South Bay Cities Council of Governments

Steering Committee
AGENDA
Monday, April 13, 2020
 Conducted via Zoom
12:00 pm – 2:00 pm

PUBLIC COMMENTS:
To address the SBCCOG Steering Committee on any agenda item or a matter within the Steering Committee’s purview, please provide written comments by 11:00 am, April 13, 2020 via email to info@southbaycities.org All written comments submitted will become part of the official record. Unless otherwise noted in the Agenda, the Public can only provide written comment on SBCCOG related business that is within the jurisdiction of the SBCCOG and/or items listed on the Agenda which will be addressed during the Public Comment portion of the meeting (Item #IV).

ACCESSING THE MEETING:
To participate via telephone, dial: (669) 900-6833, Meeting ID: 968 020 200.

We look forward to your participation, thank you!

I. INTRODUCTIONS

II. REPORT OF POSTING OF AGENDA
   ■ ACTION: Receive and file

III. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA

IV. PUBLIC COMMENT

V. CONSENT CALENDAR – action items noted, remainder are receive & file – 12:05 pm
   A. Steering Committee – March 9, 2020 meeting minutes – attached (Pages 5-9)
      ■ ACTION: Approve

   B. Audit Services
      ■ Memo – attached (Pages 11-30)
      ■ ACTION: Recommend that the Board approval a contract with The Pun Group for 3 years at a cost of $6000/year with two additional years as options (Year 4 - $6120; Year 5 - $6242)

   C. Office Move Update
      ■ Memo – attached (Pages 31-32)
      ■ Thank yous to Buscaino, Redondo Beach and Torrance for working with us through ‘limbo’ period being prepared

   D. Appointments to Outside Agencies
      ■ Memo – attached (Page 33)

   E. Nominating Committee
      ■ Members need to be selected by chair for May Board meeting nominations
F. South Bay Environmental Services Center Activities Report – attached (Pages 35-39)

G. Transportation Monthly Report – attached (Pages 41-47)

H. City Attendance at SBCCOG meetings
   ■ Matrix attached (Page 49)

VI. ACTION ITEMS
   I. Cost Overruns on Crenshaw/LAX Transit Project – 12:10 pm
      ■ Memo – attached (Pages 51-61)
      ■ ACTION: Work with Metro and oppose any decision at this time

   J. Metro Next Gen Service Changes Comments – 12:20 pm
      ■ Memo – attached (Pages 63-70)
      ■ ACTION: Recommend Board send letter to Metro to reflect recommendations in the attached memo

   K. Metro Service Council appointments – 12:30 pm
      ■ 9 applicants for 4 seats + 1 late nomination
      ■ Summary memo and memo of nominations and bios and a letter of recommendation – attached (Pages 71-87)
      ■ ACTION: Provide direction on how to proceed with the selection process

   L. South Bay Fiber Network – 12:40 pm
      ■ Status of Fiber sign-ups
         o SBCCOG will be responsible for $35,000 monthly cost starting in July based on commitments that cities made so they need to sign their agreements with RACE so that the SBCCOG has the funds to pay.
      ■ Construction schedule update
      ■ Metro funding request for $2.5 million from Measure M
      ■ Thank you event – celebration & recognition – possibly June/July
      ■ ACTION: Provide direction, as necessary

   M. Coronavirus Issues Update – 12:50 pm
      ■ Disinfectant: Donation of 50 gallons (over 300 bottles) of Lysol equivalent from United Cannabis Business Association (UCBA), a state-wide non-profit cannabis association representing legal cannabis retailers throughout the state
      ■ Transit: Request from Carson Mayor Robles to support their call for stopping public transit service
         o Letter and memo of South Bay municipal transit operators response – attached (Pages 89-92)
      ■ Homelessness: Funds being made available to cities through the Councils of Governments to meet the hygiene needs of people experiencing homelessness during the COVID-19 pandemic. City Managers notified
      ■ SBCCOG staff response to virus
         o Staff continues to telecommute – managing through weekly reporting, timesheets, contract invoicing, phone calls, e-mail, and MicroSoft OneNote (phone stipend has been extended to all staff as they are required to use their cell phone)
         o Meetings conducted internally through MicroSoft Teams, external Zoom
         o Working with Partners to identify ways to conduct work and meet goals with virtual tools
         o Safety information continues to be distributed to staff
         o Contacted legal counsel re: need for any emergency procedures (i.e. paying bills) and he felt that they are unnecessary at this time
      ■ Summary of issues addressed on city manager weekly calls
ACTION: Provide direction as necessary

N. Legislative Issues – 1:00 pm
- Legislative Matrix – attached (Pages 93-96)
- Recommend holding NEV legislation authorized at last meeting to next session
- Sacramento Policy Ask paper – attached (Pages 97-100)
- ACTION: Support AB 2103. Oppose SB 902 (by-right provisions)
- ACTION: Review and approve Sacramento Ask paper

O. Board Meeting agenda development – 1:10 pm
- April – draft attached (Pages 101-102)
  - Sharing city responses to coronavirus
  - Work Program for 20-21 to be presented
- May – Nomination of Officers and Budget
- ACTION: Recommend programs of interest for Board presentations

P. General Assembly – 1:15 pm
- Rescheduling/Postpone until next year
- Publicizing sponsorships for the remainder of the year
- ACTION: Provide direction

Q. Budget Preparation – 1:20 pm
- ACTION: Prepare 20-21 budget with the same dues as last year so that members can be noticed as soon as possible

R. Approval of Invoices – available at the meeting – 1:30 pm
- Includes cost of scanning documents that was approved by the Executive Director
- ACTION: Approve invoices for payment

VII. INFORMATION ITEMS
S. General Assembly – 1:35 pm
- Rescheduling/Postpone until next year
- Publicizing sponsorships for the remainder of the year

T. Telework – 1:40 pm
- Discussion with city managers re: possible webinars
- Pending project with county is on hold

U. Update on Homeless Program and Innovation Project Funding – 1:45 pm
- Project Room Key – Motel/Hotel Program
- Homesharing on hold

V. Update on Senior Services – 1:50 pm
- Distributing information for Golden Talk is crisis line for seniors 65 years and older – attached (Page 103)

VIII. STRATEGIC POSITIONING ITEMS/ANNOUNCEMENTS AND UPDATES
- Other updates since agenda distribution – 1:55 pm

NEXT STEERING COMMITTEE MEETING – Monday, May 11, 2020 @ 12:00 pm @ SBCCOG office
Attendees: Christian Horvath (Chair, Redondo Beach), Olivia Valentine (1st Vice Chair, Hawthorne), Drew Boyles (2nd Vice Chair, El Segundo), John Cruikshank, RPV, Jennifer LaMarque (Supervisor Hahn), Geoff Rizzo, Torrance, Bernadette Suarez (Lawndale), Britt Huff (Rolling Hills Estates), Hildy Stern (Manhattan Beach), Ralph Franklin, Leslie Scott (Beach Cities Transit) Steve Lantz, Kim Fuentes, Jacki Bacharach & Wally Siembab (SBCCOG) & Jim Butts, Omar Pulido (Inglewood), Tunisia Johnson, Lisa Triffiletti, Mike Bohlke who all left after the Transportation Committee report.

I. INTRODUCTIONS

II. REPORT OF POSTING OF AGENDA
   ■ ACTION: Receive and file

III. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA - moved J up to after consent calendar FRANKLIN/BOYLES

IV. PUBLIC COMMENT

V. CONSENT CALENDAR – action items noted, remainder are receive & file - 12:05 pm
   A. Steering Committee – February 10, 2020 meeting minutes attached FRANKLIN/VALENTINE
      ■ ACTION: Approved – SUAREZ ABSTAINED
   B. Office Move Update – MOVE IN STARTS AFTER GA AND WORK FROM OFFICE STARTS ON APRIL 1. MEETINGS START MARCH 30 W/ FINANCE COMMITTEE
      ■ Memo attached
   C. 2019 General Assembly Outstanding Sponsor Payments – all paid
   D. Appointments to Outside Agencies
      ■ Memo attached
      DEADLINE IS MARCH 20 @ 5 PM. STAFF WILL TAKE THE FOLLOWING ACTIONS:
      • SEND OUT ADDITIONAL REMINDERS SPECIFICALLY FOR I-710 PROJECT ADVISORY COMMITTEE
      • SOLICIT ELECTED OFFICIALS FOR METRO SERVICE COUNCIL
      • RE-ADVERTISE SCAG REGIONAL COUNCIL DISTRICT #28 POSITION.
   E. South Bay Environmental Services Center Activities Report – attached
   F. Transportation Monthly Report - attached
   G. City Attendance at SBCCOG meetings
      ■ Matrix attached

VII. ACTION ITEMS
   H. Transportation Committee Items – 12:35 pm
Metro Budget Request for Measure R and M funds – attached

**ACTION:** Approve Transportation Committee’s recommendation for Metro Budget Request for Measure R and M funds FY 2020 through Y 2025 to be submitted to Metro

**CRUIKSHANK – AS LONG AS PROJECTS ARE REGIONAL IN NATURE, HIS CITY IS SUPPORTIVE**

**ACTION:** ApproveD Transportation Committee FRANKLIN/BOYLES – MEASURE M; FRANKLIN/BOYLES – MEASURE R

I. South Bay Fiber Network – 12:10 pm

- Fiber applications – Equinix visit – Wally Siembab – 2ND MEETING WITH SYSTEM INTEGRATOR. WAITING FOR INFORMATION FROM THEM. FEED INTO LUNCH AND LEARNS
  - ASKED ABOUT POSSIBLE INTEREST IN EXPENSE MANAGEMENT SOFTWARE – EL SEG AND RPV MIGHT BE USING IT
- Construction schedule update – Lawndale removed. Outstanding issue with Carson re: their conduit. Construction on target for June completion, July operational
- All cities have been contacted by Race the process for signup and enrollment continues. Signed agreements so far, El Segundo, Torrance and SBWIB.
- Thank you event in El Segundo – celebration & recognition

J. Legislative Issues – 12:20 pm

- Legislative Matrix – attached
- RHNA methodology discussion – NO CHANGE
- Sponsor NEV legislation – draft attached – NEEDED FOR LTN
  - LETTER NEEDS TO BE CHANGED TO RANCHO PALOS VERDES
- Status of meeting with developers re: housing legislation – EMAIL ME IDEAS
- Trip to Sacramento – 5 electeds signed up for 3/24 and 1 for 3/25 - further update at the meeting
  - ISSUES TO ADDRESS: HOUSING, NEV LEGISLATION, TNC FUNDS STAYING LOCAL, OTHER???
  - RICE RECOMMENDED WE NOT GO. SHOULD WE CHECK WITH SOME OFFICES RE: WHETHER THEY ARE TAKING MEETINGS?
  - AGENCIES SAME AS ELECTEDS?
- **ACTION:** Seek author for NEV legislation for the South Bay VALENTINE/HUFF – APPROVED. START WITH ALLEN & MURATSUCHI – TRY TO GET THEM ALL
- SACTO TRIP TO BE DECIDED IN CALL WITH RICE AT END OF THIS MEETING – no trip, virtual instead. Invites to Valentine, Henderson and Hicks to participate 3/10/20. E-mail to set up new briefing date 3/10/20

K. Board Meeting agenda development – 12:45 pm

- April – SBCCOG Office
  - Work Program for 20-21 to be presented
- **ACTION:** Recommend programs of interest for Board presentations – EMAIL ME IDEAS

L. Approval of Invoices – available at the meeting – 12:55 pm

**ACTION:** ApproveD invoices for payment – CRUIKSHANK/BOYLES

VII. INFORMATION ITEMS

M. General Assembly – 1:00 pm

- 2020 Sponsors as of AS OF 3/7/20 - $88,750 CASH & 6,666.60 IN KIND FOR TOTAL OF $95,416.60. RAFFLE WITH BIRD HELMETS, ETC AND AUTOGRAPHED FOOTBALL FROM CHARGERS AND RAMS? – DO PART AT END OF LUNCH – NO STARBUCKS
  - CIERRA ASK AEG FOR GALAXY AND KINGS RE: SPONSORSHIP
- ISSUES RE: THE CORONAVIRUS AND HOW WE SHOULD HANDLE THEM
- Carson City Management is already in the process of putting together a formal letter that will be sent out to all community center clients.
- The letter will address all the questions (described in my email) as well as others.
- We should expect the letter later this week - probably Wednesday.
- All City staff has been briefed on the need for extra cleanliness (i.e., washing hands, etc.).
  - 300 RSVPS so far. 1 phone call so far re: cancelling.
  - Hand sanitizer not as good as washing hands. Also ask servers to serve, not self serve. Jennifer will set up call with public health staff on any other precautions.
  - Send copy of the agenda to the board.

N. Report on Meeting of the Minds Conference – 1:10 pm
- In Phoenix – Public/Private – About 400 people – knew no one, LA and Santa Monica represented, some Bay Area and San Diego. Also South Africa, Israel and Pakistan.
- Santa Monica Community Portrait – 2 min video with strangers posing as family – They do this at events and give people booklets re: community resources – idea came from the community.
- Audience exercise – All talk at once and then listen – good lesson.
- Several cities began their digital applications by preparing a digital roadmap – will look into this.
- Heavy use of social media – Some response within an hour – just an acknowledgement – not canned.
- Hamilton voting video – Very catchy.
- Use lots of surveys.
- Discussion of job postings – 60% of jobs people have today won't exist in the future so why re-post the same descriptions. – Ex. not Communications Officer but Digital Journalist!!
- Adaptive traffic signals in Ohio – A pilot – Using machine learning to measure time in crosswalks – Predictive analysis – also, how many parking spaces.
- Organization called ELGL works with Urban Leap for problems with no easy solutions – Ex. homeless. ELGL started with dissatisfaction of NLC – for smaller communities.

O. Update on Homeless Program and Innovation Project Funding - 1:20 pm
- Report on 4th Annual Homeless Initiative Conference held March 5 – Christian reported.
- New hire – Laurie Jacobs to work with Grace.
- Path meeting this morning.
  - Encampment in Harbor City – will be meeting with Buscaino’s office.
  - Cities working together and more trainings important.
  - Work program meeting scheduled.
- Lamarque – Shelter opened in San Pedro last Monday. Focused around encampment there. ½ way full. Can bring pets, 3 meals/day, 24 hour security. Going well. Only for 3 years then re-developed into housing.
HELPED 2 WOMEN ON THE STREETS FOR 20 YEARS! 90 DAY STAYS WITH POSSIBLE 30 DAY EXTENSIONS

- HUFF – KUDOS FOR SHORT TERM STRATEGIES
- FRANKLIN -IS IT TRANSITIONAL? YES. DISCUSSION OF HOW MEASURE H IS BEING ALLOCATED AND CITIES GETTING THEIR SHARE.
- HORVATH – NEED EXPANSION OF MEASURE H GUIDELINES FOR MORE VARIED PROJECTS. GOVERNOR SPENT MUCH OF THE STATE OF THE STATE TALKING ABOUT HOMELESSNESS. EACH CITY NEEDS TO DO SOMETHING AND THEN RESIDENTS DON’T FEEL ‘STRANGERS’ FROM OUTSIDE THEIR CITIES ARE THERE. SOUTH BAY COULD USE ABOUT 1900 BEDS (PER BUSCAINO)
- SIEMBAB – PROBLEMS OF INCOME DISTRIBUTION. VACANCIES IN THE COUNTY AND THERE IS NO MONEY TO RENT OR EVEN BUY IN THE MALLS. HOUSING SUPPLY IS NOT THE ONLY SOLUTION. NEEDS TO LOOK AT THE DEMAND SIDE.
- BOYLES— ALWAYS HAVE SOME VACANCIES. WHY ISN’T MARKET ADDRESSING THIS?
- SIEMBAB – HOLDING UNITS OFF OF THE MARKET. INVESTMENTS FROM OUT OF THE REGION. DEVELOPERS DON’T BUILD FOR PEOPLE THAT CAN’T AFFORD. CITY OF LA STARTED TALKING ABOUT A VACANCY TAX.
- BOYLES – NEED QUANTIFIABLE DATA WITH SOME ALTERNATIVES

P. Update on Senior Services – 1:30 pm
- Next meeting is March 31 at new SBCCOG office.
- Inglewood is the latest city to complete their Age-Friendly application. Still working with Hawthorne and El Segundo to complete theirs.
  FIND OUT WHERE WE ARE IN HAWTHORNE AND TELL VALENTINE

VIII. STRATEGIC POSITIONING ITEMS/ANNOUNCEMENTS AND UPDATES
- Other updates since agenda distribution – 1:35 pm

WALLY – MEETING WITH HONDA – SHOWED STUDY OF MICRO-MOBILITY AROUND THE WORLD. BRINGING OUT A LOT OF NEW PRODUCTS THAT ARE MICRO-MOBILITY. THEY ARE LOOKING AT SEATS AND BETTER QUALITY SCOOTERS. WE SHOULD BE GETTING THE SLIDE SHOW. THEY ARE ALSO LOOKING AT AUTOMATED VEHICLES. NEED NEW PRODUCT BECAUSE THEY WILL BE SELLING FEWER VEHICLES. WOULD BE 110 CHARGING. NOT LOOKING AT RENTALS, LOOKING AT SALES.

WALLY – TELEWORK – RENTING Wework Pilot was very successful for the county. We now working with county to expand their project in the south bay – county employees would be staying in the south bay. Must meet with supervisor hahn.

Jennifer - LA Found team to be at the general assembly. 24 saves in one year. 2 more corona virus cases – one is the first case of community transmission.

Boyles – talking about their city working remotely. City manager resistant. Any other discussions? Any cities encouraging people to work remotely?

Franklin – staff on board that specialize in homeland security. Each councilmember and mayor will have satellite telephones. Have had group sessions re: where they would spread out their departments. More like disaster planning.
CRUIKSHANK – GETTING CDC WARNINGS TO WORK AT HOME.

LANTZ – HIS SON WORKS IN SEATTLE. WORKS AT HOME. WAS IN I.T. DEPARTMENT. THEY ARE THE ONES THAT CAN HELP MAKE IT HAPPEN. METRO TALKS ABOUT ALL OF THE TRIPS THAT THEY TAKE BUT NOT THE TRIP NOT TAKEN. THIS IS OUR OPPORTUNITY TO REINFORCE THAT WE CAN MOVE BITS AND NOT BUTS. CULTURE CHANGE.

LAMARQUE – LOOK AT SICK LEAVE POLICIES AND BE MORE FLEXIBLE.

SIEMBAB – TELECOMMUTING IS JUST GOOD BUSINESS. VERY PRODUCTIVE. IMPROVES NEIGHBORHOOD ECONOMY. HONG KONG – NO ONE COMES IN. THIS WILL ILLUSTRATE HOW GOOD IT IS.

FUENTES – LA COUNTY HAS PROCEDURES FOR TELEWORK

NEXT STEERING COMMITTEE MEETING – Monday, April 13, 2020 @ 12:00 pm @ SBCCOG office – 2355 Crenshaw Blvd, Suite 125
South Bay Cities Council of Governments

April 13, 2020

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, Executive Director

SUBJECT: Audit Services

Adherence to Strategic Plan:

Goal D: Organizational Stability. Be a high performing organization with a clear path to long-term financial health, staffing continuity and sustained board commitment.

BACKGROUND

The SBCCOG has a policy to review contracts every 3 years to ensure that we have the most competitive pricing. This year, the staff solicited proposals from 3 firms and received the following responses:

- Firm #1 - no proposal, because we are too small and the billing would be nominal for them.

- Firm #2 - The Pun Group - proposal
  yrs 1-3 $6,000
  yr 4 6,120
  yr 5 6,242

- Firm #3 (current firm) - proposal
  yrs 1-3 $6,775
  yr 4 6,950
  yr 5 6,950

While we have adequate service from our current auditor, their prices are substantially higher and they have taken a long time to get the job done each year. Staff has looked into The Pun Group and as you can see from their attached proposal, they have many public agencies that they work with and they come recommended by our budget consultant, Agnes Walker.

RECOMMENDATION

That the Board approval a contract with The Pun Group for 3 years at a cost of $6000/year with two additional years as options (Year 4 - $6120; Year 5 - $6242).
SOUTH BAY CITIES COUNCIL OF GOVERNMENTS
TORRANCE, CALIFORNIA

Proposal to Perform Professional Auditing Services

MARCH 23, 2020

Kenneth H. Pun, CPA, CGMA
Managing Partner
200 E. Sandpointe Ave, Suite 600, Santa Ana, CA 92707
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Executive Summary

WE WANT TO EARN YOUR BUSINESS

Thank you for allowing The Pun Group LLP to propose on the professional auditing services for South Bay Cities Council of Governments (“SBCCOG”). Our partners group has served the government industry since 1989 and work with more than 200 governmental agencies throughout California.

