South Bay Cities Council of Governments

Steering Committee

AGENDA

Monday, June 8, 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, June 8, 2020 via email to natalie@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:
Register in advance for the Steering Committee meeting using the below link:
https://scag.zoom.us/meeting/register/tJArdOusqj8oG9aULyxK8prL-sf6ZCYt0rZ_

After registering, you will receive a confirmation email containing information about joining the meeting.

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 – May 11, 2020 meeting minutes attached (Pages 3-7)
■ ACTION: Approve

B. No Cost Contract Extension with Fehr & Peers for Local Travel Network Project
■ Memo and Contract Amendment attached (Pages 9-10)
■ ACTION: Recommend Board approval

C. South Bay Environmental Services Center Activities Report – attached (Pages 11-16)

D. City Attendance at SBCCOG meetings
■ Matrix attached (Page 17)

VI. ACTION ITEMS
E. South Bay Fiber Network – 12:10 pm
■ Work order #2 change order and Work Order #3 – to be available at the meeting
■ Status of Fiber sign-ups
■ El Segundo already connected
Construction schedule update - Part of Work Order #1 and 2.
   a. Delay to 6/22 for Phase 1 which includes: Gardena, SBWIB (Gardena), Lomita, Rolling Hills, Rolling Hills Estates, Rancho Palos Verdes & Carson (connection but no service)
   b. Delay to 7/30 for Phase 2 which includes: Palos Verdes Estates, Torrance, Redondo Beach, Manhattan Beach, Inglewood, Hermosa Beach, Beach Cities Health District, SBWIB (3 sites), Metro
   c. COVID-19 and access issues were the main reasons for the delay
   ■ ACTION: Recommend Board approval of Work Order #2 change order and Work Order #3

F. Legislative Issues – 12:20 pm
   ■ Legislative Briefing scheduled for July 9
   ■ Legislative Matrix – attached (Pages 19-22)
   ■ ACTION: Recommend Oppose SB 1120 and host July 9 Leg. Briefing.

G. PACE Financing – 12:30 pm
   ■ The SBCCOG has been promoting HERO and Ygrene. HERO has been part of the county program and Ygrene has been separate. The County has removed their unincorporated areas from the PACE program but cities are still in.
   ■ Memos attached (Pages 23-25)
   ■ Ygrene has asked for a statement of continued support
   ■ ACTION: Provide direction

H. Board Meeting agenda development – 12:40 pm
   ■ June – Election of Officers and Adoption of the Budget & Joe Buscaino re: NLC – draft attached (Pages 27-28)
   ■ July – LTN project final
   ■ ACTION: Recommend programs of interest for Board presentations

I. Budget – 12:45 pm
   ■ Budget documents attached with revisions to reflect Board discussion (Pages 29-40)
   ■ Further information on personnel will be presented at the meeting
   ■ ACTION: Review and recommend Board adoption

J. Approval of Invoices – available at the meeting – 1:00 pm
   ■ ACTION: Approve invoices for payment

VII. INFORMATION ITEMS
   K. Telework Workshops – 1:05 pm

   L. Update on Homeless Program and Innovation Project Funding – 1:10 pm

   M. Update on Senior Services – 1:20 pm

VIII. STRATEGIC POSITIONING ITEMS/ANNOUNCEMENTS AND UPDATES
   ■ Other updates since agenda distribution – 1:25 pm

NEXT STEERING COMMITTEE MEETING – Monday, July 13, 2020 @ 12:00 pm @ TBD
Attendees: Christian Horvath (Chair, Redondo Beach), Olivia Valentine (1st Vice Chair, Hawthorne), Drew Boyles (2nd Vice Chair, El Segundo), George Chen (Torrance), Ralph Franklin & Jim Butts (Inglewood), Bernadette Suarez (Lawndale), Jim Gazeley (Lomita), John Cruikshank (Rancho Palos Verdes), Britt Huff (Rolling Hills Estates), Cedric Hicks (Carson), Hildy Stern (Manhattan Beach), Stacy Armato (Hermosa Beach). Others: James Hannon (President of South Bay Bicycling Coalition), Don Szerlip (Metro Service Council), Steve Takemoto (South Bay Bicycle Coalition, Mark Dierking (Metro), Omar Pulido (Trifiletti Consulting), SBCCOG: Jacki Bacharach, Kim Fuentes, Steve Lantz, Wally Siembab, Brooke Heri

I. INTRODUCTIONS

II. REPORT OF POSTING OF AGENDA
   ACTION: ReceiveD and fileD

III. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA - NONE

IV. PUBLIC COMMENT – Steve Takemoto – grant to BCHD. Hoping cities to join him. Going to IWG.

V. CONSENT CALENDAR – action items noted, remainder are receive & file - 12:05 pm

Cruikshank/Hicks – SUAREZ ABSTAINED FROM MINUTES
A. Steering Committee – April 13, 2020 meeting minutes attached
   ACTION: ApproveD
B. Amendment to Agreement with Agnes Walker
   Attached is a no cost, time extension amendment
   ACTION: ApproveD
C. Amendment to County Contract re: Sanitation Stations for the Homeless
   Amendment attached
   ACTION: ApproveD
D. South Bay Environmental Services Center Activities Report – attached
E. Transportation Monthly Report - attached
F. City Attendance at SBCCOG meetings
   Matrix attached

VII. ACTION ITEMS
G. Metro Service Council appointments – 12:10 pm
   12 applicants have applied for 4 seats. They have been invited for a zoom interview on Friday, May 8. The interview panel is Christian Horvath, Drew Boyles, John Cruikshank, Kenny Kao & Ralph Franklin.
   RALPH SPOKE AND DISCUSSED THE REVIEW PROCESS.
   ACTION: RECOMMENDATION TO BOARD – MACH, SILVA, MACKABEE, DURAN – HUFF/GAZELEY

H. Telework Workshops – 12:20 pm
   Community Development Directors acknowledged being unprepared to suddenly have to manage their staff members working at home. They expressed an interest in the SBCCOG arranging formal training in managing telework.
   Wally has been in contact with an expert on this subject (Elham Shirazi) and is working out the curriculum.
   Ms. Shirazi’s published costs per seminar is $1400. We have not decided on a number or cost but the Community Development Directors were interested in having these workshops as soon
as possible.

- **WALLY** – TRAININGS FOR SUPERVISORS AND EMPLOYEES. NO PREPARATION WAS DONE – LOTS OF INTEREST
- **VALENTINE** – WANTS AS MANY PEOPLE AS POSSIBLE
- **CRUIKSHANK** – IMPORTANT ITEM. NEXT COUNCIL WILL BE QUASI IN PERSON. WANTS TO SEE AGENDA AND GET INPUT. GROUP DISCUSSION IMPORTANT. GREAT INVESTMENT.
- **SIEMBAB** – HOW TO HANDLE EMPLOYEES REMOTELY IS TELEWORK. WHAT ABOUT SERVICE DELIVERY TOO? HOW DOES FRONT DESK OPERATE. NOT TELEWORK, MORE SERVICE DELIVERY. TRYING TO CATALOGUE WHAT WE ARE LEARNING. LOTS OF SPECIALTIES IN MUNICIPAL GOVERNMENT
- **HORVATH** - COMPILING THIS INFORMATION IS A PERFECT PLACE FOR SBCCOG
- **CHEN** – TOO EARLY TO DO THIS. MIGHT BE SECURITY CONCERNS FOR SOME CITIES. DON’T NEED TRAINING FOR ZOOM. COULD BE USEFUL RE: HOW EACH CITY IS DOING COUNCIL MEETINGS AND CLARITY OF VISUALS. TORRANCE HAS BEEN TOLD REDONDO BEACH COUNCIL MEETINGS ARE CLEAR AND TORRANCE IS DEGRADED.
- **SIEMBAB** – ZOOM IS A COLLABORATIVE WORK TOOL. TELEWORK IS THE RELATIONSHIP BETWEEN MANAGEMENT AND EMPLOYEE.
- **CHEN** FEELS EACH CITY MANAGER COLLABORATES DIFFERENTLY. WAY TOO EARLY TO DO THIS.
- **SIEMBAB** – CITIES WANTED THIS.
- **HUFF** - INSTEAD OF SPENDING $5000, WALLY COULD DO IT. WHO IS ELHAM SHIRAZI? HOW DOES THE $1400 WORK? CAN WE USE THEM LATER?
- **SIEMBAB** – KNOWN SHIRAZI SINCE 90’S. WALLY WILL GET MORE DETAILS.
- **HORVATH** – SIEMBAB SEND SUMMARY OF QUESTIONS THAT HE HAS ASKED

**ACTION:** SBCCOG staff is requesting authorization to spend up to $5000 to provide these trainings as soon as curriculum and costs have been worked out as a service to our members. - **VALENTINE/CRUIKSHANK APPROVED, CHEN ABSTAINED**

**HICKS** – LOOK AT EACH CITY AND IS THEIR EQUIPMENT UPGRADED ENOUGH TO HANDLE IT. WHO IS CARRIER?

**WILL BE SETTING UP MEETING FOR ECONOMIC DEVELOPMENT DIRECTORS**

I. West Basin Municipal Water District Scope of Work for FY20-21 – 12:30 pm

- To be sent separately
- **ACTION:** Review and provide direction – **TO BOARD**

J. General Assembly Sponsorships – 12:35 pm

- Memo attached - **WALKED THROUGH MEMO.**
- **STERN/CRUIKSHANK** – NOT SURE WHETHER BAGS ARE WORTH IT AND CAN’T USE. DON’T PROMISE BAGS NOW. REMOVE THAT ITEM FROM THE 6.
- **FRANKLIN** – NO TOTE BAGS. BAGS CONVENIENT AT THE GENERAL ASSEMBLY THO. CONCERNED THAT WE KEEPING THE MONEY. HOW MANY OF THOSE WILL NOT WANT TO SPONSOR IN THE FUTURE BECAUSE OF THAT?
- **CHEN** – VISITS TAIWAN EVERY YEAR. ENCOURAGE RE-USEABLE BAGS. STILL MAY BE WEARING FACE MASKS – COULD HAVE LOGO ON THAT.

