meetings

P. CCA Report – Christian Horvath – **1:25 pm**

Q. Progress on Special Purpose Grants - **1:30 pm**

- Currently funded

- i. Microgrid Project in Carson – CEC
- ii. Regional Broadband network – SBWIB and County
- iii. Homeless Services coordination - County

- Proposals pending

- i. SCE/SCG Strategic Plan funds – for energy benchmarking for cities
- ii. Measure M administration
- iii. CARB South Bay CVRP program with AQMD LUV Exhibitions
- iv. Caltrans Slow Speed Network Implementation Planning

IX. STRATEGIC POSITIONING ITEMS/ANNOUNCEMENTS AND UPDATES - none

QUORUM FOR TRANSPORTATION COMMITTEE IMPORTANT. IF NOT A QUORUM, THEN WILL BE PART OF THE STEERING COMMITTEE.

NEXT STEERING COMMITTEE MEETING – Monday, December 11, 2017 @ 12:00 pm

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South Bay Cities Council of Governments
Scope of Services
January 1 – December 31, 2018

Task 1: Community Outreach and Promotional Events

- A. Promote LADWP electric and water efficiency rebate and incentive programs to residents and businesses in City Council District 15 (CD15).
- B. Assist in disseminating LADWP's efficiency educational/informational materials through marketing channels
 - a. Social Media (one-two per month, including paid media posts as requested by LADWP which are not to exceed \$300 per quarter)
 - b. Electronic Newsletters (one per month)
 - c. E-mail blasts (as requested by LADWP)
- C. Exhibit or present at 8-12 (2-3 per quarter) targeted special events, such as fairs, seasonal exhibits, neighborhood council meetings, farmers markets, other gatherings; expect to reach and engage 400-600 customers during the year. Work with Councilman Buscaino's office to support his sponsored events in CD15 with LADWP efficiency informational materials. Where practical, include efficiency pledge or other action for participants and solicit contact information for potential follow-up. Distribute efficiency devices provided by LADWP when available and appropriate.
- D. Provide standard exhibit space to LADWP at the SBCCOG's annual General Assembly event, free of charge.
- E. Train up to 10 Environmental Services Center volunteers on LADWP programs.
- F. Provide assistance to LADWP customers who visit the Environmental Services Center.
- G. Continue to add to the customer database specific to San Pedro, Harbor City/Harbor Gateway, and Wilmington residents and businesses, and conduct follow-up. Database will be included as part of quarterly report.

Task 2: Commercial Kitchen Water Assessments

- A. Identify 6-8 commercial kitchens in CD15 for water assessments and conservation training, or other combination of businesses as agreed upon between LADWP and SBCCOG.
- B. Coordinate with LADWP water conservation team to attend and participate in assessments and provide efficient kitchen water-saving devices.
- C. Provide kitchen and LADWP with assessment report and recommendations.
- D. Follow-up with kitchen on disposition of recommendations. Include results of follow up in quarterly reports.

Task 3: Reporting and Documentation

- A. Provide quarterly progress reports - which will include a summary of activities: approximate number of attendees, number of impressions, and number of engagements as well as tracking information from media posts and e-mail blasts.
- B. Develop end-of-contract year documents in coordination with LADWP which will include a summary of activities from the quarterly progress reports and assessment of results.

South Bay Cities Council of Governments

December 11, 2017

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach

SUBJECT: Office I.T. Equipment Replacement

Adherence to Strategic Plan:

Goal D: Organizational Stability. Be a high performing organization with a clear path to long-term financial health, staffing continuity and sustained board commitment.

Due to aging condition leading to deteriorating functionality, two SBCCOG office computers need to be replaced immediately. In order for computers to be adequately supported by SBCCOG's Information Technology (I.T.) consultant, Computer Solutions Group (CSG), I.T. office equipment must be able to perform at a certain standard. After diagnostics tests determined that frequent issues (e.g. erratic shutting down of programs and the operating system) were preventing these computers from reaching this standard (hampering SBCCOG staff productivity in the process), CSG has concluded that these computers are no longer serviceable and recommended that they be replaced with models made by Lenovo.

Between December 2016 and January, 2017, CSG accidentally over-billed SBCCOG for computer replacement purchases. To amend the error, CSG has credited SBCCOG with \$2,270.42, which can be used for computer purchase and installation. Thus, SBCCOG staff is recommending that this credit be used to address the immediate needs for computer replacement. CSG has provided their lowest possible cost for computer replacement based on the functionality that is needed for the workstations, which is in excess by \$13.16 of the credit allocation. Similar products were found to be at the \$989.98 price point.

Planning for the future purchases, Staff will return to the Steering Committee in January 2018 with a comprehensive computer/I.T. office equipment replacement schedule. The model of these aging computer devices happens to be the most abundant computer being used by SBCCOG staff at present (6 in total, all being purchased from 2010 – 2012), and it is expected that more SBCCOG staff will experience problems with these models sooner than later.

RECOMMENDATION

Steering Committee approve purchase and installation of two new Lenovo office computers at cost not to exceed \$2,283.58 which will be paid from the credit provided by CSG. The net cost is \$13.16.