We understand that governmental agencies do no operate independently, but in an increasingly complexity of local, state, and federal relationships. We know how these relationships work, what they mean at the local level and how every public organization’s focus on resource management is critical to success. While many accounting firms can perform provide services, not all can build an excellent working relationship with their clients. The Pun Group LLP prides itself on developing lasting, personal relationships with our clients. Our hands-on partner involvement and low personnel turnover are crucial tools to our success and highly beneficial to the SBCCOG.

All of our partners actively participate in industry associations focused on state and local governments. By participating in industry associations and activities, we are always up to date on the latest industry changes and the impact they will have on your operations. We will keep you, and our colleagues in the Firm, fully informed of these developments. Our team is committed to bringing the full breadth and depth of our expertise to the audit of the SBCCOG offering outstanding value to you and your stakeholders.

Government Experience

The personnel assigned to this engagement are fully qualified to perform an effective audit of the SBCCOG, and their extensive experience will be critical to the audit process. Our professionals are familiar with the complexities of governmental accounting, auditing, and financial reporting, including but not limited to, all GASB pronouncements, Single Audit Act, Uniform Guidance (formerly known as OMB Circular A-133), and fund operations. They have held positions as professional certified public accountants but have also held significant roles within and outside of government agencies bringing to an agency as the SBCCOG the thought leadership, quality and level of experience you require.

Our commitment in serving the South Bay Cities Council of Governments cannot be fully conveyed in a letter, so we look forward to continuing the discussion with you in person. I will serve as your primary contact for contract negotiations and stand steadfast to serve as your engagement partner. I’ve been authorized to legally bind the Firm. Should you have any questions or wish to discuss this proposal, please do not hesitate to contact me at (949) 777-8801 or by email at ken.pun@pungroup.com.

Thank you, and we look forward to the opportunity of gaining your trust and business.

Sincerely,

The Pun Group LLP

Kenneth H. Pun, CPA, CGMA
Managing Partner
Who We Are

The Pun Group LLP, Certified Public Accountants and Business Advisors, founded in 2012, is a limited liability partnership. We are a full-service accounting firm providing auditing, accounting, and advisory services to our clients.

The combination of our hands-on experience and practical knowledge exercised by our audit professionals makes the Firm unique in our field. Our technical expertise and thorough understanding of current regulations and issues—along with the Firm's commitment to hard work, integrity, and teamwork on every engagement—enable us to help our clients succeed.

With more than one hundred (100) years of combined experience in the industry, we have become a trusted business partner, and are well-respected as leaders in the industry in one of the fastest growing firms. With nearly 100 government and not-for-profit audit clients and Partners who have a real passion for the industry, we believe we are unmatched regarding expertise.

Professional Affiliations

The Pun Group LLP is a member of the following professional organizations:

Global Capabilities

The Pun Group LLP is an independent member of Allinial Global, an association of over 100 independent accounting and consulting firms. Based in North America, Allinial Global offers international support by connecting its member firms to providers and global networks of accounting firms worldwide.
Who We Are

License to Practice in California

The Firm and all key engagement team members are licensed by the State of California to practice as Certified Public Accountants.

**Firm Registration:**
California State Board of Accountancy Number – PAR 7601

All members of the engagement team meet the Continuing Professional Education (CPE) requirements in accordance with the *Government Auditing Standards* issued by the Comptroller General of the United States.

Independence

The Pun Group LLP requires all employees to adhere to strict independence standards in relation to the Firm’s clients. These independence standards exceed, in many instances, the standards promulgated by the American Institute of Certified Public Accountants (AICPA).

The Pun Group LLP certifies that it is independent of SBCCOG. The Firm meets independence requirements defined by the United States Government Accountability Office’s (U.S. GAO’s) Government Auditing Standards, and the American Institute of Certified Public Accountants (AICPA), therefore such relationship does not constitute a conflict of interest relative to performing the services requested by the SBCCOG.

The Firm will give the SBCCOG written notice of any professional relationships entered into during the period of the agreement.
An Experienced Engagement Team

The Engagement Team is carefully chosen to provide the SBCCOG with all the services needed to successfully complete the audit. The Engagement Partners are personally involved in the audit, and the Engagement Team has significant experience in governmental auditing. Our broad experience and technical capabilities allow us to provide technical support, interpret findings, and offer effective solutions to any issues that may arise.

Your Engagement Team:

Kenneth H. Pun, CPA, CGMA  
*Engagement/Lead Partner*

Catherine Choi  
*Engagement Manager*

Paul AbdelSayed  
*CMA  
Audit Senior/In-Charge*

The personnel assigned to this engagement are fully qualified to perform an effective audit of the SBCCOG, and their extensive experience will be critical to the audit process. Our professionals are familiar with the complexities of governmental accounting, auditing, and financial reporting, including but not limited to, all GASB pronouncements, the Single Audit Act, Uniform Guidance, and fund operations.

**Kenneth H. Pun, CPA, CGMA  
*Engagement/Lead Partner***

Ken will serve as engagement partner and will be responsible for the timely delivery of all services for SBCCOG. Ken will actively involve with the engagement with the assigned task of directly overseeing the Engagement Team, engagement planning and fieldwork, review for quality, and approve work papers and reports. Ken has more than twenty (20) years in public accounting specializing in governmental sector. Ken is the current chair of CalCPA Governmental Accounting and Auditing Committee.

**Catherine Choi  
*Engagement Manager***

Catherine will serve as the audit manager. Catherine will work closely with the engagement partner, executing the audit plan, and directing and supervising the audit team in its daily activities and tasks. Catherine will serve as the primary point of contact for your team and will work to ensure the audit is conducted within the deadlines and will provide updates on our team’s progress to the partners’ and to you. Catherine has more than ten (10) years in public accounting specializing in governmental sector.

**Paul AbdelSayed  
*Audit Senior/In-Charge***

Paul will serve as the audit senior/in-charge. Paul will work closely with the engagement manager, performing audit procedures based on the executed audit plan, and assisting in timely delivery of quality services. Paul has more than five (5) years of public accounting experience specializing in governmental sector.
Kenneth H. Pun, CPA, CGMA
Engagement/Lead Partner

EXPERIENCE

Kenneth H. Pun is the Managing Partner and an Assurance Partner at The Pun Group, LLP, which he founded in 2012 after serving in senior-level positions for well-established national and regional firms. Under his leadership, The Pun Group has become one of the fastest growing in the region, currently ranking among the top 40, according to the Orange County Business Journal.

Prior to founding The Pun Group, Ken has served clients in a variety of industries, including small to large state and local governmental agencies, insurance companies, not-for-profits, healthcare, technology and manufacturing and distribution clients. His career in public accounting was spent primarily with the Regional firms and National firms.

Leveraging more than nineteen (19) years of public accounting experience, Ken has earned a reputation of being a trusted advisor to governmental and Healthcare organizations throughout California and neighboring states. Municipalities and public agencies engage him because of his premier level of client service, commitment, and innovative methods of increasing operational efficiencies and reducing costs.

Ken maintains his deep commitment to professional education through his work as an instructor for CalCPA’s Education Foundation. There, he teaches courses related to audits and quality control in local and state government. He also advises clients on those topics at influential industry forums. Internally, Ken mentors audit teams by providing direction and technical guidance to ensure adherence to the firm’s quality controls.

EDUCATION

BS Degree in Business Administration, Emphasis in Accounting from the University of California, Riverside

LEADERSHIP & AFFILIATIONS

- Member, American Institute of Certified Public Accountants (AICPA)
- Member, California Society of Certified Public Accountants (CalCPA)
- Chair, CalCPA Governmental Accounting and Auditing Committee
- Member, CalCPA Governmental Accounting and Auditing Conference Planning Committee
- Member, Government Finance Officers Association (GFOA)
- Member, California Society of Municipal Finance Officers (CSMFO)
- Speaker, CSMFO Conference (2014)
- Instructor, CalCPA Fall Series (2014) – Long Beach and Orange County Chapter

RELEVANT EXPERIENCE

- City of Gardena
- City of San Bernardino
- City of Escondido
- City of Encinitas
- Ventura County Transportation Commission
- City of Stockton
- City of San Bernardino
- City of Clovis
- City of Desert Hot Springs
- South Bay Regional Public Communications Authority

CONTINUING PROFESSIONAL EDUCATION

Various municipal accounting courses offered by the AICPA, CalCPA Education Foundation and local universities including:

- Governmental and Nonprofit Annual Update
- Government Auditing Standards
- GASB Basic Financial Statements for State and Local Governments
- Single Audits: Uniform Guidance (formerly OMB Circular A-133)
- Financial Accounting Standards Board Annual Updates
- Statement on Standards for Accounting and Review Services Updates

Has met the current CPE educational requirements to perform audits of governmental agencies.
Catherine Choi is a Manager of The Pun Group, LLP. She has more than ten (10) years of governmental experience that ranges from GASB audit/reporting, Internal Controls/COSO Framework, Single Audit, Corporate Financial Reporting, Data Analysis and Taxation.

In various engagements, Catherine has been involved in providing significant services to various governmental entities and actively contributed and participated in the planning process, implementation of the audit work plan, supervision of staff, compliance testing for the Single Audit Concept and preparation of the Comprehensive Annual Financial Reports.

EDUCATION

- BS Degree in Accounting from the California Polytechnic University of Pomona

AFFILIATIONS

- Member, California Society of Certified Public Accountants (CalCPA)

RELEVANT EXPERIENCE

- City of Cerritos
- City of Stockton
- City of Desert Hot Springs
- City of Coachella
- City of Hemet
- City of Placentia
- City of Bradbury
- City of Morro Bay
- City of Hermosa Beach
- City of Seal Beach
- Las Virgenes Municipal Water District
- Valley Sanitation District
- El Toro Water District

CONTINUING PROFESSIONAL EDUCATION

Various municipal accounting courses offered by the AICPA, CalCPA Education Foundation and local universities including:
- Governmental and Nonprofit Annual Update
- Government Auditing Standards
- GASB Basic Financial Statements for State and Local Governments
- Single Audits: Uniform Guidance (formerly OMB Circular A-133)
- Financial Accounting Standards Board Annual Updates
- Statement on Standards for Accounting and Review Services Updates
- Preparation of Tax Returns for Not-for-Profits

Has met the current CPE educational requirements to perform audits of governmental agencies.

* CPA Exam Completed, Licensing Application Pending
Paul AbdelSayed, CMA
Audit Senior / In-Charge

EXPERIENCE
Paul AbdelSayed is a Senior Auditor within The Pun Group, LLP’s Assurance division. In his seven years of accounting and auditing experience, Paul has worked with governmental agencies, not-for-profit entities and private for-profit entities.

Mr. AbdelSayed has performed audits and other attestation services for several governmental agencies throughout California including cities, redevelopment agencies, public financing authorities, housing authorities, transportation agencies, and special districts, and he has helped them publish their Comprehensive Annual Financial Reports in compliance with GASB Statement No. 34.

EDUCATION
- BA Degree in Business Administration, Emphasis Accounting from California State University, Fullerton

LEADERSHIP & AFFILIATIONS
- Member, California Society of Certified Public Accountants (CalCPA)
- Member, Institute of Management Accountants (IMA)

RELEVANT EXPERIENCE
- City of Gardena
- City of Desert Hot Springs
- City of Hemet
- City of Industry
- City of Morro Bay
- City of Culver City
- City of Glendora
- City of Hermosa Beach
- City of Lynwood
- City of Seal Beach

CONTINUING PROFESSIONAL EDUCATION
Various municipal accounting courses offered by the AICPA, CalCPA Education Foundation and local universities including:
- Governmental and Nonprofit Annual Update
- Government Auditing Standards
- GASB Basic Financial Statements for State and Local Governments
- Single Audits: Uniform Guidance (formerly OMB Circular A-133)
- Financial Accounting Standards Board Annual Updates
- Statement on Standards for Accounting and Review Services Updates

Has met the current CPE educational requirements to perform audits of governmental agencies.
An Experienced Engagement Team

Staff Continuity

The Firm is committed to maintaining staff continuity throughout audit engagements. While we cannot guarantee that our staff members will stay with the Firm, we encourage loyalty by paying competitive wages, offering opportunities for promotion, using state-of-the-art equipment, and providing excellent working conditions. We also offer benefits including retirement plans, medical plans, profit-sharing programs, and continuing education. The Firm is an equal-opportunity employer and complies with all federal and state hiring requirements. The Firm also supports affirmative-action philosophies and works hard to provide opportunities for self-enhancement to members of disadvantaged groups.

We guarantee that the partners assigned to this audit will be involved throughout the entire engagement term, and that assigned staff members will return to the SBCCOG in future years if they are still with the firm. One of our primary audit concerns is staff continuity, and our hands-on partner involvement ensures that qualified and experienced professionals will perform audits efficiently and effectively every year of the engagement.

Continuing Education

Because of our commitment to provide the highest quality of services to SBCCOG, we provide our professionals with technical training to ensure our people stay current on topics within the industry sectors and better equipped themselves to serve our clients.

All professionals are required to obtain continuing education that exceeds the requirements of the American Institute of Certified Public Accountants (AICPA) and where applicable, Government Auditing Standards. Our professionals participate in the continuing education programs through the following means:

- Governmental Accounting and Auditing Conference sponsored by AICPA.
- Webinar sponsored by AICPA Government Audit Quality Center.
- Annual Conference sponsored by California Society Municipal Finance Officers.
- Governmental Accounting and Auditing Conference sponsored by CalCPA.
- The Pun Group in-house training on government specific topics, including but not limited to, GASB updates, 2018 Revision Government Auditing Standards, Fraud in State and Local Governments, COSO Internal Control Integrated Framework, Audit of State and Local Governments, Single Audit, and Mindbridge AI Auditors.

In 2019, our government professionals have received an average of 52 hours of continuing professional education, compared with the 40 hours accounting industry requirement.

By expanding our knowledge through these seminars/conferences, we are able to provide the relative solutions to our clients.
Peer Review

Being a member of the American Institute of Certified Public Accountants (AICPA), The Pun Group is required an independent peer review of our audit and accounting practice every three (3) years. The peer reviewer assessed the Firm’s quality-control policies, reviewed administrative records, interviewed professional personnel, and inspected the Firm’s working papers and reports from a representative sample of accounting and auditing engagements, including governmental audits. The reviewer concluded that the Firm fully complies with the AICPA’s stringent standards for quality control and issued a peer review rating of “Pass”.

A copy of our most recent peer review is enclosed.

Litigation/Disciplinary Action

The Firm has no conditions such as bankruptcy, pending litigations, planned office closures, mergers or any organizational conflict of interest that may affect the ability of the Firm to perform the required duties requested by the SBCCOG.

No member of the Firm has been the subject of investigation or disciplinary action by state regulatory bodies or professional organizations in the past.
Qualifications

Professional Services Requested

South Bay Cities Council of Government (SBCCOG) is requesting the following professional services to be provided by The Pun Group:

Financial Statement Audit

- Perform a financial statement audit of the SBCCOG in accordance with auditing standards generally accepted in the United States of America.

- The Pun Group will assist with preparation of the SBCCOG Annual Financial Report, including notes to basic financial statements.

- The Pun Group will assist with implementation of applicable Governmental Accounting Standards Board (GASB) pronouncements.

- Prepare and submit a management report of comments and recommendations concerning the SBCCOG’s financial management system based upon observations made during the course of the auditor’s examination of the SBCCOG’s financial statements, records, internal controls, systems, and internal procedures. The engagement team will comment on the nature and impact of any noted instances of non-compliance with applicable state and federal laws and regulations.

Our Commitment to SBCCOG

We are committed to become your versatile partner that you can trust and will:

- Perform the audit efficiently and effectively, so disruption to office operations is minimized.

- Provide continuing advisory services and solutions to questions and issues that arise throughout the course of the engagement.

- Offer beneficial observations and recommendations about policies and procedures for accounting and operating controls.

- Identify opportunities to make SBCCOG operations more efficient and reduce costs.
Qualifications

Government Audit and Consulting Experience

The Pun Group LLP has performed numerous audits of organizations subject to financial and compliance audits. These audits were performed in accordance with auditing standards generally accepted in the United States, Government Auditing Standards, Uniform Guidance (and its Compliance Supplement (when applicable), Office of the State Controller’s Minimum Audit Requirements and Reporting Guidelines. A list of governmental clients that we have served are as follows:

Cities
City of Alameda
City of Arvin
City of Bell
City of Beaumont
City of Bradbury
City of Calexico
City of Cerritos
City of Clovis
City of Coachella
City of Culver City
Town of Danville
City of Desert Hot Springs
City of Encinitas
City of Escondido
City of Gardena
City of Gilroy
City of Glendora
City of Gustine
City of Hemet
City of Hermosa Beach
City of Huntington Beach
City of Huntington Park
City of Industry
City of Lakewood
City of Lodi
City of Lynwood
City of Madera
City of Monterey
City of Morro Bay
City of Napa
City of National City

Cities
City of Palm Springs
City of Patterson
City of Perris
City of Placentia
City of Placerville
City of Pomona
City of Redding
City of Ridgecrest
City of San Bernardino
City of Seal Beach
City of Shafter
City of South Gate
City of Stockton

Other Agencies
Adelanto Public Utility Authority
Barstow Heights Community Services District
Menlo Park Fire Protection District
North County Dispatch JPA
Rancho Santa Fe Fire Protection District
San Bernardino County Fire Protection District
San Elijo Joint Powers Authority
Santa Fe Irrigation District
South Orange County Wastewater Authority
Riverside County Flood Control and Water Conservation District
West Valley Mosquito and Vector Control District
Valley Sanitation District

Water Districts
Alameda County Water District
Casitas Municipal Water District
Central Basin Municipal Water District
El Toro Water District
Las Virgenes Municipal Water District
Marina Coast Water District
Olivenhain Municipal Water District
San Dieguito Water District
Santa-Los Angeles County Water District
Water Replenishment District of Southern California
West Valley Water District

Transportation
Culver City Bus Lines
GTrans (Gardena Municipal Bus Lines)
Imperial County Local Transportation Authority
North County Transit District
San Diego Metropolitan Transit System
Shasta Regional Transportation Agency
Ventura County Transportation Commission
References

The following clients are examples of some of the engagements that are similar to the requirements in this proposal. Additional references are available upon request. Please feel free to contact these agencies to learn more about their experiences working with us.

Reference 1:

Name of Client: City of Lakewood
Service Period: June 30, 2014 to Present
Scope of Work: The Firm has provided professional auditing services to the City of Lakewood, since 2014, which includes:

- Financial Statement Audits
- City of Lakewood Comprehensive Annual Financial Report (CAFR)
- Compliance Audits
- Single Audit in compliance with Federal Single Audit Act

GFOA Award: Yes
Engagement Partner: Kenneth H. Pun | Concurring Partner: Frances J. Kuo
Total Hours: Average 380 hours per year
Principal Client Contact: Mr. Jose Gomez, Director of Finance & Administrative Services
jgomez@lakewoodcity.org
5050 Clark Ave
Lakewood, California 90712
(562) 866-9771

Reference 2:

Name of Client: Ventura County Transportation Commission
Service Period: June 30, 2015 to 2019
Scope of Work: The Firm has provided professional auditing services to the Ventura County Transportation District, since 2015, which includes:

- Financial Statement Audits
- VCTC Comprehensive Annual Financial Report (CAFR)
- Compliance Audits
- Single Audit in compliance with Federal Single Audit Act

GFOA Award: Yes
Engagement Partner: Kenneth H. Pun | Concurring Partner: Gary M. Caporicci
Total Hours: Average 400 hours per year
Principal Client Contact: Ms. Sally DeGeorge, Finance Director
ssellers@goventura.org
950 County Square Drive, Suite 207
Ventura, CA 93003
(805) 642-1591
References

Reference 3:

Name of Client: City of Gardena
Service Period: June 30, 2007 to Present
Scope of Work: The Firm has provided professional auditing services to the City of Gardena, since 2007, which includes:

- Financial Statement Audits
  - City of Gardena Comprehensive Annual Financial Report (CAFR)
  - City of Gardena Family Child Care Program
  - The Municipal Bus Line Enterprise Fund of the City of Gardena
- Compliance Audits
  - Single Audit in compliance with Federal Single Audit Act

GFOA Award: Yes
Engagement Partner: Kenneth H. Pun | Concurring Partner: Gary M. Caporicci
Total Hours: Average 700 hours per year
Principal Client Contact: Mr. Raymond Beeman, Chief Fiscal Officer
rbeeman@cityofgardena.org
1700 West 162nd Street
Gardena, CA 90247
(310) 217-9516
Audit Methodology

A. Proposed Segmentation of the Engagement

The audit will be performed in four phases:

- **Initial Planning:** The Engagement Partner and Manager will meet with SBCCOG’s Management to get up to speed with SBCCOG policies and procedures, establish any specific requirements Management may have, identification of unique transactions, implementation of new GASB pronouncements, and develop the audit work plan for the engagement.

