

# South Bay Cities Council of Governments

## **Steering Committee Minutes Monday, June 11, 2012**

**Attendees:** Ellen Perkins (Chair, Palos Verdes Estates), Ralph Franklin (1<sup>st</sup> Vice Chair, Inglewood), Dan Medina (2<sup>nd</sup> Vice Chair, Gardena), Matt Kilroy (Redondo Beach), Susan Rhilinger (Torrance) left @ 1 pm, Suzy Seamans (Rolling Hills Estates) came @ 1 pm, Jim Goodhart (Palos Verdes Estates), David Lesser (Manhattan Beach), Alexa Davis (Palos Verdes Estates City Manager's office), Gus Meza (West Basin Municipal Water District), Jacki Bacharach, Kim Fuentes, Catherine Showalter, Wally Siembab, Steve Lantz (SBCCOG/SBESC staff and consultants)

### **Added**

**Item V.F.1 .- Need to go out to bid for an auditing firm**  
**Item V.J. - Possible Outreach project for Metro**

#### **I. REPORT OF POSTING OF AGENDA**

- **ACTION:** Received and filed

#### **II. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA – Gus Meza, Torrance Water Agreement. OYCE contract extension**

#### **III. PUBLIC COMMENT**

#### **IV. CONSENT CALENDAR - 12:05 pm**

A. Steering Committee – May 14, 2012 meeting minutes attached

- **ACTION:** Approved

B. Servicemark for LUV name and logo

- Done! – effective for 5 years.

C. Only You Can Save Energy Update

- Funding still not secured but City interviews to begin and information will be available online.
- **JUNE 30 MOU EXPIRES – REQUEST FOR TIME EXTENSION TO SEPTEMBER 30 – attached – TO THE BOARD sent to Jenkins 6/12/12**

D. Office Issues

- Microphones – still being tested. Looking into affordable speaker system that is compatible with the system in the room.

GUS MEZA TO PRESENT new Water Efficiency Master Plan. It mentions our important partnership with the SBCCOG and SBESC. I plan on attending Monday's Steering Committee Meeting and wanted to see if it was okay to briefly present our Plan to the group ( 1 – 2 minutes) and provide some copies.

#### **V. ITEMS FOR REVIEW AND APPROVAL ADMINISTRATION**

E. **Special Assessment – memo attached – 12:10 pm**

- **ACTION:** That the Board lower the special assessment to last year's level which is a 25% reduction off of the original amount and revise the budget accordingly. Formally request that all cities pay the reduced amount. Additionally, that a special outreach to the City of Lawndale be conducted requesting their participation in the climate action planning program.

AFTER EXTENSIVE DISCUSSION, THE RECOMMENDATION TO REDUCE THE ASSESSMENT BY 25% WAS AGREED UP FOR REFERRAL TO THE BOARD AND STAFF WILL SEND A NOTICE TO CITIES IMMEDIATELY INFORMING THEM OF THIS POSSIBLE CHANGE.

F. 2012-2013 Draft Operating Budget – **12:20 pm**

- Operating Budget in Excel & explanations in Word – attached
- **ACTION:** Recommended to Board for adoption WITH ASSESSMENT REDUCED BY 25%

**G, Master Agreement with Siembab Corporation – attached – 12:25 pm**

- **ACTION:** Recommended to Board for adoption UPON REVIEW AND APPROVAL BY LEGAL COUNSEL – *sent to Jenkins 6/12/12*

F.1 Audit

- Expenses for an audit have been about \$5000 per year. Our auditor has just notified us that they now have a minimum fee of \$10,000.
- **ACTION:** Authorized staff to prepare and circulate an RFP for auditing services for a 3 year period covering fiscal years **FY 2011-2012 to 2014-2015 - correction**

H. General Assembly – February 22, 2013 - Discussion of Topic – **12:35 pm**

3. *City Services/Revenues in the Future* – What are the viable funding sources of the future? What are the services that our constituents will be looking to city government to provide? UUT, TOT, ???

6. *Unintended/unexpected Costs of cutting city services* – While cities have to make cuts in services, where will they see other issues surface. More crime? More graffiti from children without activities? Costs of closing programs and start-up again? Speakers could include academics, city managers – current and retired, League of California Cities, etc.

- **ACTION:** #3 & 6 – EXHIBITS TO EMPHASIZE REGION WORKING TOGETHER – COLLABORATION. VENDORS TO BE ON TOPIC. HIGHLIGHT INNOVATION

**WORK PROGRAM**

**I. Mission, Vision, Guiding Principles – 12: 50 pm**

**Two memos attached: one from the Board meeting and one from Jim Goodhart**

**ACTION: Provide direction and make a recommendation if consensus is reached**  
 AFTER EXTENDED DISCUSSION, VISION AND MISSION BY GOODHART AND GUIDING PRINCIPLES TO BE THE OLD MISSION STATEMENT WITH A BULLET TO BE ADDED THAT THESE GOALS ARE TO BE IMPLEMENTED THROUGH THE ADOPTED ANNUAL WORK PROGRAM. CHANGE ALL REFERENCES TO CITIES TO INCLUDE THE COUNTY TOO.