Prepared by Chandler Shields



We have prepared a quote for you

Two New Computers

Quote # 004880
Version 1

Prepared for:

South Bay Cities Council of Governments

Brooke Heri
brooke@southbaycities.org

Monday, December 04, 2017

South Bay Cities Council of Governments
Brooke Heri
20285 S. Western Avenue Suite 100
Torrance, CA 90501
brooke@southbaycities.org

Dear Brooke,

We at CSG would like to thank you for your valuable time in working with us to assess and understand your needs. We take great pride and effort into making technology a valuable asset that works to make you more successful.

Based on our conversations and the information you have provided, our team has worked to create a comprehensive investment proposal for your review.

We very much look forward to working with you and creating a deep partnership between our organizations.

Please contact me at your earliest convenience to follow up on the proposal.

Danielle Babiak

Danielle Babiak
Inside Sales Administrator
Computer Solutions Group, Inc.

Products

Description	Price	Qty	Ext. Price
<p>Lenovo ThinkCentre M710s Desktop Computer - Intel Core i5 (7th Gen) i5-7400 3 GHz - 8 GB DDR4 SDRAM - 256 GB SSD - Windows 10 Pro 64-bit (English) - Small Form Factor - Black - DVD-Writer DVD-R/RW - Intel HD Graphics 630 Graphics - E</p> <p>Manufacturer: Lenovo Group Limited Manufacturer Website Address: http://www.lenovo.com/us/en/ Brand Name: Lenovo Product Line: ThinkCentre Product Series: M710s Product Name: ThinkCentre M710s Desktop Computer</p> <p>Compact Enterprise Desktops Dependable and productive, M Series SFFs are a boon to any IT team. These industry-leading business machines are compact, stable, and manageable, making them the perfect solution for any corporate rollout.</p> <p>Product Type: Desktop Computer</p>	\$783.78	2	\$1,567.56

Subtotal: \$1,567.56

Warranty / Renewal

Description	Price	Qty	Ext. Price
<p>Lenovo On-Site + Keep Your Drive + Premier Support - 4 Year Extended Service - Service - On-site - Maintenance - Parts & Labor - Physical, Electronic Service Next Business Day - Parts and Labor</p> <p>Manufacturer: Lenovo Group Limited Manufacturer Website Address: http://www.lenovo.com/us/en/ Brand Name: Lenovo Service Name: On-Site + Keep Your Drive + Premier Support - Extended Service Product Type: Service</p>	\$75.52	2	\$151.04

Subtotal: \$151.04

Labor

Description	Price	Qty	Ext. Price
<p>Configuration and installation</p> <p>Labor- configuration and installation</p>	\$200.00	2	\$400.00

Subtotal: \$400.00

Two New Computers



Prepared by:

Computer Solutions Group, Inc.

Danielle Babiak
310-641-3274
danielle.babiak@csupport.net

Prepared for:

South Bay Cities Council of Governments

20285 S. Western Avenue Suite 100
Torrance, CA 90501
Brooke Heri
(310) 371-7222
brooke@southbaycities.org

Quote Information:

Quote #: 004880

Version: 1
Delivery Date: 12/04/2017
Expiration Date: 12/18/2017

Quote Summary

Description	Amount
Products	\$1,567.56
Warranty / Renewal	\$151.04
Labor	\$400.00

Subtotal: \$2,118.60

Shipping: \$19.98

Tax: \$145.00

Total: \$2,283.58

This Quote serves as an attached Addendum to the Master Service Agreement between CSG and Customer.

This order is effective as of the date signed. Due to the nature of technology, pricing is not guaranteed and can change. Any additional or conflicting terms of Customer's purchase order are rejected by CSG. This Order is effective only upon execution by CUSTOMER. Each party hereto warrants and represents that this Order and the Agreement constitute the legal, valid and binding obligation of such party as of the Order Effective Date.

Once approved, Customer authorizes CSG to charge credit card on file for products and services shown on this Quote (if applicable), and a credit card transaction fee may be assessed per signed MSA. This Quote is subject to all terms and conditions of the original MSA.

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing changes or other errors.

Computer Solutions Group, Inc.

South Bay Cities Council of Governments

Signature: *Danielle Babiak*
Name: Danielle Babiak
Title: Inside Sales Administrator
Date: 12/04/2017

Signature: _____
Name: Brooke Heri
Date: _____

South Bay Cities Council of Governments

December 11, 2017

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, Executive Director

RE: Stormwater Funding Measure Advisory Committee

Adherence to the Strategic Plan:

GOAL B: Regional Advocacy: Advocate for the interests of the South Bay.

BACKGROUND

I received a request from the LA County Flood Control District to send a member to their new Stormwater Funding Measure Stakeholder Advisory Committee. I didn't know if they wanted a staff member or an elected official and I didn't know how this was different than the committee that Milton Herring and Hany Fangary already sit on.

