

# South Bay Cities Council of Governments

---

## SBCCOG Board of Directors' Meeting Thursday, June 27, 2019 @ 6:00 pm SBCCOG Office 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](http://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.

### **REVISED AGENDA - add F.1 to Consent Calendar**

- I. **CALL TO ORDER & SALUTE TO THE FLAG (6:00 PM)**  
Britt Huff, 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 (6:05 pm)**
- VI. **CONSENT CALENDAR (6:10 pm)**  
Matters listed under Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Calendar and considered separately.
  - A. **May Board Meeting Minutes (attachment) – Approve (Pages 3-9)**
  - B. **Resolution #2019-1 – Designating a New SBCCOG Treasurer (attachment) – Approve (Page 11)**
  - C. **Resolution #2019-2 - Authorizing Investment in Local Agency Investment Fund (attachment) – Approve (Page 13)**
  - D. **Metro Shared Mobility Contract (attachment) – Approve (Page 15)**
  - E. **West Basin Municipal Water District Annual Contract Renewal (attachment) – Approve (Pages 17-30)**
  - F. **Status of Legislation of Interest to SBCCOG (attachment) – Approve (Pages 31-42)**
    1. AB 1279 – Oppose
    2. AB 228 – Steering Committee took oppose position – due to time critical hearing

**F.1 Contract with CDM Smith on behalf of the Dominguez Channel Watershed Management Group (attachment) – Approve (Pages 43-49)**

**G. 3<sup>rd</sup> Quarter Budget Report (attachment) – Receive and file (Pages 51-53)**

**H. Monthly Reports – Receive and File**

1. **South Bay Environmental Services Center Report (attachment) (Pages 55-61)**
2. **Transportation Report (attachment) (Pages 63-68)**
3. **Service Council Report by Ralph Franklin, Chair (attachment) (Pages 69-70)**

**VII. PRESENTATIONS – (all prepared presentations will be posted @ www.southbaycities.org)**

**A. Certificate of Appreciation (6:10 pm)**

1. Susan Kamada, SBCCOG Outgoing Treasurer

**B. Face of the Program (6:15 pm)**

1. Natalie Champion

**C. EV Ready Communities (6:20 pm)**

1. Josh Torres, Senior Policy Advisor, SCE

**VIII. SBCCOG PROGRAM ACTION ITEMS, REPORTS AND UPDATES (6:35 pm)**

**A. Election of Officers (attachment) – Approve (Page 71)**

**B. 2018-2019 Budget (attachments) – Approve (Pages 73-85)**

**C. Regional Broadband Initiative (attachment) – Approve (Pages 87-89)**

**D. General Assembly topic – March 19, 2020 (attachment) (Pages 91-92)**

**E. Senior Services**

**F. Homeless Services (attachment) (Page 93)**

**G. Slow Speed/Local Travel Network Project**

**H. Metro Report**

**I. SBCCOG Transportation Update**

**J. Office Move (attachment) (Page 95)**

**K. Other**

**IX. AGENCY REPORTS (7:25 pm)**

**A. League of California Cities & LA Division Legislative Committee (Bea Dieringer & Jeffrey Kiernan)**

**B. Air Quality Management District & Cal. Air Resources Report (Judy Mitchell, Joe Buscaino, Janice Hahn & Denny Shaw)**

**C. SCAG & Committees (attachment) (Pages 97-99)**

1. Energy and Environment (Judy Mitchell, Jim Osborne)
2. Transportation (Dan Medina, James Gazeley, Drew Boyles)
3. Community, Economic, & Human Development (Frank Zerunyan & Mark Waronek)
4. Regional Council (Judy Mitchell, Dan Medina, James Gazeley)

**D. Santa Monica Bay Restoration Commission (Bill Brand/Jeff Duclos)**

**E. Stormwater Funding**

1. CCCA/LCC Stormwater Funding Options Committee (Hany Fangary & Milton Herring)

**F. South Bay Association of Chambers of Commerce (Olivia Valentine)**

**G. South Bay Aerospace Alliance (Olivia Valentine/Rodney Tanaka)**

**H. KHRH (Hawthorne Airport) Committee re: Community Impacts (Olivia Valentine)**

**I. South Bay Workforce Investment Board (Chris Cagle)**

**J. California Association of Councils of Governments - CALCOG (Britt Huff)**

**X. UPCOMING EVENTS & ANNOUNCEMENTS**

July 11 Legislative Briefing

**XI. ADJOURNMENT**

**Next Board meeting - Thursday, July 25, 2019**



**X: Inactive (missed last 3 meetings in a row)**  
**Inactive Membership is automatically re-instated by attending a meeting**

**SBCCOG MEETINGS: ATTENDANCE 2018 – 2019**

| City  | Oct - 18 | Nov - 18          | Jan - 19                          | Mar - 19                          | Apr - 19          | May - 19               | Jun - 19 |
|---|----------|-------------------|-----------------------------------|-----------------------------------|-------------------|------------------------|----------|
| <b>Carson</b>   | Hicks    | Hicks             | Hicks                             |                                   | Hicks<br>Hilton   | Hicks                  |          |
| <b>El Segundo</b>                                     | Boyles   | Boyles            | Boyles                            | Brann                             | Boyles            | Boyles                 |          |
| <b>Gardena</b>  | Medina   |                   |                                   | Medina                            | Tanaka            |                        |          |
| <b>Hawthorne</b>                                      |          | Valentine         | Monteiro                          | Valentine                         | Monteiro          | Valentine              |          |
| <b>Hermosa Beach</b>                                  | Fangary  | Fangary           | Fangary                           | Fangary                           | Campbell          | Fangary                |          |
| <b>Inglewood</b>                                      | Franklin |                   | Franklin                          | Franklin                          |                   | Franklin               |          |
| <b>Lawndale</b>                                       | Osborne  | Osborne<br>Suarez | Osborne<br>Suarez<br>Pullen-Miles | Suarez<br>Osborne<br>Pullen-Miles | Suarez            | Suarez<br>Pullen-Miles |          |
| <b>Lomita</b>   | Gazeley  | Gazeley           | Gazeley                           | Gazeley                           |                   | Gazeley                |          |
| <b>Los Angeles</b>                                    | Buscaino |                   |                                   |                                   | <b>X</b>          | <b>X</b>               | <b>X</b> |
| <b>Manhattan Beach</b>                                | Hersman  | Hersman           | Hersman                           | Hersman                           | Hersman<br>Hadley |                        |          |
| <b>Palos Verdes Estates</b>                           | Kao      | Vandever          | Kao                               | Kao                               | Kao               | Kao                    |          |
| <b>Rancho Palos Verdes</b>                            | Alegria  | Alegria           | Cruikshank                        | Cruikshank                        | Alegria           | Alegria                |          |
| <b>Redondo Beach</b>                                  | Emdee    |                   | Horvath                           | Horvath                           | Horvath           | Horvath                |          |
| <b>Rolling Hills</b>                                  |          | Dieringer         | Dieringer                         |                                   | Dieringer         | Dieringer              |          |
| <b>Rolling Hills Estates</b>                          | Huff     | Huff              | Huff                              | Huff                              | Huff              | Huff<br>Zerunyan       |          |
| <b>Torrance</b>                                       | Rizzo    |                   |                                   | Herring                           | Herring           |                        |          |
| <b>County of Los Angeles-2<sup>nd</sup> District</b>  |          |                   | Sausedo                           | Sausedo                           |                   |                        |          |
| <b>County of Los Angeles- 4<sup>th</sup> District</b> |          | LaMarque          |                                   | LaMarque                          | LaMarque          |                        |          |

|                                     |           |           |           |           |           |           |           |
|-------------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| <b>Number of Active Agencies</b>    | <b>18</b> | <b>18</b> | <b>18</b> | <b>18</b> | <b>17</b> | <b>17</b> | <b>17</b> |
| <b>Quorum Required (50% +1)</b>     | <b>10</b> | <b>10</b> | <b>10</b> | <b>10</b> | <b>9</b>  | <b>9</b>  | <b>9</b>  |
| <b>Number of Agencies Attending</b> | <b>14</b> | <b>11</b> | <b>14</b> | <b>14</b> | <b>13</b> | <b>12</b> |           |

**SOUTH BAY CITIES COUNCIL OF GOVERNMENTS  
THURSDAY, MAY 23, 2019  
SOUTH BAY CITIES COUNCIL OF GOVERNMENTS THEATER  
20285 S. WESTERN AVENUE, 1ST FLOOR, TORRANCE, CA 90501**

**I. CALL TO ORDER**

Chair Huff called the SBCCOG Board of Directors meeting to order at 6:09pm.

**II. INTRODUCTIONS**

**In attendance were the following voting elected officials:**

|                             |                                   |
|-----------------------------|-----------------------------------|
| Cedric Hicks, Carson        | Jim Gazeley, Lomita               |
| Drew Boyles, El Segundo     | Kenny Kao, Palos Verdes Estates   |
| Olivia Valentine, Hawthorne | Eric Alegria, Rancho Palos Verdes |
| Hany Fangary, Hermosa Beach | Christian Horvath, Redondo Beach  |
| Ralph Franklin, Inglewood   | Bea Dieringer, Rolling Hills      |
| Bernadette Suarez, Lawndale | Britt Huff, Rolling Hills Estates |

**Other elected officials in attendance:**

Robert Pullen-Miles, Lawndale  
Nancy Hersman, Rolling Hills Estates

**Also in attendance were the following persons**

|                                   |                               |
|-----------------------------------|-------------------------------|
| Jonatan Cvetko, Angeles Emeralds  | Steve Lantz, SBCCOG           |
| Mikael Long, Angeles Emeralds     | David Leger, SBCCOG           |
| Jeff Kiernan, League of CA Cities | Natalie Champion, SBCCOG      |
| Greg Farr, Caltrans               | Rosemary Lackow, SBCCOG       |
| Chris Cagle, SBWIB                | Grace Farwell, SBCCOG         |
| Sarah Patterson, SCAG             | Brooke Heri, SBCCOG           |
| Jacki Bacharach, SBCCOG           | Aaron Baum, SBCCOG            |
| Wally Siembab, SBCCOG             | Karen Kanda, SBCCOG Volunteer |

**III. CONFIRM POSTING OF THE AGENDA BY THE CITY OF TORRANCE**

Ms. Bacharach confirmed that the agenda was properly posted in the City of Torrance.

**IV. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA**

No changes to the agenda.

**V. PUBLIC COMMENT**

No public comment received.

**VI. CONSENT CALENDAR**

- A. April Board Meeting Minutes (attachment) – Approved**
- B. 2019-2020 Dues (attachment) – Approved**
- C. Contract Renewal with Water Replenishment District (attachment) – Approved**
- D. Contract Extension for Metro Deputy Mike Bohlke (attachment) – Approved**
- E. Contract with Jacki Bacharach and Associates for Management Services (attachment) – Approved**
- F. Solsmart Sub-Regional Agency Designation (attachment) – Approved**
- G. Status of Legislation of Interest to SBCCOG (attachment) – Approved**
  - 1. Support – AB 1672, AB 1530, AB 659
  - 2. Oppose – AB 68 and AB 881
- H. Monthly Reports – Received and Filed**
  - 1. South Bay Environmental Services Center Report (attachment)
  - 2. Transportation Report (attachment)
  - 3. April Service Council Report by Don Szerlip, Vice Chair (attachments)

Ms. Bacharach announced that the legislative matrix has been updated since the agenda packet was mailed out. AB 1672 and AB 659 have become two-year bills. Ms. Bacharach asked the Board to discuss whether or not they want to take a position on the two-year bills as they could be entirely different by the end of the legislative session.

**MOTION** by Board Member Alegria, seconded by Board Member Franklin, to **TAKE THE RECOMMENDED POSITIONS** on the two-year bills and other bills as recommended. No objection. So ordered.

**MOTION** by Board Member Franklin, seconded by Board Member Alegria, to **APPROVE** the consent calendar. Motion passes. So ordered.

Board Member Dieringer requested the opportunity to comment on item E as she did not realize the prior vote was for the entire consent calendar. Chair Huff provided her that opportunity. Board Member Dieringer expressed her concerns on item E, particularly surrounding the pay to subcontractors on the Jacki Bacharach & Associates contract and the lack of specific breakdowns of their salaries. Board Member Dieringer stated that she would prefer to remove this item from the agenda to provide additional time for review. A motion was made by Board Member Dieringer to reconsider the vote on the consent calendar and it died for lack of a second. Board Member Dieringer requested that the record reflect her opposition to item E on the consent calendar.

## **VII. PRESENTATIONS**

### **1. Face of the Program**

Wally Siembab gave his “SBCCOG: Face of the Program” presentation, which introduces SBCCOG staff and their program responsibilities to the Board of Directors. Mr. Siembab began by detailing his early life in Detroit that shaped his love for the suburbs. Mr. Siembab then touched on his early work at the US Atomic Agency and his education at UCLA. Upon graduation, Mr. Siembab worked in a national planning practice doing municipal cable tv policy and helped to design municipal departments such as when West Hollywood was incorporated. Mr. Siembab briefly described meeting Ms. Bacharach at the League of California Cities while he was working as a principal technology advisor. Mr. Siembab then moved into the world of telecommuting and designed various telework projects throughout the country, including the Blue Line Televillage project for Metro. Mr. Siembab concluded by touching on his work at the SBCCOG including the Sustainable South Bay Strategy, Telework, and SmartNet projects. Mr. Siembab is looking forward to his retirement in Bellingham, Washington and hopes to write policy and publish his collection of photos.

Mr. Siembab’s presentation can be viewed online at:

[http://southbaycities.org/sites/default/files/board\\_directors/meeting/PRESENTATION\\_Face%20of%20the%20Program%20Wally%20Siembab.pdf](http://southbaycities.org/sites/default/files/board_directors/meeting/PRESENTATION_Face%20of%20the%20Program%20Wally%20Siembab.pdf)

### **2. Cannabis Issues for Cities**

Jonatan Cvetko gave a brief presentation on cannabis issues facing cities in California. Mr. Cvetko explained the multitude of ways that the State is attempting to remove local control over cannabis regulation despite Prop 64’s promise of local control. In addition to the issue of local control, cities are also faced with illegal operators, legal and illegal delivery operators, and non-cannabis (hemp) CBD retailers. Mr. Cvetko briefly touched on the multitude of state bills related to fixing existing cannabis regulations, particularly AB 1356 that would require any city that voted in support of Prop 64 to allow retail cannabis businesses at a specified rate.

Mr. Cvetko’s full presentation is available online at:

[http://southbaycities.org/sites/default/files/board\\_directors/meeting/PRESENTATION\\_Cannabis%20Issues%20for%20Cities%205.23.2019.pdf](http://southbaycities.org/sites/default/files/board_directors/meeting/PRESENTATION_Cannabis%20Issues%20for%20Cities%205.23.2019.pdf)

### **3. 2019 – 2020 Budget Review (attachments)**

Ms. Heri gave an overview presentation on the draft 2019-2020 SBCCOG budget. Ms. Heri noted that the year is beginning with a deficit which is not unusual. The deficit is largely due to decreases in SCE/SCG funding and budgeted expenses for the SBCCOG office relocation. Ms. Heri pointed the Board to the chart comparing the variations from last year’s budget.

Ms. Bacharach added that the budget includes a “wishlist” developed by the Finance Committee chaired by Board Member Franklin. The wishlist includes: a budget for legal services provided by Mike Jenkins. This request is due to the recent merger of Mr. Jenkins’ law firm with Best Best & Krieger. (Potential needs for specialty law services have already been included in the budget). Mr. Jenkins currently provides his services

pro bono except for work done on specified projects with funds billable to legal services; A small increase to retire benefit contributions; and an additional \$150,000 for reserves.

Board Member Dieringer asked what the plan is for closing the budget deficit besides hoping for additional grant revenue. Ms. Bacharach and Ms. Heri explained that it is very common for the SBCCOG to begin the year in a deficit but that there is no specific plan beyond searching for additional grants.

Board Member Horvath followed up on the cyclical nature of the SBCCOG budget deficit and asked if it would be worthwhile to consider changing the fiscal year to be something besides July-June. Ms. Bacharach noted that it's something to consider, but it may not solve the deficit issue on its own.

Board Member Alegria added that he agrees with Board Member Dieringer's concerns about approving a budget with a large deficit but asked if there were opportunities to modify the budget after it is approved. Ms. Bacharach explained that there is a mid-year budget update that the Board will vote on as well as quarterly updates to the Steering Committee. However, it is possible that the Board could amend the budget as often as they wish.

Board Member Dieringer also expressed her concerns that the deficit will prompt additional dues increases despite the conclusion of the 5-year dues increase plan. Board Members Horvath and Franklin clarified that the 5-year plan was not to prevent future dues increases but was implemented to help create an emergency reserve and help address a cashflow issue.

Board Member Dieringer requested that the budget not be included on the consent calendar on the June agenda.

The full budget is available online here:

[http://southbaycities.org/sites/default/files/board\\_directors/meeting/12\\_Updated%20Proposed%20Budget%202019-2020%20%26%20Narrative.pdf](http://southbaycities.org/sites/default/files/board_directors/meeting/12_Updated%20Proposed%20Budget%202019-2020%20%26%20Narrative.pdf)

## **VIII. Transportation Reports**

### **A. Metro Report by Board Member James Butts/Mike Bohlke**

Mr. Lantz reported that the Metro Board approved a \$9.9M two-year contract with LA County Dept. of Health Services for homeless outreach on the transit system. The Board also adopted the \$7.2B budget.

### **B. SBCCOG Transportation Update by Steve Lantz**

No update given.

## **IX. SBCCOG PROGRAM ACTION ITEMS, REPORTS AND UPDATES**

### **A. Contract Amendment with City of Hawthorne to Assist them with their Green Business Assist Program (attachments) – APPROVED**

Ms. Bacharach reported that this item was not received prior to the Steering Committee meeting for their review. The amendment provides the SBCCOG with \$20,000 in additional funding.

**MOTION** by Board Member Horvath, seconded by Board Member Alegria, to **APPROVE** the amendment. No objection. So ordered.

### **B. Appointments to Outside Agencies (attachment) – APPROVED**

Ms. Bacharach explained that most appointments were not contested except for the SCAG Community, Economic, and Human Development Committee which had two applicants: Frank Zerunyan (incumbent) and Chris Pimentel. Ms. Bacharach read a statement from Mr. Pimentel who was unable to attend the meeting in person. Mr. Zerunyan noted his years of service on various SCAG committees over the past 16 years.

**MOTION** by Board Member Horvath, seconded by Board Member Gazeley, to **APPROVE** the appointments as recommended and to **APPOINT** Frank Zerunyan to the SCAG Community, Economic, and Human Development Committee. No objection. So ordered.

**C. Nominating Committee Report – NOMINATIONS OPENED**

Chair Huff opened nominations and reviewed the Nominating Committee recommendations that if approved, would make Board Member Horvath Chair on July 1st, Board Member Valentine Vice Chair, and Board Member Boyles 2nd Vice Chair. At large Steering Committee members nominated are Councilmembers Hicks, Tanaka & Cruikshank. Chair Huff asked if there were any other Board Members interested in being a member of the SBCCOG Steering Committee.

**D. Senior Services**

Chair Huff reported that the next meeting will be taking place on Tuesday at 9:30am. There will be a speaker from Doorsquad, which is a relocation concierge service that helps older adults in the down-sizing process. Ms. Bacharach added that the SBCCOG is looking into a \$150K grant from Kaiser and other possible partners to begin work on making the South Bay an age-friendly region.

**E. Homeless Services**

Ms. Bacharach reported that there were five elected officials at the last meeting, which was a great turnout. There was a brief presentation on the Coordinated Entry System. The group also discussed the desperate need for interim housing since permanent housing cannot be built fast enough. There are efforts to turn rooms at motels into interim housing locations. The homeless count is expected to be released May 31<sup>st</sup> with city-specific counts released in June. There will be a housing resource fair in San Pedro as well.

**F. Regional Broadband Initiative**

Ms. Bacharach reminded the Board that Metro provided approval of the \$4.4M in MSP funding to construct the fiber ring. SBCCOG staff is currently working with cities to identify specific locations that they want to connect to the network. Ms. Bacharach added that there must be at least 35 sites identified based on the proposal by the preferred proposer. SBCCOG staff is also working with Metro, LA County DPW, and city staff to develop short-term implementable transportation projects, one of which is integration with Metro’s Regional Integrated Intelligent Transportation Systems (RIITS) network and LA County’s Information Exchange Network (IEN).

Board Member Valentine asked what the benefits are of joining the RIITS and IEN networks. Mr. Lantz explained that cities often have their own traffic management systems that include data for their own city. By joining RIITS and IEN, a city would be able to get real time data from neighboring cities’ that will allow for better management of recurring and emergency congestion. Without this connection, getting that data would be incredibly cumbersome.

Board Member Horvath added that these projects are the easily achieved projects that can provide some immediate benefits. He went on to stress that this is essentially a do-or-die moment that will not come again. The SBCCOG has been authorized to use \$4.4M to cover the capital costs for cities which means that cities would only have to cover the monthly service costs. In his city, they are already committed to two other carriers, but have determined that by joining the SmartNet now, they will easily save money in the long run by being able to eliminate at least one of the current providers.

Mr. Lantz added that as government becomes more electronic, high bandwidth connections will be even more critical.

**G. Slow Speed/Local Travel Network Project**

Ms. Bacharach reported that a very successful kickoff meeting was held with Fehr and Peers earlier in the day.

**H. Office Move**

Ms. Bacharach announced that there were two sites still under consideration. One is located on Vermont Ave/190<sup>th</sup> St and the other is located at Sepulveda Blvd/Crenshaw Blvd. Meetings are being held with space planners for both sites as they are currently empty shells.

Caltrans also plans to begin working out of the SBCCOG office starting next week. Caltrans staff will work out of the SBCCOG office as a local resource for South Bay city staff. If the project proves to be successful, a more permanent arrangement will be considered for the new office.

**I. Other**

Ms. Bacharach noted that the Housing Forum went well and that the most popular panelists were Wally Siembab and Bill Brand. There was a lot of interest in Mr. Siembab's policy ideas.

Lastly, Ms. Bacharach reported that Adaptation Chapters for Climate Action Plans are being drafted right now and will be going to cities for review in the coming weeks.

**X. AGENCY REPORTS**

**A. League of California Cities & LA Division Legislative Committee**

Mr. Kiernan announced that SB50 was held in the Appropriations Committee last week and has turned into a two-year bill. Mr. Kiernan also touched on the AB 1356 cannabis legislation and AB 849 districting legislation that the League is opposing. Mr. Kiernan concluded by announcing a training session being held as part of the Executive Forum on June 19<sup>th</sup> and 20<sup>th</sup>.

**B. South Coast Air Quality Management District – No report given.**

**C. SCAG & Committees**

1. Energy and Environment – No report given.
2. Transportation – No report given.
3. Community, Economic, & Human Development – No report given.
4. Regional Council – No report given.

On behalf of Ms. Patterson, Ms. Bacharach shared the Connect SoCal workshops flyer for the 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy that will present a long-range vision for future mobility and housing needs with economic, environmental and public health goals. There will be a May 30<sup>th</sup> workshop at the Carson Community Center.

**D. Santa Monica Bay Restoration Commission – No report given.**

**E. Stormwater Funding**

1. CCCA/LCC Stormwater Funding Options Committee – No report given.
2. County Water Resilience Working Group – No report given.

Board Member Fangary took this opportunity to announce that he will no longer be serving on the SBCCOG Board of Directors. Councilmember Massey will be replacing him on the Board. Board Member Fangary will continue to serve on these committees.

**F. South Bay Association of Chambers of Commerce – No report given.**

**G. South Bay Aerospace Alliance – No report given.**

**H. KHHR (Hawthorne Airport) Committee re: Community Impacts**

Board Member Valentine explained that KHHR is the call sign for the Hawthorne Airport. Members include neighboring cities. The second meeting of the group was held on April 18<sup>th</sup>. They discussed impacts of the flight path and requested more in-depth discussions on specific data. The goal is to create a mechanism to help process community concerns and identify potential fixes. Meetings will be held quarterly.

**I. South Bay Workforce Investment Board – No report given.**

Mr. Cagle passed out the 3<sup>rd</sup> Quarter Report. The job fair in Carson for youth/young adults was very successful with over 800 people attending. 150 were hired on the spot and over 200 were invited back for second interviews.

**J. California Association of Councils of Governments**

Chair Huff reported that next CALCOG meeting will take place next week.

**XI. UPCOMING EVENTS & ANNOUNCEMENTS**

Huff (Rolling Hills Estates): The Palos Verdes Street Fair is taking place June 7-9.



Valentine (Hawthorne): A Senior Intervention Fair is being held on June 4<sup>th</sup> from 10am-1pm.

Fangary (Hermosa Beach): Fiesta Hermosa is taking place this weekend and will feature two stages with between 50-100K attendees expected.

Alegria (Rancho Palos Verdes): There will be a Memorial Day ceremony at the Green Hills cemetery on Monday.

Horvath (Redondo Beach): Following the RPV Memorial Day event, there will be one at 1pm at Veterans' Park

Hicks (Carson): There will be a Memorial Day veterans event at the Carson Community Center tomorrow.

**XII. APRIL SBCCOG COMMITTEE MEETINGS & WORKING GROUPS**

Consult website for specific times and places for other meetings – [www.southbaycities.org](http://www.southbaycities.org)

**XIII. ADJOURNMENT**

Chair Huff adjourned the meeting at 8:16 pm to June 27<sup>th</sup> at 6:00 pm.

David Leger

Assistant Board Secretary

THIS PAGE LEFT INTENTIONALLY BLANK

**Resolution No. 2019 - 1**

**A Resolution of the Governing Board of the South Bay Cities Council of Governments Designating a Treasurer of the South Bay Cities Council of Governments**

The Governing Board of the South Bay Cities Council of Governments does hereby receive and order as follows:

Section 1. Pursuant to Article V, Paragraph B of the Bylaws of the South Bay Cities Council of Governments (“SBCCOG”), the Treasurer of the City of Hawthorne, David Patterson, is hereby designated the Treasurer of the SBCCOG starting July 1, 2019.

PASSED, APPROVED and ADOPTED this 27<sup>th</sup> day of June 2019.

---

Britt Huff  
Chair

Attest:

---

SBCCOG Board Secretary

THIS PAGE LEFT INTENTIONALLY BLANK

**Resolution No. 2019 – 2**

**A RESOLUTION OF THE GOVERNING BOARD OF THE SOUTH BAY CITIES COUNCIL OF GOVERNMENTS AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND**

WHEREAS, The Local Agency Investment Fund is established in the State Treasury under Government Code section 16429.1 et. seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the City Council/Board of Directors hereby finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein is in the best interests of the South Bay Cities Council of Governments;

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors hereby authorizes the deposit and withdrawal of South Bay Cities Council of Governments' monies in the Local Agency Investment Fund in the State Treasury in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein.

BE IT FURTHER RESOLVED, as follows:

Section 1. Effective July 1, 2019, the following Board officers holding the title(s) specified herein below or their successors in office are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

| <u>Name</u>       | <u>Title</u>               | <u>Signature</u> |
|-------------------|----------------------------|------------------|
| David Patterson   | Treasurer                  | _____            |
| Christian Horvath | Chair                      | _____            |
| Olivia Valentine  | 1 <sup>st</sup> Vice Chair | _____            |
| Drew Boyles       | 2 <sup>nd</sup> Vice Chair | _____            |
| Britt Huff        | Immediate Past Chair       | _____            |

Section 2. This resolution rescinds Resolution No. 2017-2, adopted by the Board of Directors on July 27, 2017 shall remain in full force and effect until rescinded by City Council/Board of Directors by resolution and a copy of the resolution rescinding this resolution is filed with the State Treasurer's Office.

