



San Gabriel Valley Council of Governments

1000 S. Fremont Ave., Unit 42, Alhambra, CA 91803 Phone: (626) 457-1800 FAX: (626) 457-1285 E-Mail SGV@sgvcog.org

City Managers' Steering Committee Agenda

March 6th, 2013

12:00 noon

El Monte City Hall
City Managers' Conference Room
11333 Valley Boulevard
El Monte, CA

Preliminary Business

- 1.0 Public Comment
- 2.0 Changes to Agenda Order; Identify Subsequent Need or Emergency Items
- 3.0 Consent Items
 - 3.1 Minutes from February 6th, 2013 – Page 1
Recommended Action: Approve.
 - 3.2 Executive Director Signature Authority
Recommended Action: Recommend Governing Board approve resolutions: 1) granting the Executive Director signature authority on financial accounts and 2) granting the Executive Director authority to execute LAIF transactions.
 - 3.3 ICMA Deferred Compensation Program
Recommended Action: Recommend Governing Board approve resolution to allow SGVCOG to participate in ICMA's Deferred Compensation program.

Regular Business Items (It is anticipated that the Committee may take action on the following items)

- 4.0 ACE Mid-Year Budget Revision – Page 3
Recommended Action: Recommend Governing Board approve ACE Mid-Year Budget revision.
- 5.0 CEESP Application - Page 7
Recommended Action: Recommend Governing Board authorize staff to submit an application under this program.

New Business items for Next Regular Meeting / Announcements

- 6.0 Executive Director's Report
Recommended Action: For information only.

Next Meeting

Adjourn

For TAC Meeting Notice and Minutes, Please access www.sgvcog.org

NOTICE: City Clerks please post this notice (agenda)

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At a regular meeting, members of the public may comment on any matter within the jurisdiction of the Board during the public comment period and may also comment on any item on the agenda at the time it is taken up by the Board. At a special meeting, members of the public may only comment on items that are on the agenda. Members of the public wishing to speak should fill out a comment card. We ask that members of the public come forward to be recognized by the Chair and keep their remarks brief. If several persons wish to address the Board on a single item, the Chair may impose a time limit on individual remarks at the beginning of discussion.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the SGVCOG office at (626) 457-1800. Notification 48 hours prior to the meeting will enable the SGVCOG to make reasonable arrangement to ensure accessibility to this meeting.



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City Managers' Steering Committee Minutes

Date: February 6th, 2013

Time: 12:00 noon

Location: El Monte City Hall

Preliminary Business

1.0 Public Comment

The meeting was called to order at 12:00 p.m.

Members Present:

Covina	D. Parrish
El Monte	J. Gomez
Glendora	C. Jeffers
La Canada Flintridge	M. Alexander
Rosemead	J. Allred
San Gabriel	S. Preston

Members Absent:

Alhambra
Diamond Bar
San Dimas
Walnut
West Covina

SGVCOG Staff:

F. Delach, Interim Executive Director
P. Hubler, ACE
M. Creter, Staff

Public:

R. Bishop, WRCOG
L. Franke, PFM
K. Kearney, Bradbury
V. Castro, Covina,
A. Garcia, San Dimas
F. Zhou, San Gabriel
H. Maloney, Monrovia
S. Scauzillo, San Gabriel Valley Newspaper Group

2.0 Changes to Agenda Order; Identify Subsequent Need or Emergency Items

The Chair indicated that Item 9 was being pulled as the draft contract was not yet available.

3.0 Consent Items

3.1 Minutes from January 9th, 2013

There was a motion to approve the minutes (M/S/C: S. Preston/ C. Jeffers/ Unanimous).

Regular Business Items *(It is anticipated that the Committee may take action on the following items)*

4.0 Home Energy Renovation Opportunity (HERO) Program

R. Bishop (WRCOG) presented on this program, which allows property owners to finance energy efficiency and renewable projects to be paid back on their property tax bill. There was discussion regarding the design of the program and possible limits on maximum property tax as a percent of property value. Pending research on these issues, the Committee recommended that a presentation on this program be given to the Governing Board (M/S/C: J. Allred/ C. Jeffers/ Unanimous).

