



SBCCOG Organizational Structure

Board of Directors

Executive Director

Legal Counsel

Research Director

Deputy Executive Director

Transportation Director

Administration

Agenda Preparation
 Finance
 Information Technology
 City Staff & Elected Officials Trainings
 Regional Advocacy
 Member Networking and Communications

Transportation, Environmental Outreach & Implementation Programs

Transportation Improvement Programs
 Measure R Highway Program
 Measure M Program Development
 South Bay Rail Development Program
 South Bay Transit Programs
 Alternative Transportation Programs
 Alternative Fuel Vehicle Studies
 Energy Efficiency Programs
 Water Conservation, Quality, & Supply Programs
 Sanitation District Programs
 Smart Mobility/Travel Pal

Special Initiatives

General Assembly
 Climate Action Planning
 South Bay Economic Development Roundtable
 Metro Deputy
 South Bay Net (Broadband Network)
 Homeless Services
 Short-term Rental Task Force
 Regional Coyote Control Plan
 Senior Services

Goal A: Environment, Transportation and Economic Development

Goal B: Regional Advocacy

Goal C: Member Networking and Communications

Goal D: Organizational Stability



SBCCOG Organizational Staffing 2016-2017

Board of Directors

(18 Board members = 1 per 16 cities plus 2 LA County)

Executive Director

Legal Counsel

Research Director - Deputy Executive Director - Transportation Director

Administration

Contract Consultants:

Executive Director - Jacki Bacharach & Associates (\$206,250) (55%)
 Transportation Director - (\$12,344) (11%)

Employees:

.10 Administrative Officer
 .32 Administrative Assistant
 .21 Environmental Services Analyst

Total .63 FTEs

Funding:

Dues
 General Assembly Sponsorships
 Trainings
 Interest

Transportation, Environmental Outreach & Implementation Programs

Contract Consultants:

Executive Director - Jacki Bacharach & Associates (\$150,000) (40%)
 Transportation Director (\$100,094) (89%)
 Research Director (\$119,123) (100%)
 IT Systems Administration (\$27,480) (100%)
 Energy Efficiency Engineer (\$165,000) (100%)

 Add'l Transportation Consultants - Measure R (\$477,981) (100%)
 Add'l Consultants as needed on contracts in development (\$94,517) (100%)

Employees:

.88 Administrative Officer
 1.61 Project Managers
 6.71 Environmental Services Analysts
 3.57 Administrative Assistants

Total 11.81 FTEs

Funding:

PUC SCE/SCG Energy Efficiency Partnership Funds
 Green Building Challenge
 West Basin Municipal Water District
 Sanitation District Education Outreach Programs
 Torrance Water District
 Metro Vanpool
 Metro Express Lanes
 Metro Measure R
 Metro - Strategic Growth Council
 EUC Outreach Ambassador Program Funds
 Zero Emission Vehicles Study
 Dominguez Channel CIMP
 Metro Smart Mobility/Travel Pal
 CEC ChargeBliss

Special Initiatives

Contract Consultants:

Jacki Bacharach & Associates (\$18,750) (5%)
 Metro Liaison (\$96,970) (100%)

 Add'l Consultants Strategic Growth Council (\$240,000) (100%)

Employees:

.02 Administrative Officer
 .39 Project Manager
 .08 Environmental Services Analysts
 .07 Administrative Assistant