PASSED AND ADOPTED, by the City Council/Board of Directors of South Bay Cities Council of Government, Los Angeles County of State of California on June 27, 2019.

Attest:

\_\_\_\_\_  
SBCCOG Board Secretary

THIS PAGE LEFT INTENTIONALLY BLANK

# South Bay Cities Council of Governments

June 27, 2019

TO: SBCCOG Board of Directors

FROM: SBCCOG Steering Committee

RE: Status of New Metro “Shared Mobility” Contract

## 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.

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

## Background

The practice of “vanpooling” is a transportation demand management (TDM) strategy to encourage and facilitate the aggregation of 5 (or more) employees into a single vehicle (van) for their commute to work. The strategy reduces the total number of vehicles on the road and thereby reduces congestion and Green House Gas (GHG) emissions. For the last 6 years, the SBCCOG has worked, on behalf of Metro, to support and market Metro’s vanpool program. On June 30, 2019, the SBCCOG’s contract to provide Vanpool outreach services to Metro will expire.

The termination of this contract completes a long-renewed Metro contract for these support and marketing services. The initial 2-year contract was signed in 2013 and continued with multiple renewals and extensions each with their own goals and objectives. For each respective contract all goals and objectives were met; all goals and on-going status of these efforts were documented and communicated to the Steering Committee as part of the monthly staff updates.

For this final contract renewal, all goals have been met and/or exceeded:

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

*Status of goals:* 326 outreach events; 18 information/formation meetings

Over the preceding six months, SBCCOG has negotiated with Metro to continue the SBCCOG’s efforts to support TDM strategies in the South Bay; these efforts are defined by Metro as “Shared Mobility” strategies. A new 3-year \$150,000 contract is modeled on the previous Metro Vanpool contract and the Scope of Work will continue outreach and marketing efforts in support of Metro’s vanpool program while adding support for Metro’s “Rideshare” program. Pending Metro’s final review, the contract is expected to be completed and returned to the SBCCOG for signature so that it can begin on July 1, 2019.

## Recommendation:

Upon receipt of the Metro contract and final SBCCOG legal review, the Steering Committee recommends Board approval and authorizes the Chair to sign the Metro Shared Mobility contract for work to begin July 1 on a 3 year contract valued at \$150,000.

Prepared by Aaron Baum

THIS PAGE LEFT INTENTIONALLY BLANK





**Water-Efficiency Program Partnership between  
West Basin Municipal Water District and the  
South Bay Cities Council of Governments**

**“SCOPE OF WORK”**

**July 1, 2019 through June 30, 2020**

This “Scope of Work” (SOW) covers the programs and activities that the South Bay Environmental Services Center (SBESC), a program of the South Bay Cities Council of Governments (SBCCOG), will conduct in support of West Basin Municipal Water District’s (West Basin) programs for a **12-month period, commencing on July 1, 2019 through June 30, 2020.**

This SOW contains two separate sections. Section 1 contains the “non-grant” West Basin task portion of this agreement and totals \$168,980. Section 2 includes two potential grant funded projects that may be implemented if approved by the granting agencies. The two grant projects are the Cash for Kitchens and Disadvantaged Community or DAC projects, and total an additional \$92,820, for a potential contract not-to-exceed amount of \$261,800.

The SOW tasks include education, coordination, and implementation of West Basin’s programs as shown below. With West Basin’s prior approval, this agreement can allow for the addition, removal, or substitution of programs in the event that the timing or budgetary process for a specific task makes its implementation infeasible during the duration of this agreement. If programs are added or substituted, the total amounts will not exceed the Board approved contractual amount of this agreement.

**SECTION 1**

|  |   |
|--|---|
| <b>1. Educational Outreach Support</b>   | <b>\$ 83,400</b><br>(\$6,950 per month) |
| a. Exhibit events  |   |
| b. Kiosk   |   |
| c. Media/Web/E-mail  |   |
| d. On-Going Water Reliability outreach   |   |
| e. Outreach and support for West Basin’s<br>Water Bottle Filling Station                   |   |
| f. SBCCOG Governing Board, Steering Committee<br>and Infrastructure Working Group outreach |   |
| <b>2. Support for Workshops &amp; Events</b>   | <b>\$ 35,450</b>                        |
| a. Promote and assist with Educational Classes   |   |
| b. Assist with Rain Barrel Distribution Events   |   |
| <b>3. Administer Cash for Kitchens Program</b>   | <b>\$ 40,950</b>                        |
| <b>4. IRWMP / Measure W Assistance</b>   | <b>\$ 4,680</b>                         |
| <b>5. Green Building Program</b>   | <b>\$ 4,500</b>                         |
| <b><u>Sub-Total</u></b>  | <b><u>\$168,980</u></b>                 |

## **SECTION 2**

### **\*\* Grant Funded Projects**

|   |                         |
|---|-------------------------|
| <b>6. Administer Cash for Kitchens Program</b>  | <b>\$ 34,320</b>        |
| <b>7. Provide Outreach for Disadvantaged Communities<br/>(DAC) Clothes-Washer Program</b> | <b>\$ 58,500</b>        |
| <b><u>Sub-Total</u></b>   | <b><u>\$ 92,820</u></b> |
| <b>Grand Total</b>  | <b>\$261,800</b>        |

\*\* The two grant projects are not guaranteed. West Basin's goal is to re-design them and seek a contract extension from the granting agencies in order to successfully implement them. Both projects expire on June 30, 2019; therefore West Basin is currently seeking an extension to June 30, 2020. If approved, West Basin will notify the SBCCOG and instruct them to begin implementation of the grant projects. West Basin will include the budgets and tasks for the two grant projects in the contract.

### **Billing Instructions for SOW**

For Task 1 above, Educational Outreach support category, the SBCCOG will invoice West Basin on a pro-rated monthly basis (\$6,950 per month) and all invoices will include the following: a summary of activities (by Director Division), copies of receipts, a year-to-date tracking of budgets and labor hours, copies of articles or press releases, sign-in sheets, photos, and any other back-up documentation that supports the deliverables on the invoice. Also, the SBESC will include in its monthly reports an estimated number of people reached at each event. The tasks associated with categories 2 - 7 above will be billed monthly based on a time and materials basis as work is completed, with the exception of Task 5. The Task 5 Green Building Program amount will be billed as a one-time amount of (\$4,500).

## **West Basin Tasks (Non-Grant Tasks)**

### **1. Educational Outreach Support of West Basin's Programs**

The SBESC will help communicate West Basin's program message to the public through its outreach efforts and existing communication channels. **The goal is to conduct program activities equally in each of West Basin's five electoral divisions in the South Bay.** SBESC will track all activities utilizing an Excel spreadsheet that is separated by each Director's Division.

### **Activities**

- A. Exhibit Events** – SBESC will inform the community about West Basin's Water Use Efficiency (WUE) Programs at the various exhibit events it attends.

- SBESC will provide outreach for West Basin at a minimum of 100 exhibit events. The SBCCOG staff and volunteers will take digital photos at the events and provide them to West Basin. These photos will provide visual examples of the work conducted by the SBESC.
- SBESC will coordinate with West Basin's Public Information Department to obtain sufficient amounts of West Basin program literature to provide at the tabling and outreach events.

**B. Kiosk** – SBESC will be responsible for promoting West Basin's Programs at the two current Kiosks; one located at the Promenade on the Peninsula and the other at the California Small Business Development Center (hosted by El Camino College). SBESC will provide photos and a list of items that are contained in the Kiosk and will coordinate with West Basin to keep the materials updated. SBESC will also research other locations that may have Kiosks and provide additional promotional opportunities.

**C. Media/Web/E-mail** – SBESC will disseminate West Basin program information through its existing communication channels, including but not limited to, its web site, e-mail blasts, Facebook, twitter, and other social media. SBESC communications, such as its monthly newsletter, will also be utilized. The SBESC will conduct the following number of activities:

- Communicate West Basin's Program at a minimum of one article per SBESC e-Newsletter and also promote via 30 e-mail blasts.

**D. On-Going Activities**

- SBCCOG staff will provide the SBCCOG Board of Directors, City Managers, and others at the SBCCOG Committee meetings with regular updates on West Basin's water-efficiency programs. (SBESC will track and document these efforts in the monthly invoicing and reporting);
- Cities - SBESC will communicate West Basin's programs to its cities through its contacts and committees;
- Chambers of Commerce – SBESC will provide West Basin's program information, as it relates to businesses, to the South Bay Association of Chambers of Commerce and all other chambers located within West Basin's service area, including the L.A. County unincorporated areas covered by the SBCCOG service area;
- Education Center – SBESC will keep West Basin's display up-to-date at its office/education center, with current and relevant West Basin information;
- Work with West Basin staff to train the SBCCOG staff and volunteers on West Basin's water efficiency programs; and
- SBESC will provide West Basin (Board Secretary) with a schedule of its outreach events on a weekly basis, or as updates occur. This communication will assist West Basin staff with scheduling loads and avoid event conflicts.

**E. Water Bottle Filling Station Program**

- Working with West Basin staff, SBESC will conduct outreach and marketing for West Basin' Water Bottle Filling Station Program throughout the SBESC service area until

grant dollars are fully expended or until West Basin reaches its maximum applicant commitment.

#### **F. SBCCOG Outreach**

- As needed, SBESC shall assist West Basin to coordinate and schedule program and project briefings and updates to the SBCCOG Governing Board, Steering Committee, and the Infrastructure Working Group.

#### **SBESC TASKS**

- The SBESC will develop a regular and agreed upon schedule with West Basin for ordering supplies. The SBESC will coordinate with West Basin's Conservation and Public Information Departments; and
- The SBESC will schedule SBCCOG committees if and when possible.

#### **WEST BASIN TASKS (TASK A – F)**

West Basin will:

- Continue to coordinate with SBESC to ensure they have adequate supplies of West Basin's most updated outreach materials;
- Provide input on newsletter topics;
- Provide SBESC with a schedule of its outreach events, at the very least, on a monthly basis, or as updates occur. This communication will keep the SBCCOG staff informed and updated on West Basin's conservation and outreach events; and
- Provide all marketing materials for the West Basin Water Bottle Filling Station Program, schedule a program briefing with SBCCOG staff, which shall include all past applicants, grant program rules and regulations, and program capacity.

## **2. Support of Workshops and Events (Tasks A & B)**

All informational documents related to events/activities that SBESC is responsible for supporting (such as flyers) will be reviewed by SBESC prior to distribution to help ensure details are correct and that there is consistency in deployment between the organizations.

### **A. Educational Classes: West Basin's Grass Replacement Class and other similar classes / workshops**

The SBESC will assist in promoting and supporting a minimum of five (5) and maximum of ten (10) classes / workshops to cities throughout the South Bay and L.A. County unincorporated areas.

The SBESC will work with West Basin staff to schedule the classes. West Basin will coordinate with the SBESC staff to provide the cities, locations, and possible contacts, and the SBESC will be responsible for contacting each site regarding the following; reserving the site, inquiring about facility fees, permits, insurance, inquiring about AV requirements, parking and restroom facilities, etc. Also, the SBESC will inquire about promoting at the sites potential marquee sign, counter, display, etc.

The Grass Replacement Classes are being funded by the Metropolitan Water District (MWD) and West Basin will work with MWD to schedule the classes and secure a trainer for each class.

In order to hold a class, MWD's minimum class size requirement is 20 people; however, SBESC cannot guarantee or be held responsible for the minimum class size. Also, MWD has developed a Spanish and Chinese class. If opportunities present themselves, West Basin will work with the SBESC to implement a few of these classes, but stay within the 10 class maximum. The SBESC tasks are shown below.

## **SBESC TASKS**

- Work with the West Basin staff and the various facilities to schedule the classes. The SBESC will coordinate and obtain approval from the various sites to hold the classes.
- Inquire about any site permit, application, and insurance requirements and bring them to the West Basin's attention.
- Promote every class / workshop via all SBESC communication channels;
- Reach out to city contacts, libraries, etc., and request that they promote the classes on their web site, social media, advertisement boards, announcements, newsletters and that they e-blast to their listserv;
- The SBESC will track and document the various marketing activities conducted by its staff and, to the best of its ability, conducted by the local cities and organizations with which it coordinates and provide the information as part of the monthly billing / reporting;
- Strive for an attendance of 20-50 participants per class and take class reservations by phone and online reservation system;
- Provide residents with reminder emails (2) and also request that residents confirm their attendance to classes, workshops and rain barrel events;
- Attend each class in the SBCCOG's geographical area and provide/coordinate the following:
  - Provide one (1) SBCCOG employee and one volunteer; and provide
  - Appropriate snacks for each class.
  - In order to comply with the green and sustainable practices of each city, SBCCOG staff will try to use "green" and recyclable products and try to eliminate the use of packaging, Styrofoam, and non-recyclable plastics at the events.
- Conduct sign-in registration on day of each class and workshop and provide West Basin with a copy of the sign-in sheet for events within the South Bay territory;
- Database the registrants and provide West Basin with the digital spreadsheet; and
- Promote all West Basin programs at classes and workshops.

Note: For the areas outside of the SBCCOG service area, but within West Basin (such as Culver City, West Hollywood, Malibu, and Topanga), SBESC will provide the following services: take RSVPs, provide energy utility outreach materials to West Basin, send out class reminder e-mails, develop a RSVP electronic database and assist with ordering the refreshments (but not pay for food). No day of or on-site services will be provided. West Basin staff will schedule and attend these Division IV classes.

## **WEST BASIN TASKS**

- Work with the Board to select cities and locations to hold the classes;
- Provide locations to the SBESC staff to schedule the locations and coordinate with site contacts;
- Work with local water purveyors and cities to send flyers to water users and invite them to the class;
- Provide instructor for classes and training materials;
- Provide SBESC with event flyer no later than one month prior to event; and
- Develop material to promote the classes.

### **B. Assist with Rain Barrel Distribution Events**

#### **Rain Barrel Events (Saturday)**

Provide a **minimum of two (2)** SBCCOG staff people at the event to handle the participation forms. West Basin will provide non-profit groups and two (2) volunteers at each event. The SBESC will instruct and direct several of the volunteers to assist with the registration forms. West Basin/SBCCOG staff will direct and assign the volunteers with registration, traffic control, and loading duties.

The SBESC will work with West Basin staff to schedule and coordinate each event. West Basin will coordinate with the SBESC staff to provide the cities, locations, and possible contacts, and the SBESC will be responsible for contacting each site regarding the following; reserving the site, inquiring about facility fees, permits, insurance, parking and restroom facilities, etc. Also, the SBESC will inquire about promoting at the sites potential marquee sign, counter, display, etc. West Basin staff will schedule and attend these Division IV events.

The SBESC will conduct the following in coordination with West Basin:

#### **SBESC TASKS**

- Schedule and coordinate with the site staff for each event;
- Inquire about any site permit, application, and insurance requirements and bring them to West Basin's attention.
- Take RSVPs prior to the event and send out reminder notices;
- Attend the event and handle the registration process;
- Work with West Basin's non-profit Community-Based Organization (CBO) volunteers;
- Coordinate with the various partners and vendors;
- **Have each volunteer sign a West Basin Hold Harmless waiver form;**
- Hold a safety meeting and provide each volunteer with a safety vest;
- Assign roles and train the volunteers on the various duties at the event;
- Provide healthy snacks and refreshments for volunteers at the events;
- Sign guests in and develop a sign-in list and database to provide to West Basin; and

- Track and conduct additional outreach to previous registered participants, who were unable to attend and fulfill their reservation, and provide invitations to future West Basin rain barrel distribution events.
- Database all the registrants and identify the participants. Use the participant database to populate MWD's required spreadsheet, provided by West Basin. Provide both spreadsheets to West Basin.

### **WEST BASIN TASKS**

- West Basin to provide the SBESC with the future rain barrel locations and contacts;
- Work closely with the SBESC to coordinate distribution events;
- Provide the non-profit CBO volunteers for each event;
- Provide the SBESC with the Hold Harmless waiver form;
- Schedule the event dates and secure the event locations; and
- Procure the rain barrels and have them delivered to the event site.

### **3. Administer Cash for Kitchens Program**

In 2017, West Basin was awarded grant funding from the Department of Water Resources (DWR) and from the United States Bureau of Reclamation (USBR) to enhance the Program. Due to various challenges with this Program, West Basin has not yet distributed the required water efficiency devices for this Program.

In May 2019, West Basin provided the grant agencies with a re-designed program and a request to extend the project for an additional year, to June 30, 2020. If West Basin is granted approval, it will inform and instruct the SBCCOG to implement this program fully as mentioned in the second section of this (SOW), under the West Basin Grant Task section – Cash for Kitchens.

Although West Basin is waiting for approval, it has budgeted funding to implement the survey and education portion of this program as one of its regular programs. Therefore, beginning on July 1, 2020 the SBCCOG will implement the tasks mentioned below.

### **SBESC TASKS**

SBESC will target 75 commercial and institutional kitchen facilities or restaurants with food service and/or kitchen operations on-site, including hospitals, schools, community centers, government buildings, restaurants, grocery stores, and others.

#### **A. Administer Program:**

- Outreach and Marketing Activities
  - Coordinate with local entities such as cities, school boards, hospitals, Board of Supervisors, Chambers of Commerce and other organizations to identify potential kitchen facilities that would benefit from a water-use survey and water-energy rebates and programs.

- Distribute updated program information and materials through a variety of channels such as targeted emails, phone calls, newsletters, and in-person marketing;
- Receive and redirect any phone calls, emails, or other program inquiries from facilities located outside of SBESC service area to West Basin’s Division 4 survey consultant (as directed by West Basin C4K Program Manager);
- Scheduling Site Surveys
  - Schedule appointments for 75 site surveys and follow-up with a phone call prior to the survey; schedule surveys to allow for facility manager or owner to be present whenever possible;
  - As needed, review all past survey participants to determine if and when a new, updated survey is required, based on programmatic changes or the addition of new eligible devices, rebates and other water-energy programs.
  - Share survey schedule via email/online database with West Basin Project Manager; and
  - Add survey information to Program Database, and update customer tracking sheet.
- Site Survey: Water-Use Survey
  - Gather the site’s water, gas, and electric device & appliance information using the West Basin-provided Survey Questionnaire and Checklist, including information about:
    - Interview management, owner, and/or staff to obtain facility and/or kitchen operating information before and during the survey;
    - Surveyor will test & inspect faucets, valves, and water-using appliances to determine flow rates, identify brands/models of equipment, observe leaks, and assess operating conditions; and
    - Identify, document and photograph any relevant program equipment on the premises.
- Site Survey: Report Presentation to Management
  - Compile all survey information into a report using the West Basin survey checklist.
  - Mail, hand-deliver, or email a copy of the survey report and meet with the facility manager or owner to go over report findings (10 – 15 minutes):
    - Point out any leaks encountered or equipment issues noted during the survey;
    - Discuss rebate availability for kitchen equipment at the facility; identify rebate application links within the survey report for rebates from MWD, SoCal Gas Company, LADWP or SoCal Edison;
    - Distribute educational materials to management or staff:
      - “Every Drop Counts” Poster
      - AWE Commercial Kitchens Best Practices Guide
      - Others, as directed by West Basin C4K Program Manager
- Administrative Tasks Following Visit
  - Update the Program Tracking Sheet, identifying the following:
    - Date and location of visit, as well as any return visits;
    - Facility contact information (Name, position, phone number, email);
    - Existing water and/or energy equipment identified during the survey;



- Send completed survey checklist and report spreadsheet to West Basin Program Manager; and
- Send survey photos to West Basin Program Manager (as needed).

## **WEST BASIN TASKS**

Collateral Materials and Devices:

- West Basin will provide educational materials.

## **4. IRWMP & Measure W Assistance**

The SBCCOG will assist West Basin with various duties, including attending meetings, taking notes, assisting with reports, etc.

### **SBESC TASKS**

- Coordinate with West Basin staff regarding the duties associated with this task;
- Correspond with the project proponents on the required information to complete the grant applications, as requested by the IRWMP consultant;
- Act as the liaison between the project proponent and the IRWMP consultant, on West Basin's behalf;
- Update West Basin staff regularly on the status of the materials required for the grant application;
- Attend meetings on West Basin's behalf, take notes and debrief West Basin staff; and
- Ensure deadlines are met by the project proponents and follow-up as needed to ensure all materials are submitted on time.

### **WEST BASIN TASKS**

- West Basin will provide direction to the SBCCOG regarding this task.
- West Basin will provide the initial correspondence to the project proponents that details the information required for the grant application and introduce the SBCCOG as the liaison between them and the IRWMP consultant.
- West Basin will provide oversight as necessary.

## **5. Green Building Program**

- The SBCCOG will continue the Green Building Program for contract year 2019-2020 building on the momentum, and developing new strategies and contacts through the Program;
- This Program will provide participants with a list of water measures to consider and dedicated staff support for implementation;

- Measures will include participation in direct install, rebate, incentive, pilot, and educational programs offered by the various program participants;
- Program will include outreach to the business community to support water conservation, education and participation in rebate programs;
- Partner logos will be included on program flyers, website, newsletter, and promotional materials;
- Program will partner with sponsors to provide targeted outreach (e.g. by industry or high usage);
- Opportunity for West Basin to co-host and speak at program events;
- Recognition of West Basin as a program partner at outreach events, including City Council and Commission meetings; and
- Name/logo on signage and invitation at any Green Building Program award events.

### **SBESC TASKS**

- Provide West Basin with list of water conservation measures that SBESC identified with participants;
- Promote West Basin programs and rebates;
- Provide the current list of businesses to West Basin and GIS plot map the businesses per West Basin Division; and
- Alert West Basin of public outreach opportunities.

### **WEST BASIN TASKS**

- Review list of measures and update.

# West Basin (Grant Tasks)

## 6. Administer Cash for Kitchens – “Grant” Program

In May 2019, West Basin provided the grant agencies, with a re-designed program and a request to extend the project for one more year, to June 30, 2020.

If West Basin receives approval from the grant funding agencies, it will direct the SBCCOG to implement the following grant tasks.

### SBESC TASKS

Target 75 commercial and institutional kitchen facilities or restaurants with food service and/or kitchen operations on-site, including hospitals, schools, community centers, government buildings, restaurants, grocery stores, and others. As needed, SBESC shall review past program participants and conduct re-visit surveys, with the purpose of identifying new opportunities to provide participants with updated program information and determine if they are eligible for grant-funded device installations through follow-up surveys.

#### A. Administer Program:

- Outreach and Marketing Activities
  - Receive and redirect any phone calls, emails, or other program inquiries from facilities located outside of SBESC service area to West Basin’s Division 4 survey consultant (as directed by West Basin C4K Program Manager);
  - Coordinate with local entities such as cities, school boards, hospitals, Board of Supervisors, Chambers of Commerce and other organizations to identify potential kitchen facilities that would benefit from a water-use survey and potentially from high-efficiency equipment installations. (Please check with West Basin with any questions regarding site eligibility);
  - Distribute, and as needed re-distribute, updated program information and materials through a variety of channels such as targeted emails, phone calls, newsletters, and in-person marketing;
  - Contact institutions with kitchen facilities through various methods to explain the program components, steps and benefits; and
  - As needed, contact previous survey participants to explain new program format and the potential for West Basin to install free high-efficiency devices.
- Process Rebates
  - The SBESC will develop a system to process 35 high-temperature dishwashers
    - i. The SBESC will be in charge of reviewing applications, qualifying apps.;
    - ii. Collecting receipts;
    - iii. Ensuring that the new dishwasher is water and energy efficient;

- iv. Conducting pre and post inspections; and
  - v. Providing a rebate check to the facility owner.
- Scheduling Site Surveys
    - Schedule appointments for 75 site surveys and follow-up with a phone call prior to the survey; schedule surveys to allow for facility manager or owner to be present whenever possible;
    - As needed, review all past survey participants to determine if and when a new, updated survey is required, based on programmatic changes or the addition of new eligible devices.
    - Share survey schedule via email/online database with West Basin Project Manager; and
    - Add survey information to Program Database, and update customer tracking sheet.
  - Site Survey: Water-Use Survey
    - Gather the site's water, gas, and electric device & appliance information using the West Basin-provided Survey Questionnaire and Checklist, including information about:
      - Interview management, owner, and/or staff to obtain facility and/or kitchen operating information before and during the survey;
      - Surveyor will test & inspect faucets, valves, and water-using appliances to determine flow rates, identify brands/models of equipment, observe leaks, and assess operating conditions;
      - Identify, document and photograph any relevant program equipment on the premises.
    - Provide small water-energy efficiency devices to those who qualify;
      - Small devices include a free Pre-Rinse Spray Nozzle (PRSN) and under the sink flow restrictors;
      - Provide Small Device Form for customer to sign (they have 30 days to install the devices and to contact the SBESC for a follow-up site visit); and
      - Provide and explain the increased rebates for the larger devices, and assist with the completion of the rebate forms.
  - Site Survey: Report Presentation to Management
    - Compile all survey information into a report using the West Basin survey checklist.
    - Mail, hand-deliver, or email a copy of the survey report and meet with the facility manager or owner to go over report findings (10 – 15 minutes):
      - Point out any leaks encountered or equipment issues noted during the survey;
      - Discuss rebate availability for kitchen equipment at the facility; identify rebate application links within the survey report for rebates from MWD, SoCal Gas Company, LADWP or SoCal Edison;
      - Distribute educational materials to management or staff:
        - “Every Drop Counts” Poster
        - AWE Commercial Kitchens Best Practices Guide
        - Others, as directed by West Basin C4K Program Manager
      - Notify manager / owner of their potential eligibility for free high efficiency kitchen equipment; and

- Direct facility manager or owner to West Basin C4K Program Manager for any follow-up questions.
- Administrative Tasks Following Visit
  - Update the Program Tracking Sheet, identifying the following:
    - Date and location of visit, as well as any return visits;
    - Facility contact information (Name, position, phone number, email);
    - Existing water and/or energy equipment identified during the survey;
  - Send completed survey checklist and report spreadsheet to West Basin Program Manager; and
  - Send survey photos and follow-up site visit photos of installed equipment to West Basin Program Manager.

## **WEST BASIN TASKS**

Collateral Materials and Devices that West Basin will provide:

- A revised program flyer;
- A revised survey form;
- A new rebate form and procedure for the dishwasher rebates;
- Educational materials;
- Input and assistance with developing program tracking sheet;
- West Basin will provide the small devices to the SBCCOG that includes the Pre-Rinse Spray Valves and the flow restrictors; and
- West Basin will provide a flyer that discusses the free devices and rebates.

## **7. Disadvantaged Community (DAC) Water-Energy Initiative Program (Clothes-Washer)**

In 2017, West Basin was awarded grant funding from the Department of Water Resources (DWR) to provide outreach to the DAC areas within West Basin's service area and provide free installation of high-efficiency (H-E) showerheads, sink aerators and H-E Clothes Washers. In June 2019, West Basin re-designed the program and is requesting approval from DWR to implement the re-designed program and to request a one year extension, from June 30, 2019 to June 30, 2020.

West Basin will notify the SBCCOG if DWR granted the approval and contract extension. If this project does move forward, the SBCCOG will implement the following tasks:

### **SBESC TASKS**

- The SBESC will begin to cultivate target community groups and neighborhood clubs lists, including contact information, for future outreach efforts and presentations;
- The SBESC will utilize all of its local community groups, neighborhood clubs and leaders to promote the program and to conduct group presentations;
- If a resident needs additional help, the SBESC will assist them through the program process;

- The SBESC will also attend neighborhood and community meetings, making presentations about the program and assisting customers over the phone, and;
- The SBESC will assist West Basin to compile an “interest list” of potentially interested residents. This list will be provided to the Gas Company ESA Manager.
- Qualify the High-Efficiency Clothes Washer (HECW) Rebate Participants (ensuring that they are located in a DAC area)
- Provide qualifying residents with small device kits that include:
  - Temperature Showerhead
  - Kitchen Faucet Aerator
  - Bathroom Sink Aerators
- Conduct 25% site visits for the small devices (residents can also provide installation photos to the SBESC)
- Conduct 25% site visits of the HECW installations and require all recipients to submit photos.