After some investigating, I found out that an elected official was fine and that Milton hadn't been regularly attending the meetings. By the time I learned all of this, time was short for the first meeting, so I called Hany and asked if he would attend on our behalf. This being before the November election, I asked if he could attend this one meeting, and then I could put the appointment on the agenda to ratify him or we could pick someone else if he wasn't re-elected but at least we would be covered at the meeting.

He agreed to go and I forgot to put this on the last Steering Committee agenda. At the November Board meeting, Hany was correct in saying that I did ask him to attend, but he wasn't officially appointed. My recommendation would be to appoint him since he is interested and there would be continuity with the other stormwater committee that he sits on.

RECOMMENDATION

Officially appoint Hany Fangary to the L.A. Flood Control District's Stormwater Funding Measure Stakeholder Advisory Committee so that the SBCCOG has continuity and consistency on the various Stormwater Committees on which the SBCCOG has been asked to serve.

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South Bay Cities Council of Governments

December 11, 2017

TO: Steering Committee

FROM: Jacki Bacharach, Executive Director

RE: Strategic Growth Council Contract Amendment with Siembab Corporation

Adherence to Strategic Plan:

Goal A: Environment, Transportation, and Economic Development. Facilitate, implement, and/or educate members and others about environmental, transportation, and economic development programs that benefit the South Bay.

BACKGROUND

SBCCOG is completing the three-year Strategic Growth Council grant that has enabled the SBCCOG to provide climate action plans (CAP) for each of our cities as well as an innovative subregional CAP which features concepts adopted by the Board from the Sustainable South Bay Strategy.

The total grant was for \$985,000 and included numerous specialty subconsultants. Kim Fuentes lead the city climate action planning effort and Wally Siembab, with the Siembab Corporation, lead the subregional climate action planning effort.

The original budget, drafted in 2013, has been adjusted throughout the process as more was learned about the technical expertise that would be needed and how much that would cost. As the grant comes to the end, staff is making sure that the funding from the grant is fully utilized to meet all the required deliverables.

REQUEST

Siembab Corporation has been required to respond to unanticipated comments from the project's primary technical advisor and to incorporate the findings of two other project subcontractors that were more complex than anticipated, resulting in the need to spend more hours than originally planned. Work remaining includes completion of the draft subregional CAP chapter which will be part of the final report. In addition, several of the technical reports require final review of assumptions and strategies in coordination with experts.

There is a budget amount of \$17,000 remaining from the subcontractor Adam Cohen on Strategic Growth Council Grant, *Task 3 Subregional and City-Specific CAP and Strategy Chapters* which will not be expended by that consultant team. The staff is recommending transferring this amount to Siembab Corporation, and the firm's subcontractors, so that there will be sufficient budget to complete the remaining work.

RECOMMENDATION

Approve amendment with Siembab Corporation and its subcontractors for SGC work in an amount not to exceed \$17,000 from the Adam Cohen, *Task 3 Subregional and City-Specific CAP and Strategy Chapters* budget that was not spent. This amount brings the total budget of the Siembab Corporation contract to an amount not to exceed \$322,000 for the 3-year project.



South Bay Cities Council of Governments 19th Annual General Assembly

The Evolution of Retail & Its Challenges for Cities

FREE event for elected officials, city staff, city commissioners, community, and business leaders, along with the general public.

Friday, February 23, 2018

Registration & exhibits open at 8:30 am

Program: 9:00 am - 3:00 pm

Juanita Millender-McDonald, Carson Community Center
801 East Carson St, Carson, CA 90745

Experts address impacts on South Bay cities resulting from:

- Technological changes disrupting the retail sector
- Behavioral changes in shopping
- Retail businesses closing leaving buildings vacant
- Less sales and property tax revenue disrupting land use planning and municipal finance
- Delivery impacts of online sales
- Retail sector anticipating dramatic decline in employment



Confirmed Speakers:

- **Christine Cooper**, Regional Economist, CoStar Group
- **Ken K. Hira**, Executive Vice President, Kosmont Companies
- **Larry Kosmont**, President of Kosmont Companies
- **Dr. Wallace Walrod**, Chief Economic Advisor, Orange County Business Council

**RSVP by Thursday, February 15th at
www.southbaycities.org**

With Great Appreciation We Thank Our Sponsors...

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- California State University, Dominguez Hills
- Cox Communications
- Daily Breeze
- Econolite
- Enterprise rent-a-car
- Iteris
- Metropolitan Water District of Southern California
- South Coast Air Quality Management District
- Water Replenishment District of Southern California
- Watson Land Company
- West Basin Municipal Water District
- Ygrene Energy Fund

Special thanks to the City of Carson for hosting the event.

To become a sponsor, contact Jennifer Zivkovic LaMarque at: jenniferz@southbaycities.org or (310) 371-7222

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South Bay Cities Council of Governments

December 11, 2017

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director
Kim Fuentes, Deputy Executive Director

SUBJECT: Environmental Activities Report – November 2017

Adherence to Strategic Plan:

Goal A: Environment, Transportation, and Economic Development. Facilitate, implement, and/or educate members and others about environmental, transportation, and economic development programs that benefit the South Bay.