- **Interim:** The Engagement Team—including the Engagement Partner—will assess accounting policies adopted by the SBCCOG, obtain an understanding of the SBCCOG and its operating environment, review internal controls on all significant transaction classes, perform walkthroughs and/or tests of internal control, perform preliminary analytical procedures, develop initial risk assessment, evaluate Single Audit compliance (if needed), identify any audit issues, and prepare confirmation correspondence. The Engagement Team and SBCCOG Management will establish expectations including responsibilities and assignments for the year-end fieldwork, and will hold a progress status meeting at the end of the Interim phase.

- **Fieldwork:** The Engagement Team—including the Engagement Partner—will conduct audit procedures on account balances in the general ledger, finish confirmation procedures, perform preliminary analytical procedures, search for unrecorded liabilities, perform substantive analytical review procedures, complete work on compliance with Federal Assistance, and conclude fieldwork. The Engagement Team and SBCCOG Management will hold an exit conference at the end of the Year-End phase. Periodic update meetings will be held to communicate audit progress to management.

- **Reporting:** The Firm will review and prepare audit reports and perform quality control procedures following the Quality Control Standards issued by the AICPA. We will also examine reports for compliance with GFOA reporting guidelines at no additional cost. Any comments will be issued in a letter to Management. At the SBCCOG’s request, the Engagement Partner and Manager will present the audit to the SBCCOG’s governing body.

The Firm will complete the audit fieldwork and issue all reports within the established timeframe, assuming no internal SBCCOG circumstances causes delays in the audit.
Audit Methodology

B. Level of Staffing and Number of Hours To Be Assigned to Each Proposed Segment of the Engagement

The Pun Group understands that the SBCCOG is not only looking to employ our auditing services but is also seeking to receive value within that professional relationship. We believe that our value is derived from our in-depth knowledge, experience, and commitment that our auditing firm employs. We stress and emphasize “employ” because all of the knowledge and expertise listed on paper will not benefit you unless it is applied. That is why we have developed a plan that we feel will accomplish the objectives of the SBCCOG and your particular needs. Our Firm will utilize the information that you have shared with us and our experience from our previous audits of this nature, from various government entities and cities to develop a practical plan for all major areas.

<table>
<thead>
<tr>
<th></th>
<th>Partner</th>
<th>Manager</th>
<th>Seniors</th>
<th>Staff</th>
<th>Admin</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>1</td>
<td>8</td>
</tr>
<tr>
<td>Interim</td>
<td>1</td>
<td>2</td>
<td>5</td>
<td>5</td>
<td>1</td>
<td>14</td>
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<tr>
<td>Fieldwork</td>
<td>2</td>
<td>2</td>
<td>5</td>
<td>5</td>
<td>1</td>
<td>15</td>
</tr>
<tr>
<td>Reporting</td>
<td>2</td>
<td>2</td>
<td>4</td>
<td>4</td>
<td>1</td>
<td>13</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>6</strong></td>
<td><strong>8</strong></td>
<td><strong>16</strong></td>
<td><strong>16</strong></td>
<td><strong>4</strong></td>
<td><strong>50</strong></td>
</tr>
</tbody>
</table>
Fee Proposal

Expected Hours and Fees

Our fee is based on the complexity of the engagement and the experience level of professionals necessary to address it. Based on our initial understanding of the scope of work, we propose the following not-to-exceed fee:

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Statement Audit and related reports</td>
<td>$ 6,000</td>
<td>$ 6,000</td>
<td>$ 6,000</td>
<td>$ 6,120</td>
<td>$ 6,242</td>
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<tr>
<td><strong>Total for Fiscal Year (not-to-exceed)</strong></td>
<td>$ 6,000</td>
<td>$ 6,000</td>
<td>$ 6,000</td>
<td>$ 6,120</td>
<td>$ 6,242</td>
</tr>
</tbody>
</table>

Out-of-Pocket Expenses

The Firm’s policy is to maintain flexible billing rates to meet the needs of clients and help them control costs. In the interest of starting our long-term relationship, we will absorb expenses such as travel and printing costs.

Standard Hourly Rates

Any supplemental reports, audits, or agreed-upon procedures not covered by this proposal may be added in a written agreement prior to commencing audit work. The Firm and the SBCCOG will discuss and approve the scope and associated costs of these tasks. Any additional work will be performed at the below quoted hourly rates.

<table>
<thead>
<tr>
<th>Provider</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Partners</td>
<td>$ 225</td>
</tr>
<tr>
<td>Managers</td>
<td>$ 175</td>
</tr>
<tr>
<td>Seniors</td>
<td>$ 125</td>
</tr>
<tr>
<td>Staff</td>
<td>$ 100</td>
</tr>
<tr>
<td>Administrative</td>
<td>$ 60</td>
</tr>
</tbody>
</table>
Why Choose The Pun Group?

The Pun Group LLP is recognized for its professionalism, integrity, and providing clients with practical solutions unique to their circumstances and issues. Our Firm prides itself on being able to provide personalized client services, and with that sentiment in mind, we have carefully chosen our engagement teams. The Pun Group’s primary objective is to give the SBCCOG solutions and directions, led by highly experienced and capable partners who can successfully implement the work and produce the results you expect. This philosophy and mindset allow us to provide a superior level of service, and a quality audit.

We trust that this proposal has given you the information needed about the Firm, the Engagement Team members, overall audit approach, cost-saving measures, and audit fees. We are committed to exceeding your expectations, and we look forward to bringing our experience and expertise to the SBCCOG of Governments and providing you with the excellent level of service that you expect and deserve.

Thank You

Thank you for giving us the opportunity to submit our qualifications to provide you with SBCCOG. Please direct inquiries to:

Kenneth H. Pun, CPA, CGMA  
Managing Partner  
Email: ken.pun@pungroup.com  
Phone: (949) 777-8801  |  Fax: (949) 777-8850

Sincerely,

The Pun Group LLP  
Certified Public Accountants and Business Advisors
South Bay Cities Council of Governments

April 13, 2020

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

SUBJECT: Office Move Update

Adherence to Strategic Plan:

Goal D: Organizational Stability. Be a high performing organization with a clear path to long-term financial health, staffing continuity, and sustained board commitment.

UPDATE

The move to Park Del Amo at 2355 Crenshaw Boulevard in Torrance (corner of Crenshaw and Sepulveda Boulevards) has been substantially completed. When the Stay at Home order is lifted, the office will be operational. The following are updates:

- **Lease Amendment for Additional Space** – Staff received the draft amendment on 3/24 and held a conference call with a BBK lawyer on 3/30 to discuss any items of concern. Minor edits were suggested by the lawyer and were returned to the new property owner on 3/31. Staff also submitted a revised space plan for the additional space. Staff envisions utilizing one room as a storage/volunteer space. One additional office is proposed and is large enough to be shared by two or more staff members. Between these two rooms will be open floor space where drop-in cubicle workstations can be installed.

- **Construction at Park Del Amo** – Construction is complete on the original office space. Upon execution of the lease amendment for additional space, a new construction timeline will be provided for the project.

- **Temporary Office Space** – Staff has moved all SBCCOG property out of the San Pedro Municipal Building.

- **Office Furniture** – New office furniture has been delivered and assembled. Items in storage were also delivered except for one vault which will be delivered this month. For the Boardroom, two monitors were ordered, installed, and connected to IT systems to support various types of meetings. A limited number of additional furniture pieces will be ordered in April/May.

- **Relocation of I.T. Network and Connected Devices** – IT Networking is complete except for the installation of one final wireless access point. The network is operational and staff computers have been setup. The Xerox machine was delivered and connected to the new SBCCOG network.

- **South Bay Fiber Network (SBFN)** – SBCCOG staff has postponed the SBFN connection due to budget constraints. Temporary internet service from Spectrum is in the process of being transferred from the San Pedro to the new Torrance office.
ESTIMATED NEW CONSTRUCTION CALENDAR – projected key dates

- Apr. 23: Lease Amendment executed
- May 15: Begin construction on additional space
- July 30: Complete construction on additional space

BUDGET

Below is the estimated budget and balances based on information currently available. The chart will be updated as actual costs are incurred and any additional items are identified.

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>Estimate</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Security Deposit – Park Del Amo</td>
<td>$13,362.39</td>
<td>$13,362.39</td>
</tr>
<tr>
<td>I.T. (includes Xerox, connecting boardroom, and De-cabling/cabling)</td>
<td>$24,754.00</td>
<td>$25,734.89</td>
</tr>
<tr>
<td>Moving Costs</td>
<td>$11,000.00</td>
<td>$5,881.02</td>
</tr>
<tr>
<td>Moving Costs (not to exceed)</td>
<td>$11,000.00</td>
<td>$5,881.02</td>
</tr>
<tr>
<td>Signage Removal at Maritz Building</td>
<td>$410.00</td>
<td>$410.00</td>
</tr>
<tr>
<td>Construction Alternates (sound insulation for specified walls)</td>
<td>$9,719.00</td>
<td></td>
</tr>
<tr>
<td>Boardroom (2 monitors)</td>
<td></td>
<td>$3,830.83</td>
</tr>
<tr>
<td>New Office Furniture</td>
<td>$15,000.00</td>
<td>$8,554.68</td>
</tr>
<tr>
<td><strong>TOTALS:</strong></td>
<td><strong>$74,245.39</strong></td>
<td><strong>$57,773.81</strong></td>
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<tr>
<td><strong>TOTAL BUDGET</strong></td>
<td><strong>$100,000.00</strong></td>
<td><strong>$100,000.00</strong></td>
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<tr>
<td><strong>BUDGET REMAINING</strong></td>
<td><strong>$25,754.61</strong></td>
<td><strong>$42,226.19</strong></td>
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</table>

RECOMMENDATION

Receive and file this update and provide direction to staff, if any.

Prepared by:
Kim Fuentes, Deputy Executive Director
David Leger, SBCCOG staff
Chandler Sheilds, SBCCOG staff
South Bay Cities Council of Governments

April 13, 2020

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, Executive Director

SUBJECT: Status of Appointments to Outside Agencies

Adherence to Strategic Plan:
Goal B: Regional Advocacy. Advocate for the interests of the South Bay.

BACKGROUND
The SBCCOG makes appointments to represent the organization on several other agency Boards and Committees. Some of the appointments have their own terms but if they don’t, consistent with Board policy, these appointments expire every two years in order to make sure that those that are interested in serving have a chance to do so.

The appointments listed below are due to expire. These appointment opportunities are open for any Mayor or Councilmember in the South Bay but the SBCCOG does request that any appointee be prepared to provide regular reports to the SBCCOG Board of Directors.

Nominations which were received as of the March 20 deadline are as follows:

- SCAG Regional Council District #40 – Drew Boyles declared elected after no one else filed
- SCAG Regional Council District #28 (incumbent not eligible, leaving public office) – Advertised twice, Mark Henderson elected after no one else filed
- SCAG Community Economic Development & Housing Committee – Only Mark Waronek re-applied
- South Bay Association of Chambers of Commerce – Only Olivia Valentine re-applied
- I-710 Project Advisory Committee – non-voting (incumbent is Judy Mitchell) – This committee has been disbanded.
- Metro Service Council – 9 applicants for 4 positions

RECOMMENDATION
Recommend that the Board reappoint Mark Waronek to SCAG CEHD Committee and Olivia Valentine to SBACC for an additional two years.
TO: SBCCOG Steering Committee
FROM: Jacki Bacharach, SBCCOG Executive Director
Kim Fuentes, Deputy Executive Director
SUBJECT: Environmental Activities Report – March 2020

Adherence to Strategic Plan:
Goal A: Environment, Transportation, and Economic Development. Facilitate, implement, and/or educate members and others about environmental, transportation, and economic development programs that benefit the South Bay.

I. PROGRAMS - TECHNOLOGY, PLANNING, & RESEARCH

Climate Adaptation
In March, South Bay cities began to select climate adaptation strategies that they would like to adopt in their city plans. SBCCOG staff including the CivicSpark Fellow have completed most of the one-on-one city meetings. The SBCCOG will continue to support cities as they work towards integrating climate adaptation into their city documents. In addition, the SBCCOG staff is developing an Adaptation Chapter template and updating resources for the climate change webpage of the SBCCOG website.

Water Conservation
West Basin Municipal Water District Programs (West Basin)
Contract year is July 1, 2019 through June 30, 2020

Task 1. Educational Outreach Support
Exhibit Events
Contract goal: 100 exhibit events, presentations, workshops, networking opportunities, etc.
Status of goal: 88 exhibit events, presentations, workshops, networking opportunities, etc. as of the month of March

Water Bottle Filling Station Program
Contract goal: To assist with identifying locations for stations.
Status: Public sites are eligible to install two (2) water bottle filling stations per Tax ID.

West Basin is postponing all District community programs through April 30 and until further notice.

Task 2. Support for Workshops & Events
Educational Classes
Contract goal: minimum of 5 and a maximum of 10
Status of goal: 5 completed; all future classes are on hold
Rain Barrel Giveaway

Contract goal: 5 events
Status of goal: 4 completed; all future events are on hold

Task 3. Cash for Kitchens

Revised Contract goal: follow up with 86 prior survey sites (kitchens) to distribute small devices
Status of goal: 0: outreach to business and agencies is on hold per West Basin

SBCCOG staff and West Basin staff participated in a conference call in March. West Basin is temporarily postponing the Cash for Kitchens Program, including water efficiency surveys and outreach through April 30.

Task 4. IRWMP & Measure W Assistance

Contract goal: Assist West Basin as needed, including attendance at meetings, taking notes, assisting with reports, etc.
Status of goal: Staff has been attending meetings.

Task 6. Disadvantaged Communities (DAC) Water-Energy Savings Program

Contract goal: Support West Basin efforts to conduct 500 energy-water surveys and promote the distribution of 714 high efficiency clothes washers’ rebates
Status: SBCCOG supported activities that lead to 196 home and online surveys being completed

The program was launched on February 11th. West Basin hired a consultant, Allegra, to conduct door-to-door canvassing and send direct mailers and email flyers for the communities of Inglewood, Lennox, Gardena, Hawthorne, Del Aire, and Carson. SBCCOG assisted by answering phone and e-mail inquiries and making follow up phone calls. SBCCOG also is working with participants to obtain photos of water savings devices once they are installed. Weekly check-in phone call meetings have been scheduled with the consultant, WBMWD, and the SBCCOG.

Torrance Water
Contract year is July 1, 2019 through June 30, 2020

Task 1: Support for educational classes - California Friendly Landscape Training (CFLT) or Turf Removal (TR) Class and community events (This goal is dependent upon Torrance establishing classes).

Contract goal: as requested
Status of goal: 7 completed; Classes previously scheduled for April been postponed. The Torrance City Yard Open House is currently scheduled for June 13, 2020.

Task 2: Cash for Kitchens

Contract goal: 10 new commercial kitchens; 10 follow-up site visits
Status of goal: 3 water survey completed; 10 follow-up site visits completed

Torrance is temporarily postponing the Cash for Kitchens Program, including outreach through April 30.

Water Replenishment District of Southern California (WRD)
Contract year is July 1, 2019-September 30, 2020.
Ongoing promotion of WRD programs continues through the SBCCOG’s e-newsletters and other social media channels.

Sanitation Districts of LA County (LACSD)  
*Contract year is July 1, 2019-June 30, 2020*  
Contract goal: 100 exhibit events, workshops, networking opportunities, etc.  
Status of goal: 88 exhibit events, presentations, workshops, networking opportunities, etc. as of March  
Contract goal: 1 training for SBCCOG Volunteers on LACSD programs - Status of goal: **GOAL MET**  
Contract goal: Schedule up to 3 Sanitation Districts-related presentations  
Status of goal: 1 has been completed

During the first part of March, SBCCOG staff continued to reach out to community organizations to schedule presentations; however, at this time no future presentations have been scheduled. SBCCOG staff has reached out to LACSD staff to explore virtual presentations.

Los Angeles Department of Water and Power (LADWP)  
*Contract year is January 1-December 31, 2020.*  
Contract goals:  
- 8-12 targeted special exhibit events - Status of goal: 2 completed  
- 1 training for SBCCOG Volunteers on LADWP programs - Status of goal: To be scheduled after April 2020.  
- 6-8 commercial kitchens to be identified for water assessments and conservation training  
Status of goal: Staff continues to identify locations and work with LADWP staff to explore conducting virtual assessments.

Energy  
Energy Efficiency Partnership Program – Southern California Gas Company (SCG)  
The SBCCOG staff is coordinating with SCG and the energy engineer to support cities in implementing gas savings equipment and processes.

Energy Efficiency Partnership Program – Regional Energy Network (REN)  
Contracts are under final review by LA County. The first steps will be training for the SBCCOG by the REN staff. A city staff kickoff meeting will be scheduled after training.

SBCCOG continues to promote PACE financing for homeowners.  
YGRENE – PACE: Proceeds from Ygrene for 2019 Q4 = $113.35. Total since the program start in 2015 = $8,919.85. Payment for 2020 Q1 is expected in May 2020 and will be reported out in June 2020.

HERO – PACE: Beginning this quarter, Western Riverside COG will issue quarterly reports with the next one in March 2020. Proceeds from HERO for 2019 Q4 = $180.38. Total since program start in 2014 = $31,126.05. Proceeds for 2020 Q1 will be reported out in May 2020.

CA Green Business Network (CAGBN) & South Bay Green Business Assist Program (GBAP):  
*(Contract period August 1, 2019 – March 2020)*

CAGBN – During the month of March, SBCCOG staff assisted CAGBN cities of Hawthorne and Torrance with final reporting, follow-up, and provided database and information needed for new contracts.
Contract goals - City of Hawthorne: 20 certified green businesses; Status of goals: 20 certified businesses – GOAL MET
Contract goals - City of Torrance: 15 certified green businesses; Status of goals: 15 certified businesses and 6 additional businesses in the process of becoming certified – GOAL MET

As businesses are certified through CAGBN, they also become GBAP participants. GBAP by city: Torrance (60), Lawndale (27), Hawthorne (43), Redondo Beach (16), El Segundo (15), Gardena (15), Carson (12), Inglewood (10), Manhattan Beach (8), Palos Verdes Estates (7), Rancho Palos Verdes (7), Hermosa Beach (5), Rolling Hills Estates (4), Lomita (3), Lennox (2), and Los Angeles County – Community of Westmont (1) for a total of 234 businesses in the program as of the end of March 2020.

Transportation
Shared Mobility Program (Contract period July 1, 2019 – June 30, 2022)

Contract goals: 72 outreach events; 36 vanpool or rideshare meetings or events; 8 Marketing/Media Survey Engagements
Status of goals: 55 outreach events; 3 vanpool or rideshare meetings; 1 Survey Engagement

During the first part of March, SBCCOG staff distributed Metro Shared Mobility materials at 3 outreach events. As COVID-19 events unfolded, staff began preparation and strategic planning for “reimagined” outreach efforts in support of the program goals. Staff intends to develop these plans in early April and present them to Metro at the earliest opportunity.

Metro Express Lanes (MEL) (Contract period Nov. 15, 2019 – Nov. 14, 2020)
Work continued to organize and provide calendar invitations to Metro’s MEL Outreach Team to schedule their MEL outreach van at South Bay community events. During this time period MEL materials were distributed at 3 SBCCOG outreach events. This program is on hold through April 30.