**WEST BASIN TASKS**

- Will develop a program flyer;
- West Basin will instruct MWD to provide the increased rebate for the high-efficiency clothes washer; and
- West Basin will provide the small devices to the SBESC.

**Board Presentations**

The SBESC, at the direction of West Basin staff, will provide the WBMWD Board with an interim deliverables briefing. West Basin will lead the presentations and the SBESC will provide support.

## South Bay Cities Council of Governments

June 27, 2019

TO: SBCCOG Board of Directors

FROM: SBCCOG Steering Committee

RE: Bills to Monitor and for Action – **Status as of June 27, 2019**

Adherence to Strategic Plan:

**ADDED AB 1763 & SB 592**

Advocate for the interests of the South Bay

### ECONOMIC DEVELOPMENT

|                                |   |  |   |
|--------------------------------|---|--|---|
| <p>AB 245<br/>(Muratsuchi)</p> | <p>California Aerospace and Aviation Commission: Would establish, within the Governor's Office of Business and Economic Development, the California Aerospace and Aviation Commission consisting of 17 members, as specified, to serve as a central point of contact for businesses engaged in the aerospace and aviation industries and to support the health and competitiveness of these industries in California. Would require the commission to make recommendations on legislative and administrative action that may be necessary or helpful to maintain or improve the state's aerospace and aviation industries and would authorize the commission to engage in various other activities in undertaking its mission and responsibilities, as specified.</p> | <p>SUPPORT<br/>(3/28/19)<br/><br/>(Ltr to Asm Job,<br/>Econ Dev. &amp;<br/>Econ Comm<br/>4/1/19)</p> | <p>6/17/19<br/>Senate Government<br/>Organization Committee</p> |
|--------------------------------|---|--|---|

### ENVIRONMENT

|                           |  |                |  |
|---------------------------|--|----------------|--|
| <p>AB 740<br/>(Burke)</p> | <p>AMENDED 6/18/19 to remove references to climate change: California Catastrophe Wildlife Victims Fund. Would establish the California Catastrophic Wildfire Victims Fund to ensure that victims of catastrophic wildfires are compensated in a timely manner, to provide reimbursements to victims for a portion of those wildfire losses, and to avoid lengthy legal proceedings. Would specify that the funding sources for the fund include the State Budget process. Would require an electrical corporation and its shareholders to annually set aside funding that would be used to reimburse the fund if the electrical corporation is determined to be responsible for a wildfire by the Department of Forestry and Fire Protection and that determination is sustained by a final judgment. Would establish the California Catastrophic Wildfire Victims Fund Commission within the Department of Insurance, which would be composed of 13 members, including the Insurance Commissioner,</p> | <p>MONITOR</p> | <p><b>6/26/19</b><br/><b>Passed Senate Insurance</b><br/><b>Committee &amp; referred to</b><br/><b>Sen. Energy, Utilities &amp;</b><br/><b>Communications</b><br/><b>Committee</b></p> |
|---------------------------|--|----------------|--|

|  |  |  |  |
|--|--|--|--|
|  | the Director of the Department of Forestry and Fire Protection, and 8 members with specified expertise appointed by the Governor, who would serve staggered, 3-year terms. Would require the California Catastrophic Wildfire Victims Fund Commission to oversee the fund, and would authorize the commission to expand reimbursement to losses after a state of emergency, other than a wildfire, that is declared by the Governor. |  |  |
|--|--|--|--|

**FINANCE**

|                 |  |  |   |
|-----------------|--|--|---|
| SB 5<br>(Beall) | AMENDED 6/17/19<br>Affordable Housing and Community Development Investment Program. would establish in state government the Affordable Housing and Community Development Investment Program, which would be administered by the Affordable Housing and Community Development Investment Committee. Would authorize a city, county, city and county, joint powers agency, enhanced infrastructure financing district, affordable housing authority, community revitalization and investment authority, transit village development district, or a combination of those entities, to apply to the Affordable Housing and Community Development Investment Committee to participate in the program and would authorize the committee to approve or deny plans for projects meeting specific criteria. Would also authorize certain local agencies to establish an affordable housing and community development investment agency and authorize an agency to apply for funding under the program and issue bonds, as provided, to carry out a project under the program. | SUPPORT<br>(3/28/19)<br><br>(Ltr to Sen<br>Housing Comm<br>4/1/19)<br><br>LCC supports | Assembly Housing &<br>Community Dev. Comm<br>Hearing Date: 7/3/19 |
|-----------------|--|--|---|

**HOUSING & HOMELESSNESS**

|                  |  |         |                                     |
|------------------|--|---------|-------------------------------------|
| AB 36<br>(Bloom) | Residential tenancies: rent control. Would modify provisions of the Costa-Hawkins Rental Housing Act to authorize an owner of residential real property to establish the initial and all subsequent rental rates for a dwelling or unit that has been issued its first certificate of occupancy within 20 years of the date upon which the owner seeks to establish the initial or subsequent rental rate, or for a dwelling or unit that is alienable separate from the title to any other dwelling unit or is a subdivided interest in a subdivision and the | MONITOR | 4/25/19<br>Assembly Rules Committee |
|------------------|--|---------|-------------------------------------|



|                    |   |   |  |
|--------------------|---|---|--|
|                    | owner is a natural person who owns 10 or fewer residential units within the same jurisdiction as the dwelling or unit for which the owner seeks to establish the initial or subsequent rental rate, subject to certain exceptions.  |   |  |
| AB 68<br>(Ting)    | Land use: accessory dwelling units. Expands ministerial approval of ADUs to include multiple ADUs in existing multifamily dwellings, multiple detached ADUs on the same lot as a multifamily dwelling and an ADU and a JADU on one lot, under specified conditions. Requires local agencies to ministerially approve a building permit for certain ADUs and JADUs in 60 days (instead of 120 days) from the time of receipt of the completed application. Provides that a local ADU ordinance cannot impose lot coverage standards or require minimum lot size or certain setbacks, and cannot require offstreet parking to be replaced when existing parking like a garage, carport or covered parking structure is demolished for the construction or conversion of an ADU. Authorizes the Department of Housing and Community Development (HCD) to submit written findings to a local agency regarding whether the local ordinance complies with state law and requires the local agency, within 30 days, to respond by either amending its ordinance or adopting a resolution with findings explaining the reason the ordinance complies, and allows HCD to notify the attorney general (AG) that the local agency is in violation. | OPPOSE<br>(5/23/19)<br>(Ltr to Sen<br>Housing Comm<br>6/3/19) | <b>Senate Environmental<br/>Quality Committee<br/>Hearing Date: 7/3/19</b> |
| AB 302<br>(Berman) | <b>AMENDED 6/26/19</b><br>Parking: homeless students. <b>Until December 31, 2022</b> , would require a community college campus that has parking facilities on campus to grant overnight access to those facilities, on or before <b>April 1, 2020</b> , to any homeless student who is enrolled in coursework, has paid any enrollment fees that have not been waived, and is in good standing with the community college, for the purpose of sleeping in the student's vehicle overnight. Would require the governing board of the community college district to determine a plan of action to implement this requirement, as specified. <b><i>On or before January 31, 2022, would require the chancellor's office to submit to the Legislature and the Governor a report based on data and information pertaining to the overnight parking facilities requirements and other housing services offered to homeless students, concerning which the bill would require the governing boards to report to</i></b>   | MONITOR   | <b>6/26/19<br/>Senate Judiciary Comm</b>                                   |

|                    |  |   |   |
|--------------------|--|---|---|
|                    | <i>the chancellor on or before October 1, 2021. Overnight parking facilities requirements would not apply to colleges providing specified homeless student housing services on or before April 1, 2020. On or before April 30, 2021, would require the chancellor's office to submit to the Legislature and the Governor a report based on data and information pertaining to the provision of these specified housing services on or before April 1, 2020, and other housing services offered to homeless students, concerning which the bill would require the colleges to report to the chancellor on or before 1/1/21.</i>   |   |   |
| AB 881<br>(Bloom)  | Accessory dwelling units. Limits the criteria by which a local agency can determine where ADUs may be permitted to the adequacy of water and sewer services and the impact of ADUs on traffic flow and public safety. Requires local agencies to ministerially approve ADUs on lots with multi-family residences and within existing garages. Removes, until January 1, 2025, the authority for local agencies to require that applicants for ADUs be owner occupants and removes the ability for cities to require owner occupancy for either the primary or the accessory dwelling unit. Specifies that, in measuring one-half mile from public transit for purposes of applying parking requirements, it is measured in walking distance. Adds a definition of "public transit" to mean a bus stop, bus line, light rail, street car, car share drop off or pick up, or heavy rail stop. Adds a definition of "accessory structure" to mean a structure that is accessory and incidental to a dwelling located on the same lot. | OPPOSE<br>(5/23/19)<br>(Ltr to Sen<br>Housing Comm<br>6/3/19)<br><br>LCC Opposes<br>unless<br>amended | <b>Senate Governance &amp;<br/>Finance Committee<br/>Hearing Date: 7/3/19</b> |
| AB 1279<br>(Bloom) | Planning and zoning: housing development: high-resource areas. Would require the Department of Housing and Community Development to designate areas in this state as high-resource areas, as provided, by January 1, 2021, and every 5 years thereafter. Would authorize a city or county to appeal the designation of an area within its jurisdiction as a high-resource area during that 5-year period. In any area designated as a high-resource area, would require that a housing development project be a use by right, upon the request of a developer, in any high-resource area designated pursuant be a use by right in certain parts of the high-resource area if those projects meet specified requirements, including specified affordability requirements. For certain development projects where the initial sales price or initial   | MONITOR<br><br>LCC Opposes<br>unless<br>amended – <b>not<br/>expected to<br/>move</b>                 | 6/12/19<br>Senate Housing Committee   |

|                                  |   |  |  |
|----------------------------------|---|--|--|
|                                  | <p>rent exceeds the affordable housing cost or affordable rent to households with incomes equal to or less than 100% of the area median income, would require the applicant agree to pay a fee equal to 10% of the difference between the actual initial sales price or initial rent and the sales price or rent that would be affordable, as provided. Would require the city or county to deposit the fee into a separate fund reserved for the construction or preservation of housing with an affordable housing cost or affordable rent to households with a household income less than 50% of the area median income.</p>   |  |  |
| <p><b>AB 1763<br/>(Chiu)</b></p> | <p><b>Planning and zoning: density bonuses: affordable housing. Besides other density bonus provisions provided in law, this bill would additionally require a density bonus to be provided to a developer who agrees to construct a housing development in which 100% of the total units, exclusive of managers' units, are for lower income households, as defined. Would provide that a housing development that qualifies for a density bonus under its provisions may include up to 20% of the total units for moderate-income households, as defined. Would also require that a housing development that meets this criteria receive 4 incentives or concessions under the Density Bonus Law. Would generally require that the housing development receive a density bonus of 80%, but would exempt the housing development from any maximum controls on density if it is located within ½ mile of a major transit stop or a high-quality transit corridor, as defined, and additionally require the city, county, or city and county to allow an increase in height and floor area ratio in specified amounts that vary depending on whether the development is located within ½ mile of a major transit stop or a high-quality transit corridor. Upon the request of the developer, prohibit a city, county, or city and county from imposing any minimum vehicular parking requirement for a development that consists solely of rental units, exclusive of a manager's unit or units, with an affordable housing cost to lower income families and is either a special needs housing development or a supportive housing development, as those terms are defined.</b></p> | <p><b>MONITOR</b></p> <p><b>LCC opposes unless amended</b></p> | <p><b>Senate Governance &amp; Finance Committee<br/>Hearing Date: 7/3/19</b></p> |

|                             |  |   |   |
|-----------------------------|--|---|---|
| <p>SB 6<br/>(Beall)</p>     | <p>Residential development: available land. Would require the Department of Housing and Community Development to furnish the Department of General Services with a list of local lands suitable and available for residential development as identified by a local government as part of the housing element of its general plan. Would require the Department of General Services to create a database of that information and information regarding state lands determined or declared excess and to make this database available and searchable by the public by means of a link on its internet web. Would require for any housing element adopted on or after January 1, 2021, that an electronic copy of the inventory of land suitable for residential development be submitted to the Department of Housing and Community Development.</p>   | <p>MONITOR</p>  | <p><b>Assembly Accountability &amp; Administrative Review Committee</b><br/><b>Hearing Date: 7/3/19</b></p> |
| <p>SB 127<br/>(Wiener)</p>  | <p>AMENDED 5/17/19<br/>Transportation funding: active transportation: complete streets. Would establish the Division of Active Transportation within the Department of Transportation (Caltrans), and require the inclusion of bicycle and pedestrian facilities on specified capital improvement projects in the State Highway Operation and Protection Program (SHOPP), as specified.</p>  | <p>OPPOSE<br/>(2/11/19)<br/><br/>(ltr to Sen Housing Comm 2/20/19)</p>  | <p><b>Assembly Transportation Committee</b><br/><b>Hearing Date: 7/8/19</b></p>                             |
| <p>SB 330<br/>(Skinner)</p> | <p>Housing Crisis Act of 2019. The Housing Accountability Act, which is part of the Planning and Zoning Law, prohibits a local agency from disapproving, or conditioning approval in a manner that renders infeasible, a housing development project for very low, low-, or moderate-income households or an emergency shelter unless the local agency makes specified written findings based on a preponderance of the evidence in the record. The act specifies that one way to satisfy that requirement is to make findings that the housing development project or emergency shelter is inconsistent with both the jurisdiction's zoning ordinance and general plan land use designation as specified in any element of the general plan as it existed on the date the application was deemed complete. The act requires a local agency that proposes to disapprove a housing development project that complies with applicable, objective general plan and zoning standards and criteria that were in effect at the time the application was deemed to be complete, or to approve it on the condition that it be developed at a lower density, to base its decision upon written findings supported by substantial evidence on the record that specified conditions exist, and places the burden of proof on the local agency to that effect. The act</p> | <p>OPPOSE<br/>(3/28/19)<br/><br/>(Ltr to Sen G &amp; F Comm 4/9/19)</p> | <p><b>Assembly Local Government Committee</b><br/><b>Hearing Date: 7/10/19</b></p>                          |

|                                   |   |                       |   |
|-----------------------------------|---|-----------------------|---|
|                                   | <p>requires a court to impose a fine on a local agency under certain circumstances and requires that the fine be at least \$10,000 per housing unit in the housing development project on the date the application was deemed complete. Until January 1, 2030, would specify that an application is deemed complete for these purposes if a complete initial application was submitted, as described.</p>   |                       |   |
| <p><b>SB 592<br/>(Wiener)</b></p> | <p><b>Housing Accountability Act. The Housing Accountability Act, among other things, prohibits a local agency from disapproving or conditioning approval in a manner that renders infeasible a housing development project that complies with applicable, objective general plan, zoning, and subdivision standards and criteria in effect at the time the application for the project is deemed complete within the meaning of the Permit Streamlining Act, unless the local agency makes specified written findings based on a preponderance of the evidence in the record. Would provide that the act applies to any form of land use decision by a local agency, including a ministerial or use by right decision and a discretionary approval. Would require an application that is not subject to the Permit Streamlining Act to be deemed or determined to be complete for purposes of the act at the time the application is submitted to the local agency, and would make conforming changes. Would specify that a general plan, zoning, or subdivision standard or criterion is not “applicable” for purposes of the act if its applicability to a housing development project is discretionary or if the project could be approved without the standard or criterion being met. Would provide that disapproving a housing development project for purposes of the act includes any instance in which a local agency takes action on the proposed housing development project application and disproves the project, or in the case of a ministerial project, if the local agency fails to comply with the time periods specified in the applicable law authorizing the ministerial project. (3)The act requires a local agency that considers a proposed housing development project to be inconsistent, not in compliance, or not in conformity with applicable law to provide the applicant with a written document, within a specified amount of time, identifying the provisions the application is not in compliance with and an explanation of the reasons for the decision. This</b></p> | <p><b>MONITOR</b></p> | <p><b>Assembly Housing &amp; Community Dev Committee<br/>Hearing Date: 7/3/19</b></p> |

|  |  |  |  |
|--|--|--|--|
|  | <p>bill would require a local agency that determines an application that was revised after the agency's initial denial is inconsistent, not in compliance, or not in conformity with applicable law to provide a similar written document within 30 days providing an explanation of the reasons for the decision. (4)The act defines a housing development project to mean a use consisting of residential units only, specified mixed-use developments, and transitional housing or supportive housing. The bill would define a housing development project for purposes of the act to also include a single unit, including an accessory dwelling unit, or the addition of one or more bedrooms to an existing residential unit. (5) The act requires a local agency that proposes to impose a condition on a housing development project that the project be developed at a lower density to base its decision upon specified findings. The act defines "lower density" to mean any conditions that have the same effect or impact on the ability of the project to provide housing. The bill would specify that conditions that have the same effect or impact on the ability of the project to provide housing include a reduction in the number of bedrooms or other normal residential features, or the substantial impairment of the housing development project's economic viability.(6)Existing law authorizes the applicant to bring an action to enforce the act, and authorizes a court to issue an order or judgment directing the local agency to approve the housing development project or emergency shelter if the court finds that the local agency acted in bad faith when it disapproved or conditionally approved the housing development project or emergency shelter. Existing law requires the court to award reasonable attorney's fees and costs of suit to the plaintiff or petitioner, unless an exception applies. This bill would authorize a plaintiff or petitioner who is the project applicant to seek compensatory damages for a violation of the act. Would specify that in an action brought to enforce the act, evidence is required to be taken and discretion in the determination of facts is vested in an inferior tribunal, corporation, board, or officer, regardless of whether the local agency's action was made at a legally required hearing.</p> |  |  |
|--|--|--|--|

PUBLIC SAFETY

|                                  |   |   |   |
|----------------------------------|---|---|---|
| <p>AB 228<br/>(Aguiar-Curry)</p> | <p>Food, beverage, and cosmetic adulterants: industrial hemp products. Would require a manufacturer of food that includes industrial hemp to be able to demonstrate that all parts of the plant used in their food come from a state or country that has an established and approved industrial hemp program that inspects or regulates hemp under a food safety program or equivalent criteria to ensure safety for human consumption and the industrial hemp cultivator or grower to be in good standing and compliance with the governing laws of the state or country of origin. Would prohibit a raw hemp product, as defined, from being distributed or sold in this state without a certificate of analysis from an independent testing laboratory, as defined, that confirms specified information, including that the tested batch of industrial hemp does not contain contaminants that are unsafe for human consumption. By creating a new crime, this bill would impose a state-mandated local program.</p>                   | <p>OPPOSE<br/>(6/10/19)<br/><br/>(Ltr sent to Sen. Business, Prof. &amp; Econ Dev Comm<br/>6/11/19)</p> | <p>6/26/19<br/><b>Senate Appropriations Committee</b></p> |
| <p>AB 1190<br/>(Irwin)</p>       | <p>Unmanned aircraft: state and local regulation: limitations. Would, among other things, prohibit a state or local agency from adopting any law or regulation that bans the operation of an unmanned aircraft system. Would also authorize a state or local agency to adopt regulations to enforce FAA regulations regarding the operation of unmanned aircraft systems and would authorize state and local agencies to regulate the operation of unmanned aircraft and unmanned aircraft systems within their jurisdictions, as specified. Would also authorize a state or local agency to require an unmanned aircraft operator to provide proof of federal, state, or local registration to licensing or enforcement officials. Would authorize a local entity to designate a recreational operating area for unmanned aircraft operation. Would immunize a local entity that designates such a recreational are from liability for injury or damage associated with unmanned aircraft operation, if specified signage is posted.</p> | <p>MONITOR<br/><br/>LCC supports</p>  | <p>6/19/19<br/>Senate Rules Committee</p>                 |

TRANSPORTATION

|                               |   |                |                |
|-------------------------------|---|----------------|----------------|
| <p>AB 1112<br/>(Friedman)</p> | <p><b>AMENDED 6/19/19</b> – Would define a “shared mobility device” as a bicycle, electric bicycle, motorized scooter, electrically motorized</p> | <p>MONITOR</p> | <p>6/19/19</p> |
|-------------------------------|---|----------------|----------------|

|                         |   |                            |   |
|-------------------------|---|----------------------------|---|
|                         | board, or other similar personal transportation device, that is made available to the public for shared use and transportation, as provided. Would require shared mobility devices to include a single unique alphanumeric ID. Would allow a local authority to require a shared mobility device provider to provide the local authority with deidentified and aggregated trip data and operational data, including as a condition for operating a shared mobility device program. Would prohibit the sharing of individual trip data, except as provided by the Electronic Communications Privacy Act. Would allow a local authority to enact reasonable regulations on shared mobility devices and providers within its jurisdiction, including, but not limited to, requiring a shared mobility service provider to obtain a permit. Would allow a local authority to ban persons from deploying and offering shared mobility devices for hire on its public right of way, subject to the California Environmental Quality Act.  | LCC opposes                | Senate Transportation Committee                           |
| AB 1286<br>(Muratsuchi) | Shared mobility devices: agreements. Would require a shared mobility service provider, as defined, to enter into an agreement with the city or county with jurisdiction over the area of use that requires the provider to maintain a specified amount of commercial general liability insurance and prohibits the provider from including specified provisions in a user agreement before distributing a shared mobility device within that jurisdiction. Would define shared mobility device to mean an electrically motorized board, motorized skateboard, electric bicycle, bicycle, or other similar person transportation device. Would require a city or county that authorizes a shared mobility device provider to operate within its jurisdiction on or after January 1, 2020, to adopt operation, parking, maintenance, and safety rules regarding the use of the shared mobility devices in its jurisdiction before the provider may offer shared mobility devices for rent or use. Would require a city or county that authorized a provider to operate within its jurisdiction before January 1, 2020, and continues to provide that authorization to adopt those operation, parking, maintenance, and safety rules by January 1, 2021. | MONITOR<br><br>LCC sponsor | 6/25/19<br>Senate Judiciary Committee                     |
| SB 400<br>(Umberg)      | Reduction of greenhouse gases emissions: mobility options. Existing law establishes the Clean Cars 4 All Program, which is administered by the State Air Resources Board to focus on achieving reductions in the emissions of greenhouse gases, improvements in air quality, and benefits to low-income state residents through the replacement of high-polluter motor vehicles   | MONITOR                    | Assembly Transportation Committee<br>Hearing Date: 7/1/19 |



|  |   |  |  |
|--|---|--|--|
|  | with cleaner and more efficient motor vehicles or a mobility option. Existing law defines specified terms, including mobility options, which means a voucher for public transit or car sharing for purposes of the program. This bill would additionally provide that mobility options also include bike sharing and electric bicycles. |  |  |
|--|---|--|--|

## FEDERAL

|                         |  |  |  |
|-------------------------|--|--|--|
| HR 530<br>(Eshoo)       | Accelerating Wireless Broadband Deployment by Empowering Local Communities Act of 2019. Overturns the FCC's September order preempting local authority over small cell wireless infrastructure on January 14, the day the order took effect. Would not preclude future FCC or congressional preemption of cities on wireless infrastructure, but it would halt the FCC's harmful preemption order, which ignored the input of hundreds of local governments. The bill also complements ongoing efforts to overturn the FCC order in federal courts, and the investigation by congressional leaders into alleged attempts by the FCC to thwart that litigation. | SUPPORT &<br>REQUEST CO-<br>SPONSORS<br>(2/11/19)<br><br>Endorsed by<br>NLC, NATOA,<br>NAC | 1/25/19<br>House Energy &<br>Commerce Committee -<br>Subcommittee on<br>Communications &<br>Technology |
| HR 1507<br>(Blumenauer) | The Bicycle Commuter Act of 2019. Official summary in progress. Would allow cyclists to deduct more than \$50 per month and write off bike-share memberships.  | MONITOR  | 3/5/19<br>House Ways and Means<br>Committee  |

## STATE LEGISLATIVE CALENDAR

- July 10 Last day for policy committees to hear and report fiscal bills to fiscal committees
- July 12 Last day for policy committees to meet and report bills. Summer Recess begins upon adjournment
- Aug. 12 Legislature reconvenes from Summer Recess
- Aug. 30 Last day for fiscal committees to meet and report bills
- Sept. 3-13 Floor session only. No committees may meet for any purpose, except Rules Committee, bills referred pursuant to A.R. 77.2, and Conference Committees
- Sept. 6 Last day to amend bills on the floor
- Sept. 13 Last day for any bill to be passed. Interim Recess begins upon adjournment

## NEW LAWS

AB 147 (Burke D) Use taxes: collection: retailer engaged in business in this state: marketplace facilitators.  
SBCCOG supported

## 2 YEAR BILLS

AB 148 (Quirk-Silva) Regional transportation plans: sustainable communities strategies. – SBCCOG monitored  
Would require each sustainable communities strategy to identify areas within the region sufficient to house an 8-year projection of the emergency shelter needs for the region, as specified

AB 326 (Muratsuchi) Vehicles: motorized carrying devices. – SBCCOG monitored  
Would define a motorized carrying device and authorize the use of a motorized carrying device, in accordance with specified rules, on sidewalks and crosswalks.

AB 470 (Limón) California Green Business Program. – SBCCOG monitored  
Would establish the California Green Business Program within the California Environmental Protection Agency and require it to develop baseline, beyond compliance, sector-specific environmental standards, as defined, for green business certification programs operated by local governments or their designees.

AB 659 (Mullin) Transportation: emerging transportation technologies - SBCCOG monitored but support recommended  
Creates a competitive grant program—the California Smart City Challenge Grant Program—by which local governments compete for funding to adopt and implement emerging transportation technologies that achieve a number of specified transportation, economic and environmental goals.

AB 1356 (Ting) Cannabis: local jurisdictions: retail commercial cannabis activity. – SBCCOG opposed  
Would require a local jurisdiction to issue a minimum number of local licenses authorizing specified retail cannabis commercial activity within that jurisdiction.

AB 1530 (Cooley) – Unauthorized cannabis activity reduction grants: local jurisdiction restrictions on cannabis delivery – SBCCOG supported  
Would require the Board of State and Community Corrections to create and administer a program of grants to be made on a competitive basis to cities, counties, and joint powers authorities to establish or expand an enforcement program against unauthorized cannabis activity and provide consumer education about the difference between licensed or legal cannabis activity and unlicensed or illegal cannabis activity.

AB 1672 (Bloom) Solid waste: flushable products – SBCCOG monitored but support recommended  
Would require nonflushable products to be labeled clearly and conspicuously to communicate that they should not be flushed, as specified.  
Would establish enforcement provisions

SB 50 (Wiener) Planning and zoning: housing development: incentives – SBCCOG opposed  
Would authorize a development proponent of a neighborhood multifamily project located on an eligible parcel to submit an application for a streamlined, ministerial approval process that is not subject to a conditional use permit as well as numerous other by right requirements.

SB 732 (Allen) Transactions and use tax: South Coast Air Quality Management District.- SBCCOG monitored  
Would authorize the south coast district board to impose a transactions and use tax within their boundaries.

## PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is made as of June 27, 2019 by and between the South Bay Cities Council of Governments, a California joint powers authority ("SBCCOG") and CDM Smith ("Consultant") hereafter referred to as "Parties."

### RECITALS

A. SBCCOG desires to engage the services of CDM Smith (Consultant) as an independent contractor on behalf of the Dominguez Channel Watershed Management Group (DC WMG) to provide specified professional services as set forth in Exhibit A, not to exceed and as outlined in the DC WMG Memorandum of Agreement (MOA), assisting the DC WMG in fulfilling programmatic requirements pursuant to the DC Enhanced Watershed Management Program (EWMP) and Coordinated Integrated Monitoring Program (CIMP).