I. PROGRAMS - TECHNOLOGY, PLANNING, & RESEARCH

Climate Action Planning

Strategic Growth Council (SGC) Grant

- **City CAP** - Presentations on the city CAPs are being made at city council and some commission meetings. El Segundo and Carson have approved their city CAPs as of the end of Nov. Final documents are being prepared for web posting and access to GHG reduction estimation web tool will be available to all cities.
- **December 13, 2017 Forum on Innovative Changes to Climate Action Planning** featuring the Sustainable South Bay Strategy and how it was used to provide additional strategies to traditional CAPs. Materials are being developed for the Forum representing EV studies, emissions, and strategies; presentations and content, as well as implementation guides for NOD and PEVs. The Emissions Guide feedback from consultants have been incorporated. In addition, the Shared Mobility Report from our consultants has been reviewed and feedback has been provided.

Energy Efficiency

Energy Efficiency Partnership Program – Southern California Edison (SCE)

2017 Energy Saving Goal: 1,245,812 kWh **2017 Status:** 485,537 **Goal:** 92% achieved

2017 Demand Reduction Goal: 78 kW **Goal:** 132 kW exceeded

The SBCCOG staff along with our energy engineer have been working with the cities of Carson, Inglewood, Rolling Hills Estates, Gardena, and Torrance to help facilitate project completion so that the cities will not lose incentive funding or related benefits. In addition, SBCCOG staff has been coordinating with SCE to help ensure projects completed by their December 31, 2017 deadline will receive incentive funds. Other city energy efficiency projects have contributed significant energy savings which will bring the SBCCOG kWh achieved to **92% of goal**. In addition, staff continues to work with other cities as needed to help facilitate energy efficiency projects including municipal direct install projects. Elected officials can continue to help the SBCCOG meet Edison goals by discussing projects with their staff, supporting project delivery, and notifying the SBCCOG staff of upcoming projects.

The following is a list of “pipeline” projects specific to electricity (note: gas co-benefit savings are listed where applicable). Each city’s Energy Leader Partnership (ELP) program status is also included.

PIPELINE TOTALS

City	Current ELP Tier Level	Energy Efficiency Measures (EEMs)	Estimated Completion Date	Estimated kWh savings	Estimated Therm Savings (co-benefit)	Estimated Incentive (\$)
Carson	Gold	Lighting/Pool Boiler/Water Heater/VFD	Q4 2017	28,578	4,500	\$6,144
		Pool Pump VFD	Q4 2017	51,758	n/a	\$11,646
		Exterior & Interior Lighting	Q1 2018	688,002	n/a	\$108,758
		LED Streetlights	Q4 2017	588,596	n/a	\$234,752
Gardena	Gold	Exterior & Interior Lighting	Q2 2018	78,125	n/a	\$13,281
		Exterior & Interior Lighting	Q2 2018	284,534	n/a	\$24,626
Hermosa Beach	Gold	Exterior & Interior Lighting	Q4 2017	296,140	n/a	\$38,927
Inglewood	Gold	LED Streetlights	Q4 2017	646,254	n/a	\$396,830
		Elevator Motor-Generator Set	Q1 2018	121,900	n/a	\$29,007
		Chiller VFD/HVAC Controls	Q1 2018	291,870	11,035	\$115,022
Manhattan Beach	Platinum	Exterior LED Lighting	Q4 2017	55,305	n/a	\$13,890
Rancho Palos Verdes	Gold	LED Streetlights	Q4 2017	38,269	n/a	\$6,506
		LED LS-1 to LS-2 Conversion	Q2 2019	557,976	n/a	\$240,992
Redondo Beach	Gold	LED Lighting	Q4 2017	132,020	n/a	\$22,443
Redondo Beach	Gold	LED Lighting	Q4 2017	39,606	n/a	\$6,733
Rolling Hills Estates	Gold	LED Streetlights	Q4 2017	58,409	n/a	\$10,327
Torrance	Gold	LED Lighting	Q1 2018	837,954	n/a	\$164,370
		Exterior & Interior LED Lighting	Q4 2017	125,300	n/a	\$21,301
		Interior LED Lighting	Q4 2017	26,718	n/a	\$10,482
		VFD & Pump Motor	Q1 2018	172,003	n/a	\$29,240
Total				5,119,317	15,535	\$1,505,277.00

Energy Efficiency Partnership Program – Southern California Gas Company (SCG)

2017 Goal: 10,000 therms **2017 Status:** 22,066 therms

2017 Incentives Received: \$33,001

The following is a list of gas specific “pipeline” projects along with their status:

South Bay Partnership (2016-2017 Program Cycle Projects)					
Agency	Project	Therm Savings	Incentive	Project completion	Comments
Palos Verdes USD	Pool Cover	8,540	\$ 10,248	2015	
City of Inglewood	Replace 4x boilers	TBD	TBD		No application in house
City of Carson	boiler	2,718	\$6,750.00	2017	21411 Orrick
City of Carson	Tankless Water Heater Replacement	1,058	?	2012	801 E Carson
Inglewood USD	Pool heater	1,500	\$1,538	2017	10500 Yukon Av
Inglewood USD	Pool heater	1,980	\$2,030	2017	231 Grevillea
Redondo Beach USD	pool cover	6,270	\$12,435	2017	631 Vincent Park
Total Therms Identified 2017		22,066	\$ 33,001		

Question mark indicates that incentive amount is unknown at this time, but will be available once project is signed off by utility.