- **ACTION:** Provide 2020 sponsors with alternate benefits throughout 2020 – **CRUIKSHANK/HICKS**

K. Legislative Issues – 12:45 pm

- **Legislative Matrix** – attached
  - SB 795 HAS BEEN AMENDED – EXPLAIN – RECOMMEND MONITOR – OK
L. Board Meeting agenda development – **12:50 pm**
- May – Nomination of Officers and Presentation of the Budget – draft attached
- **ADD ITEM RE: STATUS OF PHASED RE-OPENING DISCUSSION ITEM**
- June – Election of Officers and Adoption of the Budget
- July – LTN project final
- **ACTION:** Recommend programs of interest for Board presentations

M. Financial Reserve Policy – **12:55 pm**
- Memo and policy attached
- **ACTION:** Recommended Board approval – FRANKLIN/HUFF

N. Budget – **1:05 pm**
- WALKED THROUGH THE BUDGET
  - CHEN - MORE STAFF – 33% INCREASE. $100,000 WEB EXPENSE.
  - ME – COMMUNICATIONS OFFICER AND WEB OVERHAUL
  - KIM – NEED STAFF TO COVER OUR GRANT IMPLEMENTATION. CONSTANT BALANCE BETWEEN GRANT WORK AND COG WORK. CURRENT REN CONTRACT DOESN’T REQUIRE SUBCONTRACTING. WEBSITE DRUPAL NO LONGER SUPPORTED IN THE FALL. NEED TO LOOK AT WEB DESIGN. LOTS OF INFORMATION TO BE TRANSFERRED.
  - CHEN – DELIVERABLES NOT MET? KIM – FOR NEW YEAR. FOR 2 ADDITIONAL STAFF WITH 3% INCREASE FOR OUR OWN STAFF. HIRE AS NEEDED PART-TIME.
  - CHEN CONCERNED RE: ADDITION AND REPORT – NOT CLEAR WE ARE HIRING PEOPLE. AND WEB DESIGN SEEMS HIGH. CHEN LEFT.
  - BOYLES – CONCERNED TOO. REDUCING OPERATING EXPENSES AT CITY. NEW CHANGES? HAVE WE MADE OTHER CHANGES
  - KIM – WE ALWAYS HAVE TO MAKE SURE THAT OUR EXPENSES STAY WITHIN OUR GRANTS AND KEEP DUES LOW.
  - HUFF – EVENTS – VOLUNTEERS. KIM – USE VOLUNTEERS BUT WITH SBCCOG STAFF PERSON.
  - HORVATH – POSSIBLY WILL RENT SOME SPACE – WORKING ON ONE ORGANIZATION. PLEASE SEND ANY OTHER COMMENTS TO JACKI AND KIM BEFORE THE BOARD MEETING.
- **ACTION:** Review and provide direction

O. Approval of Invoices – available at the meeting – **1:15 pm**
- **ACTION:** Approved invoices for payment – FRANKLIN/HICKS

VII. INFORMATION ITEMS
P. South Bay Fiber Network – **1:20 pm**
- Status of Fiber sign-ups
  - PV Transit is joining
  - 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
  - June – Work Order #3 – **MODIFIED WORK ORDER #2**
  - COG OFFICE – WORK OFFICE #3 – JUNE/JULY
  - ACCEPT AUGUST 1 – OUR OFFER IS STILL ON THE TABLE
  - SET UP MEETING WITH OUR TEAM AND NEW OWNER AND TENANTS IN THE BLDG.
- APPROACHED BY COUNTY CHIEF MEDICAL OFFICER OF DHS – WALLY’S APPLICATIONS PAPER
- **ACTION:** Thank you event – celebration & recognition – possibly June/July
- ENVY OF THE REGION. COUNTY NEW REPORT ON TELEWORK AND GOING FORWARD
- LET BOARD MEMBERS KNOW WHO HAVEN’T FINALIZED THE AGREEMENTS
Q. Update on Homeless Program and Innovation Project Funding - 1:25 pm

- **Hygiene funding opportunities** – we are in the process of notifying cities of the additional uses for this funding: **STILL HAVEN’T HEARD FROM CARSON**
  - portable hand washing stations (Hawthorne and Torrance have deployed stations)
  - portable toilets
  - portable showers
  - staff time associated with stocking, staffing, and/or cleaning public restroom/shower facilities in order to expand available hours
  - incentives for private businesses to allow persons experiencing homelessness to use their facilities in accordance with public health guidelines
  - **NEW*** purchase of toilet paper, paper towels, soap and hand sanitizer that complies with CDC's recommended percentage of alcohol content (60%+) for purposes of expanding available of hours of public restroom/shower facilities
  - **NEW*** hygiene kits to include: soap, washcloth, no rinse bathing sheets, hand sanitizer, mask

- Homeless Services Task Force meeting is on Wednesday, May 6th from 3-5pm via Zoom. – **ROBUST CONVERSATION, CITIES GOT QUESTIONS ANSWERED. – TALKED ABOUT PROJECT ROOMKEY. SAN PEDRO, LAWNDALE, LOMITA ARE 3 LOCATIONS. EACH RESIDENT IS GETTING FULL WRAP AROUND SERVICES AND HOPEFULLY MOVING INTO SUPPORTIVE HOUSING AFTER 90 DAYS.**

- **PROJECT ROOMKEY AS OF 5/5/20 – NEGOTIATIONS WITH HOTEL IN REDONDO BEACH AND ONE IN MANHATTAN BEACH**

- **MEETING WITH HAHN’S OFFICE – STILL WANT HOUSING AND SETTING UP MEETING WITH R/T/OFFICE STAFF**

R. Update on Senior Services – 1:30 pm

- The next meeting is scheduled for Tuesday, May 26th from 9:30-11:30am via Zoom. The invited speaker will give an update on the statewide Master Plan on Aging.

- As we get more information from the cities, we are updating the "Senior" spreadsheet that identifies what is being provided for their seniors during the COVID-19 pandemic.

- **HUFF – SENIOR SERVICES SHEET IS IMPORTANT.**

S. Office Update on hold until May 15, 2020 – 1:35 pm

- SBCCOG staff still telecommuting until at least May 15, 2020. Looking into possible staggered schedules

- **BUILDING SOLD TO OMNI NET NEWPORT, LP**

VIII. STRATEGIC POSITIONING ITEMS/ANNOUNCEMENTS AND UPDATES

- Other updates since agenda distribution – 1:40 pm

1. **EL SEGUNDO COUNCILMAN PIMENTEL – SUGGESTED SBCCOG LOBBY TO WAIVE PREVAILING WAGE ISSUE. SBCCOG STAFF SURVEYED CITY MANAGERS AND PUBLIC WORKS DIRECTORS. PUBLIC WORKS DIRECTORS DIDN’T WANT TO TAKE THIS ON: MUCH MORE COMPLICATED. STATE AND FEDERAL REQUIREMENT. COULD LOSE OTHER FUNDING. BOYLES – CAST WIDER NET – THEY WILL DO RESEARCH IN EL SEGUNDO AND LET US KNOW**

2. **STEVE LANTZ – METRO SUBCOMMITTEE IS RECOMMENDING CHANGES IN MEASURE R PROGRAM RE: TRANSFERING FUNDS TO TRANSIT. GOING TO JIM BUTTS AND THEN TO METRO BOARD. SUBCOMMITTEE IS MADE UP OF BOARD STAFF PEOPLE. WILL REPORT WHEN IT BECOMES PUBLIC.**
3. WALLY – REGIONAL COUNCIL AT SCAG ADOPTED RTP/SCS. OUR LETTER WAS SUBMITTED AND RAISED ISSUES THAT THE PLAN IS NOT CURRENT AND SHOULDN’T BE PASSED BASED ON DATA THAT IS NO LONGER CURRENT. EX. TRANSPORTATION FUNDING IS BASED ON 8 TAXES. SCAG PASSED IT WITH 90 DAY PERIOD TO EVALUATE NEW INFORMATION. WE ASKED FOR 1 YEAR. MITCHELL SPOKE UP ON OUR BEHALF.

4. FRANKLIN – REQUESTED TO HAVE DAVID LEGER PROVIDE PICTURES. WHO IS WORKING IN THE OFFICE? KIM – WILL SEND VIDEO BY END OF WEEK. DAVID AND KIM WORKING ON ORGANIZING THE OFFICE. SOME STAFF IS USING THE OFFICE EQUIPMENT. CONSTRUCTION ON NEW SPACE IS MOVING FORWARD. WILL TAKE A WHILE. WILL HELP WITH NEED FOR STORAGE. ALL OUT OF SAN PEDRO OFFICE – ONE MORE STORAGE DELIVERY – NOT PAYING FOR STORAGE ANYMORE.

NEXT STEERING COMMITTEE MEETING – Monday, June 8, 2020 @ 12:00 pm @ SBCCOG office
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South Bay Cities Council of Governments

June 8, 2020

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

SUBJECT: No Cost Contract Extension with Fehr & Peers for Local Travel Network Project

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.

BACKGROUND

In December 2018, the SBCCOG, in partnership with the City of Inglewood, was awarded a two-year Caltrans’ Sustainability Award for $385,217 to complete a “Route Refinement Study” for a Slow-Speed Network (aka “Local Travel Network”). This is a planning grant that will define the route segments to create a region-wide network both across and within South Bay cities. The Network is envisioned to accommodate all modes of slow-speed (<25 mph) zero-emission vehicles; both battery-driven and/or human-powered.

The study consists of two (2) primary tasks. The first task is to define the route segments that will become the network. The second task will be to engage local South Bay stakeholders and solicit their input and feedback on the proposed network design. As described in the Caltrans’ “Scope of Work, both study elements are informed through the work of Fehr and Peers (a “technical consultant” selected through an RFP process). The consultant’s work products are critical to providing the necessary engineering studies, cost-benefit analysis, geo-spatial resources, and memos for both the public stakeholder engagement as well as the planning details for the study’s final report. The grant’s final report will provide the necessary details for South Bay cities to use to implement the resulting Local Travel Network design.

To date, work has progressed with the Technical Consultant through several mapping and route refinement iterations. Together with SBCCOG Staff, South Bay Cities’ staff have been engaged and have provided feedback on the route segments for their respective cities. Unfortunately, however, due to the COVID-19 emergency, work has been slowed in terms of outreach to community stakeholders. All public engagement tasks have been postponed indefinitely. SBCCOG staff anticipates a meeting in June with Caltrans (the funding agency) to discuss and revise (as necessary) the scope of work to accommodate these unforeseen issues. In the interim, the Technical Consultant’s “not to exceed” contract of $150,000 is set to terminate on June 30 with about $22,000 still available to complete their scope of work.

RECOMMENDATION

That the Board of Directors approve a contract amendment with Fehr and Peers to extend the term of the contract through October 31, 2020 at no increased cost and with all other provisions of the Agreement to remain in full force and effect.

Prepared by Aaron Baum
AMENDMENT TO SBCCOG CONSULTING SERVICES AGREEMENT

This amendment to SBCCOG Consulting Services Agreement is made as of June 25, 2020 by and between the South Bay Cities Council of Governments, a California joint powers authority (“SBCCOG”) and Fehr and Peers (“Consultant”).

RECITALS

A. SBCCOG and Consultant entered into a Consulting Services Agreement as of May 29, 2019 wherein SBCCOG engaged the services of the Consultant as an independent contractor to provide specified professional services to SBCCOG as set forth in Exhibit A to assist the SBCCOG with completion of a Route Refinement and Planning Study for the South Bay Local “Slow-Speed” Travel Network.

B. The Term of the contract was June 30, 2020 with a “not to exceed” cost of $150,000 paid for with funds provided by Caltrans Sustainability Grant.

