

South Bay Cities Council of Governments

SBCCOG Board of Directors' Meeting Thursday, November 19, 2009 @ 7:00 pm

City of El Segundo
Automobile Driving Museum
610 Lairport Street
El Segundo

<http://www.mapquest.com/maps?city=El+Segundo&state=Ca&address=610+Lairport+Street&cat=Automobile+Driving+Museum>

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

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 3868 Carson Street, Suite 110, Torrance, California, 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.

AGENDA

- I. **CALL TO ORDER - Introductions (7:00 PM)**
Kelly McDowell, Chair
- II. **SALUTE TO THE FLAG**
- III. **CONFIRM POSTING OF THE AGENDA BY EL SEGUNDO CITY CLERK**
- IV. **ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA**
- V. **COMMENTS FROM THE PUBLIC**
- VI. **CONSENT CALENDAR (7:05 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. **October Board Meeting Minutes (attachment) – Approve**
- VII. **PRESENTATIONS (7:10 pm)**
 - A. Best Wishes to Susan Dever, Retiring Lomita Councilmember and Past SBCCOG Chair
- VIII. **SOUTH BAY ENVIRONMENTAL SERVICES CENTER UPDATES (attachments) (7:25 pm)**
 - A. Update on current programs and activities
 - B. Review of current and possible future grants

- IX. **METRO REPORT** (7:40 pm)
 - A. Board Report – Pam O’Connor & Discussion
 - 1. Harbor Subdivision Analysis and Recommendation
 - 2. Crenshaw Corridor
 - 3. Accelerated funding strategy proposal
 - B. Metro Governance Council Board Vacancy (*attachment*)
- X. **UPDATE ON SB 375 – SCHEDULE AND PROCESS** (8:00 pm)
 - A. Report from Susan Rhilinger on SCAG process (*attachment*)
 - B. Review of RTAC report
- XI. **BOARD MEMBER ANNOUNCEMENTS** (8:20 pm)
 - A. I-710 Project Update – Susan Seamans
- XII. **SBCCOG UPDATE AND COMMITTEE REPORTS – (*attachment*)** (8:25 pm)
 - A. General Assembly update
 - B. Staffing review
 - 1. Request for Proposal for Professional Management Services (*attachments*) – **Authorize release**
 - 2. Update on transition to employees
- XIII. **AGENCY REPORTS** (8:40 pm)
 - A. League of California Cities (Teresa Acosta & Cliff Numark)
 - B. South Coast Air Quality Management District (Stan Myles)
 - 1. Local Government and Business Advisory Group (Eric Busch)
 - C. SCAG & Committees (Matt Horton)
 - 1. Energy and Environment (Judy Mitchell, Mitch Ward)
 - 2. Transportation (Steve Diels, Judy Dunlap)
 - 3. Community, Economic, & Human Development (Susan Rhilinger & Daniel Tabor)
 - 4. Regional Council (Judy Mitchell, Judy Dunlap, Susan Rhilinger)
 - D. Los Angeles Regional Water Quality Control Board Report (Mary Ann Lutz) (*attachment*)
 - E. South Bay Cities City Managers’ Association (Jack Wayt)
 - F. South Bay Association of Chambers of Commerce (Ron Ikejiri)
 - G. South Bay Economic Development Partnership (Barry Waite)
- XIV. **UPCOMING EVENTS & ANNOUNCEMENTS** (8:50 pm)
- XV. **DECEMBER & JANUARY SBCCOG COMMITTEE MEETINGS & WORKING GROUPS**
 - Consult web site for specific times and places – www.southbaycities.org
- XVI. **ADJOURNMENT**

In memory of Former SBCCOG Chair and RPV Mayor and Councilmember John McTaggart

Next meeting - Thursday, January 28, 2010

Happy Holidays!!!

& Save Friday, February 26, 2010 - 11th Annual General Assembly in Carson

SBCCOG MEETINGS: ATTENDANCE 2009

CITY	July	August	September	October
Carson	X	X	x	x
El Segundo	McDowell	McDowell	McDowell	McDowell
Gardena	Medina	Medina	Medina	Medina
Hawthorne	Juarez	Juarez	Juarez	
Hermosa Beach		Keegan		
Inglewood			Franklin	
Lawndale	Pullen-Miles		Pullen-Miles	
Lomita	Waite/Blackwood	Waite	Blackwood	Blackwood/Waite
Los Angeles		X	x	x
Manhattan Beach		Ward/Powell	Powell	Ward
Palos Verdes Estates	Goodhart	Goodhart	Perkins/Goodhart	Perkins
Rancho Palos Verdes	X	Dyda	Dyda	Dyda
Redondo Beach	Aust	Diels		Diels
Rolling Hills	X	X	x	x
Rolling Hills Estates	Mitchell/Seamans	Mitchell/Seamans	Mitchell	Mitchell/Seamans
Torrance	Rhilinger	Rhilinger/Numark	Numark	Rhilinger
County of Los Angeles		Napolitano/Rosenfeld	Napolitano/Rosenfeld	Napolitano/Rosenfeld

P: present

X: inactive (missed last 3 in a row)

Inactive Membership is automatically re-instated by attending a meeting

Number of Active Cities	13	14	14	14
Quorum Required (50% + 1)	8	8	8	8
Number of Cities Attending	10	12	12	10

THIS PAGE LEFT INTENTIONALLY BLANK

MINUTES
SOUTH BAY CITIES COUNCIL OF GOVERNMENTS
THURSDAY, OCTOBER 22, 2009

Board Member McDowell called the South Bay Cities Council of Governments to order at 7:10 p.m. In attendance were the following voting members:

Kelly McDowell, El Segundo
Dan Medina, Gardena
Ken Blackwood, Lomita
Mitch Ward, Manhattan Beach
Ellen Perkins, Palos Verdes Estates
Steve Diels, Redondo Beach

Ken Dyda, Rancho Palos Verdes
Judy Mitchell, Rolling Hills Estates
Susan Rhilinger, Torrance
Dan Rosenfeld, County of Los Angeles
Steve Napolitano, County of Los Angeles

Other Elected Officials:

Barry Waite, Lomita
Susan Seamans, Rolling Hills Estates
Pam O'Connor, Metro Board

Also in attendance were the following persons:

Jacki Bacharach, SBCCOG
Azury Benouis, SBCCOG
Marilyn Lyon, SBESC
Alan Patashnick, MTA
Matt Horton, SCAG
John Parsons, SBWIB
Stan Myles, AQMD

Mike Bohlke, MTA Cog Board Deputy
Teresa Acosta, League of Calif. Cities
Roderick Diaz, MTA
Mickey Knickerbocker, SB Assoc. of Realtors
Gwendolyn Parker, Redondo Beach
Randy Bouverat, SBESC
Eleanor B. Jones, City of Torrance

SELF-INTRODUCTIONS

FLAG SALUTE - LED BY BOARD MEMBER MITCH WARD, MANHATTAN BEACH

CONFIRM POSTING OF THE AGENDA BY EL SEGUNDO CITY CLERK

Executive Director Bacharach confirmed that the agenda was properly posted in the City of El Segundo.