Renewable South Bay

Renewable South Bay activities (solar outreach to the community as well as working with cities to obtain solar permit information):

The SBCCOG, in conjunction with Renovate America, is hosting an Information Session for Minority, Women, and Veteran-owned businesses in the residential construction industry on December 6th at the SBESC office.

Attendees will learn about:

- What is Renewable South Bay
- How to work with Renovate America
- What personalized support can be offered by Renovate America to grow their business

HERO – PACE: SBCCOG continues to promote PACE financing for homeowners. The spreadsheet below covers the activity from each South Bay members’ jurisdiction since the launch date through October 31, 2017. Proceeds from HERO for 2017 Q3 = \$1,247.81. Proceeds for 2017 Q4 are expected in January 2018. Total since program start in 2014 = \$26,401.39. Payments to SBCCOG are based on HERO programs that are completed in the South Bay.

Activity through October 2017 listed below:

Member	Launch Date	Eligible Housing Units *	Total Applications Received	Applications Approved	Approved Amount	Funded Projects	Funded Amount	Jobs Created***	Type of Products			Solar kW Installed	Annual kWh Saved	Annual CO2 Reduced (Tons)
									Energy	Water	Renewable			
Carson	5/23/14	21,375	1,763	1,184	\$81,970,484	663	\$17,143,361	146	1,116	64	171	391	4,074,833	1,001
El Segundo	5/23/14	4,209	50	41	\$6,998,578	24	\$629,058	5	30	4	8	18	168,929	41
Gardena	5/23/14	12,360	621	425	\$29,036,669	224	\$5,596,326	48	351	23	34	68	1,042,153	254
Hawthorne	5/23/14	11,621	476	345	\$27,172,597	191	\$4,347,235	37	295	8	36	72	955,607	235
Hermosa Beach	5/23/14	6,473	53	40	\$8,413,706	18	\$368,443	3	20	0	8	18	89,389	23
Inglewood	5/23/14	19,038	1,227	823	\$56,780,890	452	\$11,609,683	99	730	44	46	105	2,071,073	503
Lawndale	5/23/14	5,262	130	85	\$6,366,560	42	\$932,103	8	68	5	10	21	214,919	54
Lomita	5/23/14	4,606	95	81	\$7,726,040	41	\$986,151	8	65	6	12	36	308,622	76
Manhattan Beach	5/28/15	12,403	87	77	\$17,400,668	37	\$1,195,259	10	65	6	22	77	410,620	105
Palos Verdes Estates	5/28/15	5,115	35	31	\$6,812,522	10	\$527,780	4	16	3	4	11	78,276	20
Rancho Palos Verdes	5/23/14	14,759	206	183	\$29,694,328	82	\$2,235,668	19	126	5	16	59	619,247	150
Redondo Beach	3/24/15	20,292	179	148	\$19,633,298	77	\$1,540,328	13	112	3	18	37	426,128	105
Rolling Hills	5/23/14	698	6	6	\$1,631,678	2	\$119,637	1	2	0	0	0	995	0
Rolling Hills Estates	5/23/14	3,090	40	35	\$6,701,004	20	\$673,760	6	26	2	8	35	193,244	49
Torrance	5/23/14	37,899	685	566	\$60,864,611	312	\$7,113,681	60	436	32	96	232	1,815,677	452
Total		179,200	5,653	4,070	\$ 367,203,634	2,195	\$ 55,018,472	467	3,458	205	489	1,182	12,469,712	3,066

* Eligible housing units based off Total Single Family Homes minus 5 units or more from the Department of Finance City/County Population and Housing Estimates, #W/2013.

*** 1 job for every \$117,000 invested.

YGRENE – PACE

Just as the agreement with HERO, the SBCCOG receives a small amount of funding for Ygrene activities in the South Bay in return for promoting PACE. Ygrene payments to the SBCCOG for 2017 are \$1,874.50 to date. Since the program started in 2016 payments have totaled \$5,065.37. Payments to SBCCOG are based on Ygrene programs that are completed in the South Bay. City breakdown by project listed below for activity through October 2017:

Ygrene Energy Fund South Bay Cities Council of Governments																				
2017 October																				
Project Type		Residential						Commercial						Project Type						
District	Launch Date	# Apps	Eligible Amount	# Approvals	Approved Amount	# Completed Contracts	Completed Contract Amount	# Apps	Eligible Amount	# Approvals	Approved Amount	# Completed Contracts	Completed Contract Amount	Jobs Created	Energy	Water	Renewable	Solar MW Installed	Lifetime kWh Saved	Lifetime CO2 Reduced (Mons)
Carson	10/6/2015	12	\$1,006,030	9	\$1,638,138	8	\$238,986	0	\$0	0	\$0	0	\$0	4	5	0	3	0.01	2	287
Inglewood	8/8/2017	17	\$1,676,609	15	\$2,139,544	9	\$427,743	0	\$0	0	\$0	0	\$0	6	5	4	0	0.03	3	513
Gardena	1/12/2016	9	\$673,628	7	\$717,329	2	\$84,830	0	\$0	0	\$0	0	\$0	1	0	2	0	0.01	1	102
Hawthorne	10/13/2015	10	\$891,756	8	\$1,188,192	5	\$161,662	1	\$173,113	1	\$173,113	0	\$0	2	3	2	0	0.01	1	194
Lomita	8/26/2015	1	\$114,370	1	\$114,370	0	\$0	0	\$0	0	\$0	0	\$0	0	0	0	0	0	0	0
Redondo Beach	1/19/2016	1	\$196,214	1	\$322,813	2	\$87,467	0	\$0	0	\$0	0	\$0	1	1	0	1	0.01	1	105
Rolling Hills Estates	10/13/2015	2	\$417,300	2	\$417,300	0	\$0	0	\$0	0	\$0	0	\$0	0	0	0	0	0	0	0
Torrance	10/13/2015	2	\$228,175	1	\$439,844	1	\$45,048	0	\$0	0	\$0	0	\$0	1	1	0	0	0	0	54
Totals		54	\$5,205,342.00	44	\$7,038,730.00	27	\$1,045,736.00	1	\$173,113.00	1	173,113	0	0	15	15	8	4	0.07	8	1,255

Green Building Challenge

The Green Building Challenge (GBC) pilot program focuses on activities for businesses that reduce energy use, water consumption, and waste while maximizing the use of incentives and rebates. The program is funded by Edison, SoCalGas, West Basin Municipal Water District, and Golden State Water. SBCCOG staff has completed a total of 13 ASHRAE Level 1 audits for businesses. Staff continues to contact participants to schedule audits. The November GBC e-newsletter focused on follow-up from October 26th webinar on Green Janitor Education, energy savings tips to prepare your building for winter, and a reminder that equipment operates during unoccupied hours. Standings by city: Torrance (35), Lawndale (26), Redondo Beach (16), El Segundo (15),

Gardena (15), Hawthorne (15), Carson (12), Inglewood (10), Manhattan Beach (8), Palos Verdes Estates (7), Rancho Palos Verdes (7), Hermosa Beach (5), Rolling Hills Estates (4), Lomita (3), Lennox (2), and Los Angeles County – Community of Westmont (1). There is a total of 181 businesses participating in the program as of end of Nov. 2017. Staff is currently working on the year-end report.

Water Conservation

West Basin Municipal Water District Programs (West Basin) Contract year is Sept. 1, 2017 through Aug. 31, 2018

Task 1. Educational Outreach Support

Water Reliability Support Cards

Contract goals: 300 support cards

Status of goal: 82 collected as of end of Nov 2017; 24 cards were collected in November

Task 2. Support for Workshops & Events

Educational Classes

Contract goals: minimum of 12 and a maximum of 24

Status of goals: 1 completed; 1 scheduled (12/5/17)

Rain Barrel Giveaway

Contract goal: 5

Status of goal: 2 scheduled (1/20/18 and 2/10/18); the remaining 3 will be scheduled between March and May 2018

Greywater Workshops

Contract goal: 15 workshops: 5 symposiums and 10 Hands-on-workshops (3 in each Director's division)

Status of goal: tentative dates have been scheduled in March and May 2018

Water Harvest

Contract goal: support West Basin with Water Harvest Event

Status of goal: completed; event was held October 14, 2017.

Task 3. Water Reliability Program

Contract goal: schedule up to 6 Water Reliability related presentations.

Status of goal: waiting for direction from West Basin staff; West Basin speakers' bureau is expected to be up and running in January-February 2018.

Task 4. Cash for Kitchens

Contract goal: target up to 75 institutional facilities (Schools Districts, Cities, Hospitals, Colleges, Community Centers, Churches, and Convalescent Senior Centers) with food service and/or kitchen operations on-site total.

Status of goal: 12 water surveys completed; 4 surveys conducted in November.

Outreach was conducted in the following cities: Hawthorne, Lawndale, and Gardena.

Task 5. Disadvantaged Community (DAC) Water-Energy Initiative Program (Clothes-Washer)

Contract goal: provide outreach to DAC areas within West Basin's service area and provide free installation of high-efficiency showerheads, faucet aerators, and clothes washers.

Status of goal: SBCCOG staff continues identifying potential community groups for outreach in DAC LA County unincorporated communities

Task 6. Translation Services

Contract goal: as needed

Status of goal: translation services were not provided in the month of November.

Torrance Water

Task 1: Support for educational classes and community events

Contract goal: as requested

Status of goal: a rain barrel giveaway event was held on November 18th; 500 rain barrels were distributed to Torrance residents. Torrance has scheduled 3 California Friendly Landscape Training classes in 2018: 1/27/18, 3/10/18, and 4/7/18. Torrance will be hosting the City Yard Open House on 6/2/18.

