



San Gabriel Valley Council of Governments

REVISED AGENDA AND NOTICE OF THE SPECIAL MEETING OF THE CITY MANAGERS' STEERING COMMITTEE

Date: Thursday, August 2, 2018 – 12 noon

Location: Foothill Transit Office

(100 S. Vincent Ave., Suite 200, West Covina, CA)

Chair
Dominic Lazzaretto
Arcadia

Vice-Chair
Bob Russi
La Verne

Immediate Past-Chair
Mark Alexander
La Canada Flintridge

**Northeast
Representatives**
Blaine Michaelis
San Dimas

**Southeast
Representatives**
Brian Saeki
Covina
Linda Lowry
Pomona

Central Representatives
Shannon Yauchzee
Baldwin Park
Chris Freeland
West Covina

**Southwest
Representatives**
Jessica Binnquist
Alhambra
Bryan Cook
Temple City

**Northwest
Representatives**
Darrell George
Duarte
Oliver Chi
Monrovia

Thank you for participating in the City Managers' Steering Committee meeting. The City Managers' Steering Committee encourages public participation and invites you to share your views on agenda items.

MEETINGS: Regular Meetings of the City Managers' Steering Committee are held on the first Wednesday of each month at 12:00 noon at the Foothill Transit Office (100 S. Vincent Ave., Suite 200 West Covina, CA 91790. The City Managers' Steering Committee agenda packet is available at the San Gabriel Valley Council of Government's (SGVCOG) Office, 1000 South Fremont Avenue, Suite 10210, Alhambra, CA, and on the website, www.sgvkog.org. Copies are available via email upon request (sgv@sgvkog.org). Documents distributed to a majority of the Committee after the posting will be available for review in the SGVCOG office and on the SGVCOG website. Your attendance at this public meeting may result in the recording of your voice.

CITIZEN PARTICIPATION: Your participation is welcomed and invited at all City Managers' Steering Committee meetings. Time is reserved at each regular meeting for those who wish to address the Committee. SGVCOG requests that persons addressing the Committee refrain from making personal, slanderous, profane or disruptive remarks.

TO ADDRESS THE CITY MANAGERS' STEERING COMMITTEE: At a regular meeting, the public may comment on any matter within the jurisdiction of the Committee during the public comment period and may also comment on any agenda item at the time it is discussed. At a special meeting, the public may only comment on items that are on the agenda. Members of the public wishing to speak are asked to complete a comment card or simply rise to be recognized when the Chair asks for public comments to speak. We ask that members of the public state their name for the record and keep their remarks brief. If several persons wish to address the Committee on a single item, the Chair may impose a time limit on individual remarks at the beginning of discussion. **The City Managers' Steering Committee may not discuss or vote on items not on the agenda.**

AGENDA ITEMS: The Agenda contains the regular order of business of the City Managers' Steering Committee. Items on the Agenda have generally been reviewed and investigated by the staff in advance of the meeting so that the City Managers' Steering Committee can be fully informed about a matter before making its decision.

CONSENT CALENDAR: Items listed on the Consent Calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion on these items unless a Committee member or citizen so requests. In this event, the item will be removed from the Consent Calendar and considered after the Consent Calendar. If you would like an item on the Consent Calendar discussed, simply tell Staff or a member of the Committee.



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.



PRELIMINARY BUSINESS

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment (*If necessary, the Chair may place reasonable time limits on all comments*)
5. Changes to Agenda Order: Identify emergency items arising after agenda posting and requiring action prior to next regular meeting

CONSENT CALENDAR

6. City Managers' Steering Committee Minutes – Page 1
Recommended Action: Approve City Managers' Steering Committee Minutes.

ACTION ITEMS.