B. The goal of this project is to provide technical support for the DC WMG in accordance with the DC WMG MOA. This includes such tasks including Wet Weather Monitoring, Monitoring Staff Augmentation, Annual Reporting, Nonstormwater Program, Adaptive Management and Special Studies.

C. Consultant represents that it is fully qualified to perform consulting services by virtue of its experience and the training, education, and expertise of its principals and employees.

NOW, THEREFORE, in consideration of performance by the Parties of the covenants and conditions herein contained, the Parties hereto agree as follows:

#### 1. Services.

1.1 The nature and scope of the specific services to be performed by Consultant are as described in the Scope of Work (SOW) and the costs for these services are as detailed in Exhibit A attached hereto and incorporated herein by reference.

1.2 Consultant assumes full responsibility to manage and produce the project subject to oversight of the DC Project Manager. Consultant will take its directions as to performance of the project directly from the DC Project Manager. SBCCOG's services shall be limited to processing Consultant's invoices with the DC WMG's approval for payment to Consultant.

1.3 DC WMG shall provide all relevant documentation in its possession to the Consultant upon request in order to minimize duplication of efforts. The DC WMG staff shall work with the Consultant as necessary to facilitate performance of the services. Consultant shall rely upon all DC WMG furnished data, documents, drawings or specifications as being complete and accurate unless otherwise noted.

#### 2. Term of Agreement. This Agreement shall take effect for a period of five (5)

years from the date of execution of this Agreement or until June 30<sup>th</sup>, 2023, whichever comes later, unless earlier terminated pursuant to the provisions of paragraph 14 herein. The term of this Agreement may be extended by mutual agreement of all parties as may be necessary or desirable to carry out its purposes.

All work shall be completed expeditiously, excepting, however, any delays caused by Acts of God, regulatory agencies, changes requested by Client, labor strikes, lock-outs, fire, unavoidable casualties, or other causes beyond the control of the Consultant and without its fault or negligence. Should such cause for delay occur, the time for the performance or completion of said work shall be extended for a reasonable period to allow therefor.

**3. Compensation.** The total compensation for all work hereunder shall be on a Firm Fixed Price basis not to exceed the budget for each task itemized in Exhibit B. Compensation shall not exceed time, budget, and scope of each task.

**4. Terms of Payment.** Invoices shall be submitted the 15<sup>th</sup> of every month on a percentage of completion basis of the deliverables as detailed in Exhibit A. The invoice should also include: an invoice number, the dates covered by the invoice, and a summary of the work performed towards the specific deliverable. Invoices shall be submitted to the DC WMG Project Manager for review, who will complete a review within one week of submittal. Upon review and approval of the invoice and expected deliverables as set forth in Exhibit B, the DC WMG Project Manager will send the approved invoice to the SBCCOG with authorization for payment. SBCCOG shall pay the invoices within forty-five (45) days of receipt only following the approval of the DC WMG Project Manager.

**5. Parties' Representatives.** Jacki Bacharach shall serve as the SBCCOG's representative for the contract administration of the project. Taraneh Nik-Khah shall serve as the DC WMG representative for task management and approval of the project. All activities performed by the Consultant shall be coordinated with Taraneh Nik-Khah. Anthony Scott Dellinger shall be in charge of the project for the Consultant on all matters relating to this Agreement and any agreement or approval made by him shall be binding on the Consultant. This person shall not be replaced without the written consent of the SBCCOG.

**6. Addresses.**

SBCCOG:

South Bay Cities Council of Governments  
20285 S. Western Ave., Suite 100  
Torrance, CA 90501  
Attention: Jacki Bacharach, Executive Director

DC WMG:

Dominguez Channel Watershed Management Group  
1149 S. Broadway Ave., 10<sup>th</sup> Floor  
Los Angeles, CA 90015  
Attention: Taraneh Nik-Khah, DC WMG Project Manager

CDM Smith:

600 Wilshire Blvd Suite 750  
Los Angeles, CA 90017 Attention: Anthony Scott Dellinger, Senior Project  
Manager

**7. Status as Independent Contractor.**

A. Consultant is, and shall at all times remain as to SBCCOG, a wholly independent contractor. Consultant shall have no power to incur any debt, obligation, or liability on behalf of SBCCOG, the DC WMG or any participating agency or otherwise act on behalf of SBCCOG, the DC WMG or any participating agency as an agent except as specifically provided in the Scope of Services. Neither SBCCOG, DC WMG nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner employees of SBCCOG or the DC WMG.

B. Consultant shall fully comply with the workers' compensation law regarding Consultant and Consultant's employees. Consultant further agrees to indemnify and hold SBCCOG and the DC WMG harmless from any failure of Consultant to comply with applicable worker's compensation laws.

**8. Standard of Performance.** Consultant shall perform all work at the standard of care and skill ordinarily exercised by members of the profession under similar conditions. Consultant provides no warranty or guarantee whatsoever, for any item or result which may be delivered under this Contract.

**9. Indemnification.** Each Party agrees to indemnify the other party, participating public agencies, their respective officers, staff consultants, agents, volunteers, employees, and attorneys against, and will hold and save them and each of them harmless from, and all actions, claims, damages to persons or property, penalties, obligations, or liabilities that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization resulting solely from its negligence or misconduct in performance of this Agreement to the limits of available insurance.

**10. Insurance.** Consultant shall at all times during the term of this Agreement carry, maintain, and keep in full force and effect, with an insurance company admitted to do business in California and approved by the SBCCOG (1) a policy or policies of broad-form comprehensive general liability insurance with minimum limits of \$1,000,000.00 combined single limit coverage against any injury, death, loss or damage as a result of wrongful or negligent acts by Consultant, its officers, employees, agents, and independent contractors in performance of services under this Agreement; (2) property damage insurance with a minimum limit of \$1,000,000.00; (3) automotive liability insurance, with minimum combined single limits coverage of \$500,000.00; and (4) worker's compensation insurance with a minimum limit of \$500,000.00 or the amount required by law, whichever is greater. SBCCOG and participating public agencies, their respective officers, employees, attorneys, staff consultants, and volunteers shall be named as additional insureds on the policy (ies) as to comprehensive general liability, property damage, and automotive liability. The policy (ies) as to comprehensive general liability, property damage, and

automobile liability shall provide that they are primary, and that any insurance maintained by the SBCCOG shall be excess insurance only.

A. All insurance policies shall provide that the insurance coverage shall not be non-renewed, canceled, reduced, or otherwise modified (except through the addition of additional insureds to the policy) by the insurance carrier without the insurance carrier giving SBCCOG thirty (30) day's prior written notice thereof. Consultant agrees that it will not cancel, reduce or otherwise modify the insurance coverage.

B. All policies of insurance shall cover the obligations of Consultant pursuant to the terms of this Agreement; shall be issued by an insurance company which is admitted to do business in the State of California or which is approved in writing by the SBCCOG; and shall be placed with a current A.M. Best's rating of no less than A VII.

C. Consultant shall submit to SBCCOG (1) insurance certificates indicating compliance with the minimum worker's compensation insurance requirements above, and (2) insurance policy endorsements indicating compliance with all other minimum insurance requirements above, not less than one (1) day prior to beginning of performance under this Agreement. Endorsements shall be executed on SBCCOG's appropriate standard forms entitled "Additional Insured Endorsement", or a substantially similar form which the SBCCOG has agreed in writing to accept.

**11. Confidentiality.** Parties agree to preserve as confidential all Confidential Information that has been or will be provided to each other.

**12. Ownership of Materials.** All materials provided by Consultant in the performance of this Agreement shall be and remain the property of SBCCOG and the DC WMG without restriction or limitation upon their use or dissemination by either party. The Consultant will retain non-exclusive perpetual rights to the use of material developed under this contract.

Ownership of intellectual property in any drawings, documents, information, samples, models, patterns, or any other tangible or intangible thing existing prior to the date of execution of the Agreement and any developments or improvements to that intellectual property and any intellectual property created or developed otherwise than in connection with the Agreement at any time remains with Consultant.

**13. Conflict of Interest.** It is understood and acknowledged that Consultant will serve as an agent of the SBCCOG and the DC WMG for the limited purpose of implementation of this project. Consultant warrants that it has no and will not acquire any conflicts of interest that would interfere with its performance of this Agreement.

**14. Termination.** Either party may terminate this Agreement without cause upon fifteen (15) days' written notice to the other party. The effective date of termination shall be upon the date specified in the notice of termination, or, in the event no date is specified, upon the fifteenth (15th) day following delivery of the notice. Immediately upon receiving written notice of termination, Consultant shall discontinue performing services. Should the Agreement be breached in any manner, the non-breaching party may, at its option, terminate the Agreement not less than five (5) days after written notification is received by

the breaching party to remedy the violation within the stated time or within any other time period agreed to by the parties.

**15. Personnel.** Consultant represents that it has, or will secure at its own expense, all personnel required to perform the services under this Agreement. All of the services required under this Agreement will be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Consultant reserves the right to determine the assignment of its own employees to the performance of Consultant's services under this Agreement, but SBCCOG reserves the right, for good cause, to require Consultant to exclude any employee from performing services on SBCCOG's premises.

**16. Non-Discrimination and Equal Employment Opportunity.**

A. Consultant shall not discriminate as to race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation, in the performance of its services and duties pursuant to this Agreement, and will comply with all rules and regulations of SBCCOG relating thereto. Such nondiscrimination shall include but not be limited to the following: employment, upgrading, demotion, transfers, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

B. Consultant will, in all solicitations or advertisements for employees placed by or on behalf of Consultant state either that it is an equal opportunity employer or that all qualified applicants will receive consideration for employment without regard to race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation.

**17. Subconsultants.** Consultant may subcontract all or any part of tasks listed in Exhibit A to agreed upon sub-consultants that have been approved by the DC WMG Project Manager.

**18. Assignment.** Consultant shall not assign or transfer any interest in this Agreement nor the performance of any of Consultant's obligations hereunder, without the prior written consent of SBCCOG and the DC WMG, and any attempt by Consultant to so assign this Agreement or any rights, duties, or obligations arising hereunder shall be void and of no effect.

Approved reassignments under this Agreement will be under the strict management and oversight of the Consultant, and held to the same performance criteria and payment schedule as per the terms of this Agreement. Consultant shall charge no more than three (3) percent markup on approved reassignments to other entities in support of this Agreement.

**19. Compliance with Laws.** Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state, and local governments. Each party is responsible for paying its own all federal and state income taxes, including estimated taxes, and all other government taxes, assessments and fees incurred as a result of his/her performance under this Agreement and the compensation paid by or through this Agreement

**20. Non-Waiver of Terms, Rights and Remedies.** Waiver by either party of any one or more of the conditions of performance under this Agreement shall not be a waiver of any other condition of performance under this Agreement. In no event shall the making by SBCCOG of any payment to Consultant constitute or be construed as a waiver by SBCCOG of any breach of covenant, or any default which may then exist on the part of Consultant, and the making of any such payment by SBCCOG shall in no way impair or prejudice any right or remedy available to SBCCOG with regard to such breach or default.

**21. Resolving Disputes.** If a dispute arises under this Agreement, prior to instituting litigation the parties agree to first try to resolve the dispute with the help of a mutually agreed-upon mediator in California. Any costs and fees other than attorney fees associated with the mediation shall be shared equally by the parties. Mediation involves no formal court procedures or rules of evidence, and the mediator does not have the power to render a binding decision or force an agreement on the parties. If mediation is not successful, either party may pursue all judicial remedies available to that party.

**22. Severability.** If any part of this Agreement is held unenforceable, the rest of the Agreement will continue in effect provided that the principal purposes of the parties are not thereby frustrated.

**23. Notices.** Any notices required to be given under this Agreement by either party to the other may be affected by any of the following means: by electronic correspondence (email), by personal delivery in writing by mail, registered or certified, postage prepaid with return receipt requested. Mailed notices must be addressed to the parties at the addresses appearing in the introductory paragraph of this Agreement, but each party may change the address by giving written or electronic notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of the day of receipt or the fifth day after mailing, whichever occurs first. Electronic notices are deemed communicated as of actual time and date of receipt. Any electronic notices must specify an automated reply function that the email was received. The email addresses for each party are as follows:

Jacki Bacharach – [jacki@southbaycities.org](mailto:jacki@southbaycities.org)  
Taraneh Nik-Khah – [taraneh.nik-khah@lacity.org](mailto:taraneh.nik-khah@lacity.org)  
Anthony Scott Dellinger – [dellingeras@cdmsmith.com](mailto:dellingeras@cdmsmith.com)

**24. Governing Law.** This Contract shall be interpreted, construed and enforced in accordance with the laws of the State of California.

**25. Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be the original, and all of which together shall constitute one and the same instrument.

**26. Entire Agreement.** This Agreement, and any other documents incorporated herein by specific reference, represents the entire and integrated agreement between Consultant and SBCCOG. This Agreement supersedes all prior oral or written negotiations, representations or agreements. This Agreement may not be amended, nor any provision or



breach hereof waived, except in a writing signed by the parties which expressly refers to this Agreement. Amendments on behalf of the DC WMG by the SBCCOG will only be valid if signed by the SBCCOG Executive Director or the Chairman of the Board and attested by the SBCCOG Secretary in conjunction with the signature of the DC WMG Project Manager.

**27. Exhibits.** All exhibits referred to in this Agreement are incorporated herein by this reference.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

"SBCCOG"  
South Bay Cities Council of Governments

By: \_\_\_\_\_  
Britt Huff, Chair (Signature)

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

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

Attest: \_\_\_\_\_  
SBCCOG Secretary

"Consultant"  
CDM Smith

By: \_\_\_\_\_  
Anthony Scott Dellinger (Signature)

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

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

THIS PAGE LEFT INTENTIONALLY BLANK

# South Bay Cities Council of Governments

June 27, 2019

TO: SBCCOG Board of Directors

FROM: Jacki Bacharach, SBCCOG Executive Director

RE: 2018-19 Q3 Variance to Revised Budget

---

The purpose of this memo is to summarize the financial status of South Bay Cities Council of Governments as of March 31, 2019.

## *Year-to-date Revenues:*

The total revenue budgeted for the year is \$2,046,573, while actual revenue earned is \$1,384,865. This (\$661,710) variance represents 32.3% of the revenue budget yet to be earned this fiscal year. The variance in earned revenue is primarily attributable to the following:

- General Fund Revenues: Year-to-date General Fund revenues total \$531,759 which is \$95,581 short of budget. This variance is due primarily to both Dominguez Channel fees and Q3 LAIF interest which will be posted in Q4 rather than Q3.
- Grants Revenues: Approximately \$1,064,426 (75%) of grant revenue was expected to be earned by March 31, 2019. However, as of March 31, the SCE/SCG partnership and Strategic Plan, as well as Measure M & Measure R had only been billed through December, thus not meeting the expected percent of revenue at this point in time. Additionally, CalTrans has not yet been billed for the Local Travel Network project and the West Basin contract was reduced due to a delay in their obtaining funding for certain programs.

## *Year-to-date Expenses:*

Year-to-date expenses total \$1,442,886, approximately 5% less than budgeted. Significant variances of specific line item expenses include the following:

- Contractual Services: Contractual service expenses are approximately 57% vs. 75% of budget YTD due to a delay in onboarding a contractor for the CalTrans project.
- IT Services/Maintenance: IT Services are up 14% due to an unanticipated increase in the renewal of a hardware maintenance contract that had expired.
- Software/Hardware: Software/hardware budget is for computer replacement. These dollars will be used in Q4 for equipment upgrades.

## *FY 2018-19 Year-End Forecast:*

As we move into the fourth quarter of the current fiscal year, we project the SBCCOG to be on pace to conclude the year close to budget. The exception in revenue will be West Basin – approximately \$35,000, and CalTrans – approximately \$90,000, which will be made up in FY2019-20. We do not anticipate exceeding budget on expenses.

| SBCCOG General Operations Income/Expense Report |         |                     |                     |                  |               |
|---|---------|---------------------|---------------------|------------------|---------------|
| FY 18-19 thru Qtr 3                             |         |                     |                     |                  |               |
|   |         | YTD                 | Revised             | \$               |               |
|   | Account | as of               | Budget              | Over/(under)     | % of          |
| Revenue Source                                  | Code    | 03/31/19            | FY 18-19            | Budget           | Budget        |
| Dues  | 4020    | \$ 372,501          | \$ 372,500          | -                | 100.0%        |
| General Assembly Sponsorship                    | 4050    | 52,250              | 60,000              | (7,750)          | 87.1%         |
| Holiday Light Exchange                          | 4055    | 2,250               | 2,250               | -                | 100.0%        |
| Training  | 4060    | 5,000               | 5,000               | -                | 100.0%        |
| MTA South Bay Deputy                            | 4070    | 74,615              | 96,937              | (22,322)         | 77.0%         |
| Interest Income                                 | 4090    | 12,764              | 21,823              | (9,059)          | 58.5%         |
| Green Business Assist Program                   | 4125    | 12,000              | 12,000              | -                | 100.0%        |
| Reimbursable Expense                            | 4190    | -                   | 300                 | (300)            | -             |
| CIMP Dominguez Channel Admin Fee                | 4810    | -                   | 56,150              | (56,150)         | -             |
| Miscellaneous Revenue                           | 4999    | 378                 | 378                 | -                | 100.0%        |
| <b>Sub-total General Fund Revenues</b>          |         | <b>\$ 531,759</b>   | <b>\$ 627,338</b>   | <b>(95,581)</b>  | <b>84.76%</b> |
| GBN - Hawthorne                                 | 4126    | \$ 24,278           | \$ 13,584           | 10,694           | 178.7%        |
| GBN - Torrance                                  | 4127    | 30,000              | 30,000              | -                | 100.0%        |
| SBWIB Broadband Income                          | 4135    | 30,841              | 26,951              | 3,890            | 114.4%        |
| SBWIB Telework                                  | 4136    | 9,782               | 15,000              | (5,218)          | 65.2%         |
| PUC SCE/SCG Contract                            | 4510    | 209,178             | 319,676             | (110,498)        | 65.4%         |
| SCG-DWP Outreach                                | 4512    | 30,000              | 40,000              | (10,000)         | 75.0%         |
| SCG Strategic Plan                              | 4514    | 5,795               | 14,076              | (8,281)          | 41.2%         |
| SCE Strategic Plan                              | 4515    | 23,180              | 56,305              | (33,125)         | 41.2%         |
| WBMWD Contract                                  | 4520    | 116,005             | 168,218             | (52,213)         | 69.0%         |
| Sanitation District                             | 4525    | 36,750              | 49,000              | (12,250)         | 75.0%         |
| Torrance Water                                  | 4540    | 19,688              | 26,250              | (6,563)          | 75.0%         |
| Cal Trans                                       | 4544    | -                   | 154,123             | (154,123)        | -             |
| Metro Vanpool                                   | 4545    | 22,040              | 30,735              | (8,695)          | 71.7%         |
| Metro Express Lane                              | 4546    | 36,000              | 48,000              | (12,000)         | 75.0%         |
| EV - LA County                                  | 4549    | 4,127               | 5,500               | (1,373)          | 75.0%         |
| Measure R                                       | 4570    | 75,931              | 94,518              | (18,587)         | 80.3%         |
| PACE (HERO, Ygrene)                             | 4580    | 2,802               | 3,427               | (625)            | 81.7%         |
| Integrated Pest Management                      | 4589    | 3,413               | 6,000               | (2,587)          | 56.9%         |
| SoSmart   | 4590    | 11,250              | 13,640              | (2,390)          | 82.5%         |
| Homeless (PATH)                                 | 4600    | 16,687              | 25,000              | (8,313)          | 66.7%         |
| Homeless - LA County                            | 4601    | 44,936              | 69,332              | (24,396)         | 64.8%         |
| Water Replenishment District                    | 4610    | 39,000              | 52,000              | (13,000)         | 75.0%         |
| Measure M                                       | 4611    | 61,422              | 157,900             | (96,478)         | 38.9%         |
| <b>Sub-total Grant Revenues</b>                 |         | <b>\$ 853,106</b>   | <b>\$ 1,419,235</b> | <b>(566,129)</b> | <b>60.11%</b> |
| <b>Total Estimated Revenues</b>                 |         | <b>\$ 1,384,865</b> | <b>\$ 2,046,573</b> | <b>(661,710)</b> | <b>67.67%</b> |

| SBCCOG General Operations Income/Expense Report |         |                     |                     |                     |              |
|---|---------|---------------------|---------------------|---------------------|--------------|
| FY 18-19 thru Qtr 3                             |         |                     |                     |                     |              |
|   |         | YTD                 | Revised             | \$                  |              |
|   | Account | as of               | Budget              | Over/(under)        | % of         |
| Expenditure Category                            | Code    | 03/31/19            | FY 18-19            | Budget              | Budget       |
| Salaries/Regular                                | 6010    | \$ 420,418          | \$ 585,035          | \$ (164,617)        | 71.9%        |
| Overtime  | 6011    | 1,055               | 1,000               | 55                  | 105.5%       |
| Medical/Deferred Comp                           | 6012    | 41,250              | 54,750              | (13,500)            | 75.3%        |
| Life Insurance                                  | 6013    | 809                 | 1,059               | (250)               | 76.4%        |
| Social Security                                 | 6014    | 26,841              | 36,836              | (9,995)             | 72.9%        |
| Medicare  | 6015    | 6,277               | 8,546               | (2,269)             | 73.5%        |
| FUTA  | 6016    | 385                 | 378                 | 7                   | 101.8%       |
| California SUI-ER                               | 6017    | 3,978               | 3,906               | 72                  | 101.8%       |
| Workers' Comp                                   | 6018    | 6,371               | 8,109               | (1,738)             | 78.6%        |
| Employee Reimbursable Exp                       | 6019    | 2,035               | 3,200               | (1,165)             | 63.6%        |
| Termination Pay (Vac/FH)                        | 6020    | 4,462               | 4,462               | 0                   | 100.0%       |
| <b>Sub-total Salaries &amp; Benefits</b>        |         | <b>\$ 513,882</b>   | <b>\$ 707,281</b>   | <b>\$ (193,399)</b> | <b>72.7%</b> |
| Office Supplies                                 | 6201    | \$ 10,097           | \$ 10,254           | \$ (157)            | 98.5%        |
| Postage   | 6202    | 846                 | 700                 | 146                 | 120.8%       |
| Refreshments                                    | 6203    | 19,198              | 26,907              | (7,709)             | 71.3%        |
| Membership Dues                                 | 6204    | 10,416              | 11,461              | (1,045)             | 90.9%        |
| Mileage Reimbursement                           | 6205    | 3,981               | 5,498               | (1,517)             | 72.4%        |
| Meetings/Conferences                            | 6206    | 34,032              | 31,398              | 2,633               | 108.4%       |
| Staff Training/Development                      | 6207    | 415                 | 3,000               | (2,585)             | 13.8%        |
| Newsletter                                      | 6208    | 8,261               | 10,409              | (2,148)             | 79.4%        |
| Audit Fees                                      | 6209    | 5,000               | 6,386               | (1,386)             | 78.3%        |
| Contractual Services                            | 6210    | 318,192             | 562,724             | (244,532)           | 56.5%        |
| Professional Services                           | 6211    | 315,000             | 420,000             | (105,000)           | 75.0%        |
| Rent  | 6212    | 112,210             | 150,234             | (38,024)            | 74.7%        |
| Equipment Lease                                 | 6213    | 8,431               | 11,795              | (3,364)             | 71.5%        |
| Telephone                                       | 6214    | 5,644               | 8,022               | (2,377)             | 70.4%        |
| IT Services/Maintenance                         | 6215    | 41,038              | 45,732              | (4,693)             | 89.7%        |
| Software/Hardware                               | 6216    | 9,347               | 19,451              | (10,104)            | 48.1%        |
| Liability Insurance                             | 6217    | 2,226               | 2,381               | (156)               | 93.5%        |
| Subscription/Advertising                        | 6218    | 232.02              | 1,000               | (768)               | 23.2%        |
| Miscellaneous Supplies/HLE                      | 6219    | 2,900               | 2,216               | 684                 | 130.9%       |
| Miscellaneous Expenses                          | 6225    | 1,538               | 1,385               | 154                 | 111.1%       |
| <b>Sub-Total Supplies &amp; Services</b>        |         | <b>\$ 909,004</b>   | <b>\$ 1,330,952</b> | <b>\$ (421,948)</b> | <b>68.3%</b> |
| <b>Total Operating Expenditures</b>             |         | <b>\$ 1,422,886</b> | <b>\$ 2,038,233</b> | <b>\$ (615,347)</b> | <b>69.8%</b> |
| Provide for Reserve                             |         | 20,000              | 20,000              | -                   | 100.0%       |
| <b>Grand Total</b>                              |         | <b>\$ 1,442,886</b> | <b>\$ 2,058,233</b> | <b>\$ (615,347)</b> | <b>70.1%</b> |

THIS PAGE LEFT INTENTIONALLY BLANK

# South Bay Cities Council of Governments

June 27, 2019

TO: SBCCOG Board of Directors

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

SUBJECT: Environmental Activities Report – May 2019

## 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 Adaptation

The sub-regional vulnerability assessment is currently being reviewed and edited by senior staff, and the first two sections have been submitted to cities for review. Cities will convene on Thursday, June 13<sup>th</sup> discuss project timeline and deliverables and allow the SBCCOG to incorporate any feedback. Sections of the sub-regional vulnerability assessment will continue to be released a section at a time to cities through July 5<sup>th</sup>. Cities can expect their city-specific vulnerability assessments in mid-July.

### Energy

#### Energy Efficiency Partnership Program – Southern California Edison (SCE)

**2019 Energy Saving Goal: 1,459,446 kWh 2019 Status: 228,755 kWh % of GOAL: 14.6%**

**2019 Demand Reduction Goal: 256 kW 2019 Status: 24 kW % GOAL: 8.7%**

The South Bay continues to have a robust “pipeline” of projects specific to electricity (listed below). Note: if projects are in progress and are scheduled to be completed in 2019, SCE is committed to complete their funding obligations as long as the city also meets all of their project requirements. (Also, listed in the chart is each city’s Energy Leader Partnership (ELP) program status.)

| City                 | Current ELP Tier Level | Energy Efficiency Measures (EEMs)      | Estimated Completion Date | Estimated kWh savings | Estimated Incentive (\$) |
|----------------------|------------------------|--|---------------------------|-----------------------|--------------------------|
| Carson               | Platinum               | LED Streetlights                       | Q4/19                     | 588,596               | \$234,752                |
|                      |                        | LED Sports Lighters                    | Q4/19                     | 733,452               | \$124,687                |
| El Segundo           | Gold                   | Exterior LED Lighting                  | Q4/19                     | 184,396               | \$31,347                 |
| Gardena              | Gold                   | Exterior & Interior Lighting           | Q4/19                     | 78,125                | \$13,281                 |
| Hawthorne            | Platinum               | Exterior LED Lighting                  | Q4/19                     | 194,254               | \$38,851                 |
| Hermosa Beach        | Platinum               | Exterior LED Lighting                  | Q4/19                     | 29,574                | \$5,915                  |
| Inglewood            | Platinum               | Chiller VFD/HVAC Controls              | Q3/19                     | 238,000               | \$63,645                 |
|                      |                        | Exterior LED Lighting                  | Q4/19                     | 477,067               | \$81,101                 |
| Manhattan Beach      | Platinum               | LED Sports Lighters                    | Q4/19                     | 305,597               | \$61,119                 |
|                      |                        | Streetlights (LS-1 to LS-2 conversion) | Q4/19                     | 517,922               | \$103,584                |
| Palos Verdes Estates | Platinum               | LED Lighting                           | Q4/19                     | 33,739                | \$7,240                  |

|                     |          |                             |       |           |             |
|---------------------|----------|-----------------------------|-------|-----------|-------------|
| Rancho Palos Verdes | Platinum | LED LS-1 to LS-2 Conversion | Q4/19 | 557,976   | \$240,992   |
| Redondo Beach       | Gold     | Exterior LED Lighting       | Q4/19 | 381,513   | \$64,857    |
|                     |          | LED Lighting                | Q4/19 | 42,311    | \$7,193     |
| Rolling Hills       | Gold     | LED Lighting                | Q3/19 | 9,000     | N/A         |
| Torrance            | Platinum | Exterior LED Lighting       | Q2/20 | 841,894   | \$143,122   |
|                     |          | Interior LED Lighting       | Q2/20 | 837,954   | N/A         |
|                     |          | VFD & Pump Motor            | Q4/19 | 172,003   | \$29,240    |
|                     |          | Interior LED Lighting       | Q4/19 | 16,741    | N/A         |
|                     |          |                             | Total | 6,240,114 | \$1,250,926 |

**Energy Efficiency Partnership Program – Southern California Gas Company (SCG)**  
**2019 Goal: 10,000 therms 2019 Status: 0 therms installed GOAL: 0%**

| Agency           | Project              | Therm Savings | Incentive |
|------------------|----------------------|---------------|-----------|
| Torrance USD     | Pool heaters         | TBD           | TBD       |
| City of Torrance | Space heating boiler | TBD           | TBD       |
| Total            |                      | 0             | 0         |

**SCE/SCG Strategic Plan Funding:** The SBCCOG Energy Engineer continued to work with cities to complete benchmarking – over 100 accounts have been entered into the system. The final report is in progress. The project is expected to be completed in fall 2019.