II. MARKETING, OUTREACH, & IMPLEMENTATION

Workshops, Trainings, & Exchanges

The following chart provides an overview of all registration events held in March 2020:

<table>
<thead>
<tr>
<th>Event Date</th>
<th>Event Name</th>
<th>No. Attended/No. of RSVPs</th>
<th>Marketing Info. (how did they hear about the Workshop)</th>
<th>Staff Lead</th>
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</thead>
<tbody>
<tr>
<td>3/5/2020</td>
<td>Grass Replacement Class</td>
<td>5/52</td>
<td>Comm. Org./Event: 2, Door Hanger: 2, Flyer: 3, Other Social Media: 4, Postcard: 2, SBESC Email: 33, West Basin Website: 6, Word of Mouth: 1</td>
<td>CW</td>
</tr>
</tbody>
</table>

Outreach Events

In March
- 2 Community Events
- 1 Residential workshop
- 1 Business Event
- 1 Networking Meeting

For the period July 1, 2019 through March 31, 2020
- 28 community events
- 12 business events
• 15 residential workshops

• 34 networking opportunities

Media

Social Media (during the month of March)

• SBCCOG -- Totals for Social Media (SBCCOG) (top tweet – right)
  o Twitter: 242 followers total, 3,600 impressions*
  o Facebook: 120 likes total, 58 impressions

• SBESC -- Totals for Social Media (top tweet – right)
  o Twitter: 554 followers total, 3,700 impressions*
  o Facebook: 755 likes total, 547 impressions
  o LinkedIn: 132 followers total, 116 impressions

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

Earned Media/Articles/Network TV

• “Santa Monica Scrambles to Meet Housing Targets Other Cities Are Opposing” – Santa Monica Lookout (3/9/2020)

• “Calendar Beginning the Week of March 12” – The Beach Reporter (3/11/2020)
  https://tbrnews.com/calendar/featured_events/calendar-beginning-the-week-of-march/article_30e5d32e-5993-11ea-89ee-9f8118e4dd27.html

• “Beach Cities Health District announces gym closure, postpones meetings” – Easy Reader News (2/21/2020)

• “Editorial: Want football fans to take transit? Build a people mover to the new Inglewood stadium” – Los Angeles Times (3/19/2020)

Volunteer Program

Status of Program: 26.00 hours for March 2020

   Grand total as of 3/31/2020 - 20,252.67 (starting April 2008)

At this time only a couple of volunteers are contributing to SBCCOG programs working from their homes.
South Bay Cities Council of Governments

April 13, 2020

TO: SBCCOG Steering Committee
SBCCOG Board of Directors

FROM: Steve Lantz, SBCCOG Transportation Director

RE: SBCCOG Transportation Update Covering March 2020

**Adherence to Strategic Plan:**
*Goal A: Environment, Transportation and Economic Development.* Facilitate, implement and/or educate members and others about environmental, transportation and economic development programs that benefit the South Bay.

Due to the COVID-19 Pandemic and its potential fiscal impacts, nearly all non-pandemic transportation initiatives have been put on hold. As a result, this update includes a new COVID-19 section that has expanded the Transportation Update to include work-in-home (WIH) news in the hope that this trend will thrive after the social distancing controls are lifted. Other news follows in the traditional format.

**COVID-19**

**Federal Stimulus Bill Awards $25 Billion To Transit Agencies For Operations Support**
The $1 trillion “Coronavirus Aid, Relief, and Economic Security Act” (CARES Act, HR 748) includes a $25 billion appropriation from the general fund of the Treasury for grants to mass transit agencies.

Grants are to be “available for the operating expenses of transit agencies related to the response to a coronavirus public health emergency…beginning on January 20, 2020, reimbursement for operating costs to maintain service and lost revenue due to the coronavirus public health emergency, including the purchase of personal protective equipment, and paying the administrative leave of operations personnel due to reductions in service…”

The grants, which require no local match, must be made by April 3rd, 7 days after the bill was signed into law. While the grants could, in theory, be used for capital programs or operating costs, it is expected that almost all of the $25 billion will go towards operating costs to make up for lost farebox and dedicated tax revenues. Metro expects to receive approximately $710 to $810 million of the $3.8 billion apportioned to California with specific requirements that the funds be spent on matters directly related to the COVID-19 pandemic.

**FTA Allows Transit Agencies To Use Capital Funds for Operations During COVID-19**
The Federal Transit Administration (FTA) is working closely with local transit authorities to free up resources to help them deal with COVID-19. Large operators are not normally allowed to cover operating expenses with any of their Federal formula funding. However, if a governor
declares an emergency and the FTA concurs, the FTA Emergency Relief Program (49 USC 5324) lets local transit agencies in those states use their federal transit formula funding to pay up to 80% of their operating costs, including the cost of activities aimed at containing Covid-19.

**L. A. Metro Reduces Service**

As of March 23rd, L. A. Metro has experienced a 68% decline in bus ridership and an 81% decline in rail boardings. However, Metro has reduced service on its bus lines by 15% to 20%, depending on the route. Metro considers its service a lifeline to thousands who depend on its services, including first responders, hospital workers and essential city and county employees.

Metro is also requiring all riders to board and exit through rear doors only, with the front door reserved only for wheelchair users who need to use the front door ramp. Metro bus operators have been instructed not to enforce fare payment to allow social distancing. The agency also has installed sanitation stations and hand-sanitizer dispensers at major transit stops, and also increased cleaning efforts on vehicles, at Union Station and other transit hubs.

Metro instituted a screening process to only serve riders who are making essential trips. Metro joined the city of Los Angeles Department of Transportation in providing bus transportation to those who may need alternative aid, such as social service assessment, shelter or mental health services. The goal is to protect vulnerable and unhoused individuals and riders who are using Metro for essential travel only during the state’s and county’s safer-at-home orders. Assessment is being conducted at major transit hubs and stations in an effort to keep buses and trains clean and help Metro protect its frontline operations staff. Metro is encouraging riders to only bring aboard one personal item. That can include a purse, backpack or similar sized work utility.

In the work week of March 23-27, Metro provided at least 310,000 lifeline trips each day on its buses and trains, and numerous riders have reached out on social media to thank Metro and its frontline staff for continuing to operate during the pandemic.

**Beach Cities Transit Suspends Most Services**

Line 102 school trippers were suspended through Friday, April 10, 2020. The WAVE Dial-A-Ride is operating on a Holiday Schedule on weekdays and weekends from 8 AM to 5 PM, with the last trip taken at 4 PM. Rear door boarding was implemented. Fares are not being collected.

**Carson Suspends Transit Service**

The city of Carson suspended all of its municipal bus service on March 22nd due to the coronavirus, and the mayor called on other transit agencies to do the same. Carson’s decision will not affect Dial-A-Ride or ACCESS Paratransit services in the city.

**El Segundo Suspends Transportation Services**

The El Segundo Dial-A-Ride, Lunch Shuttle, and Beach Shuttle service were suspended. Only Doctor Dial-A-Ride service on Thursdays are still operating.

**Gardena Reduces GTrans Service**

Effective March 29th, GTrans buses are operating between 5:30 a.m. and 9:30 p.m. Line 1X: will operate daily on its Weekend Schedule as normal - No service to Downtown L. A.
Line 2: will operate every day on its Weekend Schedule, with trips canceled in the early AM
Line 3: will operate daily on its Weekend schedule, with trips every hour
Line 4: will operate daily on its Weekday Schedule
Line 5: will operate daily on its Weekday Schedule, with trips every hour

Palos Verdes Peninsula Transit Authority (PVPTA) Reduces Service
Effective Monday, March 16, 2020 until further notice, PVPTA will only operate Routes 225-226 and the dial-a-ride service.

Some LADOT Services Temporarily Reduced
Some Los Angeles City Department of Transportation services were temporarily reduced starting March 30th Monday. LANow, the city’s new on-demand shared ride service, was suspended. Commuter Express service were reduced by 50% affecting South Bay Lines 438, 448, and 574. Modified Routes and schedules are available at bit.ly/2JippSs. L. A. City also reduced frequencies on its LAX FlyAway service which had ridership down 72% and LAX passenger counts that were down 87.5% as of March 23rd.

Torrance Transit Operates Saturday Schedule on Weekdays
Until further notice, Torrance Transit is operating a Saturday time schedule Monday through Friday. Line 4X and Line 6 are running under a modified schedule Monday through Friday.

LADOT Relaxes Parking Enforcement
Beginning March 17th, LADOT has implemented a freeze on parking fines for 60 days, relaxed enforcement around closed schools and street sweeping restrictions in residential areas; a moratorium on ticketing and towing of abandoned or oversize vehicles; an extended grace period for dropping off or picking up of groceries and an immediate extension on all deadlines for payments due up to June 1.

Normal restrictions will apply at metered parking spaces to encourage short-stays for businesses and restaurants relying on takeout or deliveries. Operations that affect health, safety and emergency access – including parking restrictions in colored curb zones, street sweeping around encampments, peak-hour restrictions as well as repaving and slurry work – also will continue to be enforced.

Port Of L. A. Estimates COVID-19 Impacts On Goods Movement
The Port of L. A. estimates its volume will be down 18-20 percent from last year due to international and domestic trade flows affected by COVID-19. The reduction is largely attributable to the fact that China, which makes up 50% of imports through the port, is manufacturing at 50% of its normal capacity. In addition, the Port of L. A. has witnessed 14 consecutive months of export declines due to Federal trade policies. And, the port’s cruise business is at a standstill.

Shared Scooter Companies Reduce Services; Long-term Viability Questioned
Scooter companies are looking at how to keep operating as people are ordered to stay at home and rider demand by tourists has plummeted. Bird cut its workforce 30% on March 27th to
“preserve investors cash”. Lime announced on March 21\textsuperscript{st} that the startup was “winding down or pausing” service in all markets but South Korea with significant layoffs imminent. Uber-owned Jump has paused electric bike and scooter rentals in most of its European markets and trimmed the size of its fleets across the U.S. Lyft Inc. has continued to operate its network of mostly docked bikeshare systems in eight U.S. markets, while laying off 20 employees. Spin., owned by the Ford Motor Co., reduced service on March 24\textsuperscript{th} to only Austin, Baltimore, Denver, Detroit, Los Angeles, Portland, San Francisco, Tampa, and Washington, D.C.

Some experts believe the pandemic could be a death knell for scooter businesses with large and growing operational costs including increased regular cleaning and disinfection of shared vehicles and helmets. However, some scooter start-ups with recent capital infusions or improved technology are continuing and new partnerships may be needed to recover once the isolation restrictions are lifted.

None of the companies shared specific information about how often vehicles are disinfected or taken in for inspection. By and large, cities did not include requirements related to disinfection or the spread of disease in their permit agreements with companies, and the quickly-evolving crisis has forced both regulators and companies to be nimble. Operators also recommend that riders disinfect points of contact on the vehicles themselves.

Several scooter operators, including Jump, Lime, Spin and Wheels, are considering opportunities to partner with local governments or essential service providers as a way to continue operations. Subsidizing operations may be the only way to secure their existence long-term. Some traditional docked bikeshare systems, including those in Boston, Chicago, and Washington, D.C., are owned by local governments but operated by Lyft. In contrast, Miami-Dade County on March 25\textsuperscript{th} issued an emergency order barring operation of any common-use micromobility vehicle, noting that such shared fleets are not routinely cleaned between users and may therefore be vectors for the spread of the COVID-19.

But elsewhere, scooter and bike fleets remain on the streets, available for users even as governments warn to limit social contact and work from home. In a letter to operators, the San Francisco Municipal Transportation Agency (SFMTA) said that mobility services are categorized as "essential" and that companies could continue their operations to provide healthy options for all essential trips.

Micromobility is also filling a transportation gap as transit ridership falls in major cities due to recommendations that people not gather in groups of more than 10. For example, the New York Post reported that ridership on the Lyft-owned CitiBike network over the first 11 days of March was up nearly 70\% over the same period the previous year. In Detroit, where public bus service was temporarily shut down because of drivers' coronavirus concerns, Spin was asked to deploy scooters to help fill the gaps. Even as limited bus routes have resumed, the company is continuing to work with the city to supplement service.

Wheels, a startup that operates dockless electric minibikes in 17 cities in Europe and the U.S announced on March 27\textsuperscript{th} that it will roll out vehicles with self-cleaning handlebars and brake levers that can be used for delivery services and other essential uses, while its shared bikes are
suspended until the end of March. The company has partnered with NanoSeptic, which has developed the self-cleaning surface. The technology uses mineral nano-crystals that continuously oxidize organic contaminants.

**Lyft, Uber Suspend Pooled Ride Option; Access Services, Inc. Follows Suit**

Uber and Lyft have suspended their pooled ride option in the US and Canada in a move to "flatten the curve" of the coronavirus outbreak. No date has been announced from either company on when services will resume. Access Services Inc. also is not offering a shared ride option and is carrying only one rider per vehicle.

**FEDERAL**

**Trump Administration Rolls Back Mileage-standard**

The Environmental Protection Agency and the National Highway Traffic Safety Administration on March 30th published final fuel efficiency rules for new passenger cars and light trucks for model years 2021 through 2026, known as the Corporate Average Fuel Economy (CAFÉ) standards.

The rule change, softened from its initial language, had repeatedly been delayed and amended, in part due to a lukewarm response from an auto industry that had retooled for the tougher Obama-era regulations, adjusted to a mixed bag of state-by-state rules and was responding to a changing demographic of car and truck buyers who want a smaller carbon footprint.

The Trump administration had long advocated for a reversal of the stance established during the Obama administration that had called for an unadjusted fleet average of 54.5 miles per gallon by 2025. Alternative-energy advocates believed the higher requirement would have helped promote a shift to electrified vehicles.

The final rule sets a 1.5% increase in efficiency for passenger cars and light trucks covering model years 2021 through 2026, pared from the current trajectory of 5%. The rule change revokes California’s five-year old “waiver” allowing the state to implement its own more-stringent greenhouse gas standards and offer promotions for low-emissions and zero-emissions vehicles. It also restricts programs in more than a dozen other states that have followed California’s lead. Both sides are bracing for expected court battles to challenge the rule change.

**STATE**

**CARB Developing Ride Hailing Emissions Regulations**

The California Air Resources Board is developing the world’s first regulations to reduce the climate impacts of ride hailing. The rules seek to reign in pollution from the mobility segment that has quickly risen to overtake taxis, in large part by avoiding regulation to begin with.

The move to regulate ride hailing is a result of Senate Bill 1014, the 2018 law that requires California regulators to impose rules to reduce the industry’s greenhouse gas emissions. The bill was initially drafted with a statewide goal of transitioning the ride-hail fleet to 100% zero-emission vehicles by 2029, but that language was stricken. That leaves it to regulators to enforce the change.
Work From Home Could Slow Internet Speeds
The U.S. internet won’t get overloaded by spikes in traffic from the millions of Americans now working from home but connections could stumble if too many family members try to videoconference at the same time. Traffic has spiked 10% to 20% during peak hours since the first week of February in greater Seattle, the U.S. metropolitan region hardest-hit by COVID-19, according to Cloudflare.

The core of the U.S. network is more than capable of handling the virus-related surge in demand because it has evolved to be able to easily handle bandwidth-greedy Netflix, YouTube and other streaming services. The sudden, unanticipated surge in millions of remote workers creating some temporary bottlenecks. But because so much of computing has moved to cloud services, the shift doesn’t pose much of an on-site burden for companies with bottlenecks typically cleared in minutes or hours. But some conference calling and chat services have been overburdened.

Italy’s internet saw a 30% spike in peak-hour traffic after the government sent everyone home into isolation, but this is less than the spikes during World Cup soccer matches. Peak internet usage times in nations where work has shifted from the office to home due to COVID-19 have also shifted — from about dinner time to about 11 a.m.

If parents are videoconferencing for work at the same time college and high school students are trying to beam into school, they could experience congestion because the so-called last mile is for most Americans provisioned for cable — download capacity is robust but upload limited. Some may have to settle for audio, which is much less demanding of bandwidth.

Local jurisdictions may want to note that last-mile fiber optic connections don't have the same issues and will do fine. The South Bay Fiberoptic Network will enable local jurisdictions to connect their residents and businesses to create all-fiber connectivity to their local digital records and remote services.

GM Lays Out Strategy To Sell 1 Million EVs Per Year Within 5 Years
General Motors laid out an aggressive electric vehicle plan on March 4th Wednesday to invest $20 billion on its electric and automated vehicle programs over the next five years, at which point it intends to be selling a million EVs a year in the U.S. and China. Key to the strategy is a joint venture with South Korea’s LG Chem that aims to boost driving range to 400 miles or more while reducing costs.

GM will make its own battery packs, as does Tesla. GM is building a giant factory in Lordstown, Ohio — the size of 30 football fields, the company says — to turn out 30 gigawatt-hours of battery power per year. That’s about the size of Tesla’s so-called Gigafactory outside Reno. In the U.S., EV sales fell more than 6% in 2019, and they still represent only about 2% of the 17 million passenger vehicles sold. GM is not the only automaker going out on an EV limb. Pushed by regulators worldwide, Volkswagen, Ford, Hyundai and others are diving deep into EV development.
Starting in 2023, the state would begin imposing increasingly stringent pollution standards, along with the requirement that the number of miles driven in electric vehicles grow over time. The approach will also include measures to encourage better integration with public transit and increased use of pooled rides — two strategies that experts say can push carbon emissions from ride-hail trips lower than private cars.

Starting in July, L.A.’s Department of Transportation will prohibit solely gas-powered taxis from joining the L. A. City fleet, allowing only clean-air models like hybrids or electric cars. In California, ride-hail services are under the jurisdiction of the state Public Utilities Commission, and local governments are barred from regulating them.
<table>
<thead>
<tr>
<th>City Attendance at Meetings</th>
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<tbody>
<tr>
<td><strong>March 2020</strong></td>
</tr>
<tr>
<td><strong>Monthly Meetings</strong></td>
</tr>
<tr>
<td>Carson</td>
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<tr>
<td>S. Mitnick</td>
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<tr>
<td><strong>City Managers Meeting (3/25 teleconference)</strong></td>
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<tr>
<td>S. Landers</td>
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<td>J. Martin</td>
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<tr>
<td><strong>Homeless Service Task Force</strong></td>
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<td>K. Bennett</td>
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<tr>
<td><strong>Infrastructure Working Group</strong></td>
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<td>G. Marquez</td>
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<tr>
<td><strong>Transit Operators Working Group</strong></td>
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<td><strong>Cities that attended</strong></td>
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<td>Carson</td>
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CONSTRUCTION COMMITTEE
APRIL 16, 2020

SUBJECT: CRENSHAW/LAX TRANSIT PROJECT

ACTION: APPROVE RECOMMENDATION

RECOMMENDATION

CONSIDER amending the Life-of-Project (LOP) budget by $90,000,000 for the Crenshaw/LAX Transit Project (Project) of $2,058,000,000 to $2,148,000,000, consistent with the provisions of the Board-adopted Measure R and Measure M Unified Cost Management Policy (Attachment B).

ISSUE

The Substantial Completion date for the Project is currently forecast to be delayed to December 2020 and the revenue service in 2021. As a result, the Project LOP budget needs to be increased, requiring an additional $90,000,000 million beginning in the second half of 2020 for Metro staff and professional service contracts to continue management and oversight of the Project. This represents the first LOP adjustment since the beginning of construction on the Project in 2013.

BACKGROUND

The Crenshaw/LAX Transit Project is a north/south light rail line that serves the cities of Los Angeles, Inglewood, Hawthorne and El Segundo as well as portions of unincorporated Los Angeles County. The alignment extends 8.5 miles, from the Metro E (Expo) line at Crenshaw and Exposition Boulevards to a connection with the Metro Green Line south of the Aviation/LAX Station. The project provides major connections with the Los Angeles International Airport (LAX) as well as links to the C Line (Green), the E Line (Expo) and countywide bus network.

The alignment is comprised of a double-tracked rail line consisting of sections of at-grade in-street, at-grade within railroad right-of-way, aerial, and below-grade guideway sections, eight stations, park and ride facilities at two locations, utilities, landscaping, roadway improvements required by the project and a maintenance & storage facility (Division 16 - Southwestern Yard).

On June 27, 2013, the Board authorized an LOP budget of $1,923,000,000 for the base Project. In addition, the Board authorized an increase to the LOP budget in the amount of $135,000,000 from $1,923,000,000 to $2,058,000,000, for the award of options for Leimert Park Station and Hindry Station (now called Westchester/Veterans Station). The LOP budget has not been
adjusted since that time.

Metro awarded a 57-month Design/Build contract to Walsh/Shea Corridor Constructors (WSCC) for construction of the Project in August 2013 and issued a Notice to Proceed to WSCC in September 2013. WSCC’s Substantial Completion date was September 2018 with a revenue service date of October 2019.

DISCUSSION

In March 2017, Metro executed a Claims and Disputes Settlement Agreement with WSCC to resolve outstanding claims and disputes up to that point in the Project. WSCC’s Contract Milestones were confirmed as part of the Agreement. WSCC committed to a Substantial Completion date of May 2019 as part of an approved Completion Schedule, which still enabled the October 2019 revenue service date.

WSCC’s progress in 2018 fell behind the Completion Schedule dates agreed upon in the Claims and Disputes Settlement Agreement. Metro was informed by WSCC that, due to delays, it would not be able to complete its work by the projected deadline in the Completion Schedule. Since WSCC was not able to demonstrate that its forecasted delay was an Excusable Delay or a Compensable Delay under the Contract Terms and Conditions, Metro executed a Non-Compensable Time Extension. A Unilateral Change Order (CO-223.1) was executed in September 2018 resetting the Project Substantial Completion to December 11, 2019.

In 2019, the project continued to fall behind the dates reset in the Non-Compensable Time Extension. There have been several areas of work along the alignment that could not be completed due to damaged, incomplete and missing components (rework). This rework plus other performance issues caused the contractor’s progress to be less than planned, impacting WSCC’s follow-on subcontractors work and creating inefficient performance.