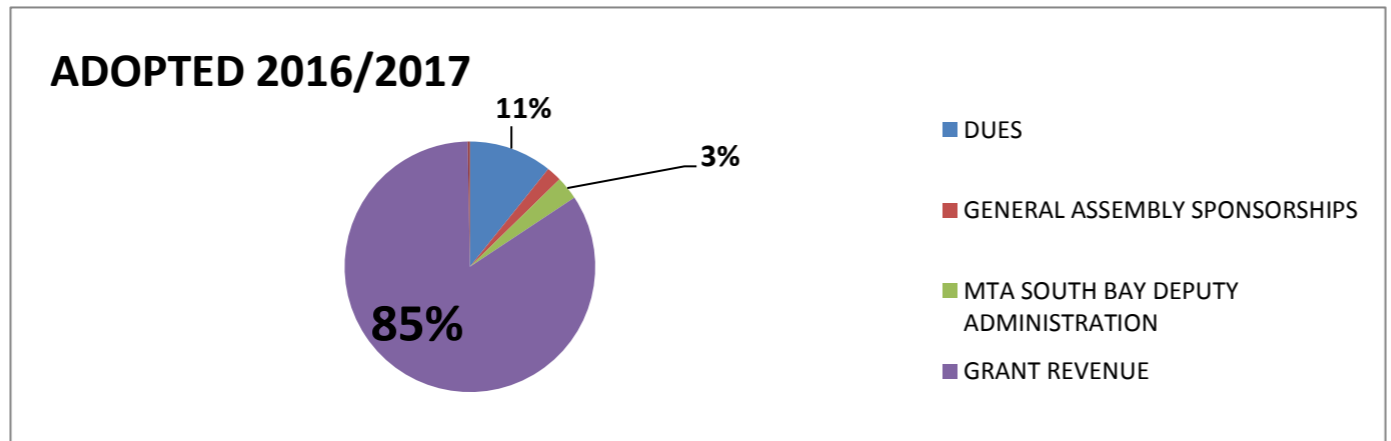
Total .56 FTEs

Funding:

Dues
 General Assembly Sponsorships
 Metro Deputy Agreement
 South Bay Economic Development Funds
 Homeless (PATH)
 South Bay Net (Broadband Network)

SBCCOG General Fund Revenue Sources

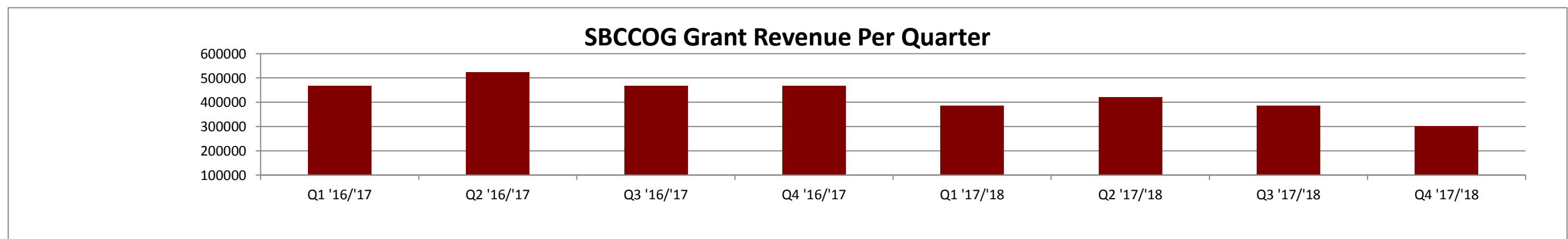
SOURCE	Estimated ACTUALS 2015/2016	BUDGET 2015/2016	ADOPTED 2016/2017	ESTIMATE D YTD (Jul. 1, 2016 - Dec. 31, 2016)		PLANNED 2017/2018	NOTES
				6 months	% to date		
DUES	312,500	312,500	332,500	166,250	50%	352,500	Reflects a 6.4% increase per finance committee recommendation
GENERAL ASSEMBLY SPONSORSHIPS	63,250	60,000	60,000	25,750	43%	60,000	
MTA SOUTH BAY DEPUTY ADMINISTRATION	89,363	90,000	92,700	46,910	51%	95,481	Per contract with Metro
GRANT REVENUE	2,135,088	2,739,496	2,599,232	1,130,586	43%	2,214,058	See Grant Revenue Sources page for details
OTHER REVENUES	13,432	8,460	8,460	9,995	118%	8,460	Interest, training, South Bay Econ. Dev, HERO, Holiday Light Exchange Sponsors
TOTAL	2,613,633	3,210,456	3,092,892	1,379,491	44.60%	2,730,499	
Expenses from SBCCOG Expenses TAB	2,571,901	3,210,456	3,095,245	1,236,613	39.95%	2,708,113	
NET INCOME	41,732			142,878		22,386	



Unrestricted General Fund Balance as of June 30, 2016: \$448,081
Estimated Reserve Growth at Mid-Year 2016-2017 \$10,000
Mid-Year Revenues are 44.6% of Budget and Mid-Year Expenses are 39.95% of Budget