C. The parties desire to extend the term of the contract to complete the approved scope of work with no cost increase.

D. SBCCOG Staff proposes that the balance of the scope of work be completed on or before October 31, 2020.

E. NOW, THEREFORE, in consideration of the foregoing, the parties agree to amend the Agreement as follows: The Agreement is hereby amended by extending the terms of the contract through October 31, 2020.

Except as modified above, all other provisions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this agreement to be affected as of the date first written above.

“SBCCOG”
South Bay Cities Council of Governments

By: ____________________________
Christian Horvath (Signature)
SBCCOG Board Chairman

Date: ____________________________

Attest: ____________________________
SBCCOG Board Secretary

“Contractor”
Fehr and Peers

By: ____________________________
Jeremy Klop

Date: ____________________________
South Bay Cities Council of Governments

June 8, 2020

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director
       Kim Fuentes, Deputy Executive Director

SUBJECT: Environmental Activities Report – May 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 May, the CivicSpark Fellow worked with cities to develop documents containing staff selected climate adaptation strategies. The Fellow will continue working with cities to finalized documents throughout June. Over the next months, the SBCCOG will continue to support cities as they work towards integrating climate adaptation into their city documents.

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: 104 exhibit events, presentations, workshops, networking opportunities, etc. as of the month of May. GOAL EXCEEDED

   Staff continues to work with West Basin and community event planners to identify opportunities to provide information virtually.

   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 this program 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; future in person classes are on hold GOAL MET

Staff continues to work with West Basin staff to explore holding classes via Zoom.

Rain Barrel Giveaway
Contract goal: 5 events
Status of goal: 5 completed; all future events are on hold GOAL MET

SBCCOG staff presented mapping analysis (i.e. GIS) of participation in the rain barrel giveaway covering the program’s history (2015 – 2020), detailing high vs. low participation rates among nearly 6,000 documented residences. Additionally, SBCCOG staff shared possible program enhancements which included a pilot partnership between West Basin, Torrance, and LADWP, potential joint rain barrel purchase MOU and new event locations. SBCCOG staff will be meeting with these Partners next month to follow up on the prospect of these proposals.

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

West Basin is temporarily postponing the Cash for Kitchens Program, including water efficiency surveys and outreach until further notice.

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 as they are scheduled.

Task 6. Disadvantaged Communities (DAC) Water-Energy Savings Program (Change & Save)
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 led to 422 phone and online surveys being completed.

West Basin’s consultant, Allegra, continues door-to-door canvassing, and distribution of direct mailers and email flyers to the communities of Inglewood, Lennox, Gardena, Hawthorne, Del Aire, Lynwood, and Carson. SBCCOG staff continues to work with residents to provide rebate application assistance through the So Cal Water Smart website; assist over the phone to complete online surveys; obtain photos of water savings devices after installation; and encourage participation to SBESC callers.

Weekly check-in call meetings are held with Allegra, WBMWD, and SBCCOG staff. SBCCOG and Allegra staff continue to work towards the goal of completing 500 surveys by June 15th. SBCCOG staff is assisting in several ways such as: sending out e-blasts; utilizing SBESC website and social media platforms; sharing the flyer at City networking meetings;
and following up with city staff on referrals and further distribution of Change & Save flyers through their contact database as well as ensuring posting on City website for interested residents.

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; Previously scheduled classes have been postponed.

**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. SBCCOG staff has submitted the new contract for 2020-2021.

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:* 104 exhibit events, presentations, workshops, networking opportunities, etc. as of May **GOAL EXCEEDED**

  *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

At this time no future presentations have been scheduled. SBCCOG staff has reached out to LACSD staff to explore virtual presentations and submitted the draft FY2020-21 contract for their staff review.

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:** 5 completed  
- 1 training for SBCCOG Volunteers on LADWP programs - **Status of goal:** To be scheduled after July 2020.  
- 6-8 commercial kitchens to be identified for water assessments and conservation training
Status of goal: Staff continues to work with business organizations to identify locations for future assessments and trainings.

Energy
Energy Efficiency Partnership Program – Southern California Gas Company (SCG)
SBCCOG staff met with SCG staff to review program activities and discuss coordination with the Regional Energy Network. SBCCOG staff is also updating the contact list for school districts. The next step is to meet with school district staff, virtually, to discuss gas incentives. The energy engineer completed the benchmarking update reports for the City of Torrance.

Energy Efficiency Partnership Program – Regional Energy Network (REN)
SBCCOG staff continues to meet with the REN staff weekly to discuss program implementation and status. An implementation plan has been developed with key dates to meet with city facility staff – June, Aug., and Nov. At these meetings, city staff will be introduced to the suite of REN programs, obtain information on Green Button Data software, and access assistance for identifying and implementing energy efficiency programs.

SBCCOG continues to promote PACE financing for homeowners.

YGRENE – PACE: Proceeds from Ygrene for 2020 Q1 = $179.03. Total since the program start in 2015 = $9,098.88. Payment for 2020 Q2 is expected in August 2020 and will be reported out in September 2020.

HERO – PACE: As of Q4 2019, Western Riverside COG began issuing quarterly reports rather than monthly reports. Proceeds from HERO for 2020 Q1 = $144.32. Total since program start in 2014 = $31,270.37. Proceeds for 2020 Q2 will be reported out in Aug 2020.

CAGBN – During the month of May, SBCCOG staff assisted the CAGBN cities of Hawthorne and Torrance in completing the Green Business Network services agreement and CAL EPA work plan.

**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**

New program funding will be available starting July - at which time, the SBCCOG will also receive new goals.

GBAP – SBCCOG continues to provide information to local businesses on opportunities to implement sustainability programs. In addition, businesses received information on the status of our utility partners operations during the COVID-19 pandemic.

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 May 2020.

**Transportation**

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

**Contract goals:** 72 outreach events; 36 vanpool, rideshare, telework meetings or events; 8 Marketing/Media Survey Engagements

**Status of goals:** 69 outreach events; 5 vanpool or rideshare meetings; 2 Survey Engagement

During May, in response to the COVID-19 emergency, SBCCOG staff moved its public outreach efforts to virtual platforms. Metro Shared Mobility materials and emergency updates to rideshare and vanpool programs along with resources for teleworking were shared through 6 different online meetings. Additionally, SBCCOG staff facilitated a Zoom Webinar, presented by Elham Shirazi of e-Planning, entitled, “Teleworking During COVID-19: Strategies and Best Practices for Employers”. 31 individuals from South Bay Cities and other public agencies in attendance. A video of the presentation has been posted to the SBCCOG website as a telework resource for ETCs and employers in the South Bay.

**Metro Express Lanes (MEL) (Contract period Nov. 15, 2019 – Nov. 14, 2020)**

Work continued to organize and plan for a virtual calendar of events where Metro’s MEL program materials will be distributed. During this period, MEL materials were distributed as part of the SBCCOG information packets at 8 SBCCOG virtual outreach events.
II. MARKETING, OUTREACH, & IMPLEMENTATION

Outreach Events

In May 1 Virtual Business Event
• 6 Virtual Networking Meetings

For the period July 1, 2019 through May 30, 2020
• 29 Community Events
• 14 Business Events
• 15 residential workshops
• 46 Networking Meetings

Media

Social Media (during the month of May)
• SBCCOG -- Totals for Social Media (SBCCOG) (top tweet – right)
  o Twitter: 244 followers total, 2,500 impressions*
  o Facebook: 123 likes total, 117 impressions

• SBESC -- Totals for Social Media (top tweet – right)
  o Twitter: 556 followers total, 4,200 impressions*
  o Facebook: 754 likes total, 184 impressions
  o LinkedIn: 134 followers total, 29 impressions

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

Earned Media/Articles/Network TV
• “West Basin Water – Change and Save” – Culver City Crossroads (5/5/2020) https://culvercitycrossroads.com/2020/05/05/west-basin-water-change-and-save/

Volunteer Program

Status of Program: 8.85 hours for May 2020

Grand total as of 5/31/2020 - 20,281.17 (starting April 2008)

Volunteer participation remains low. At present only a few volunteers are contributing to SBCCOG programs working from their homes.
<table>
<thead>
<tr>
<th>Meetings</th>
<th>Carson</th>
<th>El Segundo</th>
<th>Gardena</th>
<th>Hawthorne</th>
<th>Hermosa Beach</th>
<th>Inglewood</th>
<th>Lawndale</th>
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<th>Rolling Hills Estates</th>
<th>Torrance</th>
<th>County of LA</th>
<th>Los Angeles</th>
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<tr>
<td>City Managers Meeting (5/6)</td>
<td>S. Landers</td>
<td>S. Mitnick</td>
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<td>S. Lowenthal</td>
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<td>B. Moe</td>
<td>A. Mihranian</td>
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<td>City Managers Meeting (5/13)</td>
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<td>City Managers Meeting (5/20)</td>
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<td>City Managers Meeting (5/27)</td>
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<td>Economic Development Directors' Roundtable Group</td>
<td>S. Garrett</td>
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<td>GIS</td>
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<td>E. Moreno</td>
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<td>B. Shrewsbury</td>
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<td>S. Lai</td>
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<td>Homeless Service Task Force</td>
<td>K. Bennett</td>
<td>M. Lemos (PO)</td>
<td></td>
<td>C/M A. Monteiro</td>
<td>V. Norris</td>
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<tr>
<td>Infrastructure Working Group</td>
<td></td>
<td>M. Gibson</td>
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<td>P. Kumar</td>
<td>E. Zandvliet</td>
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<td>C. Eder</td>
<td>T. Semaan</td>
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<td>Planning Directors/Community Dev. (5/14)</td>
<td>A. Betancourt</td>
<td>S. Lee</td>
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<td>K. Robertson</td>
<td>C. Jackson</td>
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<td>C. Tai</td>
<td>B. Rindge</td>
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<td>Planning Directors/Community Dev. (5/28)</td>
<td>A. Betancourt</td>
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<td>Senior Services Working Group</td>
<td>R. Delgado</td>
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<td>C/M P. Francis</td>
<td>C. Theobald</td>
<td>T. Uwal</td>
<td>K. Bell</td>
<td>J. Buick</td>
<td>A. Herrera (PO)</td>
<td>K. Sanchez</td>
<td>D. Aranda</td>
<td>C/M B. Huff</td>
<td>D. Reed (11 min)</td>
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<td>Shared Mobility Devices</td>
<td></td>
<td>L. Singleton</td>
<td>D. Krause</td>
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<td>Transit Operators Working Group</td>
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<td>J. Jo</td>
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<td>D. Pyne</td>
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<tr>
<td>Special Meetings: Telework Workshop</td>
<td>A. Betancourt</td>
<td>S. Lee</td>
<td>T. Weaver</td>
<td>M. Watkins</td>
<td>M. Shilling</td>
<td>N. De Anda</td>
<td>S. Scalia</td>
<td>V. Godinez</td>
<td>C. Tai</td>
<td>P. Kumar</td>
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Cities that attended