5.0 ACE/SGVCOG Project Transfer Agreement

P. Hubler provided a brief update on this item and indicated that the SGVCOG and ACE attorneys were reviewing the draft agreement. Committee members requested that the draft agreement be provided to them sufficiently prior to the next meeting in order to provide them time to review the agreement.

6.0 ACE 2nd Quarter Financial Report

P. Hubler briefly reviewed this item, including the recently approved \$5 million grant from the CPUC.

7.0 SGVCOG FY 2012-2013 Mid-Year Budget Revision and Preliminary FY 2013-14 Budget

The Interim Executive Director reviewed the proposed mid-year budget revision. There was a recommendation to submit the mid-year budget revision to the Governing Board for approval (M/S/C: C. Jeffers/ D. Parrish/ Unanimous). .

8.0 Climate Corps

The Interim Executive provided a brief overview of this program, which provides for a full-time staff member to work on environmental projects at a cost of \$17,500. There was a motion to recommend to the Governing Board to submit a letter of interest to the Bay Area Climate Corps and include an expenditure of \$17,500 in the FY 2013-14 budget (M/S/C: S. Preston/ J. Allred/ Unanimous).

D. Parrish left the meeting and C. Jeffers began to chair the meeting.

9.0 Draft Southern California Gas Company/San Gabriel Valley Energy Wise Partnership Agreement

This item was pulled from the agenda.

10.0 Tax Increment Financing Proposal

The Interim Executive Director provided a brief overview of a possible strategy to reinstate tax increment financing. There was extended discussion regarding the direction regarding the direction from the Governor and the State legislature, indicating that there would not be support for that structure.

11.0 Proposition 39 – Clean Energy and Energy Efficiency Funding

The Interim Executive Director provided a brief overview of Proposition 39 funding and the potential that some of the funding might be available for local governments' energy efficiency projects. There was a motion to recommend to the Governing Board a position of support for the LGSEC white paper that supports funding for local governments (M/S/C: M. Alexander/ J. Allred/ Unanimous).

12.0 Upcoming Events

12.1 SGV Legislative Caucus Meeting

12.2 Tri-COG Meeting

New Business items for Next Regular Meeting / Announcements

Next Meeting

Adjourn

The meeting was adjourned at 1:40 p.m.



Alameda Corridor-East Construction Authority

4900 Rivergrade Rd. Ste. A120 Irwindale, CA 91706 (626) 962-9292 fax (626) 962-3552 www.theaceproject.org

MEMO TO: SGVCOG Governing Board Members and Alternates

FROM: Rick Richmond
ACE Construction Authority

SUBJECT: Approval of ACE Mid-Year Budget Revision

DATE: February 21, 2013

The ACE Construction Authority has approved a mid-year revision to the FY 2013 ACE budget. The revision reduced the FY 2013 budget from \$66.844 million to \$57.724 million largely due to an approximate six month delay in starting construction on the Baldwin Avenue and Nogales Street grade separations, both of which are ready to begin. The attached memo to the ACE Board provides the details on the budget revision.

The revised FY 2013 ACE budget is recommended for your action in accordance with the SGVCOG bylaws.

Attachment



Alameda Corridor-East Construction Authority

4900 Rivergrade Rd. Ste. A120 Irwindale, CA 91706 (626) 962-9292 fax (626) 962-3552 www.theaceproject.org

MEMO TO: ACE Construction Authority Board Members & Alternates

FROM: Rick Richmond
Chief Executive Officer

DATE: January 28, 2013

SUBJECT: Approval of Fiscal Year 2013 Mid-Year Budget Revision

RECOMMENDATION: Staff recommends approval of the attached mid-year budget revision for the fiscal year ending June 30, 2013, reducing our total budget from \$66.844 million to \$57.724 million.