ANNOUNCEMENT OF ANY CHANGES TO THE AGENDA

Jacki Bacharach announced that two items regarding the MTA would be discussed later in the meeting.

COMMENTS FROM THE PUBLIC. -- NONE

John Parsons congratulated Barry Waite on his last meeting of the COG and for his four years of service.

Mr. Parsons reported on the activities of the South Bay Workforce Investment Board (SBWIB) as well as its October 15 Board meeting. The SBWIB, represents 7 cities in the South Bay. He said one program is their attempt to put 10,000 people to work using economic stimulus monies, which requires matching funds (cannot be federal funds). They are also negotiating for employment for general relief participants, which will be more difficult to accomplish. They recently received approximately \$600,000 to develop entry level and residency skills for green building to increase their employability. Jacki noted that Environmental Services Center will be receiving \$20,000 from the \$589,000 for this program which is called an Apprenticeship program.

In response to Board Member McDowell's inquiry regarding the estimated general relief population in the South Bay, Mr. Parsons said these numbers are collected by Supervisorial districts and he doesn't have numbers for the South Bay. The total population is 85,000 and expected to increase to 90,000, noting these are tough times and the non-government groups are stretched as well as the government groups.

Mr. Parsons answered questions regarding the benefits of the general relief population, noting that counties are required to meet the needs of this group but it comes right out of the general fund. He pointed out that while LA County has one-third of the State's population, they have two-thirds of the general relief population.

Mr. Parsons promoted the South Bay Economic Development Partnership conference on November 17th.

CONSENT CALENDAR

- A. September 2009 Board Meeting Minutes – **Approve.**
- B. Job Descriptions for Proposed Employee Positions (attachment) -- **Approve**
- C. Fleet Management Letter of Agreement with Enterprise (*attachment*) – **Approve**
- D. 1st Quarter Contracts approved by the Steering Committee (*attachment*) – **Receive and File**
- E. Status of Legislation upon which SBCCOG has a position (*attachment*) – **Receive and File**
- F. 1st Quarter Financial Report (*attachment*) – **Receive and File**

MOTION by Board Member Mitchell, seconded by Board Member Diels, to approve the consent calendar, as presented. No objection. So *ordered*.

PRESENTATIONS

Chair McDowell thanked Outgoing League of California Cities President Judy Mitchell for her hard work and dedication to the City of Rolling Hills Estates, the South Bay Cities COG and the League of California Cities and presented her with a plaque of appreciation from SBCCOG in recognition of her service to all of the cities in the State.

Board Member Mitchell thanked everyone. She said she came into office because another elected official lost her re-election, and the challenges have been many—with the economy tanking and cities losing tax revenues to the State there was a battle throughout the year. While it isn't over, the League has filed an initiative with the Attorney General to protect all of our monies to provide remedies not provided previously. She said the League will launch a major campaign for signature gathering in January and asked everyone to get on board with the 100-100 pledge – 100 signatures/\$100.

Conservation Booklet Presentation

Jacki Bacharach introduced David Kissinger, representing the South Bay Association of Realtors, who has been working on a conservation booklet that was paid for by the realtors. He said the realtors are in a unique position to address these kinds of issues, and it's no secret that water conservation and energy efficiency are issues that will be important now and into the future. He distributed and reviewed the booklet and explained how the realtors intend to use it, adding that they would appreciate input regarding how it can be improved. The booklet features savings tips room by room.

He noted that there will be rebates and discounts offered periodically in the various cities, but because they come and go quickly they were not included in the booklet.

Mr. Kissinger noted that this particular tool is for use in the process of buying or selling a home to enhance the value of a home for the seller and the buyer, as well as giving back to the community. He

added that they are also looking to other areas of the state to help them with publication and distribution. Also, since the South Bay Realtors does not cover Palos Verdes of Inglewood, they intend to share it with them.

Mr. Kissinger thanked Jacki and Marilyn for their suggestions, recommendations and support as well as the joint collaboration with the West Basin MWD, noting it is a community-wide collaboration focusing on what works for the local governments and community members as well.

Some suggestions from members of the COG included the addition of dual-pane windows and tank less water systems.

Chair McDowell announced that the South Bay Board of Realtors is sponsoring an upcoming "Breakfast with the Mayor" event for Mayor McDowell of El Segundo and Mayor Portia Cohen of Manhattan Beach

South Bay Transit Center Update

Redondo Beach – Gwendolyn Parker

Gwendolyn Parker gave a brief update on the South Bay Transit Center in the City of Redondo Beach which is adjacent to the Harbor Subdivision rail line. She explained that the current South Bay Galleria Transit Center is used by five different transit systems, and they are looking for a site that will accommodate increased traffic. The new center will be located just south of Target on five acres of land, with the approved funding to come from METRO in December and groundbreaking in Spring 2010. The facility will be permanent with bus pass sales, a sheriff's office, restrooms and 300 parking spaces. She noted that once the drawings are approved by the Redondo Beach City Council she will bring them back to the COG.

Torrance Transit

Board Member Rhilinger reported that the Torrance Transit Center in Del Amo was lost in 2005 and they have been looking for a potential site that will provide regional connectivity with other centers, make transportation more efficient and increase overall mobility. She said they are currently in escrow on old PPG facility on Crenshaw Blvd. adjacent to the Harbor Subdivision rail line and expect to close in late November. She said they are looking at the 15-acre parcel to accommodate buses on layovers, supervisor offices, restrooms, payphones, parking and bicycle racks.

Jacki noted one problem on the current rail system is that there isn't enough parking throughout so it is good they have extra space.

REPORTS FOR POSSIBLE ACTION

South Bay Environmental Services Center Updates

Marilyn Lyon, Program Manager for SBESC, reviewed the written report which was distributed prior to the meeting with the agenda and she distributed a list of upcoming events (information available www.sbesc.com)

Manhattan Beach Councilmember Mitch Ward announced the "350 celebration" in Manhattan Beach on Saturday, October 24

Regarding the No Drugs Down the Drain drop-off box at the Lomita Sheriff's Station, they have had an overwhelming response. Plans are to meet with other Police Departments to make this a program in every city in the South Bay.

METRO REPORT**Board Report – Pam O'Connor**

Long Range Transportation Plan: Metro Board approved the 2009 update with a unanimous vote—for the first time in over a decade voting unanimously. The revenue from Measure R and the consensus from the Plan affords us the ability to go to Washington and lobby for funds from the New Starts program for the Regional connector and the Westside subway..

She distributed a letter from congressional areas re: supporting future projects.