- May 2020
- Monthly Meetings
- Carson, El Segundo, Gardena, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Lomita, Manhattan Beach, Palos Verdes Estates, Rancho Palos Verdes, Redondo Beach, Rolling Hills Estates, Torrance, County of LA, Los Angeles
South Bay Cities Council of Governments

June 8, 2020

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

RE: Bills to Monitor and for Action – Status as of June 1, 2020

Legislation in BOLD is new to matrix

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

FINANCE

| SB 795 (Beall) | AMENDED SUBSTANTIALLY: Economic development: housing: workforce development: climate change infrastructure. Would continuously appropriate the sum of $10,000,000,000 from the General Fund for expenditure over the 2020–21 fiscal year and each of the 4 following fiscal years. Of that amount, would require the Controller to allocate for each of those fiscal years $1,805,000,000 among various housing programs administered by the Department of Housing and Community Development, the Homeless Housing, Assistance, and Prevention program, and for distribution by the California Workforce Development Board among local agencies to participate in, invest in, or partner with new or existing preapprenticeship training programs established as described above. Would require the Business, Consumer Services, and Housing Agency to establish deadlines for applications and submitting final reports under the Homeless Housing, Assistance, and Prevention program with respect to moneys allocated to programs under the bill. | SUPPORT (5/28/20) | Senate Appropriations Committee Hearing Date: 6/8/20 |

| AB 2580 (Eggman) | Conversion of Motels and Hotels. Streamlining. This measure would authorize a development proponent to submit an application for a development for the conversion of a motel, hotel, or commercial use into multifamily housing units to be subject to a | OPPOSE (5/28/20) | Assembly Appropriations Committee Assembly floor 6/2/20 |
| 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 be an authorized use on a site designated in any element of the general plan for commercial uses if certain conditions apply. Among these conditions, would require that the housing development be subject to a recorded deed restriction requiring that at least 20% of the units have an affordable housing cost or affordable rent for lower income households, as those terms are defined, and located on a site that satisfies specified criteria. Would require the city or county to apply certain height, density, and floor area ratio standards to a housing development that meets these criteria. Would require a jurisdiction to comply with these requirements only until it has completed the rezoning, required as described above, for the 6th revision of its housing element. Would repeal these provisions as of Jan 1, 2030. |
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<td>League will probably be neutral</td>
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| Assembly Appropriations Committee  
Assembly floor 6/2/20 |
| OPPOSE  
(5/28/20) |
| Based on responses from city Community Dev. Directors |

| SB 902  
(Wiener) | AMENDED 5/21/20: Planning and zoning: housing development: density. would authorize a local government to pass an ordinance, notwithstanding any local restrictions on adopting zoning ordinances, to zone any parcel for up to 10 units of residential density per parcel, at a height specified by the local government in the ordinance, if the parcel is located in a transit-rich area, a jobs-rich area, or an urban infill site, as those terms are defined. Would require the Department of Housing and Community Development, in consultation with the Office of Planning and Research, to determine jobs-rich areas and publish a map of those areas every 5 years, commencing January 1, 2022, based on specified criteria. Would specify that an ordinance adopted under these provisions is not a project for purposes of the California Environmental Quality Act. |
| --- | --- |
| OPPOSE BY RIGHT PROVISIONS  
(5/28/20)  
(4/23/20) |
| (Ltr sent to Sen.Housing 5/4/20) |
| Senate Appropriations Committee  
Hearing Date: 6/8/20 |

| SB 1120  
(Atkins) | Subdivisions: tentative maps. Would require a proposed housing development containing 2 residential units to be considered ministerially, without discretionary review or hearing, in zones where allowable uses are limited to single-family residential development if the proposed housing development meets certain requirements, including that the proposed housing development would not require demolition |
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<tbody>
<tr>
<td>RECOMMEND OPPOSE</td>
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</table>
| Senate Appropriations Committee  
Hearing Date: 6/8/20 |
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<tr>
<th>SB 1299  (Portantino)</th>
<th>Housing Development. Incentives. Rezoning of Idle Retail Sites. Would, upon appropriation by the Legislature, require HCD to administer a program to provide incentives in the form of grants allocated as provided to local governments that rezone idle sites used for a big box retailer or a commercial shopping center to instead allow the development of workforce housing. It provides for 7 years of property tax based on commercial status if changed to housing.</th>
<th>SUPPORT (5/28/20)</th>
<th>Senate Appropriations Committee Hearing Date: 6/8/20</th>
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<tr>
<td>SB 1385  (Caballero)</td>
<td>Local Planning. Housing in Commercial Zones. This measure, the Neighborhood Homes Act, would deem a housing development project, as defined, an authorized use on a neighborhood lot that is zoned for office or retail commercial use under a local agency’s zoning code or general plan. Would require the density for a housing development under these provisions to meet or exceed the density deemed appropriate to accommodate housing for lower income households according to the type of local jurisdiction, including a density of at least 20 units per acre for a suburban jurisdiction.</td>
<td>MONITOR</td>
<td>Senate Appropriations Committee Hearing Date: 6/8/20</td>
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**FEDERAL**

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<tr>
<th>HR 530  (Eshoo)</th>
<th>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.</th>
<th>SUPPORT &amp; REQUEST CO-SPONSORS (2/11/19)</th>
<th>1/25/19 House Energy &amp; Commerce Committee - Subcommittee on Communications &amp; Technology</th>
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<tbody>
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<td>Endorsed by NLC, NATOA, NAC</td>
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</table>
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.

**2020 Legislative Session Calendar**

June 5 Last day for fiscal committees to hear and report to the floor bills introduced in their house

June 15 Budget Bill must be passed by midnight

June 15 - 19 Assembly 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

June 19 Last day for the Assembly to pass bills introduced in that house & Last day for fiscal committee to hear and report to the floor bills introduced in their house

Summer Recess begins for the Assembly upon adjournment, provided Budget Bill has been passed

June 25 Last day for a legislative measure to qualify for the Nov. 3 General Election ballot

July 13 Legislature reconvenes from Summer Recess

July 31 Last day for policy committees to hear and report fiscal bills to fiscal committees

Aug. 7 Last day for policy committees to meet and report bills

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

Final Recess begins upon adjournment

Sept. 30 Last day for Governor to sign or veto bills passed by the Legislature before Sept. 1 & in the Governor's possession on or after Sept. 1

Oct. 1 Bills enacted on or before this date take effect January 1, 2021.

Nov. 3 General Election.

Nov. 30 Adjournment sine die at midnight

Dec. 7 2021-22 Regular Session convenes for Organizational Session at 12 noon.
TO: SBCCOG Steering Committee
FROM: Jacki Bacharach, SBCCOG Executive Director
SUBJECT: PACE Financing

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.

BACKGROUND
For more than five years, the SBCCOG has been working with HERO and Ygrene to promote PACE financing in the South Bay through our regular outreach efforts. These agencies finance the installation of renewable energy projects and energy and water efficiency improvements. We receive .05% of the aggregate principal amount of the projects financed by these two agencies in the South Bay. The proceeds are reported in the South Bay Environmental Services report on the Consent Calendar of the Steering Committee and Board meetings.

PACE has not been without controversy. There has been a continuing concern that contractors may not be providing their clients with all of the information needed to make an informed decision as to whether this financing is right for them. This issue has led to some very negative consequences. HERO and Ygrene have tried to address this issue by implementing improvements to their programs including adding more calls to their clients to be sure that they understand the agreement and educating their contractors.

Recently, there have been articles in news publications about the county dropping out of PACE because they cannot confirm that all of the information is being accurately provided to clients. In checking with County staff, we were told that PACE is technically not officially considered terminated; however, the County is no longer signing new contracts and no longer has active agreements with their Program Administrators (TPAs). There are though still active assessments which are being managed but no new applications/assessments are being taken. This affects county unincorporated areas.

To our knowledge, all of the South Bay cities are still members of HERO. All South Bay cities except Hermosa Beach, Lawndale, Palos Verdes Estates, and Rancho Palos Verdes are members of Ygrene.

The SBCCOG has been asked by Ygrene to re-affirm our support of the PACE financing program. A flyer is attached from Ygrene which outlines the benefits.

RECOMMENDATION
Provide direction.
Ygrene PACE is Working

Imagine what Ygrene PACE can do for your community, county, and state!

Named one of the top 20 “world-changing” ideas by *Scientific American* magazine, Property Assessed Clean Energy (PACE) is a simple and effective way to finance natural disaster resiliency, energy efficiency, renewable energy, and water conservation upgrades to homes and businesses. Payments for PACE financing are incorporated into and repaid through a special assessment added to a property owner’s property tax bill with terms of up to 30 years. PACE is enabled through a public-private partnership model designed to create local jobs, promote economic development, improve the environment, and protect local communities from natural disasters.

Ygrene, the leading PACE Administrator in the nation, delivers best-in-class PACE financing with the highest standard of consumer protections and a commitment to making it easier for communities to invest in their future. Together, with its many government partners, Ygrene is improving and protecting communities across California, Florida, and Missouri – creating tens of thousands of local jobs, stimulating local economies, protecting communities from natural disasters, saving energy, and making a positive impact on the environment – all without reliance on taxpayer dollars.

Ygrene is the industry leader in consumer protections:

- Comprehensive financial disclosures
- Confirmed terms calls
- Property owner sign-off required before final contractor payment
- Rigorous contractor training and oversight
- Dedicated customer resolutions team
- Eligible improvements and pricing guidelines
Research Shows PACE is Essential Public Policy

In March 2019, the University of Southern California’s Schwarzenegger Institute, part of The Sol Price School of Public Policy, released a regional economic impact analysis of PACE financing by the leading PACE administrator in the country, Ygrene Energy Fund. The report, “Impacts of the Property Assessed Clean Energy (PACE) Program on the Economies of California and Florida,” analyzed more than 54,000 PACE property improvement projects in over 500 cities and counties in California and Florida representing over $1.16 billion in natural disaster resiliency, clean energy, and water conservation investment. The results of the research confirm the tremendous impact of PACE financing as an essential public policy tool that is achieving local economic development and growth, while protecting communities from natural disasters and improving the environment.

Estimated impact of $20 million in over 590 Ygrene funded energy efficiency, renewable energy, and water conservation property improvement projects across SBCCCOG cities.