Task 2: Cash for Kitchens

Contract goal: 10 new commercial kitchens; 10 follow-up site visits

Status of goal: SBCCOG staff is waiting for direction from Torrance staff and the arrival of the water saving devices.

MWD Caucus Meeting

The November meeting included a presentation by Metropolitan Water District staff regarding Metropolitan's Prestressed Concrete Cylinder Pipe (PCCP) Rehabilitation Program to avoid ruptures in aging infrastructure. There will be community outreach before work begins.

Water Replenishment District of Southern California (WRD) Contract year is August 24, 2017-March 31, 2018.

Specific goals are not enumerated. SBCCOG staff disseminated WRD's education and information materials in support of WRD's mission, including the 2040 Master Plan and the WRD/Goldsworthy Desalter project to the general public through the SBCCOG communication channels and community events. SBCCOG placed a WRD article focusing on an update of the WRD/Goldsworthy Desalter project in the November SBESC e-newsletter. During the month of November, SBCCOG arranged for WRD Board President, to speak at the November 16, 2017 Board of Directors meeting regarding the WRD 2040 Ground Water Resilience Plan (GRIP) program. WRD Water Independence Now (WIN) Program literature was placed at the SBCCOG's kiosk at the Promenade on the Peninsula shopping center.

Sanitation Districts of LA County (LACSD)

Contract goals: Schedule 5 Sanitation Districts-related presentations to be completed by December 31, 2017

Status of goals: 4 presentations have been completed; staff is reaching out to service clubs to schedule the additional presentation.

Los Angeles Department of Water and Power (LADWP) Contract year is April 1, 2017-December 31, 2017

Contract goals:

- 6-10 targeted special exhibit events
Status of goal: 9 completed; a meeting has been scheduled in November with Los Angeles Gateway Chamber of Commerce to discuss events in Harbor City/Harbor Gateway **Goal met**
- 1 training for SBCCOG Volunteers on LADWP programs
Status of goal: **Goal met** (6/1/17)
- 4-6 commercial kitchens to be identified for water assessments and conservation training
Status of goal: 7 water assessments were completed – 4 on 11/1/17 and 3 on 11/6/17. **Goal met**

Transportation

Vanpool Program (Contract period Feb. 1, 2013 – Nov. 30, 2018)

Contract goals: 72 outreach events; 18 information/formation meetings

Status of goals: 189 outreach events **Goal met**; 8 information/formation meetings

In November, collateral materials were distributed at 8 SBCCOG outreach events. SBCCOG staff participated in the City of Carson's "Calling all Cars" EV drive and ride event. SBCCOG staff followed-up with Enterprise to look for joint vanpool marketing opportunities in the South Bay. Staff continued outreach efforts to follow-up

and schedule vanpool formation meetings with CSUDH as well as to explore vanpool opportunities through the City of Hermosa Beach’s new businesses’ TDM requirements.

Metro Express Lanes (MEL) (Contract period Aug. 1, 2015 – Jul. 31, 2018)

Contract goal: 30 outreach events; 2 presentations (*This goal is dependent upon the availability of the mobile van*).
Status of goal: 236 community events and 12 presentations of the MEL Promotional Marketing have been completed. In addition, 21 SBESC e-newsletter articles have been facilitated by SBCCOG staff. **Goal met**

SBCCOG continues to send multiple invitations and notices to Metro staff about future South Bay MEL events that would be of value. SBCCOG staff presented and promoted Metro's MEL program at the City of Carson’s “Calling all Cars” EV drive and ride event. Additionally, SBCCOG incorporated MEL messaging at the City of Torrance’s Rain Barrel give-away.

Travel Pal – Smart Mobility Tool (Contract period Aug. 1, 2015 – Feb. 28, 2018)

Statistics are from May 2016 – November 2017: 774 Registered Users; 13 Sub-Networks; 700 Trips Logged; 3,022 People have “Used” Travel Pal – at least once; 4,413 Total “Sessions” – actively engaging in the Travel Pal; 68% of all sessions are estimated as being “New Visitors”. The SBCCOG staff had preliminary discussions with the software vendor (Ride Amigos) about “next steps” and opportunities for continuing the project and/or other applications. SBCCOG staff and consultant are in the process of drafting the final report to Metro which will include recommendations.

II. MARKETING, OUTREACH, & IMPLEMENTATION

Workshops, Trainings & Exchanges

The following chart lists an overview of all registration events held in November 2017:

Event Date	Event Name	No. Attended/No. of RSVPs	Marketing Info. (how did they hear about the Workshop)	Staff Lead
11/27/17	Rain Barrel Distribution – Torrance (500 rain barrels distributed)	306/310	Email: 138; Flyer: 9; Friend or Family: 54; Local Publication: 37; Social Media: 50; Website: 17; Other: 5	AB, JZ

Outreach Events

- 6 community events in November; 3 scheduled in December
- 2 presentations/workshops in November; 1 workshop scheduled in December

Calendar year-to-date through November 2017:

- 62 community events
- 4 business events
- 4 employee events
- 15 presentations/workshops

Holiday Light Exchange Update

During the month of November two of three Holiday Light Exchanges were held. District 15 Holiday Light Exchange was held at Harbor City Library on November 15. In addition, the SBCCOG’s annual Holiday Light Exchange scheduled took place at the SBCCOG offices at the SBESC on Nov 30 and December 1, 2017.