While the letter was well intentioned, there were some inaccuracies in it.

Supervisor Knabe shared the concern of the South Bay Cities re: the 3% local match draft guidelines and it was not finalized.

Harbor Subdivision Analysis and Crenshaw Corridor

MTA Board Member O'Connor noted that December 10th will be the date for both of these items to be heard by the Metro Board. She discussed that the SBCCOG should start for that meeting.

Jacki Bacharach pointed out that organizing means “numbers” at these meetings; the more the better; it's quite an assembly that other areas come up with (assembly members, mayors, university presidents, business people, etc.).

Jacki said the Harbor Subdivision is a longer term project (2035) and staff was saying that funding isn't even available until 2028. The Board will accept the alternative analysis and authorize the beginning of environmental work. She doesn't know how much detail they will get into, noting the recommendation is going to be that the first priority is that it terminate at the Torrance Transit Center with the second priority being the northern extension (LAX to Slauson Blue Line station). Jacki expressed concern re: the proposed northern terminus because the Blue Line is already overcrowded. Future consideration (no funding) is the third priority of going farther south.

Dan Rosenfeld distributed a summary of the LRTP with budgets, sources of money and schedule dates. The Crenshaw Corridor (Now the Crenshaw LAX line) will be discussed on December 10 and we should focus on how to accelerate its completion.

The COG discussed the various bus lines (local and express) and the pros and cons for each type.

Discussion focused on the COG asking that the first priority section be called the South Bay Extension rather than the Harbor Subdivision. Jacki said for the Crenshaw Corridor the issue is either bus rapid transit or light rail transit, which would connect to the South Bay Transit line. The COG is already on record supporting light rail and we can reiterate this on December 10th. She encouraged anyone interested in attending the Dec. 10 meeting to let her know. I

Board Member Waite pointed out that some of the other COG groups use FB and Twitter to communicate.

Dan Rosenfeld suggested the COG endorse Priority 1 (the thick green line on the map).

MOTION by Board Member Ward, seconded by Board Member Mitchell to endorse Priority 1. There was no objection. So ordered.

MTA Board Member O'Connor said that “Green Line South Bay Extension” is understandable and can be finessed later.

Dan Rosenfeld noted that if we could get special funding we could start this line as soon as possible--you don't have to wait until 2028.

MTA Board Member O'Connor said the key is to have an advocate and it is important to have people attend the meetings to be in the face of the Board and staff so they know it is important to us.

Board Member Announcements

Board Chair McDowell announced that El Segundo will provide Swine Flu shots free of charge on November 14, noting that priority groups will be observed.

SBCCOG UPDATE AND COMMITTEE REPORTS – Jacki Bacharach

Jacki reviewed the written report provided in the packet. She provided an update on the General Assembly, noting that staff needs help securing speakers and sponsors. She said any sponsorship of \$5,000 and up will be split 50-50 with the Environmental Services Center and the donor will receive year-long publicity as a Friend of the SBESC as well as a General Assembly sponsor.

Jacki announced that all cities have paid their dues and the County has been invoiced.

AGENCY REPORTS

League of California Cities (Teresa Acosta)

Teresa Acosta announced the upcoming Legislative Reception scheduled on November 5th at the California Club at 6:30 p.m. She reported on the ballot measure filed by the League of California Cities with the Attorney General's office and asked everyone to send her their questions. She asked everyone to observe the rule that advocacy must take place on personal time and computers in order to keep everything separate from their jobs.

She explained that the ballot measure is to protect cities from having their funds raided as they have been, as well as insulating and closing loopholes.

Board Member Mitchell explained that once the court declares it illegal for the State to take the cities' money, they cannot order the legislature to pay us because of separation of powers and, thus, the measure includes a provision for automatic refund of the monies so there is no conflict. She noted that the CRA has filed their lawsuit for the redevelopment "take."

Regional Council (Judy Mitchell Susan Rhilinger)

It was reported that Foothill Transit is using new electric buses that can be recharged in ten minutes on the road. The meeting included a talk from Assemblyman Mike Ing, who carried AB 1403 (which passed) which gives a stable source of funding to SCAG.

South Bay Economic Development Partnership (Barry Waite)

Board Member Waite reported that November 17 is the date of the annual economic forecast, noting that individual communities have made decisions that affect their cities and they will be covered at the meeting.

Mr. Waite reminded the COG that they will need to select a new COG representative to the EDP due to his leaving office, and he thanked everyone for their support during the past four years.

UPCOMING EVENTS & ANNOUNCEMENTS

Jacki Bacharach reported that the next Livable Communities Working Group in December will feature how transit planning works, noting that a Metro staff person will explain how they plan routes so we can gain understanding of the bus system.

ITEM VI.A.- 6

Jacki Bacharach reported that the COG has a policy of honoring any leaving councilmember who has been Chair of the COG, noting that Susan Dever will be honored at the next meeting, which will be held at the Automobile Driving Museum in El Segundo with a Reception to recognize our SBESC Volunteers at 5:30 and the regular meeting at 7 p.m.

ADJOURNMENT

There being no further business, Chair McDowell ordered the meeting adjourned at 9:14 p.m.

Respectfully submitted,

Merna Marshall
Minutes Secretary

South Bay Cities Council of Governments

November 11, 2009

TO: **SBCCOG Board of Directors**

FROM: **Marilyn Lyon, Program Manager**
marilyn@sbesc.com, 310-371-7222 ext. 204

SUBJECT: **South Bay Environmental Services Center Update**

Current Contracts

- 2010-2012 SCE and SCG contract negotiations have begun. CPUC approved Bridge Funding until March, 2010 if necessary.
- Staff is initiating contract renewal with Los Angeles Sanitation District - contract end date January 31, 2010
- Currently awaiting Work Order and Contract with Los Angeles County for successful Team bid for the design, development, administration and outreach of Los Angeles County AB811 program.
- Currently awaiting Contract for successful grant proposal from the California Energy Commission with SBWIB for the Gateway to Green Jobs program.

New Grant Proposals:

- SBCCOG/SBESC was included in another grant proposal by SBWIB to the Department of Labor with United Way for a similar proposal for green job placement as our recently awarded grant by the CEC. – Proposal submitted in October. Awards to be announced by January.
- SBCCOG/SBESC/FCI/EST – State Energy Plan Competitive Grant Proposal to the California Energy Commission. SBCCOG would be Prime Contractor and FCI/EST would be sub. for energy efficiency direct install for residential retrofits program for South Bay region. Proposal due December 21, 2009.
- West Basin Municipal Water District/SBCCOG/SBESC – State Energy Plan Competitive Grant Proposal to the California Energy Commission. SBCCOG/SBESC would be sub-contractor and assist with the Green Schools and Parks Water and Energy Program for disadvantaged areas of the South Bay. Proposal due December 21, 2009.