Data based on University of Southern California Schwarzenegger Institute research, “Impacts of the Property Assessed Clean Energy (PACE) Program on the Economies of California and Florida,” utilizing in part Ygrene’s proprietary impact model. This represents estimated lifetime impacts of PACE projects funded by Ygrene from inception through May 26, 2020. The full research study is available at http://schwarzenegger.usc.edu/research
South Bay Cities Council of Governments

SBCCOG Board of Directors’ Meeting
Thursday, June 25, 2020 @ 6:00 pm
Conducted Via Zoom

DRAFT AGENDA

I. CALL TO ORDER (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. May Board Meeting Minutes (attachment) – Approve

B. No Cost Contract Extension with Fehr & Peers for Local Travel Network Project (attachment) – Approve

C. Legislation of Interest to SBCCOG (attachment) – Approve

D. Monthly Reports – Receive and File
   1. South Bay Environmental Services Center Report (attachment)
   2. Transportation Report (attachment)
   3. Reports from Outside Agencies
      a. League of California Cities & La Division Legislative Committee (Bea Dieringer & Jeff Kiernan) (attachment)
      b. SCAG & Committees (attachment)
         1. Regional Council (Judy Mitchell, Mark Henderson, James Gazeley)

PUBLIC COMMENTS:
To address the SBCCOG Board of Directors on any agenda item or a matter within the Board of Directors’ purview, please provide written comments by 5:00 pm, June 25, 2020 via email to natalie@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:
Register in advance for the Board of Directors’ meeting using the below link: https://scag.zoom.us/meeting/register/tJIld-uorDsqhEYyjIrAPN_G-rVEpc0Lrw

After registering, you will receive a confirmation email containing information about joining the meeting.
c. South Bay Association of Chambers of Commerce (Olivia Valentine) (attachment)
d. South Bay Aerospace Alliance (Olivia Valentine/Rodney Tanaka) (attachment)
e. Metro Service Council Report by Ralph Franklin (attachment)

VII. PRESENTATIONS – (all prepared presentations will be posted @ www.southbaycities.org)
   A. Experiences with the National League of Cities
      1. President, Joe Buscaino

VIII. TRANSPORTATION REPORTS (7:25 pm)
   A. Metro Report - Board member James Butts/Mike Bohlke/Steve Lantz

IX. SBCCOG PROGRAM ACTION ITEMS, REPORTS AND UPDATES (7:15 pm)
   A. Election of Officers (attachment) – Approve
   B. 2020-21 Budget (attachments) – Approve
   C. South Bay Fiber Network
      1. Work Order #2 change order – Approve
      2. Work Order #3 - Approve
   D. Senior Services
   E. Homeless Services
   F. Other
   G. Sharing City Responses to the Coronavirus and Reopening Strategies and Challenges – discussion

X. AGENCY REPORTS (7:35 pm)
   NOTE: Oral reports will only be made to clarify or amplify written attachments
   No Attachments received
   A. SCAG Committees
      1. Energy and Environment (Judy Mitchell and Jim Osborne)
      2. Transportation (James Gazeley, Drew Boyles)
      3. Community, Economic, & Human Development (Mark Henderson, Frank Zerunyan & Mark Waronek)
   B. Air Quality Management District (Judy Mitchell, Joe Buscaino & Denny Shaw)
   C. South Bay Workforce Investment Board (Chris Cagle)
   D. Santa Monica Bay Restoration Commission (Bill Brand/Kenneth Kao)
   E. Stormwater Funding
   F. CCCA/LCC Stormwater Funding Options Committee (Hany Fangary)
   G. KHHR (Hawthorne Airport) Committee re: Community Impacts (Olivia Valentine)
   H. California Association of Councils of Governments - CALCOG (Britt Huff)

XI. UPCOMING EVENTS & ANNOUNCEMENTS

XII. ADJOURNMENT

Next Board meeting - Thursday, July 23, 2020
PROPOSED BUDGET

FISCAL YEAR 2020-2021

June 8, 2020
SBCCOG
ORGANIZATIONAL STRUCTURE
PROPOSED BUDGET
FISCAL YEAR 2020-2021

Goal A: Environment, Transportation and Economic Development
Goal B: Regional Advocacy
Goal C: Member Networking and Communications
Goal D: Organizational Stability
### ESTIMATED REVENUES:

<table>
<thead>
<tr>
<th></th>
<th>ACTUAL FY 18-19</th>
<th>ADOPTED BUDGET FY 19-20</th>
<th>REVISED BUDGET FY 19-20</th>
<th>YTD AS OF 03/31/20</th>
<th>PROPOSED BUDGET FY 20-21</th>
<th>PROPOSED BUDGET FY20-21/ADOPTED BUDGET FY19-20 AMOUNT</th>
<th>PERCENT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Dues</strong></td>
<td>$372,501</td>
<td>$392,500</td>
<td>$392,500</td>
<td>$392,499</td>
<td>$392,500</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Other General Fund Revenues</strong></td>
<td>304,233</td>
<td>257,689</td>
<td>283,234</td>
<td>178,467</td>
<td>246,068</td>
<td>(11,601) -4.50%</td>
<td></td>
</tr>
<tr>
<td><strong>Grant Revenues</strong></td>
<td>1,239,806</td>
<td>1,301,296</td>
<td>4,782,761</td>
<td>2,956,394</td>
<td>5,881,087</td>
<td>4,579,791 351.94%</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$1,916,540</td>
<td>$1,951,485</td>
<td>$5,458,495</td>
<td>$3,527,360</td>
<td>$6,519,675</td>
<td>$4,568,190 234.09%</td>
<td></td>
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</tbody>
</table>

### EXPENDITURES:

<table>
<thead>
<tr>
<th></th>
<th>ADOPTED BUDGET FY 19-20</th>
<th>REVISED BUDGET FY 19-20</th>
<th>PROPOSED BUDGET FY 20-21</th>
<th>INCREASE (DECREASE)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Salaries &amp; Benefits</strong></td>
<td>$671,721</td>
<td>$689,284</td>
<td>$800,955</td>
<td>$444,222 $922,014 $232,729 33.76%</td>
</tr>
<tr>
<td><strong>Professional/Contractual</strong></td>
<td>865,337</td>
<td>974,552</td>
<td>3,939,838</td>
<td>2,262,405 4,733,070 3,758,518 385.67%</td>
</tr>
<tr>
<td><strong>Supplies &amp; Services</strong></td>
<td>348,940</td>
<td>365,960</td>
<td>274,674</td>
<td>196,537 634,131 268,171 73.28%</td>
</tr>
<tr>
<td><strong>Sub Total Expenditures</strong></td>
<td>$1,885,998</td>
<td>$2,029,797</td>
<td>$5,015,467</td>
<td>$2,903,164 $6,289,214 $4,259,418 209.84%</td>
</tr>
<tr>
<td><strong>Moving Expenses</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-60,000 (57,774) -57.77%</td>
</tr>
<tr>
<td><strong>Website Redesign</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>100,000 100,000 0.00%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$1,885,998</td>
<td>$2,129,797</td>
<td>$5,115,467</td>
<td>$2,948,683 $6,431,440 $4,301,644 201.97%</td>
</tr>
<tr>
<td><strong>Estimated Balance (Deficit)</strong></td>
<td>$30,542</td>
<td>(178,312)</td>
<td>$343,028</td>
<td>$578,677 88,235 266,546 149.48%</td>
</tr>
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</table>

### RESERVES:

<table>
<thead>
<tr>
<th>Contributions to Reserve:</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to FY15-16</td>
<td>$53,372</td>
</tr>
<tr>
<td>FY 15-16 Plus Interest Earnings</td>
<td>20,192</td>
</tr>
<tr>
<td>FY 16-17 Plus Interest Earnings</td>
<td>20,349</td>
</tr>
<tr>
<td>FY 17-18 Plus Interest Earnings</td>
<td>20,939</td>
</tr>
<tr>
<td>FY 18-19 Plus Interest Earnings</td>
<td>22,297</td>
</tr>
<tr>
<td>FY 19-20 Plus interest Earnings</td>
<td>22,743</td>
</tr>
<tr>
<td>FY 20-21 Reserve</td>
<td>90,000</td>
</tr>
<tr>
<td><strong>Total in LAIF thru 6/30/21</strong></td>
<td>$249,892</td>
</tr>
</tbody>
</table>

**Note:**
Both revenue and expenses are higher than usual for both FY19-20 and FY20-21 due to the South Bay Fiber Network project. The majority of the revenue/expense is passed through to American Dark Fiber who was contracted to build network.

**Estimates:**
- FY19-20 - approximately $2.8m
- FY20-21 - approximately $3.8m
ESTIMATED REVENUES FY 2020-2021: $6,519,675

5,881,087 , 90%
$392,500 , 6%
246,088 , 4%

Dues  Other General Fund Revenues  Grant Revenues

ESTIMATED EXPENDITURES FY 2020-2021: $6,431,440

4,733,070 , 75%
$922,014 , 15%
634,131 , 10%

Salaries & Benefits  Professional/Contractual  Supplies & Services
### SBCCOG
#### ESTIMATED REVENUE DETAILS
#### PROPOSED BUDGET
#### FISCAL YEAR 2020-2021