**Energy Management Working Group:** The next meeting is scheduled for July 25, 2019.

**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 May 2019. Proceeds from HERO for 2019 Q1 = \$356.28. Proceeds for 2019 Q2 are expected in late July 2019. Total since program start in 2014 = \$30,203.62. Payments to SBCCOG are based on HERO programs that are completed in the South Bay. Activity through May 2019 is listed below:

Program Activity through May 31, 2019

| 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                | 5/23/2014   | 21,478                   | 2,036                       | 1,316                 | \$92,491,701          | 755             | \$19,469,003         | 175             | 1,276            | 75         | 187        | 436                | 4,684,445         | 1,145                     |
| El Segundo            | 5/23/2014   | 4,227                    | 56                          | 46                    | \$7,871,840           | 25              | \$639,286            | 6               | 30               | 6          | 8          | 18                 | 170,939           | 41                        |
| Gardena               | 5/23/2014   | 12,413                   | 720                         | 470                   | \$32,683,419          | 259             | \$6,468,609          | 58              | 427              | 27         | 42         | 82                 | 1,277,774         | 309                       |
| Hawthorne             | 5/23/2014   | 11,772                   | 571                         | 405                   | \$32,030,366          | 231             | \$5,395,907          | 49              | 371              | 16         | 44         | 88                 | 1,186,382         | 290                       |
| Hermosa Beach         | 5/23/2014   | 6,514                    | 56                          | 41                    | \$8,626,909           | 20              | \$405,719            | 4               | 22               | 0          | 10         | 23                 | 96,583            | 26                        |
| Inglewood             | 5/23/2014   | 19,071                   | 1,374                       | 898                   | \$63,610,291          | 498             | \$12,941,906         | 117             | 820              | 54         | 48         | 111                | 2,372,972         | 573                       |
| Lawndale              | 5/23/2014   | 5,272                    | 164                         | 107                   | \$8,428,627           | 52              | \$1,414,115          | 13              | 92               | 7          | 12         | 30                 | 287,312           | 72                        |
| Lomita                | 5/23/2014   | 4,619                    | 116                         | 93                    | \$8,855,153           | 48              | \$1,187,680          | 11              | 77               | 6          | 14         | 39                 | 325,459           | 80                        |
| Manhattan Beach       | 5/28/2015   | 12,444                   | 95                          | 82                    | \$18,405,913          | 41              | \$1,346,576          | 12              | 70               | 7          | 26         | 93                 | 442,439           | 115                       |
| Palos Verdes Estates  | 5/28/2015   | 5,123                    | 38                          | 34                    | \$7,516,281           | 10              | \$527,780            | 5               | 16               | 3          | 4          | 11                 | 78,276            | 20                        |
| Rancho Palos Verdes   | 5/23/2014   | 14,837                   | 227                         | 198                   | \$32,066,375          | 92              | \$2,880,924          | 26              | 163              | 7          | 22         | 79                 | 773,684           | 187                       |
| Redondo Beach         | 3/24/2015   | 20,477                   | 191                         | 155                   | \$20,585,717          | 79              | \$1,561,997          | 14              | 115              | 3          | 18         | 37                 | 442,331           | 108                       |
| Rolling Hills         | 5/23/2014   | 706                      | 6                           | 6                     | \$1,631,678           | 2               | \$119,637            | 1               | 2                | 0          | 0          | 0                  | 995               | 0                         |
| Rolling Hills Estates | 5/23/2014   | 3,104                    | 46                          | 40                    | \$7,727,160           | 23              | \$868,135            | 8               | 29               | 3          | 10         | 46                 | 210,979           | 55                        |
| Torrance              | 5/23/2014   | 37,971                   | 747                         | 604                   | \$65,395,791          | 341             | \$7,877,495          | 71              | 490              | 32         | 108        | 262                | 2,118,641         | 523                       |
| <b>Total</b>          |             | <b>180,028</b>           | <b>6,443</b>                | <b>4,495</b>          | <b>\$ 407,927,222</b> | <b>2,476</b>    | <b>\$ 63,104,771</b> | <b>568</b>      | <b>4,000</b>     | <b>246</b> | <b>553</b> | <b>1,356</b>       | <b>14,469,211</b> | <b>3,545</b>              |

\* 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, 1/1/2013.

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



YGRENE – PACE:

The SBCCOG also receives funding for Ygrene activities in the South Bay in return for promoting PACE. Ygrene payments to the SBCCOG for 2019 through Q1 are \$176.10 with a total of \$8,525.69 since 2016 when the program started. Payments to SBCCOG are based on Ygrene programs that are completed in the South Bay. Activity through February 2019 is listed below:

| District      | # of Apps | Jobs Created | Gallons of Water Saved | Annual Gallons of Water Saved | Economic Stimulus | Lifetime CO2 Reduced or Abated (Mtons) | Lifetime KWh Saved | Annual kWh Saved | Annual CO2 Reduced or Abated (Mtons) |
|---------------|-----------|--------------|------------------------|-------------------------------|-------------------|--|--------------------|------------------|--------------------------------------|
| Carson        | 2         | 0            | 0                      | 0                             | \$21,248          | 10                                     | 60,708             | 1,518            | 0.25                                 |
| Gardena       | 0         | 0            | 0                      | 0                             | \$0               | 0                                      | 0                  | 0                | 0.00                                 |
| Hawthorne     | 1         | 0            | 0                      | 0                             | \$0               | 0                                      | 0                  | 0                | 0.00                                 |
| Inglewood     | 3         | 2            | 518,400                | 20,851                        | \$292,500         | 140                                    | 814,291            | 27,203           | 4.71                                 |
| Redondo Beach | 1         | 0            | 0                      | 0                             | \$0               | 0                                      | 0                  | 0                | 0.00                                 |
| Torrance      | 1         | 0            | 0                      | 0                             | \$64,250          | 31                                     | 183,573            | 6,119            | 1.03                                 |
| Total         | 8         | 2            | 518,400                | 20,851                        | \$377,998         | 181                                    | 1,058,571          | 34,839           | 6                                    |

SolSmart:

*Contract period is August 2018 through July 31, 2019*

*Contract goal: SolSmart Designation for 8 South Bay Cities + SBCCOG*

*Status of goal: 4 Cities have Achieved Gold Designation; 1 City has achieved Silver Designation; 3 Cities are in the process of completing pre-requisites for SolSmart Designation*

In the month of May, the “Gold Level” cities of Manhattan Beach, Carson, Torrance, and Rancho Palos Verdes began work with the SBCCOG and EcoMotion (Consultant) to develop value-added SolSmart programs. These include, community solar education programs as well as possible municipal solar and electric vehicle charging infrastructure planning. SBCCOG staff worked with the Consultant to encourage and assist El Segundo, Hawthorne, Palos Verdes Estates and Gardena in their efforts to complete their cities’ respective SolSmart applications. On May 23<sup>rd</sup>, the SBCCOG Board adopted a Solar Statement and thus completed the SBCCOG’s first SolSmart Prerequisite towards becoming a “Regional SolSmart Designated” government agency.

CA Green Business Network (CAGBN) & South Bay Green Business Assist Program (GBAP):

CAGBN –In the month of May, SBCCOG staff attended a statewide CAGBN Conference in Mammoth Lakes. Locally, staff participated in a City of Hawthorne Town Hall Meeting and a City of Torrance Business at Breakfast event to promote the CAGBN program. On May 11<sup>th</sup>, the Torrance Area Chamber of Commerce sent information about the green business program to their members through their e-newsletter. SBCCOG staff continues to promote this program through social media. SBCCOG staff worked with Torrance staff on a final shoot and details for a promotional video of certified green businesses. Staff arranged for Torrance Mayor Patrick Furey to present the green certification window decal to Archive IT who had recently completed the CAGBN certification process. The SBCCOG team continues to conduct outreach and certify businesses in Torrance and Hawthorne. A site visit with AMPLUS Group was conducted on May 7<sup>th</sup>. A contract amendment was executed with the City of Hawthorne to provide the SBCCOG with \$20,000 in additional funding to certify 10 additional businesses and add 10 additional participant businesses.

As businesses are certified through Hawthorne and Torrance, they also become GBAP participants.

**GBAP by city:** Torrance (45), Lawndale (26), Hawthorne (24), Redondo Beach (16), El Segundo (15), Gardena (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) for a total of 200 businesses in the program as of the end of May 2019.

## **Water Conservation**

West Basin Municipal Water District Programs (West Basin) Contract year is Sept. 1, 2018 through June 30, 2019\*

*\*The West Basin contract is for 10 months to align with the SBCCOG July 1 – June 30 fiscal year.*

### Task 1. Educational Outreach Support

#### Exhibit Events

*Contract goal:* 100 exhibit events, presentations, networking opportunities, etc.

*Status of goal:* completed 6 in May for a total of 76 exhibit events, presentations, networking opportunities, etc.

#### Water Bottle Filling Station Program

*Contract goal:* To assist with identifying locations for stations.

*Status:* Public sites are eligible to install two (2) water bottle filling stations for the same Tax ID # (changed from only one allowed in previous funding cycle).

In May, SBCCOG staff promoted the program at the Infrastructure Working Group and Board of Directors meetings; sent an e-mail and followed-up with the following cities and school districts: City of Lawndale, City of Rancho Palos Verdes, Los Angeles Unified School District, Redondo Beach Unified School District and Lawndale Unified School District.

For this program year, currently, 6 grants have been awarded – City of Carson at City Hall and Sports Complex; City of El Segundo Recreation Park and El Segundo Public Library; City of Lomita at City Hall and Lomita Park Community Room. There are four pending applications. In addition, SBCCOG staff is promoting this program through social media.

### Task 2. Support for Workshops & Events

#### Educational Classes

*Contract goal:* minimum of 5 and a maximum of 8

*Status of goal:* 5 completed; 2 scheduled

SBCCOG staff is working in conjunction with West Basin staff to schedule Landscape Transformation (Turf Removal) classes (MWD class offering) in July, August, and October/November.

#### Rain Barrel Giveaway

*Contract goal:* 5

*Status of goal:* 5 completed GOAL MET

#### Greywater Workshops:

*Contract goal:* 5 workshops

*Status of goal:* 0 workshops completed

SBCCOG is waiting for West Basin staff confirmation on their Directors' schedules.

Task 3. Cash for Kitchens:

*Contract goal:* target 200 commercial kitchens by Dec. 2019. This goal overlaps contract years.

*Status of goal:* 56 water surveys completed; No surveys were conducted in the month of May. SBCCOG is waiting for West Basin staff to provide new program specifics.

Task 4. Disadvantaged Community (DAC) Water-Energy Initiative Program (Clothes-Washer)

*Contract goal:* provide outreach to DAC communities within West Basin's service area and provide free installation of 500 high-efficiency showerheads, 1,500 faucet aerators, and 500 clothes washers.

*Status of goal:* SBCCOG staff will be assisting West Basin with this program when it is rolled out in the future.

Torrance Water Contract year is July 1, 2018 through June 30, 2019

Task 1: Support for educational classes (California Friendly Landscape Training (CFLT) or Turf Removal (TR)

Class and community events (This goal is dependent upon Torrance establishing classes).

*Contract goal:* as requested

*Status of goal:* 11 CFLT/TR/Greywater classes completed. A CFLT class was held on May 18<sup>th</sup> at Madrona Marsh. Torrance has scheduled 1 class per month through September 2019.

Task 2: Cash for Kitchens

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

*Status of goal:* 9 water surveys completed; 8 follow-up site visits completed. SBCCOG staff conducted an outreach walk in the City of Torrance.

Water Replenishment District of Southern California (WRD) Contract year is March 21, 2018-June 30, 2019.

Ongoing promotion of WRD programs continues through the SBCCOG's information kiosk, e-newsletters, and other social media channels for the month of May. SBCCOG staff met with Director Rob Katherman to discuss program progress and plan for the new contract year.

Sanitation Districts of LA County (LACSD) Contract year is January 1-June 30, 2019

The Sanitation Districts has requested our contract be aligned with the fiscal year.

*Contract goal:* up to 50 exhibit events, presentations, networking opportunities, etc.

*Status of goal:* completed 6 in May for a total of 40 exhibit events, presentations, networking opportunities, etc.

*Contract goal:* Schedule up to 2-3 Sanitation Districts-related presentations

*Status of goal:* 1 Completed; 1 scheduled June 5<sup>th</sup>; SBCCOG staff is researching opportunities for June.

Los Angeles Department of Water and Power (LADWP) Contract year is January 1-December 31, 2019

*Contract goals:*

- 8-12 targeted special exhibit events; *Status of goal:* 4 completed; 1 scheduled for June. SBCCOG staff is in the process of identifying additional opportunities.
- 1 training for SBCCOG Volunteers on LADWP programs; *Status of goal:* – **GOAL MET**
- 6-8 commercial kitchens to be identified for water assessments and conservation training.  
*Status of goal:* 6 water surveys completed.

**Transportation**

Vanpool Program (Contract period Feb. 1, 2013 – June 30, 2019)

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

Status of goals: 326 outreach events - **GOAL MET**; 18 information/formation meetings - **GOAL MET**

In May, collateral materials were distributed at 7 SBCCOG outreach events. SBCCOG staff’s outreach efforts focused on: contacting Metro vanpool providers to coordinate outreach and formation meeting opportunities in the South Bay. SBCCOG staff was contacted by Ride Amigos to discuss possible vanpool options for those South Bay residents still active from the SBCCOG Travel Pal Program. Staff reached out to both Enterprise Rentals and Green Commuter to discuss vanpool marketing opportunities and resource support for vanpool formation in the South Bay. Formation efforts continued with Wedgewood Properties, County of Los Angeles, the City of Torrance, and CSUDH. SBCCOG approved the draft scope of work/budget for a new Metro TDM Outreach Contract.

Metro Express Lanes (MEL) (Contract period Aug. 1, 2015 – Jul. 31, 2019)

Contract goal: 30 outreach events; 2 presentations (This goal is dependent upon the availability of the mobile van).

Status of goal: 386 community events and 14 presentations completed. In addition, 30 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 at South Bay events. Staff began the process with Metro to renew the MEL agreement.

**II. MARKETING, OUTREACH, & IMPLEMENTATION**

Workshops, Trainings, & Exchanges

The following chart provides an overview of all registration events held in May 2019:

| Event Date | Event Name  | No. Attended/No. of RSVPs | Marketing Info. (how did they hear about the Workshop)  | Staff Lead |
|------------|---|---------------------------|---|------------|
| 5/4/2019   | Rain Barrel Distribution – Inglewood (400 rain barrels distributed) | 202/230                   | Comm. Org/Event: 5, Door Hanger: 53, Flyer: 56, Newspaper: 2, Online Calendar: 3, Other Social Media: 6, Postcard: 1, SBESC Email: 76, West Basin Social Media: 11, West Basin Website: 13, Word of Mouth: 10 | AB, DL     |
| 5/18/2019  | Turf Removal Class - Torrance                                       | 66/93                     | Email: 47, Flyer: 4, Friend or Family: 6, Local Publication: 16, Website: 11, Other: 9, Walk-In: 14   | GF         |

Outreach Events

In May:

- 2 presentations
- 1 community events
- 1 residential workshop
- 2 business events
- 15 meetings
- 1 SCE Seminars

Calendar year-to-date through 2019:

- 12 community events
- 4 business events
- 10 presentations
- 2 SCE Seminars
- 10 residential workshops
- 5 networking opportunities
- 0 employee events
- 79 meetings

**Media**

Social Media (during the month of May)

- SBCCOG -- Totals for Social Media (SBCCOG) (*top tweet – right*)
  - Twitter: 211 followers total, 1,400 impressions\*
  - Facebook: 103 likes total, 230 impressions
  
- SBESC -- Totals for Social Media (*top tweet – right*)
  - Twitter: 548 followers total, 4,000 impressions\*
  - Facebook: 739 likes total, 552 impressions
  - LinkedIn: 128 followers total, 53 impressions

*\*Impressions: the number of times a post has been viewed during the specified month*

Press Releases/Press Interviews/Articles/Network TV

None

**Volunteer Program**

*Status of Program:* 164.5 hours for May 2019; 2019 thus far = 643.71 hours; *Grand total* as of 5/31/19: 19,443.99 (starting April 2008)

**Top Tweet** earned 544 impressions

In partnership with [@SouthBayAOR\\_Gov](#) & [@BenAllenCA](#) we invite you to the [#SouthBay](#) Housing Forum, a half-day conference on May 10th, 8:00 a.m. – 1:00 p.m. at the Toyota Meeting Hall in [#Torrance](#). Register here: [ow.ly/KY6Y50u26Td](https://ow.ly/KY6Y50u26Td)

👍 2 🍷 3

**Top Tweet** earned 999 impressions

Choosing cleaning products with low toxicity is simple - just look for the Green Seal or Safe Choice approval logos when purchasing products that may otherwise qualify as hazardous waste: [ow.ly/64MY30nfGtM](https://ow.ly/64MY30nfGtM) [#greentip](#) via [@greenbusinessca](#) [#EarthDay](#)

👍 4 🍷 6

THIS PAGE LEFT INTENTIONALLY BLANK

# South Bay Cities Council of Governments

June 27, 2019

TO: SBCCOG Board of Directors

FROM: Steve Lantz, SBCCOG Transportation Director

RE: SBCCOG Transportation Update Covering May 2019

## **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.

## **FEDERAL**

### **\$2 Trillion Infrastructure Bill Negotiations Blow Up; Approval Unlikely Before 2020 Elections**

Federal fuel taxes haven't been increased since 1993 and the revenue is insufficient to fully fund the Highway Trust Fund which expires in September 2020. The President was expected to meet with Congressional Democrats on May 22<sup>nd</sup> to continue bipartisan talks on the \$2 trillion infrastructure plan. However, President Trump blew up the bi-partisan negotiations on May 22<sup>nd</sup> when he told a press conference that he won't work with Democrats on an infrastructure plan unless they stop their investigations into him and his administration.

Individual Democrats and Republicans have expressed concern with potential political ramifications of increasing federal gas and diesel taxes prior to the November 2020 election. Administration officials are concerned that raising fuel taxes would hurt rural and working class voters — a key Republican constituency. Some Democrats have warned that a gas-tax increase could harm low-income people and have said they would only consider increasing the levy if it's paired with a rollback of 2017 tax cuts that benefited the wealthy — something that Republicans flatly reject.

Democratic congressional leaders vowed to continue working, with or without Republicans, to move individual pieces of public-works legislation and address reauthorization of the surface transportation bill and the Highway Trust Fund that helps finance road, bridge and transit projects that expires in September 2020.

On the same day the negotiations fell apart, Democrats introduced "The Rebuild America Act" in the House Ways and Means Committee. The bill would raise per-gallon fuel taxes on gasoline and diesel by five cents each year for five years — and then tie the fuel tax rate to inflation.

Under the Democrat's new proposal, the per-gallon tax on gasoline would be increased from its current 18.4 cents a gallon to 43.3 cents a gallon in 2024. Federal diesel fuel taxes would rise from 24.3 cents per gallon to 49.3 cents per gallon by 2024. The additional revenue would keep the Highway Trust Fund solvent by raising an additional \$370 billion over the next decade — enough to cover the Highway Trust Fund shortfall and produce a \$200 billion surplus, which could be used for further infrastructure spending and/or deficit reduction.

The bill also would require Congress to replace the fuel tax with a “more equitable, stable source of funding”, such as a vehicle-miles-travelled tax, by 2029.

### **Fiscal Year 2020 Federal Transportation Funding Bill Introduced**

On the same day long-term discussions fell apart, the fiscal 2020 transportation funding bill that would increase funding for infrastructure grants and fund federal transportation agencies was quietly approved and sent to the House Appropriations Committee by the Transportation, Housing and Urban Development, and Related Agencies Appropriations Subcommittee in the U.S. House of Representatives.

The FY 2020 bill includes \$1 billion for the Better Utilizing Investments to Leverage Development, or BUILD, grants, a \$100 million increase above the 2019 enacted level. The measure also provides more funding than President Trump has requested for the U. S. Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, the Federal Railroad Administration and the National Highway Traffic Administration. Key programs are also funded in the bill including Amtrak, the Port Infrastructure Development Program, and the Highly Automated Systems Safety Center of Excellence.

The bill is expected to be considered by the full Appropriations Committee in the coming weeks and then the full House by the end of June. The Senate has yet to introduce its version of this bill.

### **Clean Corridors Act Introduced To Support Environmentally Friendly Vehicles / Technology**

The Clean Corridors Act (H.R. 2616) introduced on May 16<sup>th</sup> would direct \$3 billion in federal dollars over the coming decade to construct and install a robust electric drive infrastructure network to support vehicle charging technologies for hydrogen fuel cell and electric battery-powered vehicles. The bill would ensure competitive federal grants funded through this program are not exclusive to vehicles from any one individual manufacturer.

The legislation is supported by ChargePoint, the American Wind Energy Association, the Association of Global Automakers, the National Resources Defense Council, and the Electric Drive Transportation Association.

### **Federal Freight Bill Would Provide Dedicated Source For Goods Movement Infrastructure**

The National Multimodal and Sustainable Freight Act (H. R. 2723) was introduced on May 14<sup>th</sup> to create a dedicated revenue source to direct more than \$100 billion over 10 years to rebuilding the nation’s freight infrastructure.

In 2015, Congress for the first time outlined a national freight policy in the bipartisan Fixing America’s Surface Transportation (FAST) Act. To implement the freight policy, HR 2723 would establish the Freight Transportation Infrastructure Trust Fund, funded through a national 1% waybill fee on the transportation cost of goods. The trust fund revenues would be allocated into two programs: a formula program to distribute funds to each state based on the amount of existing infrastructure within the state, and a competitive grant program that would be open to all local, regional, and state governments. Within the competitive grant program, 5% of funds would be set-aside for zero-emissions projects.



## **STATE**

### **AB 516 Would Reduce Local Authority To Remove Vehicles**

Cities place “boots” on vehicles and remove the vehicles from public streets when motorists accumulate a minimum of five unpaid parking tickets or the vehicle registration has been expired for six or more months. Before removing the vehicle, a 72-hour notice is posted on the vehicle and a boot is sometimes placed on a tire. AB 516 would eliminate the ability for cities to “Immobilize,” or place a “boot” on a vehicle, for these actions.

---

### **State Plans Deeper Look At California’s Inordinately High Gas Prices**

According to AAA, at \$4.10 per gallon of regular gasoline, California has the highest gasoline prices in the nation. In contrast, the national average is \$2.88. The California Energy Commission concluded at the end of April that “market manipulation” and refinery outages may be the key factors in the state’s inordinately high gas prices and proposed a five-month study to pin down the “mystery surcharge” motorists pay in California.

The oil industry responded to the CEC study by saying that causes for the state’s gas prices include the dynamics of supply and demand of crude oil, the state’s environmental rules, such as a requirement for special blends of gas, as well as the state’s decision in 2017 to raise the gas tax by 12 cents per gallon to pay for road repairs. Don’t expect any significant relief soon. Thanks to the state’s cap-and-trade legislation, gas prices could increase by 73 cents per gallon by 2031.

## **REGION**

### **Metro Blue Line Closure Shifts To Northern Segment; Expo Line Service Also Affected**

The southern portion of the Blue Line between Compton and Long Beach re-opened on June 1<sup>st</sup> after a 4-month closure for major repairs and upgrades. The northern segment was closed at the same time to allow completion of the second half of the \$350 million mid-life rebuild project.

Although riders have returned to the rail line between the Willowbrook / Rosa Parks Station and Long Beach, Blue Line between the 7th Street/Metro Center Station and the Willowbrook / Rosa Parks Station will be suspended until the rail rehabilitation project is completed in Fall 2019.

Later in June, Expo Line riders will also be affected by service outages at the 7th Street/Metro Center and Pico stations. Expo line trains will stop running at those stations for 60 days, starting June 22. During the closure, Expo Line riders will have to board or disembark from the train at the LATTC/Ortho Institute Station, south of Downtown LA.

Metro will supplement its current bus service in the northern segment with new temporary bus shuttle service during the closure. To accommodate all the new buses, Metro also installed a temporary Downtown LA bus-only lane on Flower Street.

Line 864 free shuttle bus will travel from the Compton Station to the 7th Street/Metro Center Station, stopping at (or at least near) every closed Blue Line station along the way. The daily local service will run every six minutes during rush-hour (5:30 a.m. to 9 a.m. and 3 p.m. to 7 p.m.) and every 12 minutes during non-peak hours. Late at night, buses will arrive at 20-minute intervals.

Line 863 Select weekday-only, peak-hour bus service will start at the Compton Station, head west to the 110 freeway, and mirror the Silver Line route into Downtown LA. After exiting the

freeway, it will head up Flower Street, stopping at Adams Boulevard, LATTC, and Pico Boulevard en route to 7th Street/Metro Center Station. The 863 Select will arrive every 12 minutes during peak hours (between 5:30 a.m. and 10 a.m., as well as between 3 p.m. and 7:30 p.m.). The 863 Select Line fare will be \$1.75, with free transfers (Metro's standard fare for all trains and buses).

For Expo Line riders, Line 856 Local will replace the train at its first two stops while work is happening at the 7th Street/Metro Center and Pico stations. The shuttles will travel north on Figueroa Street and south on Flower.

Additional information and any schedule changes during the northern closure will be posted on the Blue Line project website: <https://www.metro.net/projects/new-blue-line-improvements/> .

### **Metro Launches Six All-Electric Vanpools**

Metro has added six electric vans to its ridesharing program through a contract with Green Commuter. The new vanpools serve commuters from origin points including Redondo Beach, Palmdale, Rancho Cucamonga and Corona del Mar.

Green Commuter expect to deploy 76 additional zero emission vans within the program by the end of 2019. Metro's vanpool program began in 2007 and has grown to approximately 1,300 vehicles.

### **Edison Will Encourage Switch From Diesel To Electric Heavy-Duty Trucks, Buses, Even Forklifts**

Southern California Edison launched an electric charger incentive program on May 20<sup>th</sup> aimed at enticing operators of heavy-duty trucks, buses and forklifts to switch from polluting diesel and gasoline power to electric power. The utility is targeting delivery companies, truck leasing companies, school districts with diesel buses, transit agencies, warehouses using forklifts, the Port of Long Beach and airport authorities that use shuttles carrying passengers from parking lots to terminals.