Due to extending the Project’s Substantial Completion date, additional funding is now required. The existing LOP budget includes funding obligations for the contractor’s work, but the LOP budget needs to be amended to provide additional funding for professional services that are required to support the completion of the Project. The required support includes Metro staff and professional services consultants who provide various services to assist in the management and oversight of the Project. The funding in Recommendation A is requested to provide support to achieve Substantial Completion in December 2020 and to allow revenue service to commence in 2021.

DETERMINATION OF SAFETY IMPACT

This Board action will not have an impact on established safety standards for Metro’s construction projects.

FINANCIAL IMPACT
Funds required through fiscal year 2020, in the amount of $127,950,000, are included in Project 865512 Crenshaw/LAX Transit Project, in Cost Center 8510 (Construction Project Management).

Since this is a multi-year capital project, the Chief Program Management Officer and the Project Manager will be responsible for budgeting costs in future fiscal years.

**Impact to Budget**

The sources of funds for the recommended actions are local funds available and eligible at the time of expenditure, including operating eligible funding sources. Eligible federal funds will also be utilized to fund the increase.

**Multiyear Impact**

The sources of funds for the Project are capital funds identified in the recommended Funding/Expenditure Plan as shown in Attachment A. The project cost, prior to the proposed cost increase, is included and funded in the 2019 Long Range Transportation Plan Financial Forecast. With respect to the $90,000,000 increase, Attachment B shows the Measure R and Measure M Unified Cost Management Policy (the Policy) analysis and funding strategy required for cost increases to Measure R Projects.

To comply with the Policy of the Metro Board of Directors, Metro staff has evaluated potential offsetting cost reductions, including value engineering, shorter segment, and reductions to other Metro projects in the corridor and subregion, and has determined these are not feasible, and that additional local funding resources, which are to be considered prior to Metro's countywide funding, are potentially available. The Policy analysis identifies a Measure M multi-year subregional program, Measure R highway program, and federal formula CMAQ funding as available funding sources in the Long Range Transportation Plan Financial Forecast that can address the $90,000,000 cost increase.

**IMPLEMENTATION OF STRATEGIC PLAN GOALS**

Recommendation supports Strategic Plan Goal #1 - Provide high-quality mobility options that enable people to spend less time traveling.

**ALTERNATIVES CONSIDERED**

The Board may choose to not move forward with amending the LOP Budget. This is not recommended as Metro will be unable to provide funding for Metro staff or obligate any extension to existing professional service contracts, or other required services beyond June 2020.

**NEXT STEPS**

Upon approval by the Board, the LOP Budget will be amended accordingly per Recommendation A.
ATTACHMENTS

Attachment A - Funding/Expenditure Plan
Attachment B - Measure R and Measure M Unified Cost Management Policy Analysis

Prepared by:

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William Brown, Deputy Executive Officer, Program Control (323) 903-4109

Reviewed by:

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James de la Loza, Chief Planning Officer, (213) 922-2920

Phillip A. Washington
Chief Executive Officer
## Capital Project 865512
### Uses of Funds

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<td>2,148.0</td>
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*Sources of funds are subject to change. Assumes Contractor Substantial Completion December 2020 and Metro**FY20 is projected.
Crenshaw/LAX Transit Project

Measure R and Measure M Unified Cost Management Policy Analysis

Introduction
The Measure R and Measure M Unified Cost Management Policy (the Policy) was adopted by the Metro Board of Directors in June 2018. The precursor Measure R cost management policy was adopted in March 2011. The intent of the Policy is to inform the Metro Board of Directors regarding cost increases to Measure R- and Measure M-funded projects and the strategies available to close a funding gap. The Crenshaw/LAX Transit Project (the Project) is subject to this policy analysis.

The life-of-project (LOP) budget for the Project was last approved by the Board in June 2013 at $2,058,000,000. The Project is subject to the Policy analysis now due to a proposed $90,000,000 increase to the LOP budget. Funding for the cost increase is needed through FY 2023. This analysis recommends trade-offs required by the Policy to identify the funds necessary to meet the cost increase.

The Project has previously recognized cost increases and the Metro Board implemented the Policy in June 2013 to address a $160,100,000 cost increase to the base project (excluding a $135,000,000 increase to the LOP for station improvements that were not considered cost increases). The Board approved funding of the cost increase using $149,910,000 of the countywide share of Proposition C 25% and $10,090,000 that was taken from the Wilshire Bus Rapid Transit project.

Measure R and Measure M Unified Cost Management Policy Summary
The adopted Policy stipulates the following:

If a project cost increase occurs, the Metro Board of Directors must approve a plan of action to address the issue prior to taking any action necessary to permit the project to move to the next milestone. Increases will be measured against subsequent actions on cost estimates taken by the Metro Board of Directors, including the determination of the budget. Shortfalls will first be addressed at the project level prior to evaluation for any additional resources using these methods in this order as appropriate:

1) Scope reductions;
2) New local agency funding resources;
3) Value Engineering;
4) Other cost reductions within the same transit or highway corridor;
5) Other cost reductions within the same sub-region; and finally,
6) Countywide transit or highway cost reductions or other funds will be sought using pre-established priorities.
Scope Reductions
The Project cost increases are attributable to schedule delays and the need for additional Metro project management support services. Any attempt to identify and negotiate agreeable reductions to the scope may result in further delays and potential additional costs. Because of this, we recommend moving to the next step.

New Local Agency Funding Resources
Local funding resources are considered in the next step as opposed to countywide or regional sources so as not to impact the funding of other Metro Board-approved projects and programs or subregions in the County.

The Project is eligible for both Measure M and Measure R funding and is currently allocated $1,207,000,000 of funding that is identified in the Measure R sales tax ordinance Expenditure Plan, less $131,800,000 that the Board reallocated to the Purple Line Extension project (Board item #2015-1630) to address a Regional Connector cost increase.

The Project is located in the South Bay and Central City Area subregions (as defined in the Policy, as amended), with station locations in the cities of Los Angeles and Inglewood. The Project is primarily in the South Bay (59%) with the remainder in the Central City Area (41%) based on distance. Local funding resources from both the subregions and cities could be considered for the cost increase.

Subregional Programs and Local Agency Contributions
Measure M includes funding for a transit-eligible multi-year subregional program (MSP) for the South Bay and Central City Area subregions. The subregion (represented by its Council of Governments) could allocate a portion of the funding for the Project. Measure R includes funding for a "highway program" in the South Bay. Any use of this funding source would require a transfer to the transit fund and an amendment of the Measure R ordinance so that the funds are eligible for a transit use. The Measure R transfer amendment is in progress and expected to be considered by the Metro Board in June 2020.

In the South Bay, the MSP program with transit funding eligible beginning FY 2018 is the Subregional Equity Program (SEP). South Bay has two highway-eligible MSP but these cannot be used on the Project without an amendment to the Measure M ordinance (which cannot occur, per the Measure M ordinance, until July 2026). Metro has assigned $130.0 million for the SEP in the Long Range Transportation Plan that would be available to the South Bay subregion, funded from Measure M, beginning in FY 2043. The Board has directed (Motion 36.1 #2019-0598) that the SEP is escalated to the year of expenditure. The escalation increases the SEP to $287.5 million through FY 2057 (the final year of the Long Range Transportation Plan planning horizon) and $355.0 million in total through FY 2062, if spent in these years. To utilize this funding for the project, the programming of the funds would need to be accelerated. However, the acceleration of the funds results in a funding shortfall as there is other Metro spending planned and to make capacity for the acceleration Metro must prioritize and reduce
funding for other project or programs, or use additional debt financing. In order to mitigate the impact of accelerating the funds on other Metro projects and programs, the SEP funding could be “discounted” or reduced, resulting in approximately $90 million available now for the Project.

The Central City Area subregion also has a SEP that is transit-eligible. The Measure M Expenditure Plan includes $235 million for the Central City Area SEP. With escalation, this increases to $519.8 million through FY 2059 and $641.8 million through FY 2062, if spent in these years. If accelerated to fund the Project cost increase, the reduced amount that mitigates the impact on other Metro spending is approximately $160 million.

Measure R includes funding for the "Interstate 405, I-110, I-105, and SR-91 Ramp and Interchange Improvements (South Bay)," also described as the "South Bay Ramp and Interchange Improvements Project." In order that these funds can be programmed for use on the Project, they would need to be transferred to the Measure R transit fund, in accordance with the provisions of the ordinance. A process to amend the Measure R ordinance is underway and could provide funding for the Project. There is approximately $500 million of funding (subject to verification from the South Bay COG) that has not already been programmed by Metro or otherwise committed for the existing highway program. This notwithstanding, the South Bay COG has identified alternative uses for the planned transfer of Measure R highway program funds.

Local Agency Contributions
The cities with Project stations have agreed to contribute funding to the Project as part of the 3% local agency funding assumption included in the Measure R ordinance. Metro is front-funding the Los Angeles share of $5589.7 million with the city making payments to Metro through FY 2023. Inglewood has agreed to pay $12 million, with $6 million in-kind for future first-last-mile improvements, and $6 million in payments made over 40 years (with no payments or interest accrued for ten years). The cities are generally not responsible for cost increases to the projects and this restriction is included in the local agency contribution agreements between Metro and the cities.

Measure M, as well as Measure R and Propositions A and C, provide “local return” funding to Los Angeles and Inglewood. The cities will receive an estimated $3.3 billion of local return (Los Angeles $3.2 billion, Inglewood $90 million) over the ten year period FY 2021 to FY 2030 that is eligible for transit use and could contribute a portion to the Project (not adjusted for any negative impact to countywide sales tax due to the current global pandemic). However, prior Board actions relating to the Twenty-Eight by ’28 Initiative and funding for the cost increase to Foothill Extension to Pomona did not support use of local return, and it is presumed these funds would not be available for the cost increase to the Project.

State and Federal Funding (Discretionary)
The State has previously granted the project $129.1 million through Prop 1B grants and the USDOT has provided funding through a $13.9 million TIGER grant and $545.9 million TIFIA loan. Additional State or federal discretionary funding (where Metro would
compete for the funding) is not probable, given the Project has experienced multiple cost increases and the design/build contract is already awarded.

Value Engineering
The Project cost increases are attributable to schedule delays and the need for additional Metro project management support services. Any attempt to identify and negotiate agreeable reductions to the scope of value engineering may result in further delays and potential additional costs. As a result, we recommend moving to the next step.

Other Cost Reductions within the Same Transit or Highway Corridor, or within the Same Sub-region
The cities and subregions have existing funding programs that have a maximum funding amount that have yet to be spent. The potential use of the MSP, SEP, and Measure R highway program are discussed above in section "New Local Agency Funding Resources."

The cities also receive funding through the Call-For-Projects, the competitive grant program that is funded and managed by Metro for the benefit of LA County cities, transit operators, and State highway projects that was last held in 2015. At times the funding for certain projects in the Call-For-Projects is "de-obligated" if not spent within a reasonable timeframe and this can be a funding source for other uses. Currently there is not a meaningful amount of de-obligated funds available, and all other projects are moving through their respective development process.

The Project is within the same corridor as the Airport Metro Connector, the planned Project station intended to be a gateway to LAX. This project is currently in final design and pending a construction bid in mid-2020 to determine the LOP budget. Funding is not yet available from the project.

Countywide Cost Reductions and/or Other Funds
If new local agency resources are not allocated to the Project cost increase, regional or countywide funding could be considered. These funds are programmed for other uses in Metro’s financial forecast, during the timeframe when funds are needed for the Project cost increase. A reallocation of the funds to the cost increase would divert the funding from other Board-approved uses and or require additional debt financing. Eligible sources of countywide funding include Proposition C 25% (Transit-Related Streets and Highways), and Proposition C 40% (Discretionary), and Proposition A 35% (Rail Development).

Through FY 2023, the Proposition C 25% funds are currently planned, from highest to lowest, for debt service on Metro bonds, I-5 South Carpool and Mixed Flow Lanes I-605 to OCL, Freeway Service Patrol, Blue Line Track and System Refurbishment, and the Crenshaw/LAX Locally Funded Activities Project. The Proposition C 40% is planned for Metro bus operations, ADA-paratransit operations, debt service, Metro bus fleet replacement, and the municipal and non-Metro operators. The Proposition A 35% is
planned for debt service on Metro bonds, Metro rail operations, Division 20, Heavy Rail Vehicles, and Light Rail Vehicles.

The Project is currently allocated (prior to the proposed LOP increase) $379.1 million in regional Proposition C 25% and $4.9 million in regional Proposition A 35% funding.

State and Federal Funding (Formula)
Metro receives quasi-formula funding from the State through the Regional Improvement Program (RIP) and Local Partnership Program (LPP). This is considered regional funding as it can be applied countywide to both transit and highway spending. There is currently no capacity in the RIP or LPP through FY 2025. The RIP has been allocated to projects submitted in Metro’s 2020 RTIP and the next cycle of the LPP is planned to be used on the $801 million Division 20 project.

Due to the delay in revenue operation, approximately $16.1 million from the State Low Carbon Transit Operations Program (LCTOP) and $31.1 million from the federal Congestion Mitigation & Air Quality Program (CMAQ), which were allocated to operating costs of the Project in FY 2021, will no longer be needed for this purpose if the revenue service date is delayed to FY 2022. The LCTOP funds have already been earmarked for bus charging infrastructure, as these funds needed to be allocated to satisfy State requirements. The CMAQ funds in FY 2021 could be used for the cost increase and this would not take away funding from another Metro purpose (procedurally, in order to satisfy grant eligibility requirements, the CMAQ may reimburse previously incurred expenditures).

The following table summarizes the potential funding options for the Project cost increase.
## Crenshaw/LAX
### Potential Funding Sources/Cost Reductions

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<th>Options</th>
<th>Potential Funding</th>
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<td>Multi-Year Subregional Programs</td>
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<tr>
<td>Subregional Equity Program-South Bay*</td>
<td>$90.0</td>
<td>2021</td>
</tr>
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<td>Subregional Equity Program-Central City Area*</td>
<td>160.0</td>
<td>2021</td>
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<td>Measure R Highway Program**</td>
<td>500.0</td>
<td>2021</td>
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<td>Local Return</td>
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<td>2021</td>
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<td>Value Capture Financings</td>
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<td>2025</td>
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<td>Scope Reductions/Value Engineering</td>
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<td>CMAQ</td>
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<td><strong>Total</strong></td>
<td>$783.1</td>
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* Represents “discounted” value of amount that is currently programmed beginning in FY 2043.

** Requires amendment to Measure R ordinance.
April 13, 2020

To: SBCCOG Steering Committee

From: Jacki Bacharach, Executive Director
Steve Lantz, Transportation Director

Subject: Analysis of Proposed Metro NextGen Study South Bay Bus Service Changes

Adherence to Strategic Plan:

Goal A: Environment, Transportation, and Economic Development. Facilitate, implement, and/or educate members and others about environmental, transportation, and economic development programs that benefit the South Bay. Strategy 5 – Actively pursue opportunities for infrastructure funding for member agencies.

BACKGROUND

The Metro bus network carries 70% of all transit riders in the county and has not had a major overhaul in 25 years. Over that time, L. A. County has evolved dramatically, with over a million residents added. The transformation of many local communities with new travel patterns, expansion of the Metro Rail network, and the emergence of new transportation options like ride hailing apps and bike share have reduced bus and rail ridership in L. A. County (and throughout the nation).

In 2018, Metro began the process of reimagining its bus system to better meet the needs of current and future riders through the NextGen Bus Study. The study goal is to improve the attractiveness of Metro’s bus service and improve network issues, such as: long, cross-county lines with inadequate service frequencies and unreliable schedule adherence, routes that do not serve 2020 destinations, and travel times that do not compete well with other options like driving alone and the new microtransit services.

A new Metro Regional Service Concept was approved by the Metro Board of Directors in July 2019 to provide a policy framework for the re-design of Metro bus service. The Regional Service Concept includes several aspirational phrases, but little specificity, with concepts like, “provide high-quality mobility options”, “the bus system is easy to understand and use,” and “customers are satisfied.”

In January 2020, Metro staff released its NextGen Bus Plan Draft Service Proposals to change service on its 170 Metro bus routes. Metro Operations Planning staff presented an executive summary of the draft service proposals at the February 27, 2020 SBCCOG Board Meeting but there was not time to discuss each of the specific South Bay changes proposed in the study. SBCCOG staff has reviewed the draft service proposals for Metro bus lines that serve the South Bay in preparing this follow-up report.

Staff has prepared a detailed analysis of the NextGen Plan and the detrimental and beneficial proposals for South Bay service changes (see Exhibit 1). For those that wish to better understand the specific changes recommended for a specific Metro bus line, the analysis also includes a line-by-line summary table of the proposed changes (see Exhibit 2).
NEXT STEPS

Following the most recent public health guidelines, Metro cancelled the remainder of the Next Gen in-person community workshops planned in March and April, and is transitioning to alternative ways of gathering public input. Instead, Metro is promoting its NextGen Virtual Workshop. This includes the ability to explore the full plan using interactive maps and detailed line-by-line descriptions, as well as provide comments.

Due to the Covid 19 social isolation mandates, Metro cancelled its planned countywide Live Webcast and Q&A on March 31st at 6 p.m. and a Telephone Town Hall on April 1st at 6:30 p.m. For more information on evolving changes in the public participation process, click here. Comments are still being accepted via email at nextgen@metro.net

RECOMMENDATIONS

The Steering Committee recommends that the SBCCOG Board approve sending a letter to the Metro Board and CEO with the following recommendations:

1. Coordinate with affected local jurisdictions on any local planning, design and construction commitments that would be needed to implement the 6 potential South Bay High Quality Bus Corridors that would be within their jurisdiction and to expedite corridor development funding;

2. Assist Metro and South Bay to integrate Microtransit and the South Bay Local Travel Network into their service change planning;

3. Work with South Bay municipal transit operators to find alternatives that avoid eliminating or degrading current South Bay transit service and to seamlessly transition any lines or line segments that can be continued by a non-Metro operator;

4. Oppose any service change that imposes a new transfer if the transfer time increases South Bay rider travel times more than increased service frequency reduces total travel time including new transfers.

5. Oppose any Metro service changes that would eliminate Access Services availability in pockets of the South Bay where Metro service is eliminated.

6. Rather than waiting for the Metro Board to adopt a final NextGen Study Service Plan, encourage Metro to incorporate high-priority NextGen service changes that improve efficiency in its COVID 19 service recovery plans.

Attachment:

Exhibit 1- SBCCOG Analysis of Metro’s NextGen Study
Exhibit 2 – Metro NextGen South Bay Bus Service Changes
Analysis Of NextBus Plan Issues

The NextBus Plan provides a detailed proposal of line, route and schedule changes being considered for implementation. The changes are grouped in five sections corresponding to Metro’s five Service Councils (Gateway, South Bay, San Fernando Valley, San Gabriel Valley, and Westside/Central). A fact sheet for each route documents the proposed service changes. The major NextGen goals are to: increase service frequency to 10 minutes or less on key lines, assure 30-minute service frequencies on all lines, and assure service is no more than 2.5 times slower than driving.

The Regional Service Concept strategies include: “shorter route lengths”; “coordination” with municipal bus service (i.e.: elimination of low-ridership Metro route segments with Municipal Operators potentially replacing service on some routes; “standardized frequencies” (i.e.: consolidation of local and express bus lines on common routes; “subarea transit hubs”; (i.e.: shorter routes more daily round trips, but with more transfers and better integration with connection to Municipal bus services); improved “stop spacing” (i.e.: fewer stops, longer access times); “transit supportive infrastructure” (i.e.: improved real-time arrival electronic displays, replacement of fabric seat inserts with durable vinyl inserts, incentives for local jurisdictions to build bus shelters, all-door boarding with off-bus TAP fare payment, and bus-only lanes).

The report projects the ridership growth that could occur from restructuring its services, growing its revenue service hours, and improving service frequency on “high frequency corridors” (buses arriving every 10 minutes or better). Metro staff projected the benefits of its plan (and projected percentage of riders that would be lost) under four scenarios, as follows:

<table>
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<th>Scenario</th>
<th>Revenue Hours</th>
<th>High frequency Corridors (weekdays)</th>
<th>Ridership Change</th>
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<td>Existing Conditions</td>
<td>7 million</td>
<td>16</td>
<td>not applicable</td>
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<td>Reconnect</td>
<td>7 million</td>
<td>28</td>
<td>+5%</td>
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<tr>
<td>Transit First</td>
<td>7.5 million</td>
<td>29</td>
<td>+15-20%</td>
<td>0.3%</td>
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<tr>
<td>Future Funding</td>
<td>9.4 million</td>
<td>46</td>
<td>+25-30%</td>
<td>0.3%</td>
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</table>

The Reconnect scenario would re-distribute current service hours to expand the number of corridors with 5 to 7.5-minute frequencies on the top 20 lines all day on weekdays. The Transit First scenario would improve service on 40 lines. The Future Funding scenario would require significant additional funding to complete the network and operate 9.4 million service hours. Metro staff projects that implementing the future funding scenario changes could generate a systemwide ridership increase of 15-20%.