<table>
<thead>
<tr>
<th>REVENUE SOURCE</th>
<th>ACCOUNT CODE</th>
<th>ACTUAL FY 18-19</th>
<th>ADOPTED BUDGET FY 19-20</th>
<th>REVISED BUDGET FY 19-20</th>
<th>YTD AS OF 03/31/20</th>
<th>PROPOSED BUDGET FY 20-21</th>
<th>INCREASE (DECREASE) AMOUNT</th>
<th>PERCENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dues</td>
<td>4020</td>
<td>$372,501</td>
<td>$392,500</td>
<td>$392,500</td>
<td>$392,499</td>
<td>$392,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Assembly Sponsorship</td>
<td>4050</td>
<td>62,250</td>
<td>60,000</td>
<td>64,250</td>
<td>64,250</td>
<td>40,000</td>
<td>(20,000)</td>
<td>-33.33%</td>
</tr>
<tr>
<td>Holiday Light Exchange</td>
<td>4055</td>
<td>2,250</td>
<td>-</td>
<td>1,000</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Training</td>
<td>4060</td>
<td>5,000</td>
<td>-</td>
<td>1,000</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTA South Bay Deputy</td>
<td>4070</td>
<td>98,877</td>
<td>100,439</td>
<td>100,439</td>
<td>77,161</td>
<td>106,288</td>
<td>5,849</td>
<td>5.82%</td>
</tr>
<tr>
<td>Interest Income</td>
<td>4090</td>
<td>29,610</td>
<td>28,800</td>
<td>47,444</td>
<td>23,768</td>
<td>30,000</td>
<td>1,200</td>
<td>4.17%</td>
</tr>
<tr>
<td>Green Business Assist Program</td>
<td>4125</td>
<td>12,000</td>
<td>12,000</td>
<td>12,000</td>
<td>12,000</td>
<td>-</td>
<td>-</td>
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</tr>
<tr>
<td>Reimbursable Expense</td>
<td>4190</td>
<td>-</td>
<td>300</td>
<td>300</td>
<td>-</td>
<td>(300)</td>
<td>-100.00%</td>
<td></td>
</tr>
<tr>
<td>CIMP Dominguez Channel Admin Fee</td>
<td>4810</td>
<td>92,958</td>
<td>56,150</td>
<td>100,439</td>
<td>77,161</td>
<td>106,288</td>
<td>5,849</td>
<td>5.82%</td>
</tr>
<tr>
<td>Miscellaneous Revenue</td>
<td>4999</td>
<td>1,288</td>
<td>-</td>
<td>-</td>
<td>288</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Sub-total General Fund Revenues</strong></td>
<td></td>
<td>$676,734</td>
<td>$650,189</td>
<td>$675,734</td>
<td>$570,966</td>
<td>$638,588</td>
<td>(11,601)</td>
<td>-1.78%</td>
</tr>
<tr>
<td>GBN - Hawthorne</td>
<td>4126</td>
<td>$29,271</td>
<td>10,000</td>
<td>20,000</td>
<td>20,000</td>
<td>10,000</td>
<td>100.00%</td>
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</tr>
<tr>
<td>GBN - Torrance</td>
<td>4127</td>
<td>34,500</td>
<td>10,000</td>
<td>24,500</td>
<td>20,000</td>
<td>10,000</td>
<td>100.00%</td>
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</tr>
<tr>
<td>SCG Contract</td>
<td>4511</td>
<td>-</td>
<td>-</td>
<td>28,109</td>
<td>50,000</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>SCG-DWP Outreach</td>
<td>4512</td>
<td>40,000</td>
<td>40,000</td>
<td>30,000</td>
<td>40,000</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>WBMWD Contract</td>
<td>4520</td>
<td>149,732</td>
<td>168,980</td>
<td>203,480</td>
<td>115,386</td>
<td>174,980</td>
<td>6,000</td>
<td>3.55%</td>
</tr>
<tr>
<td>Sanitation District</td>
<td>4525</td>
<td>49,000</td>
<td>49,000</td>
<td>49,000</td>
<td>36,750</td>
<td>49,000</td>
<td>-</td>
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</tr>
<tr>
<td>Torrance Water</td>
<td>4540</td>
<td>26,250</td>
<td>29,000</td>
<td>21,750</td>
<td>29,000</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>CalTrans LTN</td>
<td>4544</td>
<td>51,588</td>
<td>231,184</td>
<td>231,184</td>
<td>191,191</td>
<td>103,657</td>
<td>(127,527)</td>
<td>-55.16%</td>
</tr>
<tr>
<td>Metro Vanpool / Shared Mobility</td>
<td>4545</td>
<td>30,735</td>
<td>50,000</td>
<td>50,000</td>
<td>38,014</td>
<td>50,000</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Metro Express Lane</td>
<td>4546</td>
<td>48,000</td>
<td>48,000</td>
<td>48,000</td>
<td>22,000</td>
<td>48,000</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Measure R</td>
<td>4570</td>
<td>95,781</td>
<td>120,000</td>
<td>111,902</td>
<td>88,000</td>
<td>(32,000)</td>
<td>-26.67%</td>
<td></td>
</tr>
<tr>
<td>PACE (HERO, Ygrene)</td>
<td>4580</td>
<td>3,336</td>
<td>3,320</td>
<td>1,303</td>
<td>835</td>
<td>1,100</td>
<td>(2,220)</td>
<td>-66.87%</td>
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<tr>
<td>Integrated Pest Management</td>
<td>4589</td>
<td>6,000</td>
<td>6,000</td>
<td>2,300</td>
<td>2,300</td>
<td>(3,700)</td>
<td>-61.67%</td>
<td></td>
</tr>
<tr>
<td>Energy Coalition (REN)</td>
<td>4592</td>
<td>-</td>
<td>84,000</td>
<td>-</td>
<td>100,000</td>
<td>100,000</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td>Homeless (PATH)</td>
<td>4600</td>
<td>25,000</td>
<td>25,000</td>
<td>20,119</td>
<td>25,000</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Homeless - LA County</td>
<td>4601</td>
<td>61,238</td>
<td>79,347</td>
<td>72,797</td>
<td>44,755</td>
<td>79,000</td>
<td>(347)</td>
<td>-0.44%</td>
</tr>
<tr>
<td>Homeless - LA County- Innovation Fund</td>
<td>4602</td>
<td>-</td>
<td>-</td>
<td>147,937</td>
<td>739,685</td>
<td>739,685</td>
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</tr>
<tr>
<td>Water Replenishment District</td>
<td>4610</td>
<td>52,000</td>
<td>50,000</td>
<td>39,000</td>
<td>50,000</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Measure M</td>
<td>4611</td>
<td>87,299</td>
<td>147,800</td>
<td>108,000</td>
<td>41,413</td>
<td>60,000</td>
<td>(87,800)</td>
<td>-59.40%</td>
</tr>
<tr>
<td>South Bay Fiber Network (SBFN)</td>
<td>4612</td>
<td>-</td>
<td>-</td>
<td>3,207,161</td>
<td>1,970,403</td>
<td>4,101,365</td>
<td>4,101,365</td>
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</tr>
<tr>
<td>Fiber - State of CA</td>
<td>4613</td>
<td>-</td>
<td>-</td>
<td>60,000</td>
<td>764</td>
<td>50,000</td>
<td>50,000</td>
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<tr>
<td>PUC SCE/SCG Contract</td>
<td>4510</td>
<td>324,500</td>
<td>189,479</td>
<td>199,203</td>
<td>149,191</td>
<td>(189,479)</td>
<td>-100.00%</td>
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<tr>
<td>SCG-Strategic Plan Income</td>
<td>4514</td>
<td>8,649</td>
<td>-</td>
<td>5,400</td>
<td>5,438</td>
<td>-</td>
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<tr>
<td>SCE-Strategic Plan Income</td>
<td>4515</td>
<td>34,597</td>
<td>-</td>
<td>21,708</td>
<td>21,750</td>
<td>-</td>
<td>-</td>
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<tr>
<td>SOLSmart</td>
<td>4590</td>
<td>14,050</td>
<td>1,071</td>
<td>950</td>
<td>950</td>
<td>(1,071)</td>
<td>-100.00%</td>
<td></td>
</tr>
<tr>
<td>Energy Efficiency</td>
<td>4591</td>
<td>6,097</td>
<td>32,071</td>
<td>28,109</td>
<td>26,175</td>
<td>(32,071)</td>
<td>-100.00%</td>
<td></td>
</tr>
<tr>
<td>SBWIB Broadband Income</td>
<td>4135</td>
<td>41,683</td>
<td>11,044</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>SBWIB Telework</td>
<td>4136</td>
<td>15,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>EV-LA County</td>
<td>4549</td>
<td>5,500</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td><strong>Sub-total Grant Revenues</strong></td>
<td></td>
<td>$1,239,806</td>
<td>$1,301,296</td>
<td>$2,956,394</td>
<td>$5,881,087</td>
<td>$4,579,791</td>
<td>351.94%</td>
<td></td>
</tr>
<tr>
<td><strong>Total Estimated Revenues</strong></td>
<td></td>
<td>$1,916,540</td>
<td>$1,951,485</td>
<td>$5,458,495</td>
<td>$3,527,360</td>
<td>$6,519,675</td>
<td>$4,568,190</td>
<td>234.09%</td>
</tr>
</tbody>
</table>
## SBCCOG