SBCCOG GRANT REVENUE

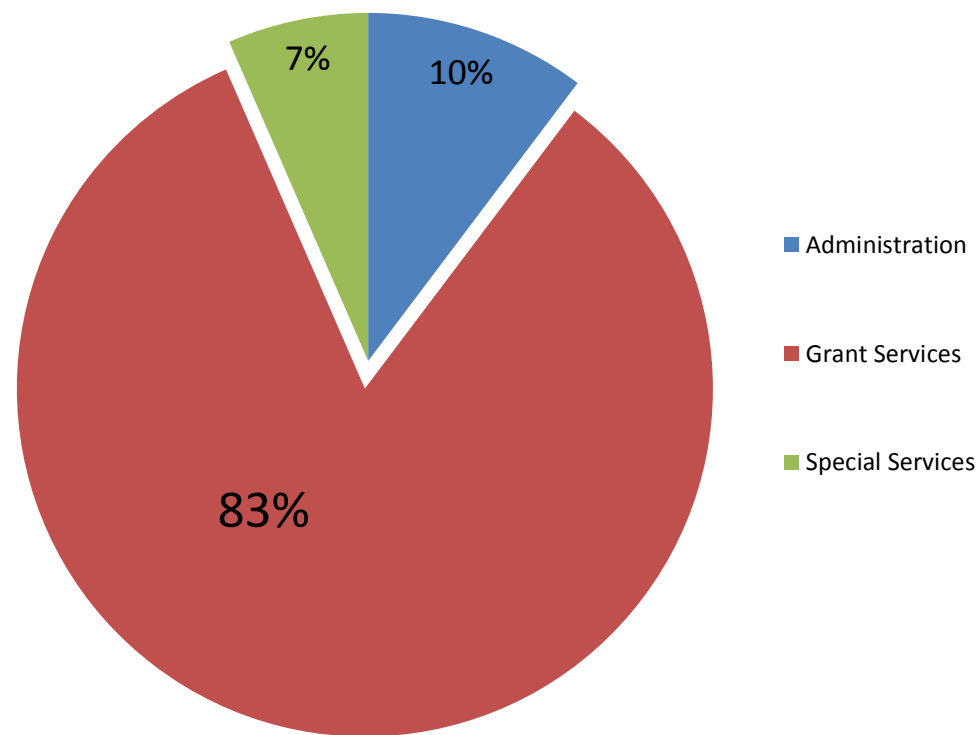
SOURCE	Estimated ACTUALS 2015/2016	BUDGET 2015/2016	ADOPTED 2016/2017	ESTIMATED YTD (Jul. 1, 2016 - Dec. 31, 2016)		PLANNED 2017/2018	NOTES
				6 months	% to date		
A	770,103	793,118	650,000	372,475	57%	540,000	anticipated to renew in 2017/18
B	15,000	75,500	25,167	44,879	178%	50,000	unused funds from Green per square foot moved to GBC in 2016
C	166,987	186,180	175,000	92,901	53%	175,000	anticipated to renew in 2017/18
D	49,250	49,000	49,000	25,000	51%	49,000	anticipated to renew in 2017/18
E	18,400	18,400	18,400	9,200	50%	18,400	Expires Jun'17; anticipated to renew in 2017/18
F	32,813	36,000	36,000	13,636	38%	36,000	Expires Oct'18
G	32,000	48,000	48,000	24,000	50%	48,000	Expires July '17; anticipated to renew in 2017/18
H	327,215	737,981	726,360	176,146	24%	725,000	(through Jun 2019); 2017-18 amt includes Measure M expense
I	190,554	291,683	465,506	120,000	26%	254,100	(through Dec.2017)
J	64,009	23,653	25,000	22,500	90%	58,000	Expired Dec. 2016; anticipated to renew in 2017
K	110,737	110,731	115,000	40,541	35%	0	delay in UCLA billing
L	57,449	25,000	55,300	63,474	115%	58,058	(start moved to June 2016)
M	53,829	125,000	150,000	51,886	35%	30,000	(through Aug. 2017)
N	207,154	208,000	0	0	-	0	(contract end 12/31/2015)
O	9,258	11,250	0	25,000	-	0	(contract end 12/31/2015); received \$25K 1st half of '16/'17
P	10,000	0	20,000	20,000	100%	20,000	contract start Apr'16, end Dec'16
Q	6,729	0	15,500	11,618	75%	2,500	runs from 2.18.16-2.17.17; extension to June'17 under considera
R	0	0	25,000	7,329	29%	0	variance due to slow start in 2016; ends Mar'18
S	13,599	0	0	10,000	-	150,000	Potential funding: Hero Renewables, Hero Participation, AQMD, Strategic Plan Funding
TOTAL	2,135,088	2,739,496	2,599,232	1,130,586	43%	2,214,058	