Energy Efficiency Projects & Federal Stimulus Update

- All our DOE cities (over 35,000 pop.) have been awarded their stimulus funding. Projects have begun.
- All of our CEC cities (under 35,000 pop.) are in process of approving their project lists, completing their Resolutions, and must submit their applications by January 12. Final revisions and additions to guidelines were posted on the CEC website as late as November 10. As of November 5 no small cities in the entire State have filed an application.

Marketing, Education & Outreach Programs

- Available at meeting

Holiday Light Exchange 2009:

- November 3 the exchange began at SBESC offices in Lawndale on a first come, first served basis. South Bay residents may exchange two strands of old energy guzzling holiday lights for two strands of new LED holiday lights. There has been a great response. Please let your residents know about this annual event.
- On November 2, a special Holiday Light Exchange was held in conjunction with our “kick-off” of our **Vendor Cart Kiosk** at The Promenade of the Peninsula. This was a press event that also included an abbreviated “Energy 101/ Green Tips for the Holidays” workshop. The entire event was captured on cable TV and will be replayed through the holidays in the region covered by 4 cities and county unincorporated areas of the Palos Verdes Peninsula.

West Basin Municipal Water District Programs

- Cash for Kitchens Program – To date, 40 commercial kitchens have been audited resulting in 21 training sessions. We are on target (we have received a request to add Culver City and/or portions of Marina Del Rey to this program).
- Green Living Program – Direct Install for Multi-Family Dwellings – currently awaiting Torrance Water to participate
- Ocean Friendly Garden Workshops – on target
- Green Gardening Program – free residential landscape audit and can qualify for a FREE irrigation controller – do your residents know of this program?
- Special Projects – TBD (\$10,000) currently in the approved budget
- General Promotion of WB Programs – including coordinating 30 Water Reliability Presentations by WB staff throughout the WBMWD service territory over a one year period. SBESC Staff and volunteers are working on an updated list of HOA’s and women’s organizations throughout the South Bay as the demographic for these presentations.

City of Torrance – Water Programs

- Awaiting go ahead from city staff

Sanitation District Program

- No Drugs Down the Drain Program - Manhattan Beach and Lomita Sheriff’s Station are operational. Other Sheriff’s stations and Gardena planning to have the program. Torrance Chief of Police has expressed an interest and requested information. Goal is to make this an all-South Bay program.

Metro Vanpool Program:

- Introductory meetings held with Snyder Development and Continental Development. Follow-up letters are being sent out to tenants by the property management.
- A vanpool formation meeting was held in Inglewood. Staff has conducted follow up activities. The potential is 5 vanpools.

Climate Protection Activities:

- Status report in separate memo
- Green Task Force – The next meeting will be held January 21, 2010 at Lawndale's Public Library from 1:30-3:30. Terry Roberts, California Air Resources Board will be presenting information on current climate change goal setting and climate change policies at the State and regional levels that will impact local governments. This information will help to better position the South Bay cities to develop policies and sub-regional targets.

NOTE: This report was prepared on November 11, 2009. Updates since that date will be presented at the Board meeting

THIS PAGE LEFT INTENTIONALLY BLANK

South Bay Cities Council of Governments

November 9, 2009

TO: Steering Committee

FROM: Heidi Aten, SBCCOG Analyst

RE: GHG Emissions Inventory Update

Municipal Progress

Percentage represents an estimate of how close a city is to beginning Milestone 3, the municipal portion of the Climate Action Plan (CAP), 100% = ready to begin CAP

Carson, 99% complete

- Project Status— Municipal inventory report complete. On November 4 report went before Environmental Advisory Commission.

El Segundo, 99% complete

- Project Status— Municipal inventory report complete. On December 9 report scheduled to go before Environmental Advisory Commission.

Gardena, 99% complete

- Project Status— Municipal inventory report complete. On October 20 report went before Environmental Advisory Commission.

Hawthorne, 95% complete

- Project Status— Preparing report to send to staff for review today.

Hermosa Beach, 99 % complete

- Project Status— Municipal inventory report complete. On September 21 report went before Hermosa's Green Task Force Committee.

Inglewood, 65% complete

- Electricity— incomplete
- Project Status— Need to schedule meeting to review electricity data.

Lawndale, 60 % complete

- Vehicle Fleet Fuel— incomplete
- Fuel (Other Stationary Sources)—incomplete
- Waste—incomplete
- Contract Services—incomplete
- Project Status—To review incomplete areas with staff.

Lomita, 99% complete

- Project Status— Municipal inventory complete. Staff took report to Planning Commission; Going to Council in January with energy audit recommendations.

Manhattan Beach-100%

- Working on Climate Action Plan
- Project Status— Municipal inventory report complete. City staff took report to Green Task Force Sub-Committee.

Palos Verdes Estates, 100% complete

- Project Status—Formed Green Task Force Committee. Working on CAP.

Rancho Palos Verdes, 98% complete

- Project Status— Municipal inventory report complete. City staff requested a few adjustments be made. To schedule a meeting with City Manager and staff to review report.

Redondo Beach, 75% complete

- Project Status—Project assistant entered data and completed CACP file. To start compiling report this week.

Rolling Hills 10% complete

- Project Status— Scheduled to meet with staff this week.

Rolling Hills Estates, 100% complete

- Project Status—Report went before Environmental Advisory Committee June 22, received and filed. Working on CAP.

Torrance, 82% complete

- Project Status— Preparing report.

Community Inventory Progress

Natural Gas—Requested South Bay cities commercial, residential, industrial data

Electricity—Requested South Bay cities commercial, residential, industrial data

Transportation—Not started

Waste—Not started

South Bay Cities Council of Governments

November 19, 2009

FOR IMMEDIATE ATTENTION

TO: SBCCOG Board of Directors

FROM: Jacki Bacharach, SBCCOG Executive Director

RE: Metro Service Sector Governance Council - Vacancy

The South Bay Sector Governance Council has been in existence since 2003 and has been extremely successful. The dedicated people on our council have worked with Metro staff to make changes in service to improve efficiency and coordination of transit services provided by the Metro.

One of our representatives on the South Bay Sector was John McTaggart who served since its inception in 2003. He started his service as an elected official representative and then represented the community at large. With this memo, the SBCCOG is opening nominations to fill the unexpired term which ends in January, 2011.

A full term on the Council is for 3 years and there are no term limits. The boundaries of the South Bay sector include the boundaries of the SBCCOG as well as the Watts/Willowbrook and LAX areas of L.A. City. The nominees must either live or work within the sector boundaries.