BACKGROUND: You adopted our current FY 2013 budget in May 2012 based on our anticipated activities, our estimated rate of progress and resulting spending rate for active projects. Since then we have begun new activities (design on three new grade separations) and experienced delays in starting construction on two projects.

Construction bidding for both Baldwin Avenue and Nogales Street projects was delayed up to six months. In the case of the Baldwin project the time was used to secure various approvals of \$37.3 million of unexpected State funding. With the Nogales project we experienced a lengthier State and Federal approval process for beginning construction procurement than expected. Therefore the construction and related spending for both projects is lower than budgeted.

Partially offsetting the construction reductions are increases in design expenditures largely as a result of beginning design on three new projects, Fullerton Road, Hamilton Boulevard and Durfee Avenue, which had just been included in the ACE Project scope at the time the budget was developed and were not budgeted. In addition, we will have moved the Puente Avenue and Fairway Drive projects further into design by the end of FY 2013 than assumed in our budget.

There are also projected budget underruns, to a lesser degree, in our indirect costs, primarily in the personnel area. These are largely off by increases in direct labor for accelerated project activity which will help us recover our overhead expenses (\$3.710 million for the year).

Based on the above, and a review of all expenditure for the first six months of the fiscal year, we are recommending the attached revisions. The line items with significant changes are:

Program Management-Direct (-\$1.157 million) – Program management supports individual projects through our specialty consultants in areas such as property acquisition, community outreach, environmental monitoring, and handling of contaminated soil. The delay in starting Baldwin and Nogales and a reduced level of effort necessary for property acquisitions on Nogales, Puente and Fairway will reduce our costs this fiscal year.

Design-Direct (+\$4.850 million) – As mentioned above, this reflects design on the three new projects (Fullerton, Hamilton and Durfee) and accelerated efforts on Puente and Fairway.

Utility Relocation-Direct (+\$1.312 million) – The increased spending expected this year is due to the need to accelerate pre-construction utility relocations on the Nogales and Fairway projects.

Construction-Direct (-\$11.507 million) – As explained above, we were delayed in bidding both the Baldwin and Nogales projects causing a reduction in FY 2013 expenditures.

Construction Management-Direct (-\$2.302 million) – Reduced construction management cost in FY 2013 is a result of the delays in starting construction on Baldwin and Nogales.

Staff will be prepared to answer any questions you may have on this recommended budget revision.

Attachment

ACE Construction Authority
FY 2013 Amended Budget
(\$ in thousands)

Expenditures	FY 2013 Approved	Proposed Change	FY 2013 Amended
Indirect			
Personnel			
Salaries and Wages	\$ 1,864	\$ 1,788	\$ (76)
Fringe Benefits	614	603	(11)
Board/Employee Expense			
Auto/Travel	25	25	-
Training/Memberships	33	27	(6)
Board Expense	20	20	-
Professional Services			
Auditing/Accounting	37	37	-
Legal-Agency Support	55	48	(7)
Program Management	371	366	(5)
State/Federal Advisory Services	272	260	(12)
Risk Management	65	67	2
Insurance	80	80	-
Equipment Expense	101	123	22
Office Expense	221	221	-
Office Operations	46	34	(12)
Other	16	11	(5)
Total Indirect	<u>3,820</u>	<u>3,710</u>	<u>(110)</u>
Direct			
Salaries and Wages	894	946	52
Fringe Benefits	345	365	20
Employee Travel - Projects	18	25	7
Program Management	3,517	2,360	(1,157)
Legal	756	1,285	529
Design	4,414	9,264	4,850
ROW Acquisition	26,213	25,548	(665)
Utility Relocation	50	1,362	1,312
Construction Mgt	3,195	893	(2,302)
Railroad	695	528	(167)
Construction	22,740	11,233	(11,507)
Third Party Review	157	168	11
Utilities Site	20	7	(13)
Advertising	10	30	20
Total Direct	<u>63,024</u>	<u>54,014</u>	<u>(9,010)</u>
Total Expenditures	<u>\$ 66,844</u>	<u>\$ 57,724</u>	<u>\$ (9,120)</u>



San Gabriel Valley Council of Governments

TO: City Managers' Steering Committee

FROM: Andrea Miller, Executive Director

DATE: March 6, 2013

RE: Southern California Edison Local Government Energy Efficiency Strategic Plan Strategies – Request for Proposals

Recommended Action

Recommend the Governing Board authorize the Executive Director to submit a proposal under the above-mentioned program, accept funding if awarded, and negotiate and execute all contracts necessary to implement the program.