**EXPENDITURE DETAILS BY ACCOUNT**

**PROPOSED BUDGET**

**FISCAL YEAR 2020-2021**

<table>
<thead>
<tr>
<th>EXPENDITURE CATEGORY</th>
<th>ACCOUNT CODE</th>
<th>ACTUAL FY 18-19</th>
<th>ADOPTED BUDGET FY 19-20</th>
<th>REVISED BUDGET FY 19-20</th>
<th>YTD AS OF 03/31/20</th>
<th>PROPOSED BUDGET FY 20-21</th>
<th>INCREASE (DECREASE) PROPOSED BUDGET FY20-21/ADOPTED BUDGET FY19-20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries/Regular</td>
<td>6010</td>
<td>$524,804</td>
<td>$552,000</td>
<td>$640,000</td>
<td>$358,520</td>
<td>$739,070</td>
<td>$187,070 33.89%</td>
</tr>
<tr>
<td>Salaries/Part-Time</td>
<td>6030</td>
<td></td>
<td>5,520</td>
<td>9,500</td>
<td>1,400</td>
<td>1,400</td>
<td>-5,000 33.89%</td>
</tr>
<tr>
<td>Overtime</td>
<td>6011</td>
<td>1,346</td>
<td>1,400</td>
<td>1,400</td>
<td>187</td>
<td>1,400</td>
<td>-6,000 33.89%</td>
</tr>
<tr>
<td>Medical/Deferred Comp</td>
<td>6002</td>
<td>52,250</td>
<td>67,200</td>
<td>75,000</td>
<td>46,200</td>
<td>92,400</td>
<td>17,200 33.89%</td>
</tr>
<tr>
<td>Life Insurance</td>
<td>6013</td>
<td>1,091</td>
<td>1,114</td>
<td>1,091</td>
<td>750</td>
<td>1,163</td>
<td>-17,500 -61.90%</td>
</tr>
<tr>
<td>Social Security</td>
<td>6014</td>
<td>35,571</td>
<td>34,566</td>
<td>40,594</td>
<td>22,830</td>
<td>46,165</td>
<td>13,675 33.89%</td>
</tr>
<tr>
<td>Medicare</td>
<td>6015</td>
<td>8,319</td>
<td>8,084</td>
<td>9,418</td>
<td>5,393</td>
<td>10,797</td>
<td>1,404 33.89%</td>
</tr>
<tr>
<td>FUTA</td>
<td>6016</td>
<td>387</td>
<td>491</td>
<td>504</td>
<td>389</td>
<td>743</td>
<td>354 33.89%</td>
</tr>
<tr>
<td>California SUI-ER</td>
<td>6017</td>
<td>4,001</td>
<td>3,069</td>
<td>5,208</td>
<td>4,019</td>
<td>5,116</td>
<td>1,047 33.89%</td>
</tr>
<tr>
<td>Workers’ Comp</td>
<td>6018</td>
<td>7,369</td>
<td>8,200</td>
<td>10,000</td>
<td>3,392</td>
<td>8,200</td>
<td>-5,000 -61.90%</td>
</tr>
<tr>
<td>Employee Reimbursable Expense</td>
<td>6019</td>
<td>2,585</td>
<td>2,640</td>
<td>2,640</td>
<td>2,695</td>
<td>2,640</td>
<td>-5,000 -61.90%</td>
</tr>
<tr>
<td>Vacation/Floating Holiday Payoff</td>
<td>6020</td>
<td>17,498</td>
<td>5,000</td>
<td>5,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Severance Pay</td>
<td>6035</td>
<td>16,500</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Sub-total Salaries &amp; Benefits</strong></td>
<td></td>
<td>$671,721</td>
<td>$689,284</td>
<td>$800,955</td>
<td>$444,222</td>
<td>$922,014</td>
<td>$232,729 33.76%</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>6201</td>
<td>$12,314</td>
<td>$12,599</td>
<td>$12,599</td>
<td>$5,230</td>
<td>$7,500</td>
<td>($5,099) -40.47%</td>
</tr>
<tr>
<td>Postage</td>
<td>6202</td>
<td>1,237</td>
<td>1,200</td>
<td>1,200</td>
<td>546</td>
<td>1,200</td>
<td>-</td>
</tr>
<tr>
<td>Refreshments</td>
<td>6203</td>
<td>26,266</td>
<td>25,597</td>
<td>25,597</td>
<td>16,142</td>
<td>25,500</td>
<td>(97) -0.38%</td>
</tr>
<tr>
<td>Membership Dues</td>
<td>6204</td>
<td>10,116</td>
<td>11,500</td>
<td>10,581</td>
<td>9,327</td>
<td>11,500</td>
<td>-</td>
</tr>
<tr>
<td>Mileage Reimbursement</td>
<td>6205</td>
<td>4,875</td>
<td>4,649</td>
<td>5,058</td>
<td>5,153</td>
<td>6,871</td>
<td>2,222 47.78%</td>
</tr>
<tr>
<td>Meetings/Conferences</td>
<td>6206</td>
<td>9,772</td>
<td>6,840</td>
<td>6,840</td>
<td>3,954</td>
<td>6,840</td>
<td>-</td>
</tr>
<tr>
<td>Special Events/General Assembly</td>
<td>6224</td>
<td>28,716</td>
<td>31,160</td>
<td>31,160</td>
<td>1,286</td>
<td>40,000</td>
<td>8,840 0.28</td>
</tr>
<tr>
<td>Staff Training/Development</td>
<td>6207</td>
<td>774</td>
<td>2,500</td>
<td>2,500</td>
<td>2,500</td>
<td>2,500</td>
<td>-</td>
</tr>
<tr>
<td>Newsletter</td>
<td>6208</td>
<td>10,369</td>
<td>8,400</td>
<td>11,428</td>
<td>6,712</td>
<td>11,424</td>
<td>3,024 36.00%</td>
</tr>
<tr>
<td>Audit Fees</td>
<td>6209</td>
<td>5,000</td>
<td>6,578</td>
<td>6,578</td>
<td>6,578</td>
<td>6,000</td>
<td>(578) -8.79%</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>6210</td>
<td>445,337</td>
<td>554,552</td>
<td>3,523,838</td>
<td>1,951,405</td>
<td>4,313,070</td>
<td>3,758,518 677.76%</td>
</tr>
<tr>
<td>Professional Services</td>
<td>6211</td>
<td>420,000</td>
<td>420,000</td>
<td>416,000</td>
<td>311,000</td>
<td>420,000</td>
<td>-</td>
</tr>
<tr>
<td>Rent</td>
<td>6212</td>
<td>150,544</td>
<td>153,336</td>
<td>82,548</td>
<td>61,591</td>
<td>136,160</td>
<td>(17,236) -11.24%</td>
</tr>
<tr>
<td>Equipment Lease</td>
<td>6213</td>
<td>10,794</td>
<td>11,685</td>
<td>9,832</td>
<td>7,219</td>
<td>9,960</td>
<td>(1,725) -14.76%</td>
</tr>
<tr>
<td>Telephone</td>
<td>6214</td>
<td>7,666</td>
<td>8,610</td>
<td>8,401</td>
<td>6,201</td>
<td>8,400</td>
<td>(210) -2.44%</td>
</tr>
<tr>
<td>IT Services/Maintenance</td>
<td>6215</td>
<td>54,573</td>
<td>63,129</td>
<td>35,811</td>
<td>51,794</td>
<td>36,616</td>
<td>(26,513) -42.00%</td>
</tr>
<tr>
<td>Software/Hardware</td>
<td>6216</td>
<td>12,892</td>
<td>8,777</td>
<td>15,142</td>
<td>6,216</td>
<td>14,133</td>
<td>5,356 61.03%</td>
</tr>
<tr>
<td>Liability Insurance</td>
<td>6217</td>
<td>2,226</td>
<td>2,400</td>
<td>2,400</td>
<td>2,248</td>
<td>2,300</td>
<td>(100) -4.17%</td>
</tr>
<tr>
<td>Subscription/Advertising</td>
<td>6218</td>
<td>292</td>
<td>1,000</td>
<td>1,000</td>
<td>200</td>
<td>1,000</td>
<td>-</td>
</tr>
<tr>
<td>Miscellaneous Supplies/HLE</td>
<td>6219</td>
<td>3,001</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Specialty Legal Services</td>
<td>6220</td>
<td>-</td>
<td>5,000</td>
<td>5,000</td>
<td>4,725</td>
<td>10,000</td>
<td>5,000 100.00%</td>
</tr>
<tr>
<td>City Reimbursements</td>
<td>6222</td>
<td>-</td>
<td></td>
<td></td>
<td>-</td>
<td>295,287</td>
<td>295,287 -7%</td>
</tr>
<tr>
<td>Miscellaneous Expenses</td>
<td>6225</td>
<td>(2,507)</td>
<td>1,000</td>
<td>1,000</td>
<td>890</td>
<td>1,000</td>
<td>-</td>
</tr>
<tr>
<td><strong>Sub-Total Supplies &amp; Services</strong></td>
<td></td>
<td>$1,214,277</td>
<td>$1,340,512</td>
<td>$4,214,512</td>
<td>$2,458,942</td>
<td>$5,367,201</td>
<td>$4,026,688 300.38%</td>
</tr>
<tr>
<td>Moving Expenses</td>
<td>6221</td>
<td>-</td>
<td>100,000</td>
<td>100,000</td>
<td>45,519</td>
<td>42,226</td>
<td>(57,774) -57.77%</td>
</tr>
<tr>
<td>Website Redesign</td>
<td>6032</td>
<td>-</td>
<td></td>
<td></td>
<td>-</td>
<td>100,000</td>
<td>100,000 -7%</td>
</tr>
<tr>
<td><strong>Total Operating Expenditures</strong></td>
<td></td>
<td>$1,885,998</td>
<td>$2,129,797</td>
<td>$5,115,467</td>
<td>$2,948,683</td>
<td>$6,431,440</td>
<td>$4,301,644 201.97%</td>
</tr>
</tbody>
</table>
## Approved Salary Schedule by Position / Professional-Contractor Labor Distribution
### Proposed Budget
#### Fiscal Year 2020-2021

<table>
<thead>
<tr>
<th>POSITION</th>
<th>SALARY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Officer - Tier 1</td>
<td>$91,000</td>
</tr>
<tr>
<td>Senior Project Manager - Tier 1</td>
<td>85,000</td>
</tr>
<tr>
<td>Accountant - Tier 3</td>
<td>81,000</td>
</tr>
<tr>
<td>Project Manager - Tier 3</td>
<td>78,000</td>
</tr>
<tr>
<td>Project Manager - Tier 2</td>
<td>71,000</td>
</tr>
<tr>
<td>Project Manager - Tier 1</td>
<td>64,000</td>
</tr>
<tr>
<td>Environmental Services Analyst III - Tier 3</td>
<td>87,000</td>
</tr>
<tr>
<td>Environmental Services Analyst III - Tier 2</td>
<td>82,000</td>
</tr>
<tr>
<td>Environmental Services Analyst III - Tier 1</td>
<td>77,000</td>
</tr>
<tr>
<td>Environmental Services Analyst II - Tier 3</td>
<td>72,000</td>
</tr>
<tr>
<td>Environmental Services Analyst II - Tier 2</td>
<td>67,000</td>
</tr>
<tr>
<td>Environmental Services Analyst II - Tier 1</td>
<td>62,000</td>
</tr>
<tr>
<td>Environmental Services Analyst I - Tier 3</td>
<td>57,000</td>
</tr>
<tr>
<td>Environmental Services Analyst I - Tier 2</td>
<td>53,500</td>
</tr>
<tr>
<td>Environmental Services Analyst I - Tier 1</td>
<td>50,500</td>
</tr>
<tr>
<td>Administrative Assistant - Tier 3</td>
<td>47,000</td>
</tr>
<tr>
<td>Administrative Assistant - Tier 2</td>
<td>40,000</td>
</tr>
<tr>
<td>Administrative Assistant - Tier 1</td>
<td>35,000</td>
</tr>
<tr>
<td>Part-time Hourly Staff (ESAs for events)</td>
<td>10,000</td>
</tr>
</tbody>
</table>

### Professional Services - 6211

<table>
<thead>
<tr>
<th>POSITION</th>
<th>SALARY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Director (JB) and staff - appx. Jacki Bacharach and Associates</td>
<td>$186,000</td>
</tr>
<tr>
<td>- appx. $234,000 (subs to JB)</td>
<td><strong>$420,000</strong></td>
</tr>
</tbody>
</table>

### Contractor Services - 6210

<table>
<thead>
<tr>
<th>POSITION</th>
<th>SALARY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation Director - Steve Lantz</td>
<td>112,690</td>
</tr>
<tr>
<td>Research Director - Siembab Corp.</td>
<td>95,000</td>
</tr>
<tr>
<td>Energy Efficiency Engineer - GSE Solutions</td>
<td>50,000</td>
</tr>
<tr>
<td>Metro Deputy - Mike Bohlke</td>
<td>110,879</td>
</tr>
<tr>
<td>Budget &amp; Finance Consultant - Agnes Walker</td>
<td>8,500</td>
</tr>
<tr>
<td>South Bay Fiber Network Contractor - American Dark Fiber</td>
<td>3,811,000</td>
</tr>
<tr>
<td>Additional consultants or staff as needed on contracts or project development</td>
<td>125,000</td>
</tr>
</tbody>
</table>