The company plans to spend \$356 million with the goal of installing truck and bus chargers at 870 sites in the next five years, enough to power 8,490 medium- and heavy-duty battery-powered vehicles, through the utility's charger network. Charging customers will pay to use the charging ports at rates set by the utility. Rebates will be available for transit agencies, school districts and for areas located within disadvantaged communities.

In a related initiative, Penske will receive 10 large, electric box trucks and 10 semi-tractor trailers from Daimler Trucks by summer for leasing, Cullen said. The company will require the customers to report back specific data on how the vehicles move up grades, on flat terrain and with heavy payloads.

## **TRENDS**

### **NextGen Study Ridership Loss Question: Are Low Income Metro Riders Leaving LA?**

As L. A. transit ridership has declined over the past five years, transit officials have provided a number of hypotheses for the ridership dip, from safety concerns, to unreliable trip times, to the rise of ride-hailing services like Uber and Lyft.

But another explanation, brought up by staff during a Metro committee discussion of Metro's

NextGen Transit Study in mid-May, pondered whether low-income passengers that traditionally have been Metro's core riders, can no longer afford to live in areas well-served by trains and buses.

Although there is little research on which to project how much rider migration is impacting service, the agency is now working on a major overhaul of its bus network, which is in part designed to ensure buses are actually going places riders are trying to get to—and passing through the neighborhoods where they live.

But some studies suggest that Metro's missing riders have left L. A. altogether - forced out by rising rents. Population data suggest there has been a demographic shift in LA County since 2014, when Metro ridership began to decline. According to estimates from the Census Bureau, the county lost nearly 80,000 households earning under \$50,000 per year between 2014 and 2017.

The California Housing Partnership found that L. A. County has a shortage of nearly 517,000 affordable housing units. The County is home to approximately 750,000 renter households whose incomes meet the very low- and extremely low- thresholds - meaning at or below 50 and 30 percent of the area median income, respectively. However, this population is served by less than 250,000 units catering to those income levels. The median rent for the county now stands at \$2,471 per month - a level that is affordable to household earning a minimum of \$47.53 per hour (or more than \$95,000 per year).

Most Metro riders likely share the housing challenge. In a recent Metro survey of bus riders, just 12 percent of passengers reported having a household income of more than \$50,000 per year. Meanwhile, nearly 60 percent had an income under \$20,000.

On Metro's train lines, it's a slightly different picture. Just over one-third of riders reported household incomes above \$50,000 on the same survey. Those earning under \$20,000 represented 35 percent of riders.

Some of those households may have become more prosperous; others likely moved away. But there is no definitive causal link behind the demographic change and transit ridership; it may be an unavoidable effect of the county's affordable housing shortage.

### **Uber Seeks Approval For Drone Deliveries**

Uber Technologies affiliate Uber Elevate has filed an application with the Federal Aviation Administration to deliver food in the San Diego market. An answer is expected by June 10<sup>th</sup>. The request comes after the recent approval of Google's Wing Aviation drone delivery in southwestern Virginia. The North Carolina Department of Transportation recently teamed up with Causey Aviation and Tel Aviv startup Flytrex [to test meal delivery by drone](#).

Right now, however, a number of challenges exist — including safety, security, logistics and public education. Uber Elevate, for context, is seeking exemptions from 16 federal regulations typically required of traditional aircraft. Among the pieces that need to be figured out during the tests for food delivery are weight, distance and altitude. For restaurant operators, there's also a cost factor. Cost savings is a major challenge, particularly for restaurant operators disgruntled with high third-party delivery fees.

## **Transit and Transportation Agencies Announce National Automated Bus Consortium**

An association of 10 transit and transportation agencies has formed the Automated Bus Consortium, a collaboration designed to investigate the feasibility of implementing pilot automated bus projects across the United States. The Consortium's founding members in Southern California include Foothill Transit, Long Beach Transit, and L. A. Metro.

The national consortium is a first-of-its-kind approach to accelerate the deployment of automated transit technologies and will combine the purchasing power and collaborative decision-making of these founding transit agencies nationwide. The pilot projects will use full-sized, full-speed buses and enable Consortium members to collectively demonstrate and deploy automated technologies in live service environments.

Consortium members will define candidate deployment routes and locations, operating plans, automated bus specifications, financial plans and deployment strategies. AECOM will manage the planning, assessment, implementation and evaluation of the program's rollout in all locations. The Consortium will make an expected initial purchase of 75 to 100 full-sized, automated buses.

The Consortium's plan calls for a 12-month feasibility phase, followed by implementation within a two-year time frame, currently estimated to begin between 2021 and 2022. Each agency will make their own decisions regarding future additional automated bus purchases and deployment following the completion of the feasibility phase.

**TO:** SBCCOG BOARD OF DIRECTORS  
**FROM:** RALPH L. FRANKLIN, CHAIR, METRO SOUTH BAY SERVICE COUNCIL  
**SUBJECT:** MONTHLY REPORT FOR JUNE, 2019  
**DATE:** JUNE 14, 2019

The meeting was called to order at 9:33am at Inglewood City Hall and Metro Transportation Associate, Lourdes Alvarez gave us the Safety Tip for the Day: Do not stand in the doorway after you enter the bus but "Move on Down" so others can enter the bus and find seating.

The first presenter was Metro Deputy Executive Officer, Countywide Planning, Frank Ching who spoke on the Micro Mobility Vehicles Program. Metro is currently exploring Micro Mobility, which continues to evolve in the transportation industry, and they are weighing in on allowing Scooters onto buses and trains. The purpose of the presentation was to alert us that there is a plan to develop a program to either prohibit or regulate them with a focus on the areas of Safety, Appropriate Parking etiquette (organize, access and storage), Connections with transit and Equity. The Program Concept will be modeled after Metro's Car Share Program which designates spaces at Metro parking facilities and issues License Agreements. Since each Scooter has an identification number on it, Parking Enforcement will be performed to regulate behavior and record violations and an Administrative Penalty will be applied to the Operating Company invoice for any violations. Metro can only enforce violations within their domain, meaning only within the Metro area. Any domain outside of Metro's area falls under the jurisdiction of the city, county and/or Caltrans property. The program does prohibit parking in ADA spaces and must maintain clearance of ADA access. Also, vehicle cap cannot supersede local jurisdiction laws, rules and regulations. The Operating Company of the Scooters must have proof of permission from those cities that allow Scooters prior to the Operator applying with Metro. Scooters must be parked/returned to pre-designated parking zone(s). When a Scooter is found parked incorrectly, a snapshot photo will be taken, a call made to the Operating Company's 24-hour hotline and a copy of the photo will also be sent. The Operating Company will have two (2) hours to correct the matter otherwise, Metro will have a towing service remove the Scooter(s). It should be noted here that Metro does not assume liability for the Scooter being towed or the cost for storage. Under the California Vehicle Code Section 21113, the Transportation Agency is authorized to adopt a Parking Ordinance to regulate the Metro ROW (Right Of Way) and parking facilities. An important note here is that both E-Scooters and dockless bicycles will also be considered as Micro Mobility Vehicles. This is a two (2) year pilot program and a fine of \$100 will be issued to the Operating Company for each offense. Currently, Los Angeles City has 47,000 Scooters with eight (8) Operating Companies.

The next presenter, Metro Budget Director, Drew Phillips, spoke on the LIFE (Low Income Fare is Easy) Program. The LIFE Program provides transportation assistance to low-income transit riders and offers limited rides to the most economically vulnerable and transit-dependent in Los Angeles County. The program is income-based and they reach out to regular/adult riders, senior/disabled riders, K-12 grade students and college/vocational students who are eligible if their household size and income falls within specific categories. There are multiple agencies that participate in the LIFE Program and individuals can enroll with any participating LIFE Transit Agencies. Once a rider is registered, the LIFE Benefits will be good for eleven (11) months and the benefits will be tracked and loaded onto their TAP Card or they can use TAPTOGO.net. It should be noted here that the stored value on the TAP Card for subsidy options is available for the rider, however, if the TAP Card is used at a RT Vending Machine, the machine will not load the subsidy and the rider will be charged the regular fare. There are three

(3) types of transportation subsidies under LIFE Limited for individuals who are experiencing homelessness, have been discharged from the hospital and/or incarceration or are the victim of domestic violence.

We then had Metro Executive Officer, Service Planning & Development, Conan Cheung, speak on the NextGen Update. He spoke on the Bus Study with a focus on the Regional Service Concept. Since he gave a presentation to us on this topic earlier this year, he reminded us that the goals and objectives are to provide high quality mobility options that enable people to spend less time traveling (Metro Vision 2028). These goals and objectives will include: Target infrastructure and service investments towards those with the greatest mobility needs; Invest in a world class bus system that is reliable, convenient, and attractive to more users for more trips; Metro Board endorsed travel speed, service frequency, and system reliability as the highest priority service design objectives for the NextGen Bus Study; and to Optimize system performance to maximize benefit to the public (attract people to use the system). So far, the 18+ NextGen Public Workshops have garnered 950+ attendees and 1650+ comments and the public feedback was incorporated into the service design concepts. The recurring themes of concern by the public were: more frequency, reliability, accessibility, faster service, better connectivity and safety. The presentation clearly identified that there needs to be better than 2-1/2 times a car's performance to improve the acceptance by the riders. The Los Angeles County region is broken up into eighty (80) zones and over the next several months, additional public outreach/hearings will be conducted, per five (5) Metro Service Councils, as Metro zeros in on the best possible solutions to optimize the system for better performance.

Next the Service Council Members reviewed the FY2020 Work Plan for the South Bay Region. We made several changes to the Work Plan that included: 1) Review FY20 performance targets and receive presentation from Operations staff on plans to achieve and/or exceed these targets; 2) Receive reports about actions being taken to evaluate and upgrade existing Green Line station platforms that cannot be served by three car trains; 3) Receive reports regarding work to achieve improvements in power supply at the eastern end of the Green Line and the northern end of the Crenshaw Line; 4) For each of these areas, provide the information requested that shows appropriate funds have been budgeted in support of this work; and finally, 5) Metro staff will continue to schedule update presentations on the Crenshaw Line and any improvements to the Green Line when new information is available.

Metro South Bay Service Council had their Elections of Officers for the following positions: Chair and Vice Chair. The votes were unanimous to retain Ralph Franklin as Chair and Don Szerlip as Vice Chair.

Due to time restraints, Metro Deputy Executive Officer, Scott Page, gave us a brief summary on the Regional Service Performance Report. All remarks were positive with many improvements. Scott then dropped a bombshell on us when he announced that after 32 years with Metro, he will be retiring effective July 5, 2019. We all wished him well and thanked him for his service.

The Service Council Members then gave their line ride reports along with any additional comments. I closed the meeting with the reading of a personal card that I received from Gary Spivack following his retirement party which read in part, Mr. Franklin, your remarks were from the heart and I was moved. He was extremely grateful for my mentorship during his time with the Service Council.

The meeting adjourned at 12:10pm.

# South Bay Cities Council of Governments

June 27, 2019

TO: SBCCOG Board of Directors

FROM: Nominating Committee, Britt Huff, Chair

RE: Nominating Committee Recommendation for 2019-2020 SBCCOG Officers

## **Adherence to the 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.

The Nominating Committee, whose members are Britt Huff, Jim Osborne, and Jim Gazeley, presents the following slate of officers for the 2019-2020 fiscal year starting July 1, 2019 and ending June 30, 2020:

|                            |   |
|----------------------------|---|
| Chairman                   | Christian Horvath<br>Mayor Pro Tem, Redondo Beach |
| 1 <sup>st</sup> Vice Chair | Olivia Valentine<br>Mayor Pro Tem, Hawthorne      |
| 2 <sup>nd</sup> Vice Chair | Drew Boyles<br>Mayor, El Segundo                  |

The Board previously approved nominating 4 additional at large members to the Steering Committee in order to more deeply engage city council members in the work of the SBCCOG and to better prepare members to serve as future SBCCOG officers. **It should be noted that the 4 additional members are not required by the By-Laws.**

Recommended at large nominees to the Steering Committee are:

1. Cedric Hicks, Council Member, Carson
2. Rodney Tanaka, Gardena
3. John Cruikshank, Rancho Palos Verdes
4. Open

All candidates have agreed to serve if elected.

## **RECOMMENDATION:**

Accept nominations for all offices from the floor, close nominations and proceed to the election of officers and at large Steering Committee members.

THIS PAGE LEFT INTENTIONALLY BLANK



# South Bay Cities Council of Governments

June 27, 2019

TO: SBCCOG Board of Directors

FROM: SBCCOG Steering Committee

RE: Budget for Fiscal Year 2019-2020

## **Adherence to the 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.

The budget presented as follows is the same as the one presented in May but there are two additions:

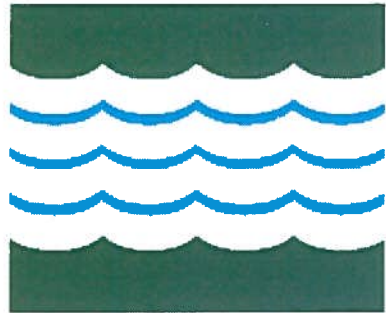
1. There is a breakdown of compensation for the Jacki Bacharach & Associates contract
2. Concerning the wish list that was included with possible additional items to the budget, the Steering Committee is recommending:
  - a. Additional Employee Retirement Benefits of \$200/month for a total of \$20,669 be removed from the wish list and added to the budget.
  - b. The remaining items on the wish list – Legal Services for Michael Jenkins and Additional Reserves for Shutdown Costs – be referred to the Finance Committee which will be created shortly.

Estimated Fund Balance is revised accordingly:

|   |                   |
|---|-------------------|
| Estimated beginning fund balance 6/30/19 (including reserves) | \$ 913,589        |
| Less Reserves   | - 137,149         |
| Estimated beginning fund balance 6/30/19 (excluding reserves) | 776,440           |
| Estimated Revenues FY 19-20                                   | 1,951,485         |
| Proposed Budget FY 19-20                                      | 2,129,797         |
| Provide for Reserve FY 19-20                                  | <u>20,000</u>     |
| <b>Estimated Ending Balance 6/30/20</b>                       | <b>\$ 578,129</b> |

## **RECOMMENDATION:**

Approve the attached 2019-2020 SBCCOG Operating Budget which includes the above revisions as recommended by the Steering Committee.



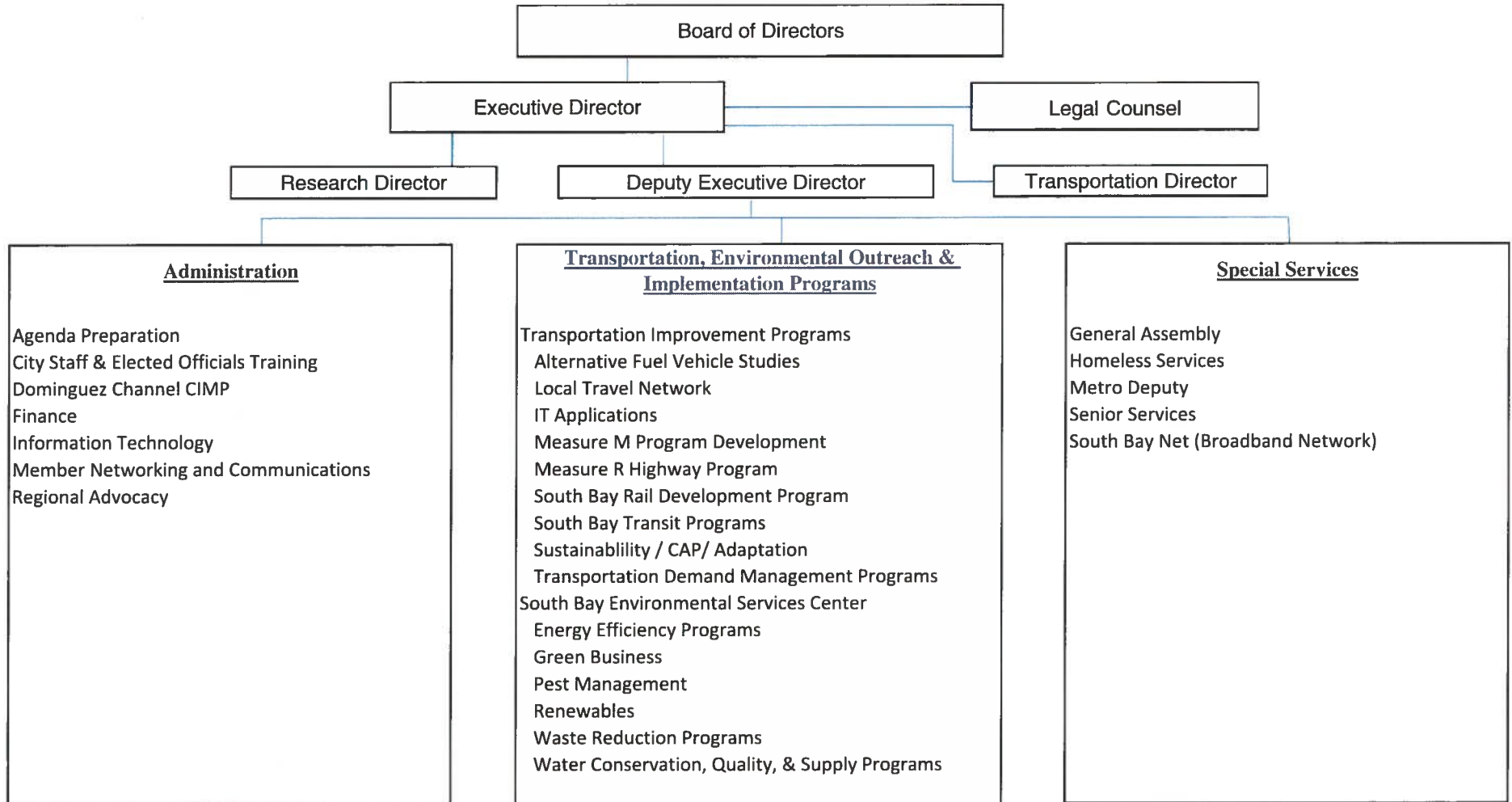
**SOUTH BAY CITIES**  
COUNCIL OF GOVERNMENTS

PROPOSED BUDGET  
FISCAL YEAR 2019-2020

June 27, 2019



**SBCCOG  
ORGANIZATIONAL STRUCTURE  
PROPOSED BUDGET FISCAL YEAR 2019-2020**



- Goal A: Environment, Transportation and Economic Development**
- Goal B: Regional Advocacy**
- Goal C: Member Networking and Communications**
- Goal D: Organizational Stability**

**SBCCOG  
BUDGET SUMMARY  
PROPOSED BUDGET  
FISCAL YEAR 2019-2020**

|                                    | ACTUAL<br>FY 17-18  | ADOPTED<br>BUDGET<br>FY 18-19 | REVISED<br>BUDGET<br>FY 18-19 | YTD<br>AS OF<br>03/31/19 | PROPOSED<br>BUDGET<br>FY 19-20 | INCREASE (DECREASE)<br>PROPOSED BUDGET 19-20/<br>REVISED BUDGET 18-19 |                 |
|------------------------------------|---------------------|-------------------------------|-------------------------------|--------------------------|--------------------------------|---|-----------------|
|                                    |                     |                               |                               |                          |                                | AMOUNT  | PERCENT         |
| <b>ESTIMATED REVENUES:</b>         |                     |                               |                               |                          |                                |   |                 |
| Dues                               | \$ 352,500          | \$ 372,500                    | \$ 372,500                    | \$ 372,500               | \$ 392,500                     | \$ 20,000   | 5.37%           |
| Other General Fund Revenues        | 228,166             | 234,194                       | 254,838                       | 170,527                  | 257,689                        | 2,851   | 1.12%           |
| Grant Revenues                     | 2,301,808           | 1,337,717                     | 1,419,235                     | 756,069                  | 1,301,296                      | (117,939)   | -8.31%          |
| <b>Total Revenues</b>              | <b>\$ 2,882,474</b> | <b>\$ 1,944,411</b>           | <b>\$ 2,046,573</b>           | <b>\$ 1,299,096</b>      | <b>\$ 1,951,485</b>            | <b>\$ (95,088)</b>  | <b>-4.65%</b>   |
| <b>EXPENDITURES:</b>               |                     |                               |                               |                          |                                |   |                 |
| Salaries & Benefits                | \$ 835,812          | \$ 760,817                    | \$ 707,281                    | \$ 486,223               | \$ 689,284                     | \$ (17,997)   | -2.54%          |
| Professional/Contractual           | 1,568,696           | 887,227                       | 982,724                       | 625,747                  | 974,552                        | (8,172)   | -0.83%          |
| Supplies & Services                | 343,201             | 335,479                       | 348,228                       | 282,930                  | 365,960                        | 17,732  | 5.09%           |
| <b>Sub Total Expenditures</b>      | <b>\$ 2,747,709</b> | <b>\$ 1,983,522</b>           | <b>\$ 2,038,233</b>           | <b>\$ 1,394,900</b>      | <b>\$ 2,029,797</b>            | <b>\$ (8,436)</b>   | <b>-0.41%</b>   |
| <i>Moving Expenses (one-time)</i>  | -                   | -                             | -                             | -                        | 100,000                        | 100,000   | -               |
| <b>Total Expenditures</b>          | <b>\$ 2,747,709</b> | <b>\$ 1,983,522</b>           | <b>\$ 2,038,233</b>           | <b>\$ 1,394,900</b>      | <b>\$ 2,129,797</b>            | <b>\$ 91,564</b>  | <b>4.49%</b>    |
| Estimated Balance (Deficit)        | \$ 134,765          | \$ (39,111)                   | \$ 8,340                      | \$ (95,804)              | \$ (178,311)                   | (186,651)   | -2238.03%       |
| Provide for Reserve                | 20,000              | 20,000                        | 20,000                        | 20,000                   | 20,000                         | -   | -               |
| <b>Estimated Balance (Deficit)</b> | <b>\$ 114,765</b>   | <b>\$ (59,111)</b>            | <b>\$ (11,660)</b>            | <b>\$ (115,804)</b>      | <b>\$ (198,311)</b>            | <b>\$ (186,651)</b>   | <b>1600.78%</b> |

**RESERVES:**

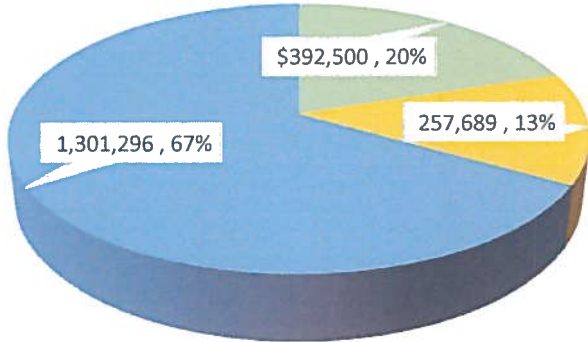
| <b>Contributions to Reserve:</b>  | <b>Amount</b>     | <b>Reserve per Finance Committee's Recommendations (Shutdown Costs)</b> | <b>Recommendation<br/>2019</b> |
|-----------------------------------|-------------------|---|--------------------------------|
| Prior to FY15-16                  | \$ 53,372         | Lease for Office ( 6 months)  | \$ 76,668                      |
| FY 15-16 Plus Interest Earnings   | 20,192            | JB&A Contract (2 months required per contract)                          | 70,000                         |
| FY 16-17 Plus Interest Earnings   | 20,349            | Audit (for the year)  | 6,578                          |
| FY 17-18 Plus Interest Earnings   | 20,939            | Employee Vacation Liability   | 38,343                         |
| FY 18-19 Plus Interest Earnings   | 22,297            | Payroll Expenses to Close Out (equivalent to one month)                 | 57,714                         |
| FY 19-20 Proposed Plus Interest   | 22,743            | Lease for Copier (thru end of contract for the year)                    | 15,876                         |
| <b>Total in LAIF thru 6/30/20</b> | <b>\$ 159,892</b> | Other Contracts (contractors, consultants 30 days)                      | 33,351                         |
|                                   |                   | <b>Total estimated shutdown cost</b>                                    | <b>\$ 298,530</b>              |

**Note:**

In establishing the reserve, the Finance Committee had three goals: a) Reasonable Reserves; b) Cash Flow; c) Shutdown Costs. Dues increase of \$20,000/year for five years was based on approximately 6% of the 2015 operating budget. For 2019, the estimated shutdown cost is \$298,530 as illustrated above.