**Transportation Issues – 1:05 pm**

- Monthly transportation update from Steve Lantz – attached
- Consider providing outreach services for the I-110 Congestion Pricing Project – more information to be provided at the meeting

- **ACTION:** Approved the concept of SBCCOG participation in outreach for the Metro Congestion Pricing project and authorize staff to submit a proposal

#### **South Bay Environmental Services Center – 1:10 pm**

- Memo on SBESC programs to be sent separately
- ILG Beacon Champion – memo attached
  - **ACTION:** Approved participation in the Beacon Award program as a Beacon Champion
- **TORRANCE WATER AGREEMENT TO THE BOARD**

**JUNE 13 TRAINING SESSION RE: EVTIP – CODES AND STANDARDS – THERE WILL BE CARS TO DRIVE – A VOLT AND OTHERS. IF YOU WOULD LIKE TO COME THIS WEDNESDAY – THEY WILL BE HERE ABOUT 2-3 HOURS. – notified Board, committees and CMs and other city staff 6/12/12**

#### **Sustainable South Bay Strategy Updates – 1:25 pm**

- Mobility
  - LUV – preparation of final report to start with project demobilizing at the end of the summer. # OF PEOPLE ON THE WAITING LIST - 244
  - BEV Demonstration Plan Development – draft plan submitted on May 18. Minor revisions underway based on AQMD comments. Estimated date of notice to proceed is around September 1 because of the time required for AQMD legal review and contract approval. SEVERAL DAYS OF DEADLINE PRESSURE – PROJECT REDUCED BY 1/3 – DOWN TO 4 VEHICLES.
  - Regional and South Bay PEV Readiness Planning – UCLA Luskin Center is developing regional demand forecasts. SBCCOG is participating on the SCAG PEV Coordinating Council. Re: our contract – subregional planning is being funded by the CEC through SCAG. SCAG is still negotiating their CEC contract and will submit comments on their draft contract with CEC by June 15. The final contract between SCAG and CEC is not expected until about August 1. Not until then can SBCCOG and SCAG enter into an agreement to produce the South Bay PEV readiness plan.
  - EV Infrastructure – what to know before you buy – May 24 meeting for city staff. Very successful workshop. Next one – June 13 on California Electric Vehicle Codes and Standards Seminar - Residential, Commercial, Public, and Private
  - Car Share Planning – Car2Go (Daimler) did preliminary research and has now proceeded to a market study of the South Bay to assess their interest in starting a program here. They plan to conduct surveys and interviews over the next month or two. They will be looking for the specific travel patterns that they use to identify their suggested Home Area. Once they have this data, they will contact us again to discuss their findings. SBCCOG staff plans to query our cities about policy to allow the service to use public parking spaces by way of some kind of as yet undefined permit.
    - **ACTION:** Encourage cities to work with the SBCCOG to make carsharing work in their areas.
- Land Use
  - Compass project – NOD feasibility study in 3 areas: Lennox, Gardena and Hermosa Beach. Baseline characterization of each study are due July 1.
  - Caltrans Community Planning Grant application – estimated announcement date of awards is August 1.

#### **M. Economic Development – 1:50 pm**

- Meeting with City Economic Development Directors on May 31 – SUCCESSFUL MEETING. DIRECTORS WANT TO MEET REGULARLY. FIRST THEY WILL DEVELOP A MISSION STATEMENT OF THEIR OWN.

PRIVATE COMPANY CONTACTED THE SBCCOG RE: LOCATING IN THE SOUTH BAY. WE ARE FACILITATING A MEETING 6/12.

**N. Legislation – matrix attached – 1:55 pm**

**AB 2405 Blumenfeld - Will be amended to remove the exemption for the first year pilot period.**

Cap and Trade – notes from UCLA conference attached for discussion

**ACTION:** NO NEW RECOMMENDATIONS

**O. Approval of Invoices – available at the meeting – 2:05 pm**

■ **ACTION:** Approved invoices for payment

**SPECIAL EVENT – 2:10 pm**

P. Plan an art tour of the transit system? – July/August - Wednesday – 9:30 am – noon – LAUPT – Red and Purple lines. Contact 213-922-2723 Jorge Pardo – SET UP DATE COORDINATED WITH MEDINA AND PERKINS' SCHEDULES

**AGENDA DEVELOPMENT – 2:15 pm**

Q. Board Meeting – June 28, 2012 – draft agenda attached

■ 12-13 Budget Adoption

■ Election of Officers

■ **CONSIDER PRESENTATION ON COUNTY PROPOSED PARCEL TAX – NO – JUST MONITOR**

■ Adjourn in memory of Loretta Harrison – volunteer who devoted over 600 hours since March 2009 to the SBESC

R. July 26, 2012

■ Presentation on the AQMP

**NEXT STEERING COMMITTEE MEETING – Monday, July 9, 2012 @ 12:30 pm**