**Estimated Contractor Expenses FY 2020-2021**

$4,313,070
<table>
<thead>
<tr>
<th>ACRONYM</th>
<th>DEFINITION</th>
<th>ACRONYM</th>
<th>DEFINITION</th>
</tr>
</thead>
<tbody>
<tr>
<td>CA-SUI</td>
<td>California State Unemployment Insurance</td>
<td>LADWP</td>
<td>Los Angeles Department of Water &amp; Power</td>
</tr>
<tr>
<td>CALCOG</td>
<td>California Council of Governments</td>
<td>LAIF</td>
<td>Local Agency Investment Fund</td>
</tr>
<tr>
<td>CAP</td>
<td>Climate Action Plan</td>
<td>LARC</td>
<td>Los Angeles Regional Coalition</td>
</tr>
<tr>
<td>CEC</td>
<td>California Energy Commission</td>
<td>LGSEC</td>
<td>Local Government Sustainability Energy Coalition</td>
</tr>
<tr>
<td>CIMP</td>
<td>Coordinated Integrated Monitoring Program</td>
<td>MEL</td>
<td>Metro Express Lanes</td>
</tr>
<tr>
<td>CPUC</td>
<td>California Public Utilities Commission</td>
<td>MTA</td>
<td>Metropolitan Transportation Authority</td>
</tr>
<tr>
<td>DWP</td>
<td>Department of Water &amp; Power</td>
<td>LTN</td>
<td>Local Travel Network</td>
</tr>
<tr>
<td>EUC</td>
<td>Energy Upgrade California</td>
<td>PACE</td>
<td>Property Assessed Clean Energy</td>
</tr>
<tr>
<td>EV</td>
<td>Electric Vehicle</td>
<td>PATH</td>
<td>People Assisting the Homeless</td>
</tr>
<tr>
<td>FTE</td>
<td>Full Time Equivalent</td>
<td>PUC</td>
<td>Public Utilities Commission</td>
</tr>
<tr>
<td>FUTA</td>
<td>Federal Unemployment Tax Act</td>
<td>REN</td>
<td>Regional Energy Network</td>
</tr>
<tr>
<td>FY</td>
<td>Fiscal Year</td>
<td>SB</td>
<td>South Bay</td>
</tr>
<tr>
<td>GA</td>
<td>General Assembly</td>
<td>SBCCOG</td>
<td>South Bay Cities Council of Governments</td>
</tr>
<tr>
<td>GBC</td>
<td>Green Building Challenge</td>
<td>SBFN</td>
<td>South Bay Fiber Network</td>
</tr>
<tr>
<td>GBN</td>
<td>Green Business Network</td>
<td>SBWIB</td>
<td>South Bay Work Investment Board</td>
</tr>
<tr>
<td>GSW</td>
<td>Golden State Water</td>
<td>SCE</td>
<td>Southern California Edison</td>
</tr>
<tr>
<td>HERO</td>
<td>Home Energy &amp; Resources Organization</td>
<td>SCG</td>
<td>Southern California Gas</td>
</tr>
<tr>
<td>HLE</td>
<td>Holiday Light Exchange</td>
<td>WBMWD</td>
<td>West Basin Metropolitan Water District</td>
</tr>
<tr>
<td>ICLEI</td>
<td>International Council for Local Environmental Initiatives</td>
<td>WRCOG</td>
<td>Western Riverside Council of Government</td>
</tr>
<tr>
<td>LA</td>
<td>Los Angeles</td>
<td>WRD</td>
<td>Water Replenishment District</td>
</tr>
</tbody>
</table>
Budget summary: Overall, the proposed budget for FY20-21 reflects a projected budget balance of $88,235: revenue increase of $4,568,190 or 234.09% and an expenditure increase of $4,301,644 or 201.97%. Primarily, these increases are due to the South Bay Fiber project which is a pass through for the fiber network construction. A one-time web-site redesign expense of $100,000 is also proposed.

Estimated revenues: As illustrated on the Estimated Revenue Details (page 4), the total General Fund revenues which include Dues, are projected to decrease by ($11,601) or (1.78%). Revenues from grants increased $4,579,791 or 351.94%. As stated above, this increase is due primarily to the South Bay Fiber project.

Below is an explanation of some of the revenue increases and (decreases) with the corresponding account codes and descriptions on the revenue categories:

- **Dues/4020** - remains at same level as current year
- **General Assembly Sponsorship/4050** - estimated decrease of ($20,000) due to the cancellation of the GA in 2020
- **MTA South Bay Deputy/4070** – increase in reimbursement of $5,849 reflects estimated increase funded by Metro
- **CalTrans LTN/4544** – decrease of ($127,527) due to project ending
- **Measure R/4570** - decrease of ($32,000) due to decrease in program activity
- **PACE programs/4589** - decrease of ($2,220) due to less participation in program
- **Integrated Pest Management/4589** - decrease of ($3,700) due to change in scope of services
- **Energy Coalition (REN)/4592** - new contract estimated $100,000
- **Homeless – LA County, Innovation Fund/4602** – new contract estimated $739,685; includes $295,287 of pass through funds for cities
- **Measure M/4611** – decrease of ($87,800) due to decrease in program activities
- **South Bay Fiber Network (SBFN)/4612** - increase of $4,101,365; additional funding for network construction
- **Fiber – State of CA/4613** - anticipated spending of $50,000
- **Contracts ended**
  - PUC SCE/SCG Contract/4510
  - SCE/SCG Strategic Plan/4514-4515
  - SolSmart/4590
  - Energy Efficiency/4591
  - SBWIB Broadband/4135

Proposed expenditures/Salaries & Benefits: The proposed expenditures (page 5) for the coming fiscal year show a net increase of $4,301,644 or 201.97% compared to the adopted budget in the current year. The Salaries & Benefits portion of the budget increased $232,729 or 33.76%, which reflects four additional staff.

Below is an explanation of the expenditure increases with the corresponding account codes and descriptions on the various expenditure categories:
• **Salaries/Regular/6010** – $739,070 reflects proposed budget for 11 positions, up from 7 in the current year
• **Salaries/Part-Time/6030** – provides $5,520 funding for a part-time employee, as needed, working an average of 20 hours a month to assist with outreach events
• **Medical/Deferred Comp/6012** – $92,400 includes SBCCOG’s contribution of $700 per month per employee.
• **Benefits/6013-6017** – as salaries increase, benefits will have a relative increase, especially those benefits based on a percentage of salaries such as: Social Security, Medicare, and California SUI-ER
• **Employee Reimbursable Expense/6019** – $5,940 provides a cell phone allowance of $55 per month for nine employees (current year budget is for four employees) who often work in the field; required to telecommute or attend outside meetings
• **Vacation/Floating Holiday Payoff/6020** - $5,000 provides for payoff in case an employee leaves during the coming fiscal year

**Supplies & Services:** Overall, the Supplies & Services category shows a net increase of $4,026,688 or 300.38%. As stated above, the expense increase is due primarily to the South Bay Fiber Network.

Below is an explanation of increases or (decreases) and the corresponding account codes and descriptions of the expenses:

• **Office Supplies/6201** – decrease of ($5,099) based on current expenses: paper, pens, business cards, etc.
• **Membership Dues/6204** – proposed budget $11,500 paid to 13 Chambers of Commerce in the South Bay, CALCOG, ICLEI, LGSEC, LARC, and Cal Chamber
• **Mileage Reimbursement/6205** – an increase of $2,222 due to staff increase; provides employee reimbursements for attending events or site visits based on IRS mileage rate
• **Special Events/6224** – $40,000 proposed for all expenses related to General Assembly; reflects increase of $8,840 to allow for price increases from vendors
• **Newsletter/6208** – $11,424, an increase of $3,024; includes both the Newsletter and the What is the SBCCOG & SBESC handouts
• **Contractual Services/6210** – net increase of $3,758,518; reflects increase in grant-related expenditures, primarily South Bay Fiber Network (SBFN)
• **Professional Services/6211** – $420,000 for JB&A agreement; no change in budget; however, only $416,000 was distributed to JB&A in FY19-20 (per request by JB&A to balance total compensation for FY2018-19)
• **Rent/6212** – decrease ($17,236): annual lease at new location less than annual lease at prior location
• **Equipment Lease/6213** – $9,960 for Xerox machine per agreement
• **IT Services/Maintenance/6215** – $36,616, a decrease of ($26,513) due to change of vendor
• **Software/Hardware/6216** - $14,133, includes scheduled computer upgrade
• **Miscellaneous Supplies/HLE/6219** – Holiday Light Exchange program cancelled
• Specialty Legal Services/6220 – $10,000 for legal services outside of current pro-bono services
• City Reimbursements/6222 - $295,287 LA County Homeless Innovation pass through funds for cities
• Moving Expenses/6221 – $42,226, balance of $100,000 from prior year to cover residual moving expenses
• Website Redesign/6032 - proposed budget of $100,000, one-time expense

Reserves: Per the newly adopted reserve policy, the target amount for contingencies is $405,000. As shown on the Budget Summary (page 2), if approved, $249,892 shall be accumulated in LAIF as of June 30, 2021. This amount includes $53,372 reserve funds established prior to FY15-16 and $106,520 from the 5-year dues increase with interest. In addition, $90,000 to be reserved in FY20-21. In order to reach the target of $405,000, $38,777 will be required each year for four additional years.
**SBCCOG**  
**CALCULATION OF ESTIMATED FUND BALANCE**  
**FOR JUNE 30, 2021**

### Fund Balance for June 30, 2019 per Audited Financial Statement

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revised Revenue Budget FY19-20</td>
<td>$ 5,458,495</td>
</tr>
<tr>
<td>Less Adjustments:</td>
<td></td>
</tr>
<tr>
<td>Energy Coalition</td>
<td>($84,000)</td>
</tr>
<tr>
<td>Homeless LA County</td>
<td>($147,937)</td>
</tr>
<tr>
<td>Fiber - State of CA</td>
<td>($60,000)</td>
</tr>
<tr>
<td>Total Revenue Adjustments</td>
<td>($291,937)</td>
</tr>
<tr>
<td>Adjusted Revised Revenue Budget FY19-20</td>
<td>$5,166,558</td>
</tr>
</tbody>
</table>

### Revised Expenditure Budget FY19-20

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revised Expenditure Budget FY19-20</td>
<td>($5,119,467)</td>
</tr>
<tr>
<td>Less Adjustments:</td>
<td></td>
</tr>
<tr>
<td>Salaries &amp; Benefits (staff not hired)</td>
<td>111,671</td>
</tr>
<tr>
<td>Moving expenses not incurred</td>
<td>42,226</td>
</tr>
<tr>
<td>Total Expense Adjustments</td>
<td>153,897</td>
</tr>
<tr>
<td>Adjusted Revised Expenditure Budget FY19-20</td>
<td>($4,965,570)</td>
</tr>
</tbody>
</table>

### Estimated Fund Balance FY19-20

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated Revenue FY20-21</td>
<td>6,519,675</td>
</tr>
<tr>
<td>Estimated Expenditures</td>
<td>($6,431,440)</td>
</tr>
<tr>
<td>Estimated Balance (Revenue over Expenditures)</td>
<td>88,235</td>
</tr>
<tr>
<td>Less Reserve for Contingencies:</td>
<td></td>
</tr>
<tr>
<td>FY19-20 (final dues increase with interest)</td>
<td>(22,743)</td>
</tr>
<tr>
<td>FY20-21 as proposed</td>
<td>(90,000)</td>
</tr>
<tr>
<td>Total Proposed Reserve</td>
<td>(112,743)</td>
</tr>
<tr>
<td>Proposed carryover balance for moving expenses</td>
<td>(42,226)</td>
</tr>
<tr>
<td><strong>Estimated Fund Balance June 30, 2021</strong></td>
<td><strong>$891,004</strong></td>
</tr>
</tbody>
</table>

**Note:** The SBCCOG has received a $1.2 million from the State of California for the fiber network, of which $764.00 has been expended. This $1.2 million is not currently part of the fund balance.