The remainder of this memo outlines the issues related to how the SBCCOG will nominate and recommend Sector Governance Council members to the Metro Board with the assistance of each of our member cities. **This memo also initiates the nomination period for you to send the names of prospective candidates to the SBCCOG with a short bio and reason why they should be selected. The deadline for nominations is Thursday, December 31, 2009 @ 5:00 pm.**

PURPOSE OF THE METRO SERVICE SECTORS

To improve bus service; increase agency accessibility and responsiveness; promote greater coordination; maintain an employee supportive work environment and create a more efficient and customer focused management structure for the delivery of bus service. Key principles are to localize control; maintain a single point of contact for route level service issues; balance responsibility with authority; streamline the decision making process; and support agency policies, plans and safety initiatives.

RESPONSIBILITIES OF THE SECTOR GOVERNANCE COUNCIL MEMBERS

The Sector Governance Councils shall oversee the planning and implementation of service within their area. Their responsibilities include: approval of the sector General Manager's budget proposal for the Chief Executive Officer's consideration and recommendation to the Metro Board; calling and conducting public hearings for sector bus lines; approval and evaluation of sector programs; implementing service changes; reviewing and developing policy recommendations for Metro Board approval; ensuring compliance with all Metro policies and procedures and legal agreements (e.g. collective

bargaining agreements, Consent Decree); providing input into the Sector General Manager's performance review; and participating in annual meetings with the Metro chief Executive Officer, Deputy Chief Executive Officer, the other Sector Governance Councils and General Managers.

MEMBERSHIP REQUIREMENTS

Members of the Councils may be elected officials and/or private citizens. The members of the Councils should reflect a broad spectrum of interests and geographic areas of the Sector. Metro has set a requirement that at least 50% of the Council members must be consumers of transit service. They are interpreting this broadly to include not only transit users, but also businesses that have an employee transportation program, transit operator representatives, cities who have bus stops, etc. Members of the Council must reside or work within the Service Sector boundaries. Membership is not transferable or assignable and is for a 3 year staggered term. Sector Councils can have up to 9 members and as few as 5 members. There is a \$100 meeting stipend for members with a maximum of \$200 per month.

CODE OF CONDUCT

Metro has an extremely restrictive code of conduct compared to other public agencies and Sector Council members will be required to comply with it. For example, any one doing business with the Metro must register as a lobbyist and Council members may not accept gifts aggregating more than \$10 in a calendar month from an Metro registered lobbyist, lobbying firm or lobbyist employer. The full text of the Code of Conduct is available upon request.

SBCCOG TIMETABLE

With the distribution of this memo, the SBCCOG nomination process for Sector Council is started. The schedule for nominations is as follows:

Thursday, December 31	Nomination deadline
Monday, January 11	Steering Committee will review nominations and forward their recommendations to the SBCCOG Board
Thursday, January 28	SBCCOG Board will approve nominations to send to Metro Board
February 25	Metro Board ratifies South Bay Sector Council members
March, 2010	South Bay Service Sector Governance Council members are sworn in and hold their first meeting

SPECIFIC CONSIDERATIONS FOR THE SOUTH BAY SECTOR COUNCIL COMPOSITION

The SBCCOG Board of Directors has previously stated a strong preference that transit users or those familiar with the South Bay transit services be council members and in no case shall elected officials represent a majority of the Board. Since other sectors have elected officials on their boards, the South Bay Sector Council should include at least some elected officials in order to have the same 'status' before the Metro Board as the other sectors.

Some other factors that were previously discussed for inclusion are the participation of:

- Our municipal operators – Gardena, Torrance, Redondo Beach & L.A. City
- Our community operators – Carson, PV Transit, Lawndale

- Community members (Metro South Bay Citizens' Advisory Committee representatives? members from the Metro or municipal operators' Passenger Advisory Committees?)
- Cities with the most transit riders – Inglewood, L.A. City
- Employers in the South Bay who have transportation programs
- A City Manager, the COG, etc.
- A city Public Works Director/Transportation staff
- A senior transit user
- A School District Transportation person

An example:

1. Elected official from Northern South Bay
2. Elected official from Southern South Bay
3. User (senior? business? school?)
4. User
5. Municipal Operator
6. Community Operator
7. City Public Works Director
8. City Transportation Director from a city with high transit use
9. Metro CAC member from the South Bay

CURRENT MEMBERS ON THE COUNCIL

- Ralph Franklin
 - Inglewood Councilman
 - Represents city with high transit use
- John Addleman – submitted by PV Transit, S.B. Community Operator
 - Rolling Hills Estates Councilmember
 - Member of the PV Transit Board of Directors
- Robert Pullen-Miles
 - Lawndale Councilman
 - Member of staff of State Senator Jenny Oropeza
- Lou Mitchell – originally submitted by Councilmember Janice Hahn
 - President, Watts ACORN – a non-profit community group
 - Co-Chair, L.A. Neighborhood Council for the area
 - Transit user
- Devon Deming
 - Submitted by Transportation management associations –
 - Rideshare Coordinator, Los Angeles World Airports
- Rena Kambara
 - Submitted by Pat Hachiya with L.A. County
 - Planner, County of Los Angeles Department of Regional Planning - Land Use Regulation Division assigned to work within the Second Supervisorial District.
 - Avid consumer of transit service in Los Angeles for the past seventeen years.
- Kim Turner
 - Submitted by Gardena Bus Lines & Los Angeles Department of Transportation to represent municipal operators
 - Transit Director for the City of Torrance
 - Chair, Transit General Manager's group & L. A. County Municipal Operator's Association (LACMOA)

- Don Szerlip
 - Redondo Beach resident & businessman
 - Transit advocate

REACHING CONSENSUS

Our Sector Council has been a representative group of user-oriented problem solvers who devote the time to really understanding transit service in general and the needs of the South Bay in particular.

Our goal is to continue that representation by looking for nominees in the categories outlined above with diverse geographic representation from all parts of the South Bay.

INFORMATION REQUESTED

No later than Thursday, December 31 @ 5 pm, please submit your nominees with a short bio for each, and a short explanation as to why they should be selected.

For further information or documents from Metro, please contact Jacki Bacharach @ 310-377-8987 or @ jacki@southbaycities.org

Report from Susan Rhilinger SCAG Region 39

On November 5, 2009 I attended both the SCAG Regional Council and the CEHD Committee Meetings. At those meeting we received updates from the Executive Director and staff regarding the progress of SB375 planning.

Among the information Hasan provided was the following:

- Right now, nothing happens if a city is non-compliant with RHNA and SB375 requirements, but that can change. SB375 does have provision for the State to step in and make any necessary zoning changes in our cities if needed to meet the housing needs assessments. Hasan stressed that it would be better for us to control our own destiny.
- There is federal legislation in the works that would be similar to SB375, and there is another California bill being drafted that would require that priority in funding allocations be granted to those cities that are in compliance with SB375.
- SCAG is not permitted to consider any local “No Growth” regulations when assigning RHNA housing quotas.
- Anything in a city’s General Plan, but not yet built, can be counted toward the city’s SB375 goals. SB375 requires that RHNA and SB375 SCS growth forecasts agree.
- Money is still needed to implement and administer the SB 375 program, and it won’t come from either the State or SCAG.
- SCAG will work with the cities to provide 2025 growth forecasts, zoning maps, and land use maps. They will also assist cities which need GIS technology assistance, all without any cost to the city.
- SCAG is developing a software program which will log in city programs, and then calculate the anticipated Greenhouse Gas Emissions and savings. They hope this will lead to friendly competition between cities, as well as sharing information for other cities to adapt to their own needs.