SBCCOG EXPENSES

Cost Category	Estimated ACTUALS 2015/2016	BUDGET 2015/2016	ADOPTED 2016/2017	ESTIMATED YTD (Jul. 1, 2016 - Dec. 31, 2016)		PLANNED 2017/2018	NOTES
				6 months	% to date		
Administration	281,473	289,126	318,243	147,566	46%	305,080	
Grant Services	2,114,910	2,724,257	2,574,791	1,027,286	40%	2,205,211	
Special Services	175,519	197,073	202,211	61,762	31%	197,821	
TOTAL	2,571,901	3,210,456	3,095,245	1,236,613	40.0%	2,708,113	

ADOPTED EXPENSES 2016/2017



- Administration Expenses are paid out of the following revenue sources:
 - Dues
 - General Assembly Sponsorships
 - Trainings
 - Interest
- Grant Services Expenses are paid out of the following grant revenues:
 - PUC SCE/SCG Energy Efficiency Partnership Funds
 - West Basin Municipal Water District
 - Sanitation District
 - Torrance Water District
 - Metro Vanpool
 - Metro Express Lanes
 - Metro Measure R
 - Metro Strategic Growth Council
 - Metro Smart Mobility /Travel Pal
 - EUC Outreach Ambassador Program Funds
 - Zero Emission Vehicles Study
 - Dominguez Channel CIMP
 - CEC ChargeBliss
- Special Services Expenses are paid out of the following revenue sources:
 - Metro Deputy Agreement
 - General Assembly Sponsorships
 - Dues
 - South Bay Economic Development Funds
 - Homeless (PATH)

SBCCOG EXPENSES - Administration

Cost Category	Estimated ACTUALS 2015/2016	BUDGET 2015/2016	ADOPTED 2016/2017	ESTIMATED YTD (Jul. 1, 2016 - Dec. 31, 2016)		PLANNED 2017/2018	NOTES
				6 months	% to date		
SALARIES	27,538	28,383	36,000	23,340	65%	37,800	
BENEFITS	4,677	4,846	6,637	2,986	45%	6,786	
SUPPLIES AND CONTRACTUAL SERVICES	237,257	247,897	255,606	111,240	44%	240,494	
RESERVE GROWTH	12,000	8,000	20,000	10,000	50%	20,000	
TOTAL	281,473	289,126	318,243	147,566	46%	305,080	

SBCCOG EXPENSES - Administration - The Sharper Pencil

Line Items	Estimated ACTUALS 2015/2016	BUDGET 2015/2016	ADOPTED 2016/2017	ESTIMATED YTD (Jul. 1, 2016 - Dec. 31, 2016)		PLANNED 2017/2018	NOTES
				6 months	% to date		
Salaries	27,538	28,383	36,000	23,340	65%	37,800	increased special initiatives in 2016
SALARIES	27,538	28,383	36,000	23,340	65%	37,800	
Health & Life Insurance	2,400	2,498	3,660	1,200	33%	3,660	
Disability Insurance	171	176	223		0%	234	
Social Security	1,707	1,760	2,232	1,447	65%	2,344	
Medicare	399	412	522	338	65%	548	
BENEFITS	4,677	4,846	6,637	2,986	45%	6,786	
Office Supplies	545	620	750	421	56%	750	
Meeting Refreshments	855	860	900	590	66%	900	
Audit	811	820	900	0	0%	900	
Travel	469	450	500	19	4%	500	
Conferences & Training	997	650	1,000	135	13%	1,000	
Dues & Memberships	100	615	615	248	40%	615	
Newsletter	332	865	865	388	45%	865	
Website & GIS Server	1,508	780	1,500	687	46%	1,500	
General Service (Misc.)	0	750	750	0	0%	750	
Strategic Planning/Business Development	0	5,000	8,000	0	0%	8,000	
Contractual Services	229,240	233,706	236,826	107,252	45%	221,714	
Rent	2,400	2,781	3,000	1,500	50%	3,000	
SUPPLIES AND CONTRACTUAL SERVICES	237,257	247,897	255,606	111,240	44%	240,494	
Reserve Growth	12,000	8,000	20,000	10,000	50%	20,000	
RESERVE GROWTH	12,000	8,000	20,000	10,000	50%	20,000	
TOTAL	281,473	289,126	318,243	20,000	6.3%	305,080	