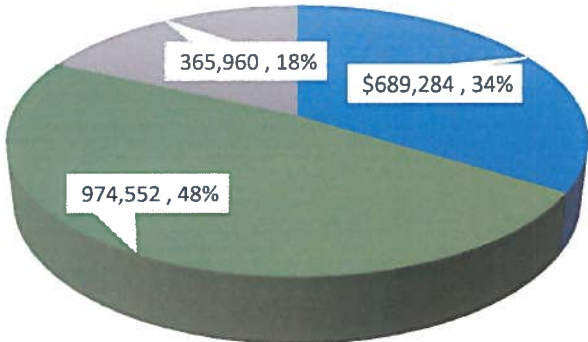
**SBCCOG  
ESTIMATED REVENUES/ EXPENDITURES CHARTS  
PROPOSED BUDGET  
FISCAL YEAR 2019-2020**

**ESTIMATED REVENUES FY 2019-2020: \$1,951,485**



■ Dues   ■ Other General Fund Revenues   ■ Grant Revenues

**ESTIMATED EXPENDITURES FY 2019-2020: \$2,129,797**



■ Salaries & Benefits   ■ Professional/Contractual   ■ Supplies & Services

**SBCCOG**  
**ESTIMATED REVENUE DETAILS**  
**PROPOSED BUDGET**  
**FISCAL YEAR 2019-2020**

| <b>REVENUE SOURCE:</b>                 | <b>ACCOUNT CODE</b> | <b>ACTUAL FY 17-18</b> | <b>ADOPTED BUDGET FY 18-19</b> | <b>REVISED BUDGET FY 18-19</b> | <b>YTD AS OF 03/31/19</b> | <b>PROPOSED BUDGET FY 19-20</b> | <b>INCREASE (DECREASE) PROPOSED BUDGET 19-20/ REVISED BUDGET 18-19</b> |                |
|--|---------------------|------------------------|--------------------------------|--------------------------------|---------------------------|---------------------------------|--|----------------|
|  |                     |                        |                                |                                |                           |                                 | <b>AMOUNT</b>  | <b>PERCENT</b> |
| Dues                                   | 4020                | \$ 352,500             | \$ 372,500                     | \$ 372,500                     | \$ 372,500                | \$ 392,500                      | \$ 20,000  | 5.37%          |
| General Assembly Sponsorship           | 4050                | 60,250                 | 60,000                         | 60,000                         | 54,750                    | 60,000                          | -  | -              |
| Holiday Light Exchange                 | 4055                | 7,800                  | 2,800                          | 2,250                          | 2,250                     | -                               | (2,250)  | -100.00%       |
| Training                               | 4060                | -                      | -                              | 5,000                          | 5,000                     | -                               | (5,000)  | -100.00%       |
| MTA South Bay Deputy                   | 4070                | 95,144                 | 97,944                         | 96,937                         | 74,615                    | 100,439                         | 3,502  | 3.61%          |
| Interest Income                        | 4090                | 3,258                  | 5,000                          | 21,823                         | 21,534                    | 28,800                          | 6,977  | 31.97%         |
| Green Business Assist Program          | 4125                | -                      | 12,000                         | 12,000                         | 12,000                    | 12,000                          | -  | -              |
| Reimbursable Expense                   | 4190                | 415                    | 300                            | 300                            | -                         | 300                             | -  | -              |
| CIMP Dominguez Channel Admin Fee       | 4810                | 48,690                 | 56,150                         | 56,150                         | -                         | 56,150                          | -  | -              |
| Miscellaneous Revenue                  | 4999                | 12,609                 | -                              | 378                            | 378                       | -                               | (378)  | -100.00%       |
| <b>Sub-total General Fund Revenues</b> |                     | <b>\$ 580,666</b>      | <b>\$ 606,694</b>              | <b>\$ 627,338</b>              | <b>\$ 543,027</b>         | <b>\$ 650,189</b>               | <b>\$ 22,851</b>   | <b>3.64%</b>   |
| GBN - Hawthorne                        | 4126                | \$ -                   | \$ -                           | \$ 13,584                      | \$ 24,278                 | \$ 10,000                       | \$ (3,584)   | -26.38%        |
| GBN - Torrance                         | 4127                | -                      | -                              | 30,000                         | 30,000                    | 10,000                          | (20,000)   | -66.67%        |
| SBWIB Broadband Income                 | 4135                | 28,129                 | 18,700                         | 26,951                         | 25,386                    | 11,044                          | (15,907)   | -59.02%        |
| SBWIB Telework                         | 4136                | 20,000                 | 15,000                         | 15,000                         | 9,782                     | -                               | (15,000)   | -100.00%       |
| PUC SCE/SCG Contract                   | 4510                | 611,706                | 400,000                        | 319,676                        | 181,054                   | 189,479                         | (130,197)  | -40.73%        |
| SCG-DWP Outreach                       | 4512                | 40,000                 | 40,000                         | 40,000                         | 30,000                    | 40,000                          | -  | -              |
| SCG-Strategic Plan Income              | 4514                | 2,386                  | -                              | 14,076                         | 5,223                     | -                               | (14,076)   | -100.00%       |
| SCE-Strategic Plan Income              | 4515                | 9,544                  | -                              | 56,305                         | 20,890                    | -                               | (56,305)   | -              |
| WBMWD Contract                         | 4520                | 178,231                | 185,000                        | 168,218                        | 116,005                   | 168,980                         | 762  | 0.45%          |
| Sanitation District                    | 4525                | 49,000                 | 49,000                         | 49,000                         | 24,500                    | 49,000                          | -  | -              |
| Torrance Water                         | 4540                | 26,250                 | 26,250                         | 26,250                         | 19,688                    | 29,000                          | 2,750  | 10.48%         |
| CalTrans LTN                           | 4544                | -                      | -                              | 154,123                        | -                         | 231,184                         | 77,061   | 50.00%         |
| Metro Vanpool                          | 4545                | 31,240                 | 36,000                         | 30,735                         | 22,040                    | 50,000                          | 19,265   | 62.68%         |
| Metro Express Lane                     | 4546                | 48,000                 | 48,000                         | 48,000                         | 36,000                    | 48,000                          | -  | -              |
| Metro Smart Mobility                   | 4548                | 36,534                 | -                              | -                              | -                         | -                               | -  | -              |
| EV-LA County                           | 4549                | -                      | -                              | 5,500                          | 4,127                     | -                               | (5,500)  | -100.00%       |
| Charge Bliss                           | 4553                | 9,312                  | -                              | -                              | -                         | -                               | -  | -              |
| Measure R                              | 4570                | 679,069                | 200,000                        | 94,518                         | 52,161                    | 120,000                         | 25,482   | 26.96%         |
| Metro SGC                              | 4575                | 359,968                | -                              | -                              | -                         | -                               | -  | -              |
| PACE (HERO, Ygrene)                    | 4580                | 15,921                 | 4,600                          | 3,427                          | 2,625                     | 3,320                           | (107)  | -3.12%         |
| Center for Sustainable Energy          | 4588                | 15,000                 | -                              | -                              | -                         | -                               | -  | -              |
| Integrated Pest Management             | 4589                | 6,000                  | 6,000                          | 6,000                          | 1,759                     | 6,000                           | -  | -              |
| SOLSmart                               | 4590                | -                      | -                              | 13,640                         | 7,500                     | 1,071                           | (12,569)   | -92.15%        |
| Energy Efficiency                      | 4591                | -                      | -                              | -                              | -                         | 32,071                          | 32,071   | -              |
| Homeless (PATH)                        | 4600                | 24,999                 | 15,000                         | 25,000                         | 16,687                    | 25,000                          | -  | -              |
| Homeless - LA County                   | 4601                | 65,513                 | 79,167                         | 69,332                         | 44,936                    | 79,347                          | 10,015   | 14.44%         |
| Water Replenishment District           | 4610                | 38,001                 | 65,000                         | 52,000                         | 39,000                    | 50,000                          | (2,000)  | -3.85%         |
| Measure M                              | 4611                | 7,005                  | 150,000                        | 157,900                        | 42,428                    | 147,800                         | (10,100)   | -6.40%         |
| <b>Sub-total Grant Revenues</b>        |                     | <b>\$ 2,301,808</b>    | <b>\$ 1,337,717</b>            | <b>\$ 1,419,235</b>            | <b>\$ 756,069</b>         | <b>\$ 1,301,296</b>             | <b>\$ (117,939)</b>  | <b>-8.31%</b>  |
| <b>Total Estimated Revenues</b>        |                     | <b>\$ 2,882,474</b>    | <b>\$ 1,944,411</b>            | <b>\$ 2,046,573</b>            | <b>\$ 1,299,096</b>       | <b>\$ 1,951,485</b>             | <b>\$ (95,088)</b>   | <b>-4.65%</b>  |

**SBCCOG  
EXPENDITURE DETAILS BY ACCOUNT  
PROPOSED BUDGET  
FISCAL YEAR 2019-2020**

| EXPENDITURE CATEGORY                     | ACCOUNT CODE | ACTUAL<br>FY 17-18  | ADOPTED<br>BUDGET<br>FY 18-19 | REVISED<br>BUDGET<br>FY-18-19 | YTD<br>AS OF<br>03/31/19 | PROPOSED<br>BUDGET<br>FY 19-20 | INCREASE (DECREASE)<br>PROPOSED BUDGET 19-20/<br>REVISED BUDGET FY18-19 |               |
|--|--------------|---------------------|-------------------------------|-------------------------------|--------------------------|--------------------------------|---|---------------|
|  |              |                     |                               |                               |                          |                                | AMOUNT  | PERCENT       |
| Salaries/Regular                         | 6010         | \$ 689,242          | \$ 636,166                    | \$ 585,035                    | \$ 397,256               | \$ 552,000                     | \$ (33,035)   | -5.65%        |
| Salaries/Part-Time                       | 6030         | -                   | -                             | -                             | -                        | 5,520                          | 5,520   | -             |
| Overtime                                 | 6011         | -                   | 1,000                         | 1,000                         | 743                      | 1,400                          | 400   | 40.00%        |
| Medical/Deferred Comp                    | 6012         | 77,031              | 60,000                        | 54,750                        | 39,000                   | 67,200                         | 12,450  | 22.74%        |
| Life Insurance                           | 6013         | 1,050               | 1,170                         | 1,059                         | 910                      | 1,114                          | 55  | 5.19%         |
| Social Security                          | 6014         | 38,407              | 39,823                        | 36,836                        | 25,370                   | 34,566                         | (2,270)   | -6.16%        |
| Medicare                                 | 6015         | 8,982               | 9,239                         | 8,546                         | 5,933                    | 8,084                          | (462)   | -5.41%        |
| FUTA                                     | 6016         | 1,764               | 420                           | 378                           | 385                      | 491                            | 113   | 29.81%        |
| California SUI-ER                        | 6017         | 5,204               | 4,340                         | 3,906                         | 3,978                    | 3,069                          | (837)   | -21.42%       |
| Workers' Comp                            | 6018         | 5,297               | 4,839                         | 8,109                         | 6,371                    | 8,200                          | 91  | 1.12%         |
| Employee Reimbursable Expense            | 6019         | 1,163               | 3,820                         | 3,200                         | 1,815                    | 2,640                          | (560)   | -17.50%       |
| Vacation/Floating Holiday Payoff         | 6020         | 7,672               | -                             | 4,462                         | 4,462                    | 5,000                          | 538   | 12.06%        |
| <b>Sub-total Salaries &amp; Benefits</b> |              | <b>\$ 835,812</b>   | <b>\$ 760,817</b>             | <b>\$ 707,281</b>             | <b>\$ 486,223</b>        | <b>\$ 689,284</b>              | <b>\$ (17,997)</b>  | <b>-2.54%</b> |
| Office Supplies                          | 6201         | \$ 13,856           | \$ 15,000                     | \$ 10,254                     | \$ 9,449                 | \$ 12,599                      | \$ 2,345  | 22.87%        |
| Postage                                  | 6202         | 1,248               | 700                           | 700                           | 846                      | 1,200                          | 500   | 71.43%        |
| Refreshments                             | 6203         | 24,373              | 17,110                        | 26,907                        | 19,198                   | 25,597                         | (1,310)   | -4.87%        |
| Membership Dues                          | 6204         | 11,057              | 11,461                        | 11,461                        | 10,416                   | 11,500                         | 39  | 0.34%         |
| Mileage Reimbursement                    | 6205         | 3,337               | 1,392                         | 5,498                         | 3,487                    | 4,649                          | (849)   | -15.44%       |
| Meetings/Conferences                     | 6206         | 7,729               | 4,680                         | 5,651                         | 5,308                    | 6,840                          | 1,189   | 21.04%        |
| Special Events/General Assembly          | 6224         | 25,578              | 21,320                        | 25,746                        | 36,984                   | 31,160                         | 5,414   | 21.03%        |
| Staff Training/Development               | 6207         | 694                 | 3,000                         | 3,000                         | 415                      | 2,500                          | (500)   | (0.17)        |
| Newsletter                               | 6208         | 8,509               | 8,400                         | 10,409                        | 8,261                    | 8,400                          | (2,009)   | -19.30%       |
| Audit Fees                               | 6209         | 6,200               | 6,500                         | 6,386                         | 5,000                    | 6,578                          | 192   | 3.01%         |
| Contractual Services                     | 6210         | 1,168,696           | 467,227                       | 562,724                       | 310,747                  | 554,552                        | (8,172)   | -1.45%        |
| Professional Services                    | 6211         | 400,000             | 420,000                       | 420,000                       | 315,000                  | 420,000                        | -   | -             |
| Rent                                     | 6212         | 146,865             | 150,234                       | 150,234                       | 112,210                  | 153,336                        | 3,102   | 2.06%         |
| Equipment Lease                          | 6213         | 10,483              | 11,400                        | 11,795                        | 8,431                    | 11,685                         | (110)   | -0.93%        |
| Telephone                                | 6214         | 8,165               | 8,679                         | 8,022                         | 5,644                    | 8,610                          | 588   | 7.33%         |
| IT Services/Maintenance                  | 6215         | 56,251              | 48,067                        | 45,732                        | 41,038                   | 63,129                         | 17,397  | 38.04%        |
| Software/Hardware                        | 6216         | 8,000               | 21,236                        | 19,451                        | 9,347                    | 8,777                          | (10,674)  | -54.88%       |
| Liability Insurance                      | 6217         | 2,246               | 2,000                         | 2,381                         | 2,226                    | 2,400                          | 19  | 0.80%         |
| Subscription/Advertising                 | 6218         | 262                 | 1,000                         | 1,000                         | 232.00                   | 1,000                          | -   | -             |
| Miscellaneous Supplies/HLE               | 6219         | 7,846               | 2,800                         | 2,216                         | 2,900                    | -                              | (2,216)   | -100.00%      |
| Specialty Legal Services                 | 6220         | -                   | -                             | -                             | -                        | 5,000                          | 5,000   | -             |
| Miscellaneous Expenses                   | 6225         | 501                 | 500                           | 1,385                         | 1,538                    | 1,000                          | (385)   | -27.80%       |
| <b>Sub-Total Supplies &amp; Services</b> |              | <b>\$ 1,911,897</b> | <b>\$ 1,222,706</b>           | <b>\$ 1,330,952</b>           | <b>\$ 908,677</b>        | <b>\$ 1,340,512</b>            | <b>\$ 9,560</b>   | <b>0.72%</b>  |
| <i>Moving Expenses (one-time)</i>        | 6221         | -                   | -                             | -                             | -                        | 100,000                        | 100,000   | -             |
| <b>Total Operating Expenditures</b>      |              | <b>\$ 2,747,709</b> | <b>\$ 1,983,522</b>           | <b>\$ 2,038,233</b>           | <b>\$ 1,394,900</b>      | <b>\$ 2,129,797</b>            | <b>\$ 91,564</b>  | <b>4.49%</b>  |
| <b>Provide for Reserve</b>               |              | <b>20,000</b>       | <b>20,000</b>                 | <b>20,000</b>                 | <b>20,000</b>            | <b>20,000</b>                  | <b>-</b>  | <b>-</b>      |
| <b>Grand Total</b>                       |              | <b>\$ 2,767,709</b> | <b>\$ 2,003,522</b>           | <b>\$ 2,058,233</b>           | <b>\$ 1,414,900</b>      | <b>\$ 2,149,797</b>            | <b>\$ 91,564</b>  | <b>3.31%</b>  |

**SBCCOG  
 APPROVED SALARY SCHEDULE BY POSITION/  
 PROFESSIONAL-CONTRACTOR LABOR DISTRIBUTION  
 PROPOSED BUDGET  
 FISCAL YEAR 2019-2020**

| POSITION                                    | SALARY    |
|---|-----------|
| Administrative Officer - Tier 1             | \$ 93,000 |
| Senior Project Manager - Tier 1             | 88,000    |
| Accountant - Tier 3                         | 81,000    |
| Project Manager - Tier 3                    | 70,000    |
| Environmental Services Analyst III - Tier 3 | 87,000    |
| Environmental Services Analyst III - Tier 2 | 82,000    |
| Environmental Services Analyst III - Tier 1 | 77,000    |
| Environmental Services Analyst II - Tier 3  | 72,000    |
| Environmental Services Analyst II - Tier 2  | 67,000    |
| Environmental Services Analyst II - Tier 1  | 62,000    |
| Environmental Services Analyst I - Tier 3   | 57,000    |
| Environmental Services Analyst I - Tier 2   | 52,000    |
| Environmental Services Analyst I - Tier 1   | 47,000    |
| Administrative Assistant - Tier 3           | 45,000    |
| Administrative Assistant - Tier 2           | 40,000    |
| Administrative Assistant - Tier 1           | 35,000    |
| Part-time Hourly Staff (ESAs for events)    | 10,000    |

| PROFESSIONAL SERVICES   | TOTAL AMOUNT      |
|---|-------------------|
| Executive Director (JB) and staff<br>- appx. Jacki Bacharach and Associates \$180,000<br>- appx. \$240,000 (subs to JB) | \$ 420,000        |
| CONTRACTOR SERVICES   |                   |
| Transportation Director - Steve Lantz   | 112,690           |
| Research Director - Siembab Corp.   | 95,000            |
| Energy Efficiency Engineer - GSE Solutions  | 100,000           |
| Metro Deputy - Mike Bohlke  | 106,862           |
| Budget & Finance Consultant - Agnes Walker  | 15,000            |
| Additional consultants or staff as needed on contracts<br>or project development  | 125,000           |
| <b>Estimated Professional &amp; Contractor<br/>Expenses FY 2019-2020</b>  | <b>\$ 974,552</b> |



**SBCCOG  
LIST OF ACRONYMS USED  
PROPOSED BUDGET  
FISCAL YEAR 2019-2020**

| <b><u>ACRONYM</u></b> | <b><u>DEFINITION</u></b>                                  | <b><u>ACRONYM</u></b> | <b><u>DEFINITION</u></b>                         |
|-----------------------|---|-----------------------|--|
| CA-SUI                | California State Unemployment Insurance                   | LADWP                 | Los Angeles Department of Water & Power          |
| CALCOG                | California Council of Governments                         | LAIF                  | Local Agency Investment Fund                     |
| CAP                   | Climate Action Plan                                       | LARC                  | Los Angeles Regional Coalition                   |
| CEC                   | California Energy Commission                              | LGSEC                 | Local Government Sustainability Energy Coalition |
| CIMP                  | Coordinated Integrated Monitoring Program                 | MEL                   | Metro Express Lanes                              |
| CPUC                  | California Public Utilities Commission                    | MTA                   | Metropolitan Transportation Authority            |
| DWP                   | Department of Water & Power                               | MUD                   | Multi Unit Dwellings                             |
| EUC                   | Energy Upgrade California                                 | LTN                   | Local Travel Network                             |
| EV                    | Electric Vehicle  | PACE                  | Property Assessed Clean Energy                   |
| FTE                   | Full Time Equivalent                                      | PATH                  | People Assisting the Homeless                    |
| FUTA                  | Federal Unemployment Tax Act                              | PUC                   | Public Utilities Commission                      |
| FY                    | Fiscal Year   | SB                    | South Bay  |
| GA                    | General Assembly  | SBCCOG                | South Bay Cities Council of Governments          |
| GBC                   | Green Building Challenge                                  | SBWIB                 | South Bay Work Investment Board                  |
| GBN                   | Green Business Network                                    | SCE                   | Southern California Edison                       |
| GSW                   | Golden State Water  | SCG                   | Southern California Gas                          |
| HERO                  | Home Energy & Resources Organization                      | SGC                   | Strategic Growth Council                         |
| HLE                   | Holiday Light Exchange                                    | WBMWD                 | West Basin Metropolitan Water District           |
| ICLEI                 | International Council for Local Environmental Initiatives | WRCOG                 | Western Riverside Council of Government          |
| LA                    | Los Angeles   | WRD                   | Water Replenishment District                     |

**SBCCOG  
PROPOSED BUDGET NARRATIVE  
FISCAL YEAR 2019-2020  
June 27, 2019**

**Budget summary:** Overall, the proposed budget for fiscal year 2019-2020 reflects a projected *net* deficit of \$186,651 compared to the revised budget in the current year (page 2). This amount includes a revenue decrease of (\$95,088) or (4.65%) but an expenditure increase of \$91,564 or 4.49%. There are one-time moving expenses of \$100,000. Removing this one-time cost, the proposed expenditures would show a decrease of (\$8,436) or (0.41%).

**Estimated revenues:** As illustrated on the Estimated Revenue Details (page 4), the total General Fund revenues, including Dues, project an increase of \$22,851 or 3.64%. Revenues from grants decreased (\$117,939) or (8.31%). SBCCOG expects many of the grants will not receive the same level of funding as previous years.

Below is an explanation on some of the revenue increases and (decreases) with the corresponding account codes and descriptions on the revenue categories.

- Dues/4020 - includes the \$20,000 increase in Dues, which represents the final year of the five-year plan.
- Interest Income/4090 - approximately a \$7,000 increase in Interest Income is projected, assuming SBCCOG can maintain the current level of cash invested in the Local Agency Investment Fund (LAIF) including Dominguez Channel funds.
- MTA South Bay Deputy/4070 – an increase in reimbursement of \$3,502 for the MTA South Bay Deputy reflects an estimated 4% increase per LA Metro, funded by Metro.
- PUC SCE/SCG Contract/4510 – an estimated decrease of (\$130,197)
- SCE/SCG Strategic Plan Income/4514-4515 – total decrease (\$70,381)
- GBN Torrance-Hawthorne/4126-4127 – total decrease (\$20,000)
- Torrance Water/ 4540 – an increase of \$2,750
- CalTrans LTN/4544 – an increase of \$77,061
- Metro Van Pool/4545 – an increase of \$19,265
- Measure R/4570 – an increase of \$25,482
- Energy Efficiency/4591 - an additional payment of \$32,071

**Proposed expenditures/Salaries & Benefits:** The proposed expenditures (page 5) for the coming fiscal year show a *net* increase of \$91,564 or 4.5% compared to the revised budget in the current year. The Salaries & Benefits portion of the budget decreased (\$17,997) or (2.54%).

Below is an explanation of the expenditure increases (decreases) with the corresponding account codes and descriptions on the various expenditure categories.

- *Salaries/Regular/6010* – proposed budget \$552,000 reflects the budget for eight positions.
- *Medical/Deferred Comp/6012* – proposed budget \$67,200 includes SBCCOG's contribution of \$500 per month per employee. If an employee decides not to use the fund for medical insurance premium, the amount is contributed to the employee's 457(b) Deferred Compensation Plan. ***The proposed budget includes an additional \$200 per month per employee toward employee's 457(b) Deferred Compensation Plan only. This was taken off the wish list and recommended for the budget by the Steering Committee.*** Employees do not have the option of receiving unused funds as cash.

**SBCCOG  
PROPOSED BUDGET NARRATIVE  
FISCAL YEAR 2019-2020  
June 27, 2019**

- *Salaries/Part-Time/6030* – provides \$5,520 funding for a part-time employee, as needed, working an average of 20 hours a month to assist in special events.
- *Benefits/6013-6017* – as salaries decrease, benefits will have a relative decrease, especially those benefits based on a percentage of salaries such as: Social Security; Medicare; and California SUI-ER.
- *Workers' Comp/6018* – the \$8,200 proposed budget was provided by Hartford Insurance. Staff will discuss with Hartford the basis for the rate as it appears Hartford is using a much higher salary rate for 10 employees (the staffing level in the past).
- *Employee Reimbursable Expense/6019* – the proposed funding of \$2,640 provides a cell phone allowance of \$55 per month for four employees, who often work in the field or outside the office.
- *Vacation/Floating Holiday Payoff/6020* - \$5,000 is included in the proposed budget to provide for payoff in case an employee leaves SBCCOG during the year.

**Supplies & Services:** Overall, the Supplies & Services category shows a *net* increase of \$9,560 or .72%. Below is an explanation of increases or (decreases) and the corresponding account codes and descriptions of the expenses:

- *Office Supplies/6201* – increase of \$2,345 based on current expenses: includes paper; pens; business cards; etc.
- *Postage/6202* – increase of \$500 based on current expenses; also anticipates rate increase from the Post Office; stamps for mailing invoices, checks, etc.
- *Refreshments/6203* – decrease (\$1,310) based on current expenses; refreshments provided during Board and Committee meetings.
- *Membership Dues/6204* – proposed budget \$11,500 paid to 13 Chambers of Commerce in the South Bay; dues to American Express, CALCOG, ICLEI, LGSEC, LARC, and CalChamber.
- *Mileage Reimbursement/6205* – proposed budget \$4,649 provides employee reimbursements for attending events or site visits based on IRS mileage rate.
- *Meetings/Conferences/6206* – proposed budget \$6,840 for meetings and conferences attended by Board members (CALCOG), Executive Director, and appropriate staff; includes travel expenses, meals, and registration fees. In the past, this expense was combined with special events such as General Assembly. Beginning with the proposed budget, expenses will be separated to better track against the revenue from General Assembly. Hence, the year to year comparison may not be entirely indicative of the actual costs as explained further below.
- *Special Events/6224* – proposed budget \$31,160 for all expenses related to General Assembly; (see below regarding year to year comparison).
- *Staff Training & Development/6207* – proposed budget \$2,500 to cover tuition, books, parking fees, and training for staff as appropriate.
- *Newsletter/6208* – proposed budget \$8,400 is the typical amount to publish the Newsletter; the revised budget included an additional printing.
- *Audit Fees/6209* – proposed budget \$6,578 based on contract.

**SBCCOG  
PROPOSED BUDGET NARRATIVE  
FISCAL YEAR 2019-2020  
June 27, 2019**

- *Contractual Services/6210* – net decrease of (\$8,172); reflects reduction in grant-related expenditures.
- *Professional Services/6211* – proposed budget at \$420,000 for JB&A agreement; no change.
- *Rent/6212* – increase \$3,102 based on Maritz lease agreement; may change depending on new lease agreement.
- *Equipment Lease/6213* – proposed budget \$11,685 for Xerox machine costs per agreement.
- *Telephone/6214* – proposed budget \$8,610 includes 5% increase.
- *IT Maintenance Services/6215* – proposed budget \$63,129, an increase of \$17,397 which includes the 3-year Website maintenance (SBCCOG pays the 3-year contract in advance for cost savings); the increase is partly offset by a decrease (\$10,674) in Software/Hardware (6216). Beginning with the proposed budget, staff reallocated costs between these two accounts to better reflect the actual expenditure.
- *Liability Insurance/6217* – proposed budget \$2,400 based on quotes from Hartford.
- *Subscription/6218* – proposed budget \$1,000 for Daily Breeze.
- *Miscellaneous Supplies/HLE/6219* – none budgeted for the Holiday Light Exchange.
- *Specialty Legal Services/6220* – new budget \$5,000 for legal services outside of current pro-bono services.
- *Miscellaneous Expenses/6225* – proposed budget \$1,000 for expenses not covered by any of the established accounts.
- *Moving Expenses/6221* – proposed budget of \$100,000 a guesstimate (based on broker discussions) to cover moving expenses; one-time expense for the year.

**General note on expenditure comparisons:** Variations from year to year expenditures by category may not necessarily reflect actual amounts for each category. In prior years, expenditures were inconsistently categorized as some were accounted for by grant names – e.g., for a Measure R expenditure, it was shown as Measure R category; or, for Strategic Growth Council, it was shown as such - instead of, perhaps, as either salaries, benefits, supplies, professional service, or some other type of expense. Some were accounted for as the actual expense – e.g., Conferences, Travel & Arrangements, etc. During the preparation of the FY 2018-2019 proposed budget, staff started categorizing the expenditures as appropriately as possible; however, it was a challenge to “re-categorize” prior years to achieve a more accurate comparison because of how expenditures were recorded in the SBCCOG’s accounting system, QuickBooks. Staff has prepared the proposed budget for the coming fiscal year using a more consistent method to describe the expenditure. Going forward, the year-to-year data should reflect a more realistic comparison.

**Reserves:** As shown on the Budget Summary (page 2), \$159,892 will be accumulated in LAIF as of June 30, 2020, representing the Members’ contributions towards maintaining a reserve for contingencies, in case of SBCCOG shut down. Based on staff calculations, using the same criteria as previously approved by the Board to project shutdown costs, the reserve should be \$298,530 as of June 30, 2020.

**SBCCOG  
PROPOSED BUDGET NARRATIVE  
FISCAL YEAR 2019-2020  
June 27, 2019**

**Wish List:** In addition to the proposed budget, additional appropriation requests are listed below:

*Professional Services Subcommittee Request:*

|   |          |
|---|----------|
| Legal Services for Michael Jenkins (currently pro bono) | \$12,000 |
|---|----------|

*Staff Request:*

|  |                |
|--|----------------|
| Additional Reserves for Shutdown Costs | <u>150,000</u> |
|--|----------------|

|                       |                         |
|-----------------------|-------------------------|
| Total Wish List ..... | <u><u>\$162,000</u></u> |
|-----------------------|-------------------------|

**Estimated Fund Balance:** Staff calculated the estimated fund balance based on the audited financial statements at 6/30/18. The impact of the revised budget for the current year was then considered to determine the beginning balance at 6/30/19 as shown below.

|   |                                 |
|---|---------------------------------|
| Estimated beginning fund balance 6/30/19 (including reserves) | \$ 913,589                      |
| Less Reserves   | <u>-137,149</u>                 |
| Estimated beginning fund balance 6/30/19 (excluding reserves) | 776,440                         |
| Estimated Revenues FY 19-20                                   | 1,951,485                       |
| Proposed Budget FY 19-20                                      | 2,129,797                       |
| Provide for Reserve FY 19-20                                  | <u>20,000</u>                   |
| <b>Estimated Ending Balance 6/30/20</b>                       | <b>\$ 578,129</b>               |
| If additional requests are funded                             | <u>-162,000</u>                 |
| <b>Revised Estimated Ending Balance 6/30/20</b>               | <b><u><u>\$ 416,129</u></u></b> |

THIS PAGE LEFT INTENTIONALLY BLANK

# South Bay Cities Council of Governments

June 27, 2019

TO: SBCCOG Board of Directors

FROM: SBCCOG Steering Committee

RE: Implementation of the Regional Broadband Initiative

## **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**

For the last three years with the help of funding from the South Bay Workforce Investment Board and Supervisor Mark Ridley-Thomas' office, the SBCCOG has led an initiative to bring a fiber network to the South Bay that would allow cities to get faster internet access at lower prices. With the technical assistance of Magellan Advisors, a feasibility study was conducted which led to a request for proposals, issued in June 2018.