Promotional media for the events included CBS Channel 2/KCAL 9, Hawthorne Cable TV and Torrance CitiCABLE. In addition to numerous postings on Facebook, and Twitter, E-blasts. A full list is below in the Media section of the staff report.

Sponsorships allowed us to purchase a total of 418 boxes for the November 15 & 30 and December 1 events. This is the largest number of boxes we have ever had. There are 70 boxes remaining. Lights are

available in the SBESC office for a limited time to allow residents that already heard about the event, but missed it to take advantage of program.

The following is a breakdown by city of lights exchanged by South Bay residents:

Carson (22), El Segundo (2), Hawthorne (9), Hermosa Beach (8), Inglewood (5), Lawndale (11), Lomita (5), Manhattan Beach (8), Palos Verdes Estates (5), Rancho Palos Verdes (38), Redondo Beach (23) Rolling Hills (2), Rolling Hills Estates (4), Torrance (135); District 15 Harbor City (11), San Pedro (16), and Wilmington (9).

Top Tweet earned 68 impressions

Our Board Chair, @TorranceCA Councilmember @KurtWeideman picking up a free #rainbarrel at West High School this past Saturday.
pic.twitter.com/VS8QEZHUXP



♥ 4

A third Holiday Light Exchange will be held December 10 for the Los Angeles County 2nd District unincorporated communities of West Athens/Westmont and Manchester/Vermont. As approval of funding came at a separate time, a separate purchase of lighting was made for this event. Details will be included in the next staff update.

2017 Sponsors include: Supervisor Mark Ridley-Thomas (\$3,200), Councilman Joe Buscaino (\$1,100), Chevron (\$1,000), Watson Land Company (\$1,000), South Bay Association of REALTORS® (\$500), 3 Leaf Realty (\$250), Continental Development (\$250, GSE Solutions (\$250), and Athens Services (\$250). Once again, Walser’s of Torrance is scheduled to accept the old incandescent strands for e-waste.

Media

Social Media

- SBCCOG -- Totals for Social Media (SBCCOG) (*top tweet – right*)
 - Twitter: 97 followers total, 352 impressions* month of November
 - Facebook: 41 likes total, 268 impressions month of November
- SBESC -- Totals for Social Media (*top tweet – right*)
 - Twitter: 506 followers total, 2,500 impressions* month of November
 - Facebook: 684 likes total, 1,625 impressions month of November
 - LinkedIn: 111 followers total, 65 impressions month of November

**Impressions: the number of times a post has been viewed*

Top Tweet earned 695 impressions

#Enewsletter is out w/stories via @TorranceCA @WestBasin @SanDistricts & more: ow.ly/iil930gBvNA

↗ 3

Press Releases/Press Interviews/Articles/Cable TV

“SBCCOG Announces Holiday Light Exchange,” November 27, 2017

Earned Print Media/Online Media/Cable TV

“Holiday Light Exchange,” Redondo Beach Chamber E-Newsletter, October 31, 2017

“Holiday Light Exchange,” L.A. Gateway Chamber E-Newsletter, October 31, 2017

“Holiday Light Exchange,” Hermosa Beach E-Newsletter, November 2, 2017

"Holiday Light Exchange," Joe Buscaino Live Video, November 15, 2017
"Holiday Light Exchange," Alex Padilla E-Newsletters, November 16, 22 & 30, 2017
"Holiday Light Exchange," Ralph Franklin E-blast to 400 residents, November 7 & 14, 2017
"Holiday Light Exchange," Carson Website, November 28, 2017
"Holiday Light Exchange," RPVTV Reader Board & Nextdoor, November 29, 2017
"Holiday Light Exchange," Daily Breeze On-line, November 29, 2017
"Holiday Light Exchange," City of Manhattan Beach Tweet, November 30, 2017
"Holiday Light Exchange," Assemblyman Muratsuchi Tweet, November 30, 2017
"Holiday Light Exchange," Malaga Bank Facebook, November 30, 2017
"Holiday Light Exchange," CBS Channel 2 & 9 reporter and filming, November 30, 2017
"Holiday Light Exchange," Hawthorne Cable TV reporter and filming, November 30, 2017
"Holiday Light Exchange," Torrance CitiCable reporter and filming, November 30, 2017

Volunteer Program

Status of Program: 59 hours for November 2017; 2017 thus far = 877.25 hours

Grand total as of 11/30/17: 17,609.43 (starting April 2008)

The SBCCOG held the annual Volunteer Reception on November 16 to honor our volunteers and specifically those who have provided more than 50 hours of service. The event was a great success and the volunteers expressed their thanks.