Next SCAG Meeting is Thursday, 03 Dec, 2009 with committee meetings starting at 9:00am and a Joint Policy Committee Meeting at 10:00am, with House Speaker Karen Bass and the Chair of ARB and other high level officials in attendance. Regional Council will meet from noon to 2:00pm.

THIS PAGE LEFT INTENTIONALLY BLANK

South Bay Cities Council of Governments

November 19, 2009

TO: **SBCCOG Board of Directors**

FROM: **Jacki Bacharach, Executive Director**

SUBJECT: **SBCCOG Update & Committee Reports**

WORK PROGRAM

Transportation Projects

- November 19 is a meeting with Caltrans, Metro and SBCCOG cities to discuss an implementation plan for the \$906 million in Measure R for South Bay freeway-related projects (arterials that access the freeways, ramps, etc.)

SB 375 Implementation

- The consultant should be beginning work on the South Bay's Compass project dealing with Sustainable Communities Strategies outreach.

NEV Grant from AQMD - LUV Project

- Staff is proceeding to negotiate fleet mix and start negotiating leases with the assistance of Enterprise.
- Meetings have also begun with interested users and user groups

MINI E Field Test

- Please let SBESC staff know if you would like to borrow it.

EVENTS

Livable Communities Working Group - December 2

- Speakers on transit planning and what is 'good' transit

Green Task Force – January 21

General Assembly – February 26, 2010

- Topic – “A Vibrant Economy: Jobs Keep the South Bay Strong”
- Suggestions for sponsors, speakers and title should be sent to jacki@southbaycities.org
- Sponsorships over \$5000 will include a membership in the new “Environmental Friends of the SBESC”

NOTE: This report was prepared on November 11. Updates since that date will be presented at the Board meeting

THIS PAGE LEFT INTENTIONALLY BLANK

South Bay Cities Council of Governments

November 19, 2009

TO: SBCCOG Board of Directors
FROM: SBCCOG Steering Committee

SUBJECT: Professional Management Services for SBCCOG

The staffing for the SBCCOG has been provided under a professional management services contract since 1998. Years ago, the Board set a policy that all contracts should be open to bid at least once every three years. The SBCCOG's contract for professional management services with Jacki Bacharach and Associates is scheduled to end on June 30, 2010. This contract provides for all of the SBCCOG's staff.

Starting January 1, 2010, the SBCCOG staff that is funded through grants and working at the South Bay Environmental Services Center will be transitioned from the contractor to become employees of the SBCCOG. Regular services of the SBCCOG will still be provided under a professional services contract.

Because it is imperative that the SBCCOG have continuous staffing, the solicitation notice for the professional management services contractor which will provide the Executive Director and other SBCCOG staff should be approved so that there is no rush to decision at the end of the fiscal year in June, 2010.

The draft Request for Proposal is attached and comments or changes are requested before it is distributed.

The process is on the following schedule:

November Board Meeting

- Board approves the RFP for circulation

January/February/March, 2010

- RFP is circulated starting January 4, 2010 with a due date of March 19, 2010
- Proposals reviewed, references checked, interviews conducted.

April Steering Committee

- Steering Committee receives the recommendation and requests any further information before the Board meeting

April Board meeting

- Board receives and approves recommendation.

May Board meeting

- Contract approved for signature starting 6/1/10 at ½ time for a one month transition if there is a change in staffing.

RECOMMENDATION

Authorize the release of the Request for Proposal for Professional Management Services on January 4, 2010

South Bay Cities
Council of Governments

Draft
Request for Proposal
For
Professional Management Services
January 2010

Proposals Due: March 19, 2010 - 5:00 PM

Background

The South Bay Cities Council of Governments (SBCCOG) is comprised of sixteen member cities located in the South Bay region of Los Angeles County. Member cities include:

Carson
El Segundo
Gardena
Hawthorne
Hermosa Beach
Inglewood
Lawndale
Los Angeles
Lomita
Manhattan Beach
Palos Verdes Estates
Rancho Palos Verdes
Redondo Beach
Rolling Hills
Rolling Hills Estates
Torrance

Originally organized as the South Bay Cities Association, the group became a Joint Powers Authority in 1994.

The SBCCOG's mission is to:

- Promote and engender further cooperation between South Bay cities in Los Angeles County on area-wide issues of mutual interest and concern;
- Lend support to the proposals of member cities in furtherance of South Bay Cities objectives;
- Address Solutions to issues of common concern through joint studies and cost effective, multi-jurisdictional programs, and;
- Provide a means of communication and representation on behalf of the South Bay subregion with other governing bodies, as well as the exchange of ideas and information

For much of its history as an informal association of South Bay Cities, the organization's administrative support for its activities came from volunteer member city staff and paid part time clerical staff. In 1998, a part time coordinator was hired to oversee the SBCCOG's activities. In 1999, the position became full time and most recently has been handled by a management services firm.

More information on the SBCCOG can be obtained by visiting our website at www.southbaycities.org.

Proposal Submission

Proposals are due by **5:00 PM, Pacific Time (U.S.), March 19, 2010**. Please submit proposals to:

Jack Wayt, Chair
South Bay City Managers Association
City of El Segundo
City Clerk's Office
350 Main Street
El Segundo, CA. 90245

Late proposals will not be accepted or considered. Fax proposals are not accepted. **Please mark the outside of the envelope as follows: "Proposal for SBCCOG Management Services."**

Proposal Requirements

Interested parties shall provide 10 proposal copies for evaluation purposes. The SBCCOG reserves the right to reject any and all proposals. It is preferred that the proposal is limited to 10 pages.

General Conditions

The SBCCOG will not reimburse respondents to this RFP for any costs incurred in the preparation and submittal of the proposals. The SBCCOG reserves the right to request any firm/person submitting a proposal to clarify proposals during the selection phase and modify or alter any requirements herein.

In addition, the successful management firm/manager will be required to provide their own office.

Proposal Content and Selection Criteria

Proposals shall include the following information at a minimum. The SBCCOG will review each proposal in the following areas (in no particular order or weight):

- Cover Letter/Executive Summary
 - Summary of proposal
- Experience
 - Firm's history
 - Key individuals that will be involved in the delivery of services
 - Resumes (appendix)
- Firm Structure and Information
 - Full name of firm, address, telephone and email address contacts
 - Corporate status (partnership, sole proprietor, corporation)
 - Number of Employees
 - Years in business
- References of Current and Former Clients for which similar services are provided
 - Time periods service was provided
 - Contact names
 - Telephone numbers, etc.