Metro staff estimates that nearly $1 billion in capital projects would be needed to deliver the future funding scenario. However, the NextGen study does not specifically list the long-term capital project priorities or costs associated with each scenario.

SOUTH BAY ANALYSIS

The NextGen plan proposes changes to 39 South Bay Metro lines. Exhibit 1 includes a summary of Metro’s South Bay routes, the line-specific changes, and the intended purposes of the change. Some of the changes are beneficial to the South Bay while others are detrimental to local service. Some changes reallocate bus lines on the same
route by consolidating local lines, limited-stop lines or Rapid Lines into a single line to increase service frequency and increase bus speeds by serving fewer stops. The categorical changes and affected Line numbers are as follows:

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<th>Proposed changes</th>
<th>Affected Metro Lines</th>
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<td>Eliminating the Line in its entirety</td>
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<td>Eliminating a segment of the Line</td>
<td>202, 210, 344, 710, 950</td>
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<tr>
<td>Eliminating Owl Service, Off-Peak Service</td>
<td>40, 246, 754</td>
</tr>
<tr>
<td>Eliminating stops / lengthening stop spacing</td>
<td>45, 51, 204, 207, 754</td>
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<tr>
<td>Shortening route, adding transfer</td>
<td>510, 950</td>
</tr>
<tr>
<td>Replacing Metro line with Muni Line(s)</td>
<td>130 - (We don’t know whether the munis are willing and able to replace line 130.)</td>
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<table>
<thead>
<tr>
<th>Beneficial Service Changes</th>
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<tr>
<td>Combining local, limited stop lines, and Rapid Lines</td>
<td>211, 212, 215, 410, 710, 754, 757</td>
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<tr>
<td>Adding New Line</td>
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<tr>
<td>Extending line segment</td>
<td>51, 127</td>
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<td>Increase service frequency</td>
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</tr>
<tr>
<td>Re-routing / Simplifying route</td>
<td>40, 53, 205, 246</td>
</tr>
<tr>
<td>Adding Owl Service</td>
<td>111, 125, 212</td>
</tr>
</tbody>
</table>

Rapid Lines have been merged with local service on common routes to increase service frequency and reliability. Metro lines have been re-routed, shortened or eliminated which may significantly affect a small percentage of current riders. South Bay riders will have more frequent service, but more riders may be forced to transfer between bus lines on routes that currently have a one-seat ride. In addition, the Local/Rapid stops have been consolidated or eliminated and the distance between bus stops on some routes has been increased.

Metro has been coordinating with South Bay Municipal Operators about the Municipal Operators’ interest or financial ability to replace Metro’s discontinued services. Discussions have centered around the municipal operators’ capital and operating costs that would need to be subsidized during the initial two-year period before the “new” municipal lines would qualify for state and federal transit operating subsidies under the existing Formula Allocation Procedure. Some operators may have the ability and interest to operate replacement services while other operators will not be able to expand service. The SBCCOG has included transit capital projects in its annual Metro Budget Request for Measure R South Bay Highway Program capital grants with the understanding that these revenues could only be made available for the recommended transit project applications if the Metro Board approves a Measure R Transfer Policy later this year.

Riders eligible for federally-mandated Access Services paratransit services may be adversely affected when Metro eliminates service and no other operator provides replacement service on the route. The federal Americans With Disabilities Act requires complementary paratransit services be provided for riders that cannot use the fixed route transit service within a ¾-mile radius of an active route. Metro has offered to grandfather in current ASI
riders, but has made no commitment to offer ASI services for new riders in areas that no longer have a fixed route bus line in the service corridor.

Although the service changes would make Metro’s network more efficient and reliable, service frequency, service restructuring, and re-routing alone will not accomplish the NextGen goal to become more competitive with driving. Metro staff has identified the need for a $1 billion capital program to improve bus speeds and reliability on streets throughout L. A. County by implementing new High-Quality transit corridors. The Regional Service Concept anticipates development of New High Quality Corridors in the following Service Sectors:

<table>
<thead>
<tr>
<th>Service Sector</th>
<th>Current High Quality Corridors</th>
<th>New High Quality Corridors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gateway</td>
<td>1</td>
<td>6</td>
</tr>
<tr>
<td>South Bay</td>
<td>4</td>
<td>10</td>
</tr>
<tr>
<td>San Fernando Valley</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>San Gabriel Valley</td>
<td>2</td>
<td>6</td>
</tr>
<tr>
<td>Westside/Central</td>
<td>14</td>
<td>27</td>
</tr>
</tbody>
</table>

However, the bus capital program budget is not included in the NextGen Plan. Although Metro has identified an opportunity to implement six additional High Quality Corridors in the South Bay (from 4 to 10), the agency has yet to identify a source of capital funding or an implementation sequence / schedule for its High Quality corridors. It is also unclear what policy commitments, such as converting mixed flow lanes on city streets to bus-only lanes or providing signal priority or buses at local intersections, would be needed from the local jurisdictions through which a High Quality Corridor is implemented. It is clear that Metro intends to focus nearly half of its future High Quality corridors on the Westside and in Central L. A. City by expanding from 14 current corridors to 27.

In simultaneous studies, Metro’s Operations Department and the City of Inglewood/LAWA are developing separate Microtransit pilot programs that could provide an attractive public-transit option to fixed-route bus service. SBCCOG is also developing a local transit network for slow speed vehicles and is implementing a South Bay Fiberoptic Network to improve the effectiveness and efficiency of government services and to enable travel-demand applications that reduce vehicle miles travelled. It is not yet known how these new service and demand management models will affect Metro ridership. It is also unclear which of the new transportation models will prove sustainable.
## Summary of Significant Proposed Metro NextGen Service Changes In The South Bay

<table>
<thead>
<tr>
<th>Line #s</th>
<th>Current Line Description</th>
<th>Proposed Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>40, 740</td>
<td>L. A. Union Station to Inglewood Via Crenshaw Bl. &amp; Florence Av. to S. B. Galleria</td>
<td>Increase frequency; eliminate owl service; simplify route</td>
</tr>
<tr>
<td>45, 745</td>
<td>LAUS to Crenshaw/LAX La Brea Station via Crenshaw Bl., Florence Ave.</td>
<td>Merge Line 40, 745; Eliminate Line 40 Owl Service LAX and downtown LA; consolidate stops</td>
</tr>
<tr>
<td>48</td>
<td>DTLA to Green Line Avalon Stn. Via San Pedro St., Avalon St.</td>
<td>No route change, increase service frequency on weekdays in midday and evening</td>
</tr>
<tr>
<td>51</td>
<td>DTLA to CSUDH via San Pedro St. &amp; Avalon St</td>
<td>Merge 51, 52, 352; extend to CSUDH; consolidate stops; an extension of Line 127 would replace Line 52 on Victoria St.</td>
</tr>
<tr>
<td>52</td>
<td>DTLA to CSUDH via Avalon Bl</td>
<td>Merge line into new Line 51.</td>
</tr>
<tr>
<td>53</td>
<td>DTLA to Rosa Parks Station via Central Ave.</td>
<td>Re-route line to connect A (Blue) Line Rosa Parks Station to CSUDH instead of Green Line Avalon Station.</td>
</tr>
<tr>
<td>81</td>
<td>DTLA to Harbor Freeway Silver / Green Line Station via Figueroa</td>
<td>No route change in S. Bay; increased weekday frequency in midday and evening hours</td>
</tr>
<tr>
<td>111</td>
<td>Norwalk to LAX Bus Center via Figueroa, Florence, La Brea</td>
<td>No route change. Owl service added.</td>
</tr>
<tr>
<td>125</td>
<td>Norwalk Green Line Station to El Segundo via Rosecrans Av.</td>
<td>No route change. Owl service added.</td>
</tr>
<tr>
<td>126</td>
<td>Local Route between Manhattan Beach &amp; Crenshaw Bl. on Manhattan Beach Bl. then north via local streets to Green Line Hawthorne/Lennox Stn.</td>
<td>Eliminate line</td>
</tr>
<tr>
<td>130</td>
<td>Artesia Bl. From Cerritos to S. B. Galleria</td>
<td>Replace Metro service with L. B. Transit east of A (Blue) Line and Torrance Transit from A Line to S. B. Galleria, New transfer at A Line.</td>
</tr>
<tr>
<td>202</td>
<td>Green Line to Wilmington via Alameda Bl., Anaheim St.</td>
<td>Discontinue route south of A (Blue) Line Artesia Station to Wilmington</td>
</tr>
<tr>
<td>Route</td>
<td>Description</td>
<td></td>
</tr>
<tr>
<td>-------</td>
<td>-------------</td>
<td></td>
</tr>
<tr>
<td>204, 754</td>
<td>Vermont Av. from Hollywood Bl. to I-105. Add service on line 204; run Rapid (754) service only in peak hours on weekdays; consolidate underutilized line 204 bus stops.</td>
<td></td>
</tr>
<tr>
<td>205</td>
<td>Silver Line Carson station to Wilmington Bl. / Main St. via Del Amo Bl. Simplify route, serve new development, reduce duplication with Torrance Transit.</td>
<td></td>
</tr>
<tr>
<td>206</td>
<td>Red Line Vermont Stn. to Green Line Vermont/Athens Stn. via Normandie Av. No route change; more frequent weekday midday &amp; evening service.</td>
<td></td>
</tr>
<tr>
<td>207</td>
<td>Hollywood to Green Line Crenshaw Stn. via Western Ave. Merge Lines 207, 757 for more frequent service; consolidate underutilized stops.</td>
<td></td>
</tr>
<tr>
<td>209</td>
<td>Franklin to 130th on Van Ness Ave. Eliminate line.</td>
<td></td>
</tr>
<tr>
<td>210, 710</td>
<td>Crenshaw Bl to Redondo Bch. Merge 210, 710 to double frequency, add owl service, discontinue north segment between Wilshire Bl and Sunset and segment south of El Camino College.</td>
<td></td>
</tr>
<tr>
<td>211</td>
<td>2 directional loop route north of Green Line Hawthorne / Lennox Stn. 211 to replace Lines 212, 312 on Prairie Av.; and 215 on Manchester Av. &amp; Inglewood Av.; provide new weekday, night and weekend service.</td>
<td></td>
</tr>
<tr>
<td>212, 312 40, 710</td>
<td>La Brea Av. / Hawthorne Bl. from Hollywood to S. B. Galleria Merge line 212, 312; eliminate 40, 710; increase frequency; add owl service.</td>
<td></td>
</tr>
<tr>
<td>232</td>
<td>LAX to Long Beach via Sepulveda Bl., PCH, Anaheim St., L. B. Bl. No route change, increase evening service frequency.</td>
<td></td>
</tr>
<tr>
<td>246</td>
<td>Avalon Bl. From S. B. Galleria to San Pedro Increase frequency, eliminate owl service, minor re-routing.</td>
<td></td>
</tr>
<tr>
<td>344</td>
<td>Artesia Bl. / Hawthorne Bl. From Harbor Gateway T. C. to PV Penn. Discontinue route south of Silver Spur Rd. through Rancho Palos Verdes; increase mid-day service.</td>
<td></td>
</tr>
<tr>
<td>442</td>
<td>La Brea/Manchester/Figueroa from Green Line to DTLA Eliminate line which is peak weekday express service.</td>
<td></td>
</tr>
<tr>
<td>510, 950</td>
<td>Silver Line service on I-110 frwy. Shorten 950 to serve El Monte to Harbor Gateway; add new 510 between San Pedro and I-105 with reduced service frequency; introduce a 510/950 transfer.</td>
<td></td>
</tr>
</tbody>
</table>
550  Express Bus from San Pedro to Exposition Park / USC  Eliminate line that currently runs 7-days a week

607  Circular route serving South Central, Eliminate line that provides peak weekday service Windsor Hills, Inglewood, Crenshaw

625  Green Line Shuttle on Imperial Bl.  Eliminate line that provides peak weekday service between LAX and La Cienega Bl.
South Bay Cities Council of Governments

April 13, 2020

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

RE: Metro South Bay Service Sector Governance Council Nominations

ADHERENCE TO THE STRATEGIC PLAN:

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

The SBCCOG opened nominations in February to fill the terms expiring this June for the following members: Inglewood Councilman and Service Council Board Chair Ralph Franklin; Luis Duran and Meighan Langlois, Los Angeles World Airports representative. Additionally, there is a vacancy for another seat whose term expires in 2021 which was held by Dan Medina as an elected official and he is leaving public office.

Nine nominations came in by the deadline of March 20. No incumbents were among them. The new applicants are: Johnny Baeza, Eric Craig, Christian Guzman, Derrick Jung (Lynwood resident, LA City business), Dan Medina (re-applying as a member of the community/transit rider), Sean Mottles, Grace Peng, Glenda Silva-LAWA, Bob Wolfe.

An additional nomination was received on April 6 from incumbent Luis Duran. Staff has asked him to send information on why he wants to remain on the council and why he missed the deadline. Any information received will be supplied at the meeting.

Considerations

1. While there can be no more than two elected officials appointed in order to maintain our policy of the elected officials not being a majority of the Board members, no nominations have come from any elected officials. This will be the first time since the inception of the Service Councils (2003) that we will not have an elected official on the Board.

2. We have had a seat for a LAWA representative since 2005.

3. All of the nominees are transit riders.

4. Considering geography, the remaining members represent the following areas:
   - Carson – Love
   - Gardena – Crespo (transit operators rep)
   - Manhattan Beach – Jeng (also Rolling Hills City Manager)
   - Redondo Beach – Szerlip
   - Torrance - Deemer

REMAINING MEMBERS ON THE COUNCIL

- Roye Love
  - Carson resident & senior
  - Member of several community organizations
  - Transit user
- Ernie Crespo
  - Gardena Transit Manager
- Elaine Jeng
• Rider
  • City Manager of Rolling Hills
• Don Szerlip
  • Redondo Beach businessman
• Charles Michel Deemer
  ▪ Torrance Environmental Commissioner
  ▪ Transit rider

Normally the candidates would be invited to come to the meeting to be interviewed but because of the circumstances of this meeting, staff is seeking direction before inviting all of them.

**RECOMMENDATION**
Review materials and decide how to proceed.
Johnny Baeza, Carson
I’m a credential student at CSULB. I should be selected because I’m young, Latino and I represent a huge demographic that metro should include in decision making. I volunteer with the YMCA and understand how mobility is important for youth. We have students who are not able to attend events because they don’t have a ride or don’t have money to Uber and the bus doesn’t take them where they need to go. As a member of the service council I will take my experience in reading transit magazines and websites, and emerging methods throughout the world and see how the South Bay can implement them. As a suburban community of Los Angeles it’s important the intra and inter connections.

Attachment

Eric Craig, Los Angeles
I’m a 25-year-old South Los Angeles native and avid mass transportation user. I live near the edge of the Los Angeles border, on Avalon and 111th, but I tend to run most of my weekend errands in the South Bay, especially on the Green Line. I love to map my trips and challenge myself to complete tasks through the C Line and A Line with nearby bus connections. I also work in Downtown Los Angeles as a digital content creator for a California-based nonprofit and commute via the A line.

I lived in New Orleans for six years, where I experience the progressive comeback of New Orleans’ Regional Transit Administration after Hurricane Katrina. I’ve also had the opportunity to cover New Orleans transit through a local newspaper and Curbed NOLA—a former counterpart to Curbed LA.

When I’m not working, I find myself studying neighborhood design and consistently think about the improvement of mass transportation of the cites. I think about how many commutes could be aided through buses and modern tap-to-pay systems, bike lanes, and more frequent busses (which we’ll see through Metro’s NextGen Bus Plan. I frequent Metro’s The Source, and follow mass transportation developments through the LA Times, LAist, and Curbed LA. A proud city nerd, you can also find me surfing the urban planner Reddit page or exploring the city through Google Maps.

For leisure I play city-building simulators (Cities:Skylines and Sim City 4 if you’re interested) where I often experiment with public transportation in fictitious cities. These include buses, light rail, and heavy rail systems.

I’m also passionate about mass transportation because its important to my city. There’s no question behind the fact that Los Angeles, the South Bay, and the surrounding areas will continue to grow rapidly. Finding alternatives to increased traffic congestion is important to our environment and quality of life around the city—because who enjoys a long commute? No one. The quality of life in our city depends on mass transportation.

I would be more than willing to devote my time into molding a better future for mass transportation in the South Bay Cities area. I can offer the perspective of a millennial, person of color, and working
professional that actively uses both rail and buses for work and leisurely commutes. I live and breathe neighborhoods, cities, and transportation, and doing this for my service area would be an honor.

Christian Louis Guzman, Wilmington
I am writing to you today to show my interest in becoming a member of the South Bay Cities Metro Service Council. I have consistently ridden buses in the South Bay Metro service region for a decade.

After I graduated from college, I made the decision to opt-out of owning a car for the sake of environmental sustainability and to minimize my expenses. I have experience serving on boards and volunteering in other capacities. I served on the Central San Pedro and Wilmington Neighborhood Councils and I am a former member of Communities for a Better Environment, which advocates for environmental justice and sustainability. These experiences have familiarized me with government board meetings, Robert’s Rules of Order and the importance of maintaining a professional demeanor before the public. In both capacities, I also advocated for LA Metro’s 205 and 232 buses to switch from diesel to cleaner technologies.

I currently ride the LA Metro lines 950, 205, 246 and 550. I occasionally ride the San Pedro and Wilmington DASH. I am familiar with several Torrance lines such as the 3, 7 and 9. I use the bus to go to work mostly. Sometimes I use buses and rail to go to events in Los Angeles or Long Beach.

I am an excellent candidate for several reasons. I believe that public transit is a very viable option for people to get around the South Bay and beyond. However, I also think it can be improved and want to work with Metro customers to improve it. I have experienced the positives of timely service and ease of use. I have also experienced some difficulty with bringing a bike on buses and rail. I have been frustrated by buses that did not arrive on time as well, and by service that ended too early. I remain optimistic though; I am a proponent of public transit to other community members and tourists. I try to make my confidence in the bus and rail assure them that you can get to many places on public transit in a convenient way.

I have attached my resume and a letter of recommendation if you are further interested in my professional and volunteer experience.

Derrick Jung, Lynwood
NOTE: 3/20/20 ASKED WHERE HIS BUSINESS IS IN THE CITY OF LOS ANGELES BECAUSE IT NEEDS TO BE WITHIN THE BOUNDARIES OF THE SERVICE COUNCIL. HAVE NOT HEARD BACK AS OF 4/5/20

I am writing in regards to your announcement of applicants to nominate to serve during July 1, 2020-June 30, 2023 on the Metro South Bay Cities Service Council.

As a Los Angeles Native, and current business owner and investor in the City of Los Angeles, I believe firsthand that I would make for a committed and involved council member, who knows the issues firsthand of our community, that would create change toward a better future!

I would love to share some of my concerns and ideas in person and hope we can discuss them in part as a nominated service council member.
Dan Medina, Gardena
3/6/20 text message – “I’m requesting that I may remain on the Metro Service Council if possible”.

Sean Mottles, Redondo Beach
I’m a native of SoCal, resident of the South Bay (Redondo Beach), and a Senior Systems Engineer at an aerospace company in Hawthorne (so quite close to the meeting location). I don’t drive so I rely completely on Metro/Municipal buses and my bike to get around LA County.

I think I would be a good fit for this as I have utilized public transit in this area for almost a decade so I am very familiar with it's current implementation, commuting by bike has exposed me to many areas that could use improvements, and I am a huge advocate for transit/active transport usage. I have experienced transit systems in several countries and am very interested in how they work/are implemented, I keep myself up to date with Metro’s projects, and I spend my free time reading books discussing topics of urban planning/bus route implementations/transit in general.

My dream would be to rebuild the original PE routes :)

Dr Grace Peng, Redondo Beach
is the Natural Resources chair for LWV LAC ILO.
Previously, she worked as a weather and climate analyst for an USAF lab where her duties included calibrating and validating weather satellite data. She also worked as a weather and climate data specialist for the National Center for Atmospheric Research where her duties included preparing data used in weather and climate models and helping users from government and industry use data effectively to make their decisions. She holds a BA in mathematics and a BS in chemistry from UC Berkeley as well as a PhD in chemical physics from the U of Colorado, Boulder.

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DISCLOSURE:
I am a director of the League of Women Voters of Los Angeles County and the LWV Beach Cities local chapter. I am the natural resources chair for both.