SBCCOG EXPENSES - Grant Services

Cost Category	Estimated ACTUALS 2015/2016	BUDGET 2015/2016	ADOPTED 2016/2017	ESTIMATED YTD (Jul. 1, 2016 - Dec. 31, 2016)		PLANNED 2017/2018	NOTES
				6 months	% to date		
SALARIES	647,792	758,640	758,640	346,483	46%	668,300	
BENEFITS	121,477	143,015	142,825	63,233	44%	124,560	
SUPPLIES AND CONTRACTUAL SERVICES	1,345,641	1,822,602	1,673,326	617,569	37%	1,412,351	
TOTAL	2,114,910	2,724,257	2,574,791	1,027,286	40%	2,205,211	

SBCCOG EXPENSES - Grant Services - The Sharper Pencil

Cost Category	Estimated ACTUALS 2015/2016	BUDGET 2015/2016	ADOPTED 2016/2017	ESTIMATED YTD (Jul. 1, 2016 - Dec. 31, 2016)		PLANNED 2017/2018	NOTES
				6 months	% to date		
Salaries	645564	756000	756,000	344,833	46%	665000	
Phone Allowance	2228	2640	2,640	1,650	63%	3300	
SALARIES	647,792	758,640	758,640	346,483	46%	668,300	
Health & Life Insurance	60,900	66,550	65,975	33,450	51%	60,900	Health - Cafeteria Plan \$500/Employee per month
Disability Insurance	4,340	5,023	5,408	0	0%	5,208	
Social Security	39,668	46,872	46,872	21,380	46%	41,230	
Medicare	9,277	10,962	10,962	5,000	46%	9,643	
Worker's Comp. Insurance	7,292	13,608	13,608	3,403	25%	7,580	
BENEFITS	121,477	143,015	142,825	63,233	44%	124,560	
Office Supplies	71,293	90,383	90,365	50,675	56%	78,189	
Meeting Refreshments	6,117	12,360	12,731	8,352	66%	11,458	
Audit	4,598	4,640	4,779	0	0%	4,301	
Travel	7,854	9,888	10,185	388	4%	9,166	
Conferences & Training	871	9,270	9,548	1,289	13%	8,593	
Dues & Memberships	3,500	6,180	6,365	2,570	40%	5,729	LARC, LGSEC, Chambers of Commerce
Newsletter	6,353	8,240	8,487	3,809	45%	7,638	
Website & GIS Server	2,287	5,150	5,305	2,430	46%	4,774	
General Service (Misc.)	447	1,030	1,061	915	86%	955	
Contractual Services	168,000	180,297	163,638	82,842	51%	150,000	JB&A, Lantz
Professional Services	898,128	1,352,468	1,211,512	394,154	33%	976,705	all other consultants/contractors
Reimbursements to South Bay Cities	59,997	0	0	444	-	0	
Rent	114,364	139,606	146,168	69,702	48%	152,730	
Liability Insurance	1,833	3,090	3,183	0	0%	2,113	
SUPPLIES AND CONTRACTUAL SERVICES	1,345,641	1,822,602	1,673,326	617,569	37%	1,412,351	
TOTAL	2,114,910	2,724,257	2,574,791	617,569	24%	2,205,211	

SBCCOG EXPENSES - Special Services

Cost Category	Estimated ACTUALS 2015/2016	BUDGET 2015/2016	ADOPTED 2016/2017	ESTIMATED YTD (Jul. 1, 2016 - Dec. 31, 2016)		PLANNED 2017/2018	NOTES
				6 months	% to date		
General Assembly	40,156	39,822	42,177	10,366	25%	43,142	
Climate Action Planing Assistance	41,409	61,805	61,764	3,133	5%	53,500	expenses primarily under grants
South Bay Economic Development	0	1,300	1,300	0	0%	1,300	
Metro Deputy	93,954	94,146	96,970	48,263	50%	99,879	
TOTAL	175,519	197,073	202,211	61,762	31%	197,821	