Background

The San Gabriel Valley Energy Wise Partnership (SGVEWP) is a partnership between the COG and Southern California Edison (SCE) that provides funding for cities' direct energy savings through the installation of energy efficiency measures as well as education and outreach efforts for energy efficiency and conservation strategies. This program is funded by the California Public Utilities Commission (CPUC) Local Government Partnerships. The COG has been in a local government partnership since 2009 and has continued to be one of the most successful partnerships, exceeding its energy savings (kilowatt hour (kWh)) goals every year.

In January, the COG began its next 2-year program cycle for this partnership. Included in the CPUC decision to approve Local Government Partnerships for the 2013-2014 cycle was \$3.5 million for SCE to fund eligible local government activities that support the California Energy Efficiency Strategic Plan (CEESP). The COG participated in this grant program in the 2010-12 cycle and received \$4.7 million in funding to work with 27 participating cities to develop energy action plans and an online utility manager program.

SCE recently released a request for proposals (RFP) for local jurisdictions currently participating in Local Government Partnerships to apply. There are currently 17 eligible partnerships representing 111 cities and counties operating in SCE's service territory. The COG is eligible to draft a proposal on behalf of the SGVEWP, including all COG member agencies that are SCE customers and that are interested in participating.

Eligible Work Plan Activities

The CPUC directed SCE to develop a "menu" of eligible strategic plan activities that local governments can choose from to fund the strategic plan portion of their Local Government

Partnership program (See Attachment 1). For the purposes of this solicitation, work plan activities must:

- ✓ Be eligible under one or more of the tasks identified in the “menu,”
- ✓ Directly support energy efficiency, and
- ✓ Be sustainable beyond the year 2014 as a standard and permanent practice of the local government

COG staff has been working with SCE to begin identifying eligible activities appropriate to the needs and interests of the San Gabriel Valley. Staff is recommending that the COG submit an application to fund two activities:

1. Develop a voluntary green building program for residential and non-residential property owners. This program is intended to educate property owners about strategies for reducing energy consumption utilizing a “whole building” approach. This proposal will be modeled off of the Coachella Valley Association of Government’s Voluntary Green Building Program
<http://www.cvag.org/environmental/pdf%20files/Voluntary%20Green%20Building%20Program%20Guide.pdf>.
2. Assist cities in implementing online permitting programs, which will incorporate an educational component related to energy-efficiency. This proposal will be modeled off of the City of El Segundo’s recently launched online permitting system
<http://munipermits.elsegundo.org/>.

The proposal is due on April 1st and decisions on funding are expected to be made by May.

Budget

Individual cities and counties can apply for a maximum of \$200,000; the cap on multi-city applications (such as the COG’s) is as follows: \$200,000 X number of participating cities. COG staff anticipates submitting a proposal for funding for approximately \$1.3 million.

In order to be included in the COG application, cities are required to submit a letter confirming participation and support. A sample letter will be sent out to all cities. Additionally, due to the restrictions of the grant, the COG will only include in its application those San Gabriel Valley cities that have indicated that they will not be submitting a separate application.

