

**South Bay Cities Council of Governments**  
CAP/EECAP Working Group

June 18, 2014  
2:30 pm - 4:30 pm

**Minutes**

**Attendees:** Saied Naaseh (Carson), Doug Krauss (Hawthorne), Pamela Townsend (Hermosa Beach), Nasser Abbaszadeh (Lawndale), Grace Huizar (Lawndale), Sona Coffee (Manhattan Beach), Leza Mikhail (RPV), Kelley Thom (Rolling Hills Estates), Sabrina Bornstein (SBCCOG), Jenn Alderete (SBCCOG), Grace Farwell (SBCCOG), Suzanne Charles (SBCCOG), Amanda Maki (SBCCOG), James Gross (SBCCOG volunteer), Cheryl Laskowski (Atkins)

**General Announcements**

- Hermosa Beach has a new paid internship position they are looking to fill ASAP.
- SBCCOG staff shared information on Weather-Based Irrigation Controller exchange (WBIC) and the Turf's Up Program (\$2 a sq. ft. and it may go even higher to \$3 a sq. ft. in the fall).
- Some city staff voiced that they would like to receive the flyers electronically.
- The second Blues and Jazz Music Festival in Lawndale is coming up.
- SBCCOG staff shared that West Basin intends to have a grey water class in the next program cycle.
- SBCCOG was awarded just under a million dollars from Strategic Growth Council grant.
- SBCCOG staff shared a new grant opportunity: California State Coastal Conservancy's *Climate Ready*. Grant applications are due August 22, 2014.

**EECAP City Reimbursement Process**

- Suzanne explained that the SBCCOG proposed process for reimbursing city staff time on the EECAP project would include payment at three different points of the project based upon completion of task groupings. SCE's funding is in part based on city population. For this proposed process, the participating cities were split into four groupings based on city population size, which correlate to a reimbursement amount.
- SBCCOG has sent a memo to SCE requesting their approval of this proposed process. Suzanne passed around a copy of the template the SBCCOG would be asking cities to use. SBCCOG's goal is to make the process easy and to do as much of the paperwork as possible for the cities. The cities asked if it would be possible to get the reimbursement without submitting paperwork. Suzanne explained that the paperwork is needed per SCE requirements.

- The SBCCOG Board of Directors has approved the proposed process. Once the SBCCOG hears back from SCE, the SBCCOG will send an email outlining the final approved method and process to the City Managers with a copy to the city staff EECAP contacts.

### **Working Group Communications and Resource Sharing Options**

- In an effort to establish a system for sharing resources, Sabrina stated she has been trying to lump multiple items into one email and to send out to city staff. Sabrina suggested the possibility of using a private LinkedIn group, where cities could post questions about sustainability strategies or best practices. City staff is not interested in starting a LinkedIn group and stated their preference is to continue with email notifications.
- City staff asked for the status on a SCE residential program where a resident could call SCE to request a SCE representative to come out and conduct an energy audit. SBCCOG staff said they would look into the current status of the program.

### **Presentation: GHG Inventory Updates**

- Timeline: The inventory portion has been pushed back, as it has been a challenge to collect data.
- Assessment and Planning (A+P) Report: All cities have the A+P draft. The SBCCOG has received comments from about half of the cities and are requesting comments by June 20. Atkins and the SBCCOG anticipate sending cities final A+P reports in July.
- Reduction Targets: A number of cities have reduction targets and those targets will be reviewed.
- Data Collection: Cal Water will be contacting the representatives (i.e. EECAP Working Group attendees) to verify customer consent for releasing water data. Golden State is looking into if they can directly release the data or if they need city consent.
- City staff asked about the deadline to complete the city data workbooks. Atkins requested them by the end of June.
- Sabrina shared the SBCCOG will be hosting a class on ClearPath through SEEC. ClearPath is an all-in-one suite of online tools to that can be used to develop a GHG inventory, to forecast future emissions and for climate action planning. SBCCOG is looking at an all-day training on July 23, which would be broken into two parts: a morning overview session and an afternoon hands-on session. There is some interest from city staff.
- In regards to the CAP, Sabrina shared we have also been talking to ICLEI about a solar workshop for a general overview around September. Sabrina requested city staff send any specific requests they would like to hear about in the workshop. City staff is interested in this workshop.

**Presentation: UCLA Research Updates**

- Juan Matute, Associate Director, UCLA Lewis Center presented on UCLA Research on Decarbonizing Electricity
- Some cities have heard of Community Choice Aggregation (CCA) and are considering the program. A few city staff noted that there have been some conversations within the last month between a couples of cities.