SBCCOG EXPENSES - Special Services - The Sharper Pencil

Cost Category	Estimated ACTUALS 2015/2016	BUDGET 2015/2016	ADOPTED 2016/2017	ESTIMATED YTD	% to date	PLANNED 2017/2018	NOTES
				(Jul. 1, 2016 - Dec. 31, 2016) 6 months			
GENERAL ASSEMBLY							
Salaries	7,062	10,000	10,300	7,448	72%	10,609	
Benefits	1,201	1,822	1,877	1,266	67%	1,933	
Contractors	8,880	10,000	10,000	0	0%	10,000	
Expenses (Food, Room)	23,014	18,000	20,000	1,652	8%	20,600	
GENERAL ASSEMBLY TOTAL EXPENSES	40,156	39,822	42,177	10,366	25%	43,142	
CLIMATE ACTION PLANNING							
Salaries	18,846	32,000	33,600	133	0%	25,000	
Benefits	3,204	6,392	6,712	0	0%	7,048	
Contractors	16,250	20,000	18,000	0	0%	18,000	
Expenses	3,109	3,413	3,452	3,000	87%	3,452	
CLIMATE ACTION PLANNING TOTAL EXPENSES	41,409	61,805	61,764	3,133	5%	53,500	
SOUTH BAY ECONOMIC DEVELOPMENT GROUP TOTAL EXP.	0	1,300	1,300	0	0%	1,300	
METRO DEPUTY TOTAL EXPENSES	93,954	94,146	96,970	48,263	50%	99,879	Compensation determined by Metro
TOTAL	175,519	197,073	202,211	48,263	24%	197,821	

**2016-2018 SBCCOG
Employee Salary Expense Worksheet**

Position Title	Administration	Grant Services	Special Services	Approved Position Budget
		Environmental Outreach & Implementation Programs / Transportation Programs		
Administrative Officer - Tier 1	10%	88%	2%	93,000
	9,031	82,000	1,969	
Senior Project Manager - Tier 1	0%	99%	1%	88,000
	0	87,000	1,000	
Project Manager - Tier 2	0%	54%	46%	70,000
	0	38,000	32,000	
Environmental Services Analyst III - Tier 2	0%	99%	1%	82,000
	0	81,000	1,000	
Environmental Services Analyst III - Tier 1	0%	99%	1%	77,000
	0	76,000	1,000	
Environmental Services Analyst II - Tier 2	0%	99%	1%	67,000
	0	66,500	500	
Environmental Services Analyst II - Tier 1	0%	98%	2%	62,000
	0	61,000	1,000	
Environmental Services Analyst II - Tier 1	0%	99%	1%	62,000
	0	61,500	500	
Environmental Services Analyst I - Tier 2	21%	77%	2%	52,000
	11,000	40,000	1,000	
Environmental Services Analyst I - Tier 1	0%	100%	0%	47,000
	0	47,000	0	
Administrative Assistant - Tier 3	11%	86%	3%	45,000
	5,000	38,500	1,500	
Administrative Assistant - Tier 2	5%	91%	4%	40,000
	2,000	36,500	1,500	
Administrative Assistant - Tier 1	6%	90%	4%	35,000
	2,000	31,500	1,500	
Part-time Hourly Staff (ESAs for events)	0%	95%	5%	10,000
	0	9,500	500	
Totals:	29,031	756,000	44,969	830,000

**2016-2017 SBCCOG
Contractor Expense Worksheet**

Contractor	Adminstration	Grant Services	Special Services	Budget
Executive Director and staff -appx. Jacki Bacharach and Associates \$175,235 (JB); appx. \$244,765 (subs to JB)	55%	40%	5%	405,000
	221,362	163,638	20,000	
Transportation Director - Steve Lantz *Includes 3% increase - Measure R consulting portion only	11%	89%	0%	113,338
	12,344	100,994	0	
Research Director - Siembab Corp.	0%	100%	0%	111,500
	0	111,500	0	
Energy Efficiency Engineer - GSE Solutions	0%	100%	0%	165,000
	0	165,000	0	
Metro Deputy - Mike Bohlke	0%	0%	100%	96,970
	0	0	96,970	
IT Systems Administrator	10%	85%	5%	31,200
	3,120	26,520	1,560	
Add'l transportation consultants -Measure R	0%	100%	0%	477,981
		477,981	0	
Legal Fees - Measure R and Dominguez Channel CIMP	0%	100%	0%	5,000
	0	5,000	0	
Add'l consultants Strategic Growth Council	0%	100%	0%	240,000
	0	240,000	0	
Additional consultants or staff as needed on contracts in development	0%	89%	11%	94,517
	0	84,517	10,000	
Estimated Contractor Expenses FY 2016-17	236,826	1,375,150	128,530	1,740,506

Estimated Contractor Expenses FY 2017-18 243,931 990,752 127,879 1,362,562

Mid-year Adjustments

	55%	40%	5%	375,000
JB&A salary reduced by \$5k/mo as of 1/1/2017	206,250	150,000	18,750	

New estimated contractor exp w/JB&A reduced 221,714 1,361,512 127,280