- Cost of Services
 - Complete schedule of costs for your firm's proposed services based upon the scope of work provided stated as a monthly amount
 - Expenses
- Ability to Perform
 - Description of firm's capabilities
 - Other supporting information
- Scope of Services Offered
 - A statement of your firm's understanding of the services to be provided, as well as an understanding of the needs of the SBCCOG and any additional services your firm may offer proposed approach to performing the work described
- Other Factors
 - Ability to meet contractual requirements (see attached draft contract)
 - Optional information at the discretion of the firm

All proposals delivered to the above address by the required date and time that meet the minimum qualifications and are otherwise deemed responsive to the RFP will be advanced to the evaluation team for scoring. The evaluation team will be selected by the SBCCOG Steering Committee.

Timeline

No contract can be awarded without the approval of the SBCCOG Board of Directors. If approved by the Board, the successful proposer will be contacted and contract preparation will begin. It is the SBCCOG intent to review all proposals and award a contract for work starting July 1, 2010.

Contract & Term

Any resulting contract will be for a period of three (3) years. If it is mutually agreeable to the Contractor and the SBCCOG, the term of the agreement may be extended in increments of one year, not to exceed a total contract period of 5 years. The contract may be terminated by the SBCCOG with thirty (30) days written notice without cause. The contractor may terminate the contract with one hundred twenty (120) days written notice without cause. **Contractor shall review the attached draft contract and submit any exceptions to the language or requirements with the firm's proposal. Proposed changes will not be accepted thereafter.**

Scope of Work

The successful management firm/manager will have the following major responsibilities and subtasks:

1. Provide focus and facilitate communication on issues of mutual benefit to member cities of the SBCCOG;

1.1 Track legislation

1.2 Initiate annual goals to identify focus areas for the SBCCOG. Included in this would be prioritizing annual work program development and seeking additional grant funding.

2. Organize and provide lobbying assistance to SBCCOG;

2.1 Aid SBCCOG in policy and position statement development regarding specific legislation;

2.2 Organize lobbying efforts;

2.2.1 Plan legislative outreach to Washington D.C., Sacramento, L.A. County and Special Districts and Agencies for SBCCOG;

2.3 Maintain legislative monitoring and policy development program.

2.3.1. Oversee review of Legislative priorities in an annual Legislative Agenda

3. Act as principal Liaison to SCAG regarding Overall Work Program (OWP);

3.1 Represent SBCCOG and ensure SBCCOG input is provided in special interest areas;

3.2 Provide support and communication to SBCCOG Board Representatives on SCAG Committees.

3.3 Work with SCAG and South Bay Cities to develop OWP study scopes of work.

3.4 Oversee consultant work on OWP studies.

3.5 Oversee implementation of the SBCCOG's Cooperative Agreement with SCAG including reporting requirements.

4. Act as principal Liaison to other regional state, and federal agencies as necessary to effectively provide input on SBCCOG's behalf;

4.1 Represent SBCCOG and ensure SBCCOG input is provided in special interest areas;

- 4.2 Provide support/communication to SBCCOG Board Representatives on regional/state Committees;
- 4.3 Attend meetings and serve on committees as needed.
- 4.4 Conduct SBCCOG recommendation process for selection of the MTA South Bay Sector Governance Council membership

5. Ensure distribution of information to member cities and facilitate program development;

- 5.2 Communicate with member cities regarding needs and ideas for program/project development and developing programs of assistance that address identified need;
 - 5.2.1 Work with Board, Steering Committee and City Manager's Group to identify goals and collective areas of need for member cities; and
 - 5.2.2 Develop 1 to 2 subregional projects annually which will benefit cities;
- 5.3 Maximize use of internet for distribution of information and access to work product portfolio;
- 5.4 Report project progress monthly or as determined by Steering Committee;
- 5.5 Ensure that work products build upon or correlate with other work products in respect to scope, or in terms of data standards at minimum.

6. Present potential new beneficial activity and seek grant funding for additional projects that support SBCCOG goals/member cities, needs;

- 6.1 Seek additional sources of funding to support/implement SBCCOG goals/needs;
- 6.2 Seek grant funding for projects that further and/or implement SBCCOG goals/needs;
- 6.3 Identify opportunities for collaborating and partnering with outside public and/or private participants for SBCCOG action items;
- 6.4 Prepare grant applications and any required reporting forms/documents related to specific grants or funding.

7. Encourage/enhance outreach efforts to member cities as well as South Bay Community regarding activities, efforts of SBCCOG and issues impacting subregion;

- 7.1 Develop and keep updated ongoing orientation program and/or materials for new Board delegates;
- 7.2 Maximize existing media/public relations resources to increase effective outreach;
 - 7.2.1 Develop press releases on issues/topics of importance to subregion;
 - 7.2.2 Promote newspaper articles in local papers including coordinating obtaining space and writing articles;
 - 7.2.3 Maximize usage of web page for further outreach;
- 7.3 Coordinate production of quarterly newsletter and provide recommendations for augmenting/enhancing newsletter to increase readership/circulation.

8. Oversee/coordinate activities of all SBCCOG committees/working groups;

- 8.1 Staff principal committees of the SBCCOG – Steering Committee, Homeland Security, Legislative Committee, Livable Communities and Infrastructure Working Groups and others that may be formed – including meeting attendance, agenda development/distribution, maintaining member contact list, minute taking, record keeping and filing;
- 8.2 Attend and support City Managers’ Association by reporting on SBCCOG activities and minute taking;
- 8.3 Provide assistance/guidance as determined by Steering Committee to Chairperson of all other subcommittees/working groups as necessary to ensure that the various committee assignments/activities are completed or synchronize with other SBCCOG programs;
 - 8.3.1 Facilitate and track work program development at subcommittee/working group level;
 - 8.3.2 Track work program progress at subcommittee/working group level;
 - 8.3.3 Develop method/process for information distribution and coordination across subcommittees/working groups and from subcommittees/working groups to Steering Committee and Board;
 - 8.3.4 Provide record keeping of major actions/activities/minutes, maintain membership lists of subcommittees/working groups;

9. Develop and update comprehensive, organized tracking system for all work projects and income and expenditures of SBCCOG;

- 9.1 Maintain comprehensive tracking system for SBCCOG Work Program activities/projects (both SCAG OWP and outside funding/projects);
- 9.2 Prepare yearly budget;
 - 9.2.1 Report budget status monthly or as determined by Steering Committee;
- 9.3 Provide monthly updates and process for reporting on status of project and budget;
- 9.4 Process invoices;
- 9.5 Prepare and/or facilitate preparation with appropriate SBCCOG Subcommittee and/or Working Group of project scopes of work and RFP's.