<p>Strategic Plan Goal 1:</p> <p>Local governments lead adoption and implementation of “reach” codes stronger than Title 24 on both mandatory and voluntary bases.</p>		
STRATEGY	1.1	Adopt codes, ordinances, standards, guidelines or programs that encourage or require building performance exceeding state requirements. The focus should be on using existing models, or if there is something new and unique, that it be replicable.
TASKS	1.1.1	Adopt building energy codes more stringent than Title 24’s requirements, using cost-effectiveness studies by Climate Zone done by the utilities; adopt one or two additional tiers of increasing stringency.
	1.1.2	Adopt a Green Building policy for municipal development, commercial development and/or residential development.
	1.1.3	Develop/adopt point of sale programs such as a Residential or Commercial Energy Conservation Ordinance. Focus on whole building performance.
	1.1.4	Change local codes to allow and encourage integration of EE, demand response, and on-site generation.
	1.1.5	Develop and adopt programs to encourage energy efficiency such as one-stop permitting, on-line permitting, separate Zero Net Energy (ZNE) permit processes, density bonuses, or a recognition program.
	1.1.6	Develop educational programs for local elected officials, building officials, commissioners, and stakeholders to improve adoption of EE codes, ordinances, standards, guidelines and programs.
STRATEGY	1.2	Implement codes, ordinances, standards, guidelines or programs that encourage building performance exceeding state standards.
TASKS	1.2.1	Implement any of the Tasks under Strategy 1.1 above, through a process involving internal and external stakeholders, etc.

<p align="center">Strategic Plan Goal 2:</p> <p align="center">Strong support from local governments for energy code compliance enforcement.</p>		
STRATEGY	2.1	Improve processes resulting in increased code compliance through education, training, and enforcement practices.
TASKS	2.1.1	Local government staff and contract staff attend code compliance workshops offered by the California Energy Commission (“CEC”), utility codes & standards staff, or other local governments with strong compliance records.
	2.12	Redesign enforcement, compliance, plan review processes; introduce new forms and templates.
<p align="center">Strategic Plan Goal 3:</p> <p align="center">Local governments lead by example with their own facilities and energy usage practices.</p>		
STRATEGY	3.1	Develop a program to track municipal energy usage, such as through energy management software and benchmarking of municipal facilities.
TASKS	3.1.1	Develop energy benchmarking policies and procedures to enable ongoing benchmarking of all local government facilities.
	3.1.2	Set up a ‘utility manager’ computer program to track municipal usage. Identify need for sub-metering to plan, budget and manage bills.
STRATEGY	3.2	Adopt a Climate Action Plan (CAP), Energy Action Plan (EAP) for municipal operations. The plan could include setting energy efficiency standards for new and existing facilities, developing a revolving loan fund for EE projects, and so on.
TASKS	3.2.1	Develop/adopt an energy chapter for City/County climate or energy action plan.
	3.2.2	Adopt a policy to require Leadership in Energy and Environmental Design (LEED), Energy Star Ratings, or other program standard for municipal facilities.
	3.2.3	Develop policy for a revolving EE fund for City/County facilities.
	3.2.4	Develop commissioning/retro-commissioning policies for municipal facilities.

Strategic Plan Goal 4:		
Local governments lead their communities with innovative programs for EE, sustainability and climate change.		
STRATEGY	4.1	Adopt a CAP, EAP, or adopt EE language into another policy document, such as a General Plan, to reduce community greenhouse gas emissions with a focus on EE.
TASKS	4.1.1	Develop a regional template for CAP or EAP.
	4.1.2	Customize CAP with EE language and data.
	4.1.3	Update General Plan/Conservation Element with Climate policies. Provide EE framework and data for other people doing planning.
	4.1.4	Conduct the EE savings analysis for an annual Greenhouse Gas inventory for the City/ County.
Strategic Plan Goal 5:		
Local government EE expertise becomes widespread and typical.		
<p>Local governments participating in activities under Goals 1 – 4 will be increasing their expertise.</p> <p>The activities under Goal 5 are more directly related to the programs operated by the statewide local government associations (ICLEI, ILG and LGC), by regional local government agencies such as the Association of Bay Area Governments and Great Valley Center, and by the Statewide Local Government EE Best Practices Coordinator.</p>		