I posted my talk with pictures on my personal blog:

Reshaping how our region moves around is the most important thing we can do to slow climate change and to clean up our air and water. That’s why I am so passionate about transit and active transportation.

My family of three, all with driver's licenses, share one car. Each of us learned how to get to work, school, shopping and leisure activities without using a car. We rely on bicycles (analog and e-Bikes,) walking, carpooling and transit (BCT, Torrance Transit & Metro.) We live in North Redondo Beach, a short walk to the buses along Artesia and a 10 min bike ride to the Green Line station.

I'm a transit evangelist, teaching others how to make common trips by bus:
I would welcome a chance to use my analytical skills and passion to help the South Bay improve our quality of life by getting around outside of single-occupant cars.

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**Glenda Y. Silva Pantoja, LAWA nomination**

As Legislative Representative for the airport I am responsible for maintaining and communicating with Federal, State and Local elected official offices on a variety of issues concerning LAWA. I am involved in a newly created Mobility Working Group at LAWA that will be cross-functional to lead mobility initiatives to support our mobility vision, mission and values across the broader organization.

Public transit and local ground transportation projects and initiatives are of great importance to Los Angeles International Airport. We are currently in the middle of a $14 billion modernization program called the Land Access Modernization Program (LAMP) which consists of the three major components: a 2.25-mile elevated Automated People Mover (APM), a Consolidated Rent-A-Car (ConRAC) Facility with 18,000 parking spaces, and the Intermodal Transportation Facility – West (ITF-West) mobility hub, all of which are connected to the Metro Crenshaw Light Rail Line along with major roadway Improvements.

Current LAWA projects and future projects will also depend on the resiliency and dependability of all transit options that surround LAX in order to support the local workforce and the quality of traffic near and around airport property.

If selected to be on the Council, we hope to continue advocating for better transit options to and from LAX to help assist with the traffic challenge we currently face.

**Bio attached separately.**

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**Bob Wolfe, Hermosa Beach**

I meet the eligibility criteria: residency in the South Bay, regular and frequent transit use, ability to personally attend meetings and no financial connection (employee or independent consultant) with Metro.

I am one of Supervisor Janice Hahn’s appointees to the countywide Metro Citizens Advisory Committee and have worked closely with her staff on transit related issues.

Thank you for your consideration. Please see attached application, and let me know if there is any additional information that you require.

---

**Luis Duran, Hawthorne – Incumbent**

Letter attached – arrived April 6, 2020
Johnny Baeza
631 W Martinshire St Carson, CA 90745
(424) 210-6910 | johnnybishopbaeza@gmail.com

OBJECTIVE
Seeking a position in an active organization where there is an opportunity to develop advocacy skills and personal growth.

SKILLS AND QUALIFICATIONS
● Transit Enthusiast
● Basic understanding of transit, public policy and public values
● Basic understanding of GIS
● Understanding of regional service area, budgets, proposed allocation of service times and bus overhaul (Next Gen Bus Plan)

EDUCATION
California State University, Long Beach, CA Anticipated Completion Bachelor’s: Spring 2020 Single Subject Credential Spring 2021 GPA: 3.1

Los Angeles Harbor College, Wilmington, CA Associates of Arts: History, June 2015 Full Times Dean’s Honor Roll - 4 semesters GPA: 3.1

WORK HISTORY
Student Aide, Los Angeles Harbor College 2/2013 -8/2015
1111 Figueroa Pl, Wilmington, CA 90744

VOLUNTEER AND EXTRACURRICULAR ACTIVITIES

Cal YMCA, Delegation Advisor August 2016-Presen
● Mentor and supervise high school students
● Provide logistical support for transporting 170+ high school students to three conferences
● Try to use the YMCA’s Six Pillars to encourage growth

Alpha Gamma Sigma Honor Society, Vice President Fall 2012- Spring 2014
● Organized events and fundraisers to promote scholarship funds and participated in campus outreach programs to boost membership by 40%.

Senator, Associated Student Organization Fall 2012- Spring 2014
● As a representative for the students, analyzed educational legislation and organized events to promote student awareness.
Johnny Baeza
631 W Martinshire St Carson, CA 90745
(424) 210-6910 | johnnybishopbaeza@gmail.com

Joe Buscaino for City Council, Volunteer 09/2012 - 01/2013

- Trained high school students on proper phone banking and canvassing.
- Supervised front office
Christian Louis Guzman
1329 Figueora Place Apartment 7-12
Wilmington, CA 90744
c.louis.guzman@gmail.com
424 308 5142

Work Experience:
Farmers Market Manager for the San Pedro Chamber of Commerce (September 2019 - Present)
Primary duties include coordinating vendors and support staff to operate the San Pedro Farmers Market, being familiar with Los Angeles County and California State government departments that regulate farmers markets, assisting the book keeper with farmers market expenses, and searching for new market vendors.

Communications Consultant for the San Pedro Chamber of Commerce (September 2014- September 2019)
Primary duties included drafting and advising on articles and other communiques for SPCC newsletter. Duties also included assisting with production of SPCC events, communicating and working with government officials, SPCC website editing, and organizing chamber member data.

Administrative Assistant for Los Angeles Neighborhood Councils (January 2017 - September 2018)
Primary duties included taking minutes for neighborhood council board meetings and preparing agendas. I worked with the Wilmington, Harbor Gateway South, Coastal San Pedro and East Hollywood Neighborhood Councils.

Contributing Editor and Writer to Random Lengths News (May 2016 - April 2018)
Primary duties included writing news articles on topics ranging from the environment, Wilmington and San Pedro Neighborhood Councils, Carson Politics, Carson Infrastructure, and local arts and culture. Information for articles was gathered via interviews and supplemented with independent internet research. Duties also included editing other contributing writers’ articles.

Internships/Volunteer Experience:
Member of the Board of Directors for the Non Profit, Feed and Be Fed (September 2018 to Present)
Primary duties include applying for grants to support educational programming at a community garden, engaging the community and inviting them to our community garden’s programs, inviting people to fundraisers, helping to coordinate expenses to support garden programming.

Council Member with the Wilmington Neighborhood Council (August 2018 - June 2019)
Duties included listening to constituents, learning about community issues through government reports, drafting resolutions, participating in council discussion and voting at meetings. Alliances were also participated in such as the Council District 15 working group on homelessness and the Harbor Alliance of Neighborhood Councils.

Council Member with the Central San Pedro Neighborhood Council (June 2016 - August 2018)
Duties included listening to constituents, learning about community issues through government reports,
drafting resolutions, participating in council discussion, voting and chairing meetings. Alliances were also participated in such as the Council District 15 working group on homelessness and the Harbor Alliance of Neighborhood Councils.

**Congressional Intern for Janice Hahn (CA44) (January 2014-October 2014)**
Duties included researching and drafting Congressional Records, letters to constituents, and grant letters. Constituents were also spoken to in person and via the telephone and referred to congressional caseworkers.

**Community Outreach Coordinator for IndieCade Festival 2013 (July 2013-October 2013):**
Duties included contacting and supplying IndieCade's information to calendar listings in local newspapers and trade papers. Local businesses and game developers were also contacted and invited to the festival.

**Sponsorship Committee Coordinator for IndieCade Festival 2012 (July 2012-October 2012):**
Duties included organizing items from sponsor contracts for tracking and fulfillment of contracts, providing on-site support to executive director during sponsored festival events and sessions, providing on site inspection for sponsor signage and logo placement as per contract fulfillment.

**Education:**
**University of California, Irvine,** University of California, Irvine - Irvine, CA 92697  
BSc., Physics, 2012  
Sigma Pi Sigma

**Narbonne Math/Science Magnet HS,** 24300 S. Western Ave., Harbor City, CA 90710  
2008

**Awards:**
Chancellor's Excellence Scholarship at the University of California, Irvine (2008-2012)
March 5, 2020

Jacki Bacharach  
South Bay Cities Council of Governments  
2355 Crenshaw Blvd. #125  
Torrance, CA. 90501

Dear Jacki,

Please accept this letter as a recommendation to appoint Christian Guzman to the South Bay Cities Metro Service Council. Christian is a strong champion and for fellow transit riders in the region.

When I heard of Christian’s interest, it was clear that he is the ideal candidate to fill a vacancy on your council. Being a second-term chair and 6-year member of the San Fernando Valley Metro Service Council I can attest to the need for a diverse range of transit riding experiences to inform better outcomes for Metro. As issues arise from the public, unfamiliarity with the system prevents council members from being effective stewards of the system and often prohibits effective solutions from coming forward. With 10 years of transit riding experience, Christian will undoubtedly have the ability to make great contributions to the council, staff and customers.

I ask that you take my recommendation into consideration. Thank you for your time and attention.

Be well,

Yvette Lopez-Ledesma  
Chair, San Fernando Valley Metro Service Council  
Yvette1007@gmail.com
Glenda Y. Silva Pantoja

Glenda Silva serves as a Legislative Representative for Los Angeles World Airports (LAWA). She is involved in LAWAs Mobility Working Group, which is responsible for leading key mobility initiatives including the future ground transportation vision at Los Angeles International Airport (LAX).

Ms. Silva also serves on Metros Policy Advisory Council as LAWAs representative, providing input on Metro projects and policies considered by the Metro Board of Directors.

Ms. Silva has over 14 years of experience in public relations and stakeholder outreach on public works and transportation projects in diverse communities. Ms. Silva has assisted in the design, implementation and management of aggressive outreach and education strategies targeted at policymakers and stakeholders for the different public and private projects she’s been involved with.

Before joining LAWA, she spent over six years assisting in the development and implementation of internal and external communications programs that supported the construction of the Exposition Metro Line with the Exposition Construction Authority as their Government and Community Relations Representative. In 2014, she was appointed by Los Angeles Mayor Eric Garcetti to serve on the Los Angeles Department of Transportation Commission. During her time as commissioner, she served as President and Vice President, focusing on bringing innovative traffic solutions to the city. She currently lives in Playa Vista with her husband and their two year old son. She is a graduate of the University of California, Santa Cruz where she obtained a Bachelor’s Degree in Legal Studies.
STATEMENT FOR SOUTH BAY SERVICE COUNCIL – BOB WOLFE

As I explain below, I am an active bus, light rail and rail user and have been equally active in transportation planning, both as an appointed member on a countywide Metro advisory committee as well as a community advocate for better transportation alternatives in the South Bay.

I also am a civil service commissioner for the City of Hermosa Beach.

I have lived in the South Bay most of my life, having attended elementary, junior high and high school in the city of Inglewood.

I am currently an appellate attorney, principally engaged in pro bono work under the auspices of the California State Bar's Pro Bono Practice Program and Public Counsel, where I am a long-serving board member.

My interest in transit began in the 1970s when I worked at the Center for Law in the Public Interest (CLIPi), which prosecuted a federal court lawsuit, Keith v. Volpe, challenging the original plans for the Century Freeway. The lawsuit resulted in a consent degree, spearheaded by federal judge Harry Pregerson, that gave rise to the Green Line, the Harbor Freeway transitway, and a host of housing and job development and training projects.

In the early 1980s, CLIPi attorney John Phillips and I co-authored an LA Times op-ed article lambasting the Reagan administration for obstructing the mass transit elements of the consent decree. (See “Century Freeway: Road to Nowhere,” LA Times, 8/5/81.)

Last year, Supervisor Janice Hahn appointed me to serve as one of her representatives on the 21-member countywide Citizens Advisory Council (CAC). I believe that I am the only CAC member from the South Bay and have endeavored to articulate South Bay interests and concerns.

I am an active participant at CAC meetings, and have interacted with Metro staff on the NexGen bus study, Bus Rapid Transit, congestion pricing, first / last mile planning, environmental sustainability, customer service and communications, civil rights and
disparate impact, and safety and security, among other important issues.

I sit on the CAC in a volunteer capacity and am neither an employee of, nor a consultant to, Metro.

I use public transit on nearly a daily basis, during peak and nonpeak hours, including mid-day, evenings and weekends. I at most familiar with the Green and Silver (910/950) Lines, but also have frequently traveled on the Metro 232 (PCH) and 130 (Artesia Blvd.) buses, as well as the BCT 109, Crenshaw 210/710, La Brea 212/312 and the LADOT Commuter Express 438. I'm also a regular rider on the Culver City 6 and Big Blue Bus 1 to travel to and from the Westside and Santa Monica.

I have been a citizen advocate on transportation issues pertaining to the South Bay, including the Green Line extension to Torrance, the Green Line interface with the Crenshaw / LAX line, the northern extension of the Crenshaw / LAX line to West Hollywood, the Sepulveda corridor transit project, and the renaming of the Harbor Freeway transit station in honor of Judge Harry Pregerson.

To further these aims, I have testified at Metro board meetings, drafted letters and petitions, and interacted with local elected leaders and their transportation staff members as well as other involved advocacy groups.

I am particularly interested in providing South Bay residents and visitors with mass transit options that will take them where they want to go in a predictable, reliable and frequent manner. I believe that such viable options will alleviate surface highway congestion and will promote sustainability and carbon neutrality by reducing VMT (vehicle miles traveled).

As a former appellate mediator, I am a strong proponent of collaborative decisionmaking and active listening.

Thank you for this opportunity to explain my interest in serving on the Service Council.
PROFESSIONAL EXPERIENCE

Law Offices of Robert S. Wolfe, Hermosa Beach, California.
Appellate Attorney, 2016-Present. Law practice limited solely to pro bono work; drafted successful amicus brief in Planning & Conservation League v. Padilla, Cal. Supreme Court No. S249859 (removing Proposition 9, "Three States" initiative, from Nov. 2018 ballot).

Court of Appeal of the State of California, Santa Ana, California
Supervising Judicial Attorney; Judicial Settlement Officer; Senior Judicial Attorney, 1996-2015. Supervised writs and motions department for state appellate court having jurisdiction over all civil and criminal cases Orange County; conducted court’s judicial settlement program and acted as its judicial settlement officer; drafted judicial opinions as staff member for various appellate justices.

Manning, Marder & Wolfe, Los Angeles, California.
Senior Partner / Founding Partner, 1994-1995; Of Counsel, 1996. Head of appellate department (firm currently called Manning & Kass).

Morris, Polich & Purdy, Los Angeles, California.

ORGANIZATIONS

Civil Service Board, City of Hermosa Beach.
Commissioner, 2019-present. Functions as city’s review board for personnel functions and civil service rules and regulations. Term expires on July 15, 2023.

Citizens Advisory Council, Los Angeles County Metropolitan Transportation Authority, Los Angeles, California.
Councilmember, 2019-present. Countywide committee, established pursuant to AB 152 (1992), to consult, obtain and collect community input on matters pertaining to Metro service and operations.

THRIVE Hermosa, Hermosa Beach, California.
Chair, Transportation Task Force, 2017-present. Advocacy to provide transportation options, including effective light rail service, for residents, employees and visitors to South Bay.
California Supreme Court Historical Society, Fresno, California.
Member, Board of Directors, 2006-present; Chair, Programs Committee. Non-profit, headed by Chief Justice Tani Cantil-Sakauye, dedicated to, preserving, and promoting California's legal and judicial history.

Public Counsel, Los Angeles, California.
Member, Board of Directors, Sept. 1996-present; Member, Executive Committee, 1997-2005. Largest pro bono law firm in U.S.

Public Law Center. Santa Ana, California.
Member, Board of Directors, 2000-2015; Member, Executive Committee. Provides pro bono legal services to deserving groups and individuals within Orange County.

Hillel Council UCLA, Los Angeles, California.
Member, Board of Directors, 1999-present. Provides oversight to professional staff at private, nonprofit campus foundation at UCLA.

EDUCATION

University of California, Davis School of Law

University of California, Santa Cruz

PUBLICATIONS


Wolfe, Split Decision: The Origins of Orange County’s Appellate Court (April 2006) 48 ORANGE COUNTY LAWYER 18.


April 6, 2020

Luis Duran
15023 Florwood Ave.
Hawthorne, CA 90250

To the South Bay Cities Council of Governments (SBCCOG):

I would like to nominate myself to continue serving on the Los Angeles Metropolitan Transportation Authority (Metro) South Bay Service Council where I have been a councilmember since 2017.

I have worked for the Los Angeles County Department of Regional Planning since February 2016, and have used transit to get to work everyday since then. My mother’s family came to Lawndale in the 1960’s, and 4 of her 5 siblings still live in the South Bay, so we have very deep roots in this area of Los Angeles County. I was born and raised in the Hawthorne/Lawndale area, and have lived recently lived in the Cities of Hawthorne, Lawndale, and Hermosa Beach. I am very familiar with the general areas around LAX to Torrance and inland to Compton, as well as Downtown Los Angeles. With the amount of development and focus on transit in the greater L.A. area in the upcoming years, I want to make sure that families have their feedback actually heard and processed, especially with the Olympics coming.

My apologies for being so late with this information. In February I was intensely focused on training for the L.A. Marathon on Sunday March 8, 2020. I ran the marathon and took the next week off of work to rest and recuperate, and during that week it felt like the world completely changed due the COVID-19 pandemic. Once I returned to work on March 16, 2020, I was instructed to start moving my files and projects home to telecommute, and I have been trying to get used to it since then. In the chaos of March, I forgot about this nomination timeline, and hope you will still consider my application. Thank you.

-Luis Duran
Metro Service Council Member – South Bay Cities
April 2, 2020

Dear Jacki,

There is a pressing and time-sensitive issue I would like to bring to your attention. Public health experts have reported that the Coronavirus can remain on surfaces for up to 72 hours. Experts have identified that mass transit is one of the popular means by which COVID-19 is passed person to person, thus prolonging the pandemic and needlessly causing the deaths of many, such as seniors and the economically disadvantaged, who often utilize mass transit. This vector needs to be quashed immediately!

As a result, effective March 28, 2020, I suspended local bus service in the City of Carson. If we are truly serious about stopping the spread of this deadly pandemic, Mayors in every city should join me in this bold and effective step and also immediately suspend all mass transit in their respective cities.

I recently contacted the Los Angeles County Metropolitan Transportation Authority (METRO) to implore the agency to join me in suspending mass transit throughout L.A. County for the safety and health of the public. Unfortunately, the agency declined to suspend their operations and coincidently shortly thereafter, one of METRO’s bus drivers tested positive for COVID-19. It is unfathomable to think of how many hundreds of thousands of people this driver unwittingly put at risk and may have directly contaminated.

As someone who has relied on buses in years past, I know mass transit is important for many reasons, and I understand that this may impact those individuals who can least afford transit alternatives. To facilitate a remedy, I contacted Lyft to develop a partnership to provide on-demand ride services to residents 18 years and older at a 50% discount. The City will cover the remaining balance up to a maximum subsidy of $10 by entering a code into the Lyft app. So alternatives are available.

This Coronavirus Pandemic will continue for much longer than necessary unless this action of suspending all mass transit is taken. I would rather say to my constituents that I am sorry for the inconvenience, rather than I am sorry for your loss. While this is a sobering sentiment, it highlights the dire situation that we, as a nation, are facing.
I implore you to join me in my fight against this deadly pandemic and call for all Mayors in every city to immediately suspend mass transit in their respective cities. Please feel free to contact me to discuss this further or if you have any questions. I can be reached at (310) 952-1706.

Stay safe, healthy and well!

Sincerely,

[Signature]

Albert Robles
Mayor
South Bay Municipal Operator responses to Carson request to support request Metro cease bus operations during COVID-19 pandemic.

**Beach Cities Transit**

“Redondo Beach is continuing to operate transit services to provide transportation to the public who rely on the service for essential trips. To date, the City Council supports this position.

We are operating on modified schedules, and have suspended a few of our late evening trips, and S/D dial-a-ride hours are reduced to 9am to 5pm, until further notice.”

-Joyce Rooney
Transit Operations and Transportation Facilities Manager

**GTrans**

“Hi folks, we received a similar letter. We responded back this week. We can provide a copy of the letter that went out for your information. In the meantime, here is an excerpt from that letter:

‘As you are aware, Governor Newsom issued the Safer at Home order on March 19, 2020. Within that order, he deemed public transportation as an essential service. Public transit, including the services provided by GTrans, is a lifeline to access groceries, medical appointments, and other essential destinations for thousands of individuals. Furthermore, we know that countless first responders, hospital works and other essential city and county employee rely on our service to get to their critical functions.

In continuing to provide GTrans’ essential service, we are following the Centers for Disease Control and Prevention (CDC), State of California and Los Angeles County health orders. We have implemented more stringent disinfecting procedures on the bus, blocked off seating within the bus to support social distancing, and implemented read door boarding/suspended fare collection to minimize contact between our customers and the Operator. Finally, yesterday we implemented a service reduction to match the reduced demand for our service.

At this time, we are committed to providing this essential service to our customers. We will continue to monitor the situation, and follow any further orders from the State, County and/or the City of Gardena. Should there be a direction to change our service further, we will certainly comply.’