10. Supervise/manage all administrative/clerical support functions in support of COG projects/goals and objectives;

- 10.1 Maintain filing system for relevant information, important documents and ongoing correspondence, resolutions, legal documents of SBCCOG, etc.
- 10.2 Prepare correspondence and follow-up on necessary signatures for letters, resolutions;
- 10.3 Provide phone support/initial contact for public inquiries regarding SBCCOG;
- 10.4 Prepare monthly Board and Steering Committee agendas, ensure material is distributed in timely manner and meeting is publicly noticed in proper legal form;
- 10.5 Develop and maintain mailing lists and membership/contact lists of Board delegates and all SBCCOG subcommittees and working groups;
- 10.6 Develop master calendar of meetings and schedule of upcoming events;
- 10.7 Arrange special events and training sessions such as emergency preparedness, legislative forums, etc. – prepare invitations, follow-up on meeting arrangements, etc.
- 10.8 Develop format templates for subcommittee and working group agendas and minutes.

10.9 Work with Southern California Edison and The Gas Company, to implement the SBESC grant and all its components including overseeing the operations and programming of center's information, education and EE+ joint procurement program work with the utility companies, and supervise the technical consultant advising the project.

10.10 Work with West Basin Municipal Water District to implement the grant and all its components including oversee the operations and supervise the SBESC staff coordinating the project.

10.11 Prepare all required written reports including regular reports to the Steering Committee and Board (they serve as advisory committee to the projects)

10.12 Prepare all invoices for approval by the Steering Committee.

11. Seek and administer any additional grants

Anticipated Work Program

- SBCCOG Web site – maintaining the web site with current and accurate information
- SBCCOG Homeland Security Task Force – work with Area G Disaster Coordinator on mitigation plans
- Annual General Assembly – organize and execute an all elected officials' conference with a topic of interest to the subregion
- Special Advocacy as required – conduct advocacy activities as needed on the following topics, LAX, issues
- Coastal Corridor Transportation Initiative- promote project improvements in the South Bay
- South Bay Transportation Portfolio of Projects – update a complete listing of transportation projects funded and unfunded in the South Bay. The SBCCOG uses the portfolio to demonstrate our needs when funding opportunities are available.
- Training workshops for city staff and elected officials – conduct training workshops on crisis management, call for projects, housing issues, etc.
- Human Resources Project – oversee the project to insure postings of current South Bay cities job openings and city MOUs are on the SBCCOG web site.

- SCAG Regional Transportation Plan (RTP) – provide input on behalf of our members on the SCAG RTP and the MTA Long Range Transportation Plan.
- Coalitions – participate with the Westside Cities on transportation issues and the Gateway (Southeast Los Angeles) COG on air quality issues and the South Bay Economic Development Partnership on various issues.

References

The SBCCOG reserves the right to investigate references not furnished by the proposer. Submission of a proposal shall constitute authorization for the SBCCOG to make all reasonable investigations necessary to evaluate qualifications.

Questions

Questions regarding this Request for Proposal shall be emailed to Dcullen@elsegundo.org or Smcilroy@elsegundo.org. **All questions must be submitted at least two weeks prior to the submission deadline to allow sufficient time to respond to potential proposers.**

Los Angeles Regional Water Quality Control Board Report - November 2009

Prepared by: Mary Ann Lutz, Chair,
Water Quality Control Board & Mayor, City of Monrovia
(626) 303-1113, MaryAnn@Lutz-co.com

The mandated three Fridays a month furloughs continue. Board Agenda's have been reprioritized due to the continuing reduction of staff.

There was only one item heard at the November Board Meeting; Proposed Prohibition of On-Site Wastewater Disposal Systems (Septics) in the Malibu Civic Center Area.

By way of background the City of Malibu uses on-site wastewater disposal systems almost exclusively in their city. Board Staff presented a proposed amendment to the California Regional Water Quality Control Plan (Basin Plan). The proposal was for a prohibition of on-site wastewater disposal systems (OWDS) in the Malibu Civic Center. This proposed prohibition area consists of approximately 2,000 residences, about 400 residential properties, 4 multi-family complexes in Winter Canyon, and approximately 36 business and public facilities in the City of Malibu and County of Los Angeles. All of which are currently utilizing OWDSs with a combined estimated flow of 270,000 gallons per day. The prohibition does not include the entire City of Malibu, just portions that have been shown to create discharges that pollute the beaches, Malibu Lagoon and groundwater.

The staff outlined studies discussing the polluted beaches, Malibu Lagoon, and groundwater. The 1996 303(d) list noted Malibu's beaches and federally designated as an impaired waterway. There have been numerous violations (more than 1650) from businesses in the Malibu Civic Center dating between 2004 - 2009. Studies between 1985 and 2001 determined there is evidence to relate OWDSs to beach pollutants.

The proposal would immediately (Nov. 5, 2009) disallow any new projects with OWDSs. The current OWDS systems would be required to cease all discharges November 5, 2014.

While the Regional Board cannot, and does not, dictate the manner of compliance, the Board Staff did offer some potential methods of compliance. It was recommended the City could use Centralized, integrated water resources facilities, interceptor sewers - export to Castelletmare or Tapia, or decentralized facilities. The actual facility/program utilized by the City is not of concern to the Regional Board as long as compliance is made.

The City of Malibu presentation offered information regarding five studies that have not completed their work, their concerns with Staff's proposal and a never-before-seen by the Board, Alternative Plan.

The new alternative offered by the City a revision of the prohibition boundaries. They proposed a two phase project. The first phase consisted of a centralized wastewater system for portions of the businesses within the Civic Center Area completed by 2015. Phase two would focus on a centralized wastewater system for a portion of residential areas and disinfection for residents in the Malibu Colony section of beach front property by 2019. The alternative also eliminated the prohibition in favor of a city ordinance to be adopted with one year.

After more than 5 hours of public comments the Staff presented the Board with a hybrid of the new alternative presented by the City and their recommendations. The Board discussed the alternatives and had many questions.

After many deliberations the board voted for the hybrid with additional alterations. The result was the following:

- ❖ The Prohibition Boundary was reduced primarily on the west side of the Civic Center.
- ❖ The recommendation of two phases by the city was adopted with some alterations
 - Businesses, multi-family complexes and public facilities compliance to be 2015
 - Residential compliance 2019
- ❖ There were exemptions from the prohibition made for 40 residential projects currently under existing permits by the City of Malibu and 5 LA County projects.
- ❖ An exemption was made to the City of Malibu for a Publicly-Owned Treatment Works facility.

Future Board Agenda items:

Trash TMDL Reopener

Triennial Review

Santa Monica Bay Marina del Rey and Inner Cabrillo Beach Bacteria TMDL

Agricultural Waiver

The next LA Regional Water Quality Board Meeting will be held on December 10, 2009 at 9:00 location to be announced.