Four (4) firms responded to the RFP. With the involvement of the city IT Directors, the American Dark Fiber team (ADF) was unanimously selected. They proposed providing a ring passing all of the South Bay City Halls as well as laterals connecting each site to the ring. ADF surveyed 52 sites based on city interest in order to develop a cost for the ring and laterals. Price negotiations have been underway with ADF for the last 5 months.

Two costs were identified:

- A. A monthly cost which the SBCCOG wanted to be at least the same or less than what cities are currently paying for their internet services.
- B. A capital cost to assemble the ring from wholesale providers, close the gaps with new construction and build the laterals.

The SBCCOG did not believe that as interested as the cities were in this project, they would have the funding to cover the capital cost. Since a fiber network will be required for real-time traffic management, a range of road sensors, connected vehicles and many other important transportation applications, SBCCOG applied to Metro for Measure M Sub-regional funds to cover all of the capital costs for agencies participating in the initial "Phase 1" part of the project. Our request was for \$4.4 million, which included additional services for legal services and program management. After several months of negotiating with Metro, our request was approved at the April Metro Board meeting. Additionally, Metro has asked that our ring network be connected to the regional traffic network so that agencies on the ring will be able to have real-time traffic data as soon as the project is implemented – an additional bonus!

As far as the monthly cost, we have agreed on a minimum of 1 gigabit of service for \$1000/month and this price will go down if more than 55 sites participate. A minimum of 35 sites are required for the project to move forward.

SBCCOG is now confirming the final sites and addresses with each city and several outside agencies – the South Bay Workforce Investment Board, Beach Cities Health District, LA BioMed, West Basin Municipal Water District, LA Metro and the County Department of Public Works.

In order to hold the prices for this project, ADF is requiring a \$100,000 deposit which is non-refundable but credited to the first progress payment. SBCCOG has the funds for this deposit in our account and will bill Metro for reimbursement.

Metro has issued a Letter of No Prejudice to the SBCCOG for this project which allows us to expend eligible expenses in advance of the required funding agreement. Development of the funding agreement is in process but will not be complete for at least another month.

The final draft provisions of a Letter of Intent to be signed by the SBCCOG and ADF are still under review by legal counsel as of this writing. It is anticipated that the full provisions of the Letter of Intent will be discussed at the meeting.

Subject to approval of recommendations below, SBCCOG will be moving forward to negotiate a contract between SBCCOG and ADF. Cities will join in on the core contract, via rider or addendum, form of which has not yet been determined.

**RECOMMENDATION:**

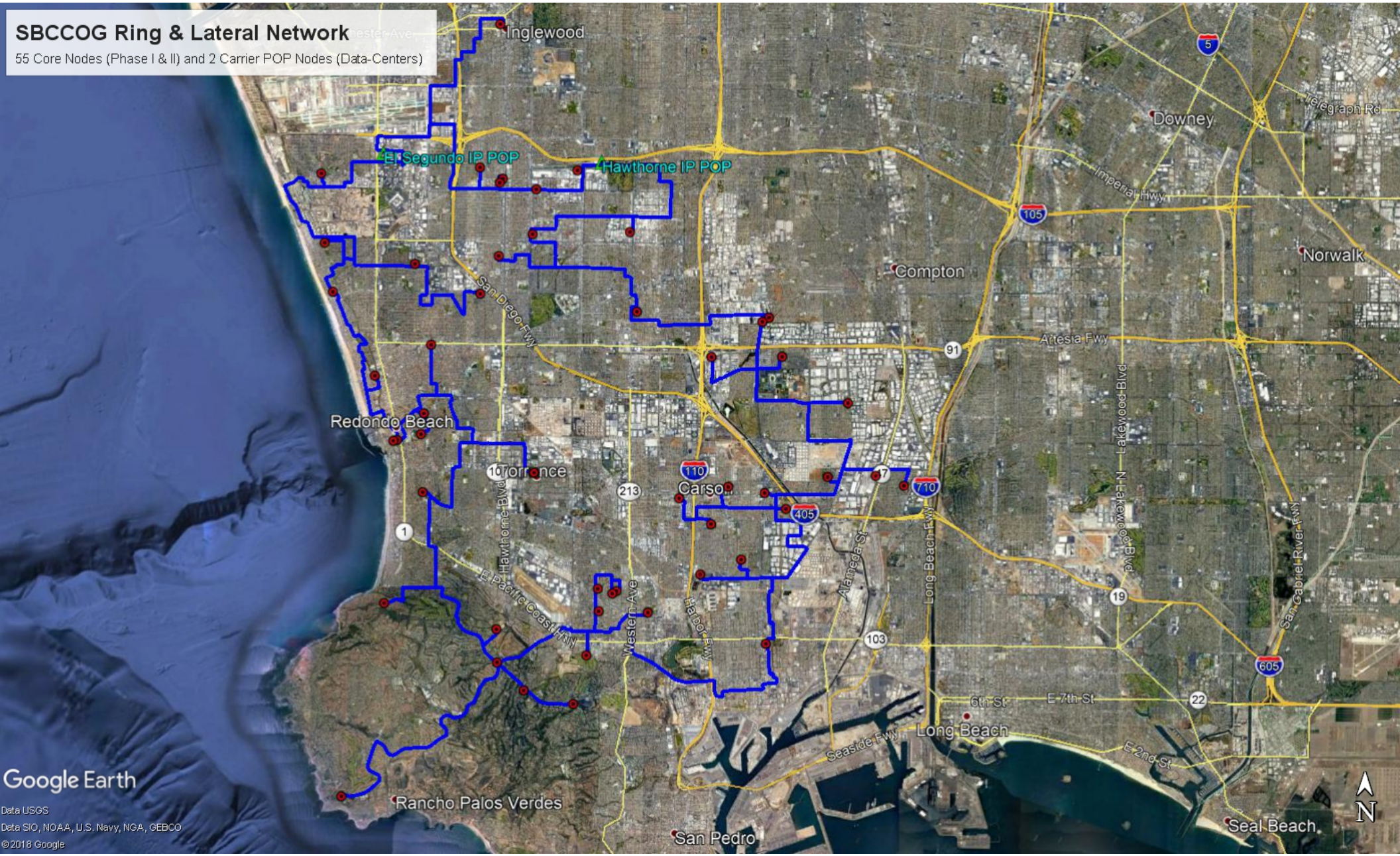
Approve the Letter of Intent provisions including the \$100,000 deposit from the SBCCOG to extend current pricing beyond June 30, 2019. This is a non-refundable deposit that will be credited against the first core Smart-Net ring progress payment.

Additionally, approve including in the SBCCOG expenses for this project the cost of legal services from Michael Jenkins and his firm, Best, Best & Krieger, at a cost of \$250/hour. These services would be paid for from the Measure M Multi Year Subregional project funding as they will be required to implement the project.



# SBCCOG Ring & Lateral Network

55 Core Nodes (Phase I & II) and 2 Carrier POP Nodes (Data-Centers)



Google Earth

Data USGS  
Data SIO, NOAA, U.S. Navy, NGA, GEBCO  
© 2018 Google

THIS PAGE LEFT INTENTIONALLY BLANK



# South Bay Cities Council of Governments

June 27, 2019

TO: SBCCOG Board of Directors

FROM: SBCCOG Steering Committee

RE: 21st Annual General Assembly – Thursday, March 19, 2020

## ADHERENCE TO STRATEGIC PLAN

**Goal C: Member Networking and Communications.** Sustain and strengthen Board and member commitment to SBCCOG and its initiatives.

## GOAL/PURPOSE

A goal of the General Assembly is to bring elected officials, staff, city commissioners, community leaders and the public together to discuss issues of strategic importance to the South Bay that aren't yet being discussed. This has kept the forum unique and timely. The guidelines for selecting the topic are that it be:

1. Actionable by our cities
2. Attractive to exhibitors and sponsors, and
3. The SBCCOG can add value

## WORKING THEME

There are so many issues that the SBCCOG is involved in that this year the proposal is to try to show their interconnectivity with a General Assembly whose topic is:

*“Intersections:  
Housing, Mobility, Tech/Access, Commerce and how they are informed by data”*

The program would seek to address whether we can achieve goals that have been set by the State and locally for housing, mobility, access and economic vitality and if so, how.

Speakers could cover topics such as:

- Mobility Challenges, Affordability Challenges
  - Affordable housing that is doable in the South Bay
  - Public transit/Micro-mobility that attracts ridership
  - Congestion reduction/providing access/the trip not taken
- Economic vitality
  - E commerce and Commercial re-development
  - Climate Change and Adaptation and Greenhouse gas emission reduction
- How can technology help
  - Broadband applications that enhance city operations and improve quality of life
  - The use of data

The format will be in a TED talk style with 15-18 minutes for remarks and then Q and A. Panels can also be interspersed. We will also look for a dynamic keynote speaker.

## RECOMMENDATION

Approve the working theme and working title.

## **PAST YEARS' TOPICS**

For your reference, a list of the topics of the previous General Assemblies is as follows:

- 1<sup>st</sup> – About the SBCCOG, Speaker from Governor's Office & Panel re: Internet Sales
- 2<sup>nd</sup> – Cooperative Law Enforcement Efforts & Law Enforcement Technology in the South Bay
- 3<sup>rd</sup> – Designing Places for People – Livable Communities in the South Bay
- 4<sup>th</sup> – Hometown Security
- 5<sup>th</sup> – Partnerships – Building Better Communities
- 6<sup>th</sup> – Facing the Future: Energy Use & Supply in the South Bay
- 7<sup>th</sup> – The South Bay's Digital Future: How It Will Change Everything
- 8<sup>th</sup> – Mobility Options for the South Bay
- 9<sup>th</sup> – Bracing for the Boom: Are Cities Ready for Their Aging Population?
- 10<sup>th</sup> – Funding City Services in the Future – House of Cards?
- 11<sup>th</sup> – A Vibrant Economy: Jobs Keep the South Bay Strong
- 12<sup>th</sup> –The South Bay in 2040: Out of the Box and Into the Future
- 13<sup>th</sup> – Being Prepared: Preventing Disasters/Planning for Recovery
- 14<sup>th</sup> – At What Cost? The Unintended Consequences of Declining Revenues
- 15<sup>th</sup> – Why Must We Care? The Cost of the Changing Environment to the South Bay
- 16<sup>th</sup> – A View From the Front Porch: Neighborhoods in the South Bay
- 17<sup>th</sup>– Governing in an Era of Disruptive Technologies
- 18<sup>th</sup> – Driving the South Bay's Digital Future
- 19<sup>th</sup>– The Evolution of Retail & Its Challenges for Cities
- 20<sup>th</sup> – Celebrating the Past & Shaping the Future

## 2019 Greater Los Angeles Homeless Count - Data Summary

### Service Planning Area 8 - South Bay<sup>1</sup>

| Population  | Sheltered | Unsheltered | Total | Prevalence of Homeless Pop. (%) | Percent Change 2018 - 2019 | Significant Difference 2018 - 2019 <sup>2</sup> |
|---|-----------|-------------|-------|---------------------------------|----------------------------|---|
| <b>All Persons</b>                                      |           |             |       |                                 |                            |   |
| All Persons   | 789       | 3,599       | 4,388 | 100%                            | +6%                        | No  |
| <b>Household Composition</b>                            |           |             |       |                                 |                            |   |
| Individuals <i>(Those not in family units)</i>          | 345       | 3,471       | 3,816 | 87%                             | +10%                       | No  |
| Adults <i>(Over 24)</i>                                 | 323       | 3,400       | 3,723 | 85%                             | +11%                       | No  |
| Transition Age Youth <i>(18-24)</i>                     | 22        | 71          | 93    | 2%                              | +7%                        | No  |
| Chronically Homeless                                    | 33        | 1,326       | 1,359 | 31%                             | +52%                       | No  |
| Veterans  | 180       | 80          | 260   | 6%                              | -28%                       | Yes   |
| Unaccompanied Minors <i>(Under 18)</i>                  | 0         | 0           | 0     | 0.0%                            | -100%                      | Yes   |
| Family Members <i>(Those in family units)</i>           | 444       | 128         | 572   | 13%                             | -16.0%                     | Yes   |
| Adult Family Members <i>(Over 24 Head of Household)</i> | 397       | 128         | 525   | 12%                             | -16%                       | Yes   |
| Young Family Members <i>(18-24 Head of Household)</i>   | 47        | 0           | 47    | 1%                              | -13%                       | Yes   |
| Children in Families <i>(Under 18)</i>                  | 279       | 70          | 349   | 8%                              | -13%                       | No  |
| Chronically Homeless                                    | 26        | 17          | 43    | 1%                              | -46%                       | No  |
| Veterans  | 0         | 3           | 3     | 0.1%                            | +50%                       | No  |
| <b>Veterans</b>   |           |             |       |                                 |                            |   |
| All Veterans  | 180       | 83          | 263   | 6%                              | -28%                       | Yes   |
| Chronically Homeless Veterans                           | 12        | 31          | 43    | 1%                              | -37%                       | No  |
| <b>Chronically Homeless</b>                             |           |             |       |                                 |                            |   |
| Individuals <i>(Those not in family units)</i>          | 33        | 1,326       | 1,359 | 31%                             | +52%                       | No  |
| Family Members <i>(Those in family units)</i>           | 26        | 17          | 43    | 1%                              | -46%                       | No  |
| Total Chronically Homeless Persons                      | 59        | 1,343       | 1,402 | 32%                             | +44%                       | No  |

|   |     |       |       |      |                  |                  |
|---|-----|-------|-------|------|------------------|------------------|
| <b>Gender</b>                           |     |       |       |      |                  |                  |
| Male                                    | 497 | 2,725 | 3,222 | 73%  | +25%             | Yes              |
| Female                                  | 292 | 842   | 1,134 | 26%  | -26%             | No               |
| Transgender                             | 0   | 25    | 25    | 1%   | -11%             | No               |
| Gender Non-Conforming                   | 0   | 7     | 7     | 0.2% | N/A*             | No               |
| <b>Race/Ethnicity<sup>8</sup></b>       |     |       |       |      |                  |                  |
| American Indian/ Alaska Native          | 3   | 94    | 97    | 2%   | +3,133%          | Yes              |
| Asian                                   | 2   | 44    | 46    | 1%   | -19%             | No               |
| Black/African American                  | 424 | 930   | 1,354 | 31%  | -5%              | No               |
| Hispanic/ Latino                        | 238 | 1,430 | 1,668 | 38%  | +29%             | No               |
| Native Hawaiian/ Other Pacific Islander | 3   | 51    | 54    | 1.2% | +59%             | No               |
| White                                   | 110 | 996   | 1,106 | 25%  | -16%             | No               |
| Multi-Racial/Other                      | 9   | 54    | 63    | 1%   | +271%            | No               |
| <b>Age</b>                              |     |       |       |      |                  |                  |
| Under 18                                | 279 | 70    | 349   | 8%   | -13%             | No               |
| 18 - 24                                 | 55  | 73    | 128   | 3%   | -2%              | No               |
| 25 - 54                                 | 290 | 2,355 | 2,645 | 60%  | +5%              | No               |
| 55 - 61                                 | 103 | 625   | 728   | 17%  | +10%             | No               |
| 62 and Over                             | 62  | 476   | 538   | 12%  | +24%             | No               |
| <b>Sexual Orientation</b>               |     |       |       |      |                  |                  |
| Straight                                | 767 | 3,489 | 4,256 | 97%  | N/A <sup>4</sup> | N/A <sup>4</sup> |
| Gay or Lesbian                          | 18  | 40    | 58    | 1%   | N/A <sup>4</sup> | N/A <sup>4</sup> |
| Bisexual                                | 4   | 44    | 48    | 1%   | N/A <sup>4</sup> | N/A <sup>4</sup> |
| Sexual Orientation Non-Conforming       | 0   | 26    | 26    | 0.6% | N/A <sup>4</sup> | N/A <sup>4</sup> |

| Health/Disability Indicator <sup>3</sup> | Sheltered | Unsheltered | Total | Prevalence in 18 and Over Homeless Pop. (%) | Percent Change 2018 - 2019 | Significant Difference 2018 - 2019 <sup>2</sup> |
|--|-----------|-------------|-------|---|----------------------------|---|
| Substance Use Disorder                   | 28        | 404         | 432   | 11%   | -7%                        | No  |
| HIV/AIDS                                 | 6         | 165         | 171   | 4%  | N/A*                       | No  |
| Serious Mental Illness                   | 64        | 849         | 913   | 23%   | +11%                       | No  |
| Developmental Disability                 | 40        | 537         | 577   | 14%   | +293%                      | Yes   |
| Physical Disability                      | 82        | 689         | 771   | 19%   | +52%                       | No  |

| DV/IPV                         | Sheltered | Unsheltered | Total | Prevalence in 18 and Over Homeless Pop. (%) | Percent Change 2018 - 2019 | Significant Difference 2018 - 2019 <sup>2</sup> |
|--------------------------------|-----------|-------------|-------|---|----------------------------|---|
| DV/IPV Experience              | 72        | 1,767       | 1,839 | 46%   | +158%                      | Yes   |
| Homeless Due to Fleeing DV/IPV | 2         | 162         | 164   | 4%  | +1%                        | No  |

Notes:

- Data does not cover Long Beach.
- Significance tested at the 95% confidence interval.
- Health/Disability indicators are not mutually exclusive (a person may report more than one).
- No data available to compare from 2018.

\* The value for 2018 was zero.

Prepared by Los Angeles Homeless Services Authority (May 2019).  
 Data from 2019 Greater Los Angeles Point-In-Time Count conducted in January 2019. Visit <http://www.lahsa.org/homeless-count/> to view and download data.

THIS PAGE LEFT INTENTIONALLY BLANK

# South Bay Cities Council of Governments

June 27, 2019

TO: SBCCOG Board of Directors

FROM: SBCCOG Steering Committee

RE: Office Move

## **Adherence to the 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.

## **BACKGROUND**

The current lease for the SBCCOG office expires on November 30. It is essential that we secure a new place as soon as possible so that there is time to build it out to our specifications before we need to move.

We have toured several sites and have determined that there is one site that can best meet our needs. It is in the Plaza Del Amo business park at the corner of Sepulveda & Crenshaw Blvds.

Staff has also contacted other agencies to see if they would like to have a desk in our office and help us defray the rent. We are currently waiting for responses from Caltrans and Supervisor Hahn's office.

The configuration of the space will be available at the meeting as well as the price per square foot which we would like to negotiate down. The current price is \$2.45 per square foot which is the least expensive of the properties that we have seen.

Part of the issue of finding additional space is whether or not to accommodate the Board meetings. We also need conference rooms as we have a lot of meetings with city, agency, and partner staff that require large meeting space. At the direction of the Steering Committee, we are in contact with the Southern California Regional Occupational Center (SCROC) which is right across the street to see what renting their Board room would cost as a possible option.

Updated information will be provided at the meeting as well as a possible request for action.

## **RECOMMENDATION:**

Review, comment, and approve moving forward with the lease for the proposed site if that is the staff recommendation.

THIS PAGE LEFT INTENTIONALLY BLANK



# SPOTLIGHT

## SCAG REGIONAL COUNCIL NEWSLETTER



### IN THIS ISSUE

- ACTION - RC VOTES NOT TO SEND HOUSING NEED ASSESSMENT CONSULTATION PACKAGE TO THE STATE
- ACTION - RC APPROVES RECOMMENDATIONS FOR 2019 SCHOLARSHIP AWARDS

### NEWS FROM THE EXECUTIVE DIRECTOR

- CONNECT SOCIAL UPDATE: UPCOMING WORKSHOPS AND TELEPHONE TOWN HALL
- ADVOCATING IN SACRAMENTO FOR THE REGION'S HOUSING NEEDS
- SCAG DELEGATION VISITS D.C. TO MEET WITH FEDERAL LAWMAKERS

### ABOUT

The Regional Council is the governing board of the Southern California Association of Governments and consists of 86 elected officials representing 191 cities, six counties, county transportation commissions, transportation corridor agencies, tribal governments and air districts in Southern California.

### AGENDA

For current and archived Regional Council meeting agendas & videos, visit: [bit.ly/SCAGagendas](http://bit.ly/SCAGagendas).

## HIGHLIGHTS FROM THE MEETING

### ACTION

#### RC APPROVES REVISED REGIONAL HOUSEHOLD GROWTH TOTAL FOR FUTURE AFFORDABLE HOUSING NEEDS

SCAG's Regional Council yesterday voted to amend the Regional Housing Needs Assessment (RHNA) Consultation Package to include a revised total regional household need of 430,289 units, to better reflect local input. The consultation package is a document that provides data and assumptions related to existing and projected housing need for the six county region, and is part of the ongoing and continuous communication with the State Department of Housing and Community Development (HCD) in developing the 6th Cycle Regional Housing Needs Assessment. The 6th Cycle RHNA will determine each jurisdiction's "fair share" of the region's total housing need during the planning period of October 2021 through October 2029, and is considered a valuable strategy in how the region will address our current and future housing needs collectively.

What's next: After SCAG submits the revised RHNA Consultation Package for HCD consideration, HCD will present its Regional Need Determination (total housing need for 2021-2029) for the SCAG region by August 2019. An overall timeline is available [online](#). SCAG understands there are huge social and economic impacts if we do not take action in addressing the housing affordability crisis, and is committed to an open and transparent process, inclusive of public input. Our RHNA board subcommittee, made up of elected officials and non-elected officials, oversees the RHNA development. Information about RHNA and meetings are available on SCAG's [website](#).

### ACTION

#### RC APPROVES RECOMMENDATIONS FOR 2019 SCHOLARSHIP AWARDS

The Regional Council today voted to approve the Scholarship Committee recommendations for the 2019 SCAG Scholarship Program Awards. This year, SCAG received 111 applications from high school and community college students from across the region. 10 outstanding students were selected for scholarships, representing all six of SCAG's member counties. The SCAG Scholarship Program provides each winner with both a monetary award of \$4,000 and a two-week internship with SCAG or a local planning agency, in order to help students build the foundation for a career in urban planning and local government. The scholarship recipients are as follows: Mariano Peinado (El Centro), Arianna Gonzalez (North Hills), Do Khym (Cerritos), Morgan Kopecky (Irvine), Daniel Sosa (Riverside), Kayla Ferrer (Adelanto), Sarah Laufenberg (Thousand Oaks), Darling Gonzalez (Bell Gardens) and Shaun Howard (Aliso Viejo). Congratulations to these future leaders in Southern California's planning and governing community!

## NEWS FROM THE EXECUTIVE DIRECTOR

### CONNECT SOCAL UPDATE: UPCOMING WORKSHOPS AND TELEPHONE TOWN HALL

Bring your ideas and concerns about how the region will develop over the next 25 years to an upcoming Connect SoCal workshop! SCAG is hosting a series of open-house events throughout Southern California over the next month as part of the development of Connect SoCal, the 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy. The workshop series kicked off May 14 and will run through mid-June. Stop by to learn about how the region is anticipated to grow, understand the choices we have about where growth occurs and provide input on how to keep the region moving. Up next is a workshop June 5, from 9:00 a.m. to 11:00 a.m., in San Bernardino; June 5, from 4:00 p.m. to 6:00 p.m., in El Monte; June 6, from 5:00 p.m. to 7:00 p.m., in Buena Park; and June 6, from 4:00 p.m. to 6:00 p.m. [More workshops](#) are scheduled across the region.

But you don't have to attend in person to participate: There is a telephone town hall scheduled for June 11, from 6:00 p.m. to 7:00 p.m., that will allow people all over the region to join us virtually to learn more about Connect SoCal and share feedback on their hopes and priorities for Southern California. [Register here](#) and our telephone town hall automated dialing system will call you at the scheduled date and time. We're also collecting input via an [online survey](#), and if you haven't yet filled it out please do! Visit [connectsocial.org](https://connectsocial.org) to learn more about the Connect SoCal development process and follow the latest updates.

### ADVOCATING IN SACRAMENTO FOR THE REGION'S HOUSING NEEDS

On May 28, we met with Ben Metcalf, Director of the California Department of Housing and Community Development (HCD), and his staff. I was present along with SCAG's Acting Director of Planning Sarah Jepson and the SCAG housing team. This is part of an ongoing informal consultation process between SCAG and HCD as we work on developing 6th cycle of the Regional Housing Needs Assessment (RHNA). Once the Regional Council approves a proposed consultation package, SCAG will continue to engage HCD in formal consultation the department makes its final decision on the regional numbers.

On May 29, I had the privilege of meeting with the members of the Los Angeles County Legislative Caucus in Sacramento to discuss our region's critical need for more housing. Other discussion items included Governor Newsom's housing budget proposal, which allocates \$750 million to cities and counties to increase housing production. The caucus is chaired by Assemblymember Sydney Kamlager-Dove and members in attendance included Senator Maria Elena Durazo, Senator Holly Mitchell, Senator Bob Archuleta, Senator Connie Leyva, Senator Steve Bradford, Assemblymember Christie Smith, Assemblymember Luz Rivas, Senator Susan Rubio, Assemblymember Richard Bloom, Assembly Member Adrin Nazarian, Assembly Member Wendy Carillo, Assemblymember Laura Friedman, Senator Ben Allen, and Assemblymember Patrick O'Donnell.

### SCAG DELEGATION VISITS D.C. TO MEET WITH FEDERAL LAWMAKERS

A delegation of SCAG's leadership traveled to Washington, D.C., May 14-15 to attend a major freight conference and advocate on behalf of the Southern California region. The SCAG envoys included SCAG President Bill Jahn, First Vice President Randon Lane, Immediate Past President Alan Wapner, Regional Council member Ray Marquez and Executive Director Kome Ajise, as well as staff from SCAG's Legislation department. On May 14-15, the group attended the annual meeting of the Coalition for America's Gateways and Trade Corridors, a trade association dedicated to increasing federal investment in the nation's freight infrastructure. The delegation then held a series of sit-downs with federal lawmakers, designed to further develop SCAG's relationship with our region's congressional representatives as well as highlight priority legislative issues. The biggest issue of focus in those discussions was funding for transportation and infrastructure, specifically the reauthorization of the Fixing America's Surface Transportation (FAST) Act. The SCAG delegation urged legislators to support the program, which provides essential stable and long-term investments into the national infrastructure and transportation system. We are committed to continuing to work with Southern California's elected representatives in Washington and Sacramento to advance SCAG's legislative priorities. For more information on SCAG's Legislation program, visit the [department webpage](#).

## UPCOMING MEETINGS

### June

- 20th Technical Working Group
- 20th Active Transportation Working Group
- 23rd Transportation Conformity Working Group

### July

- 1st RHNA Subcommittee
- 16th Legislative/Communications & Membership Committee
- 18th Technical Working Group
- 23rd Transportation Conformity Working Group
- 24th Modeling Task Force



SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS  
900 Wilshire Blvd., Ste. 1700, Los Angeles, CA 90017  
(213) 236-1800 | [www.scag.ca.gov](http://www.scag.ca.gov)

COUNTY REGIONAL OFFICES  
Imperial | Orange | Riverside | San Bernardino | Ventura

Copyright © 2019, SCAG Unsubscribe

### CONNECT WITH US



THIS PAGE LEFT INTENTIONALLY BLANK