-Dana Pynn
Administrative Officer

**PV Transit**

“Shown below is our response to Mayor Robles’ letter requesting the closure of transit service in Los Angeles County.

PV Transit effective March 16th went from operating eight bus routes to one. The remaining route in operation, Route 225-226 provides service between San Pedro, the Palos Verdes Peninsula, and Redondo
Beach. While ridership is very light, it is providing a vital service for the handful of workers and caregivers that must ride the bus. The four bus operators driving this route are fully-equipped with personal protective equipment (PPE) and the buses are cleaned several times during the day.

Our dial-a-ride service for senior and disabled residents has also experienced drastic ridership declines. Most of the customers still using this service are going to dialysis treatments. Without PVTransit, these individuals would have difficulty accessing this life-saving treatment.

Our Agency will continue to monitor the announcements made by public health professionals and adjust service if needed.”

-Martin Gombert, Administrator
Palos Verdes Peninsula Transit Authority

**Torrance Transit**

“Torrance Transit echoes the sentiments of our colleagues from Redondo Beach (Beach Cities Transit) and Gardena (G-Trans). The services provided by Torrance Transit has been deemed essential by the Federal government and the Governor during this crisis and we will continue to operate on a modified Saturday schedule in order to continue assisting others who are also working to mitigate the COVID-19 pandemic.

As a proactive response to the potential spread of COVID-19, Torrance Transit will continue its robust vehicle sanitization procedures. Each night, our vehicles are cleaned with antibacterial and antimicrobial disinfectant. For employees who come in contact with the public, they are given gloves, masks, hand sanitizer and disinfectant wipes. In addition, we have created an operator safety zone on all of our buses.

The City of Torrance has issued internal information to its employees and external messages to the public regarding best practices to stay healthy as provided by the Center for Disease Control and Prevention (CDC) and the California State Government. Torrance Transit will continue to monitor the CDC, California State Government and the American Public Transportation Association’s (APTA) websites for updates and best practices to keep employees and passengers safe.

*If you have any further questions or concerns, please let me know.”

-Kim Turner
Director
**South Bay Cities Council of Governments**

April 13, 2020

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

RE: Bills to Monitor and for Action – Status as of April 6, 2020

NOTE: Legislation in BOLD is new to the matrix – AB 3107 added after packet prepared

Adherence to Strategic Plan:
Goal B: Regional Advocacy. Advocate for the interests of the South Bay

**ENVIRONMENT**

<table>
<thead>
<tr>
<th>Bill</th>
<th>Description</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AB 1672</strong> (Bloom)</td>
<td>Solid waste: nonwoven disposable products. Would require, commencing January 1, 2021, except as provided, certain nonwoven disposal products to be labeled clearly and conspicuously to communicate that they should not be flushed, as specified. Would prohibit a covered entity, as defined, from making a representation about the flushable attributes, benefits, performance, or efficacy of those nonwoven disposal products, as provided.</td>
<td>SUPPORT (2/27/20)</td>
<td>1/30/20 Senate Rules Committee for assignment</td>
</tr>
<tr>
<td><strong>AB 2103</strong> (O’Donnell) Formerly AB 1694</td>
<td>San Gabriel and Lower Los Angeles Rivers &amp; Mountains Conservancy: territory: Dominguez Channel watershed &amp; Santa Catalina Island. Existing law establishes the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy in the Natural Resources Agency and prescribes the functions and duties of the conservancy. Existing law, for purposes of those provisions, defines “territory” to mean the territory of the conservancy that consists of those portions of the Counties of Los Angeles and Orange located within the San Gabriel River and its tributaries, the lower Los Angeles River and its tributaries, and the San Gabriel Mountains, as described. This bill would additionally include the Dominguez Channel watershed and Santa Catalina Island, as described, within that definition of territory, and would make various related changes to the boundaries of that territory.</td>
<td>RECOMMEND SUPPORT</td>
<td>3/16/20 Senate Natural Resource Committee</td>
</tr>
</tbody>
</table>

LCC: monitor
CPSC: support?
Calif. Product Stewardship Council

Senate Natural Resource Committee

(Ltr to Sen Nat Res & Water Comm. 7/2/19)
<p>| SB 1363 (Allen) | Regional transportation plans: sustainable communities strategies: greenhouse gas emissions and vehicle miles traveled reduction targets. Would require the State Air Resources Board to provide, no later than December 31, 2022, each affected region with greenhouse gas emission reduction targets for the automobile and light truck sector for 2045 and 2050, and with vehicle miles traveled reduction targets for 2035, 2045, and 2050, and to release, no later than September 30, 2022, a draft of those targets, as specified. | MONITOR | Senate Transportation Committee Hearing Date: 4/14/20 Senate Environmental Quality Committee Hearing Date: 4/15/20 |
| SB 795 (Beall) | Affordable Housing and Community Development Investment Program. Would establish in state government the Affordable Housing and Community Development Investment Program, which would be administered by the Affordable Housing and Community Development Investment Committee. Would authorize a city, county, city and county, joint powers agency, enhanced infrastructure financing district, affordable housing authority, community revitalization and investment authority, transit village development district, or a combination of those entities, to apply to the Affordable Housing and Community Development Investment Committee to participate in the program and would authorize the committee to approve or deny plans for projects meeting specific criteria. Would also authorize certain local agencies to establish an affordable housing and community development investment agency and authorize an agency to apply for funding under the program and issue bonds, as provided, to carry out a project under the program. | SUPPORT (2/27/20) LCC: monitor Was previously SB 5 SBCCOG: supported LCC: supported | 4/2/20 Senate Government &amp; Finance Committee |
| AB 3107 (Bloom) | Planning and zoning: general plan: housing development. Notwithstanding any inconsistent provision of a city’s or county’s general plan, specific plan, zoning ordinance, or regulation, would require that a housing development in which at least 20% of the units have an affordable housing cost or affordable rent for lower income households, as those terms are defined, be an allowable use on a site designated in any element of the general plan for commercial uses. | Monitor | Assembly Housing Committee Hearing: 3/16/20 POSTPONED |</p>
<table>
<thead>
<tr>
<th>Bill</th>
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<tbody>
<tr>
<td>SB 902 (Wiener)</td>
<td>Planning and zoning: neighborhood multifamily project: use by right: density. Current law, until January 1, 2026, authorizes a development proponent to submit an application for a multifamily housing development that satisfies specified planning objective standards to be subject to a streamlined, ministerial approval process, as provided, and not subject to a conditional use permit. This bill would provide that a neighborhood multifamily project is a use by right in zones where residential uses are permitted if the project is not located in a very high fire severity zone, does not demolish sound rental housing or housing that has been placed on a national or state historic register, follows specified local objective criteria, and meets specified density requirements.</td>
</tr>
<tr>
<td>RECOMMEND</td>
<td>OPPOSE</td>
</tr>
<tr>
<td>BY RIGHT PROVISIONS</td>
<td>Senate Housing Committee Hearing: 3/31/20 POSTPONED</td>
</tr>
</tbody>
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**TRANSPORTATION**

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<tr>
<th>Bill</th>
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<tbody>
<tr>
<td>AB 326 (Muratsuchi)</td>
<td>Vehicles: motorized carrying devices. Would define a motorized carrying device and authorize the use of a motorized carrying device, in accordance with specified rules, on sidewalks and crosswalks.</td>
</tr>
<tr>
<td>MONITOR</td>
<td>LCC: monitor</td>
</tr>
<tr>
<td>1/30/20</td>
<td>Senate Rules Committee for assignment</td>
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<tr>
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<tbody>
<tr>
<td>AB 2121 (Friedman)</td>
<td>Traffic Safety: Would require, beginning June 1, 2022, and every 6 months thereafter, Caltrans to convene a committee of external design experts to advise on revisions to the Highway Design Manual. (possible leg. for changing speed limit calculations)</td>
</tr>
<tr>
<td>MONITOR</td>
<td>LCC: monitor</td>
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<tr>
<td>2/20/20</td>
<td>Assembly Transportation Committee</td>
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**FEDERAL**

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

**2020 Legislative Session Calendar**

Apr. 2  Spring Recess begins upon adjournment
Apr. 13 Legislature reconvenes from Spring Recess
Apr. 24 Last day for policy committees to hear and report to fiscal committees fiscal bills introduced in their house
May 1  Last day for policy committees to meet and report to the floor nonfiscal bills introduced in their house
May 8  Last day for policy committees to meet prior to June 1
May 15 Last day for fiscal committees to hear and report to the floor bills introduced in their house. Last day for fiscal committees to meet prior to June 1
May 26-May 29 Floor session only. No committee may meet for any purpose except for Rules Committee, bills referred pursuant to Assembly Rule 77.2, and Conference Committees
May 29 Last day for each house to pass bills introduced in that house
June 1 Committee meetings may resume
June 15 Budget Bill must be passed by midnight
June 25 Last day for a legislative measure to qualify for the Nov. 3 General Election ballot
June 26 Last day for policy committees to hear and report fiscal bills to fiscal committee
July 2 Last day for policy committees to meet and report bills (J.R. 61(b)(14)). Summer Recess begins upon adjournment, provided Budget Bill has been passed
Aug. 3 Legislature reconvenes from Summer Recess
Aug. 14 Last day for fiscal committees to meet and report bills
Aug. 17-31 Floor session only. No committee may meet for any purpose except Rules Committee, bills referred pursuant to Assembly Rule 77.2, and Conference Committees
Aug. 21 Last day to amend bills on the floor
Aug. 31 Last day for each house to pass bills
Sept. 30 Last day for Governor to sign or veto bills passed by the Legislature before Sept. 1 and in the Governor's possession on or after Sept. 1
Oct. 1 Bills enacted on or before this date take effect January 1, 2021.
South Bay Cities Council of Governments  
Sacramento Policy “Asks”

Principle

In addition to the housing crisis, climate and public health crises are also formidable challenges that require immediate policy responses. Any new development, especially housing, must be planned strategically to reduce GHG emissions from travel and build resilient neighborhoods. A single state-wide location policy – housing adjacent to transit corridors or as added density in existing single-family neighborhoods allowed by-right– may increase housing supply but will not address sustainability or resilience. Development must be context sensitive. Protecting the community against threats that include climate change and infectious diseases requires robust, state-supported planning expertise at the local and sub-regional levels.

Recommendations

Based on that principle, the SBCCOG requests that the Legislature and the Governor adopt the following positions in relation to new housing legislation as well as existing housing policy:

1. **Certify the South Bay’s “Neighborhood Oriented Development Strategy” (NOD) as a legitimate alternative to “Transit Oriented Development (TOD).”**
   
   - NOD is the product of a 15 year research and demonstration program (funded incrementally by SCAG, SCAQMD, LA Metro, CEC, and Caltrans) and is the basis for the Land Use – Transportation chapter of the SBCCOG’s Climate Action Plan (funded by the California Strategic Growth Council).
     - It will reconfigure commercial destinations into neighborhood centers while redeveloping commercial parcels into housing.
     - Our models show that the NOD strategy will reduce GHG emissions, criteria pollutants and congestion in the South Bay and add infrastructure that will help neighborhoods adapt to and recover from disruption.
   
   - Transit mode share is less than 3% in the South Bay so TOD will be an ineffective sustainability strategy even if transit trips doubled.
   
   - NOD implementation needs state certification as TOD currently dominates state policies across all departments.

2. **Integrate narrowly crafted housing policy with non-housing initiatives in order to achieve sustainable and resilient development.**
   
   - High volumes of affordable housing served by zero emission mobility systems require a package of mutually reinforcing policies and programs that do not specifically address housing.
For example, the housing “package” should include initiatives that support broadband network development and access, regional telework, the micro-commute, dispersal of jobs, micro-mobility, brownfield cleanup and more.

The ad hoc adaptations to the COVID-19 virus such as tele-medicine and distance education should be institutionalized as part of the housing policy package.

- Complex goals require multiple tools. Silos are the enemy of sustainability and resilience.

3. **Mandate building a greater percentage of affordable housing on affordable land located outside of the metropolitan core in jurisdictions with vacant land.**

- The reason often cited for not building on the periphery is the resulting “sprawl.”
  - Sprawl is an auto dependent development pattern with spatially separated residential tracts, retail malls and employment centers.
  - It is possible to plan and zone for compact, complete neighborhoods with high rates of walking and zero emission personal mobility outside the “core” – the opposite of sprawl.
  - In fact, the NOD strategy can be established in places with any amount of vacant land more easily than by retrofitting built-out places.
  - The long journey to work is one often cited component of the sprawl pattern, however the COVID 19 virus is demonstrating that physical access to job centers is an anachronism for many.
  - Policies that support regional telework initiatives and the “micro-commute” can facilitate housing outside the metro core without producing VMT.

- The land value inside the metro core requires large public subsidies in order to build affordable housing; density bonuses in exchange for below market units produce too little and give away too much.

- Affordable housing is most efficiently developed on affordable land, especially since there are affordable means for addressing the resulting access and mobility challenges.

4. **Delay legislation that would over-ride local zoning and allow “by-right” development, especially in single family neighborhoods.**

- SB 902 improves on its predecessor proposal SB50, but “density by-right” lacks strong supportive empirical evidence.

- Housing development will affect quality of life in a neighborhood for 100 years and must be carefully planned; the current proposals to increase supply lack the granularity necessary for successful implementation.

- The SBCCOG requests the state pause the process pending completion of the following critical studies:
A. Evaluate the “density by-right” development strategy as a civic experiment and evaluate relevant data that will inform legislation. Confirm that it produces the desired housing volumes while avoiding the negative consequences feared by the current residents – from gentrification to congestion – in all contexts.

- Policy should be based on science more than on politically negotiated provisions.
  - Evaluate the outcomes in other jurisdictions that have previously adopted “density by-right” development policies, e.g., City of Minneapolis, MN, State of Oregon.
  - Evaluate the impact of the California ADU ordinance, expanded on January 1, 2020 – which is a starter version of “density by-right” policy that over-rides single family zoning. It would be prudent to learn how it’s doing so far before proceeding with an even more invasive policy.
  - Going forward, any housing legislation should include funding for a representative sample of jurisdictions to collect data for HCD to evaluate success in terms of DUs added by size and price, quality of life metrics and contributions to sustainability and resilience.

B. Fund a pilot study of the “carrying capacity” in the South Bay sub-region as a step toward evaluating whether RHNA target calculations should include an assessment of what each sub-region needs to protect quality of life while absorbing growth.

- In order to meet housing targets, cities must be aware of which services and resources will require additional investment and which cannot feasibly be expanded.
  - Sewer condition and capacity, solid waste capacity, water supplies, school capacity, fire services, etc. should be assessed as part of the process of assigning targets.
  - For example, the original South Bay carrying capacity study (from 2003) led to one of our cities buying land to develop parks in order to address a deficiency.

- Residents opposing growth are typically labeled NIMBYs, yet some part of that opposition is based in the rational concern that the consequences of growth have not been thought out and appropriately mitigated.
  - Assessing the carrying capacity of a jurisdiction may be one way to address those concerns and eventually retire the NIMBY label – and make RHNA more collaborative as a bonus.

C. Evaluate the risk that density poses for viral infection in case of subsequent epidemics.

- A national conversation has begun about the risk of density to public health. Legislation should be informed by this discussion.
  - When more people inhabit or pass-through the same volume of space the probability of disease transmission grows.
Apartment lobbies, door handles, call buttons, hallways, and elevators as well as adjacent sidewalks and parks all increase risk of infection.

Public transit vehicles, stations and on-street stops are also potentially dangerous.

Before increasing density, especially in transit-oriented neighborhoods and single-family neighborhoods, the risk should be studied, quantified and used as the basis for housing policy.

D. **Delay housing legislation until the COVID-19 epidemic in California has been controlled and the extent of economic damage can be assessed.**

- It is only sensible to delay major housing legislation until some level of clarity about the economic impacts and paths to recovery are known; unless there is strong evidence that the initiative will support sustainability and/or resilience.
  - Since the pandemic is far from controlled, it is impossible to forecast when parts of the economy will restart.
  - Based on previous recessions or depressions, it may take years for the labor market to fully recover and for jobs to return to previous levels.
  - The return of the virus in Asia with renewed isolating policies suggests that the California economy may not begin recovering until 2021.

- Housing markets are in flux, many of the original assumptions underlying the “density by-right” legislation no longer hold.
  - For example, rental prices in Los Angeles have declined for the first time in 10 years. It’s too early to know the post-recovery impact on rents and vacancy rates, especially since housing demand follows jobs.

- The financial strength of local jurisdictions may have declined to the point that additional housing could push some into bankruptcy. Housing – at almost any density – just doesn’t provide the revenue to support the services that housing requires.

- It is simply prudent to proceed only once the economy has begun to stabilize.
South Bay Cities Council of Governments

SBCCOG Board of Directors’ Meeting
Thursday, April 23, 2020 @ 6:00 pm
Zoom – instructions to be added

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 2355 Crenshaw Blvd., Suite 125 Torrance, CA 90501.

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.

DRAFT AGENDA

I. CALL TO ORDER & SALUTE TO THE FLAG (6:00 PM)
Christian Horvath, Chair

II. INTRODUCTIONS

III. CONFIRM POSTING OF THE AGENDA BY TORRANCE CITY CLERK

IV. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA

V. COMMENTS FROM THE PUBLIC (6:05 pm)

VI. CONSENT CALENDAR (6:10 pm)
Matters listed under Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Calendar and considered separately.

A. February Board Meeting Minutes (attachment) – Approve

B. Contract with The Pun Group to provide audit services (attachment) – Approve

C. Appointments to Outside Agencies (attachment) – Approve

D. Letter to Metro re: NextGen Service Changes in South Bay (attachment) – Approve

E. Status of Legislation of Interest to SBCCOG (attachment) – Approve
   1. Support AB 2103
   2. Oppose SB 902

F. Update on Office Move (attachment) – Receive and file

G. Monthly Reports – Receive and File
   1. South Bay Environmental Services Center Report (attachment)
   2. Transportation Report (attachment)
   3. Reports from Outside Agencies
VII. PRESENTATIONS – (all prepared presentations will be posted @ www.southbaycities.org)
   A. Sharing City Responses to the Coronavirus – discussion
   B. 20-21 Work Program

VIII. SBCCOG PROGRAM ACTION ITEMS, REPORTS AND UPDATES (6:40 pm)
   A. South Bay Fiber Network
      1. Status of request from Metro for additional funds
   B. Appointments to Outside Agencies
   C. Homeless Services
   D. Senior Services
   E. General Assembly (attachment)
   F. Other

IX. TRANSPORTATION REPORTS
   A. Metro Report - Board member James Butts/Mike Bohlke/Steve Lantz (7:00 pm)
   B. Metro Next Gen Workshop meetings report – Ralph Franklin (7:05 pm)

X. AGENCY REPORTS (7:20 pm)
   NOTE: Oral reports will only be made to clarify or amplify written attachments
   A. Service Council Report by Ralph Franklin, Chair (attachment)
   B. SCAG & Committees (attachments)
      1. Energy and Environment (Judy Mitchell, Jim Osborne)
      2. Transportation (Dan Medina, James Gazeley, Drew Boyles)
      3. Community, Economic, & Human Development (Frank Zerunyan & Mark Waronek)
      4. Regional Council (Judy Mitchell, Dan Medina, James Gazeley)
   C. League of California Cities & LA Division Legislative Committee (Bea Dieringer & Jeffrey Kiernan) (attachment)

No Attachments received
   A. Air Quality Management District (Judy Mitchell, Joe Buscaino, Janice Hahn & Denny Shaw)
   B. Santa Monica Bay Restoration Commission (Bill Brand/Kenneth Kao)
   C. Stormwater Funding
      1. CCCA/LCC Stormwater Funding Options Committee (Hany Fangary)
   D. South Bay Association of Chambers of Commerce (Olivia Valentine)
   E. South Bay Aerospace Alliance (Olivia Valentine/Rodney Tanaka)
   F. KHHR (Hawthorne Airport) Committee re: Community Impacts (Olivia Valentine)
   G. California Association of Councils of Governments - CALCOG (Britt Huff)
   H. South Bay Workforce Investment Board (Chris Cagle) (attachment)

XI. UPCOMING EVENTS & ANNOUNCEMENTS

XII. ADJOURNMENT

Next Board meeting - Thursday, May 28, 2020
GoldenTALK is a chat and crisis line for Older Adults who are 60 years of age and older.

The chat line assists seniors facing social isolation through warm conversations and also provides referrals and works closely with multiple agencies within Los Angeles County in the event of a crisis.

We need volunteers!
Please visit our website for more information or call (888) 491-0054

www.idsgtfoundation.org

GoldenTALK senior chat line is live

(888) 60-GOLDEN
(888) 604-6533
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