7. Safe Clean Water Program – Page 3
Recommended Action: Recommend the Governing Board support the Safe Clean Water program.
8. 4th Quarter Financial Report – Report will be provided separately
Recommended Action: Recommend the Governing Board receive and file the 4th Quarter Financial Report.
9. Memorandums of Agreement (MOA) with SGV Cities for Service Delivery Study – Page 63
Recommended Action: Recommend the Governing Board authorize the Executive Director to execute MOAs with participating cities related to the joint service delivery study.
10. Retirement Benefit Study Contract – Page 73
Recommended Action: Recommend the Governing Board approve a contract with Urban Futures, Inc for an amount not to exceed \$35,000 to conduct a review of retirement benefit options for the SGVCOG.

DISCUSSION ITEMS

11. Measure H Funding
Recommended Action: Discuss and provide direction to staff.

UPDATE ITEMS

12. Classification and Compensation Study Update
Recommended Action: For information only.
13. Executive Director's Monthly Report – Oral Report
Recommended Action: For information only.

CLOSED SESSION

14. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (Two cases)
Recommended Action: Discuss and provide direction.

COMMITTEE MEMBER ITEMS

ANNOUNCEMENTS

ADJOURN



SGVCOG Special City Managers' Steering Committee Unapproved Minutes
July 11, 2018
12:00 Noon
Foothill Transit Center

1. Call to order. The meeting was called to order at 12:07 PM.
2. Pledge of Allegiance.
3. Roll Call

Members Present:

Alhambra, J. Binnquist; B. McKinney
Arcadia, D. Lazzaretto
Baldwin Park, S. Yauchzee
Covina, B. Saeki
Glendora, C. Jeffers
San Dimas, B. Michaelis
Pomona, L. Lowry

Members Absent:

La Canada Flintridge
La Verne
Temple City
West Covina
Monrovia
Duarte

SGVCOG Staff/Guests:

M. Creter, Executive Director
M. Christoffels, SGVCOG Staff
K. Ward, SGVCOG Staff
K. Barlow, Jones & Mayer
D. Fox, Diamond Bar
W. Wolf, Wolf & Company Inc.

T. Ofek, Wolf & Company Inc.
D. Smith, ICFA
R. Holmes, Piper Jaffray & Co.
T. Rapista, Piper Jaffray & Co.
R. Trice, Norton Rose Fulbright

4. Public Comment.
There were no public comments.
5. Changes to Agenda Order.
There were no changes to the agenda.

CONSENT CALENDAR

6. City Managers' Steering Committee Minutes
Recommended Action: Approve City Managers' Steering Committee Minutes.
7. AB 2762 (Carrillo and Muratsuchi)
Recommended Action: Recommend the Governing Board support AB 2762 (Carrillo and Maratsuchi).
8. The Fair Sentencing and Public Safety Act
Recommended Action: Recommend the Governing Board oppose the Fair Sentencing and Public Safety Act.
9. CalPERS and Employee Contributions
Recommended Action: Recommend the Governing Board adopt the following resolutions:
 - 1) Adopt resolution that requires all employees (PEPRA or Classic) hired after January 1, 2013 pay the CalPERS contribution.
 - 2) Adopt resolution that allows all employee (PEPRA or Classic) hired after January 1, 2013 to have employee-paid CalPERS contributions to be made pre-tax.

There was a motion to approve the consent calendar (M/S: B. Saeki/C. Jeffers)

[MOTION PASSED]

AYES:	Alhambra, Arcadia, Baldwin Park, Covina, Glendora, San Dimas
NOES:	
ABSTAIN:	
ABSENT:	La Verne, Temple City, La Canada Flintridge, Duarte, Pomona, West Covina

PRESENTATIONS

10. Independent Cities Finance Authority (ICFA) M Local Express – Wesley Wolf, Wolf & Company Inc.; Tammy Ofek, Wolf & Company Inc.; Debbie Smith, ICFA; Ralph Holmes, Piper Jaffray & Co.; Tony Rapista, Piper Jaffray & Co.; Russ Trice, Norton Rose Fulbright.
T. Ofek, D. Smith, R. Holmes, and R. Trice presented on this item.

ACTION ITEMS

11. Service Delivery and Cost Comparison Study Request for Proposals (RFP)
There was a motion to recommend the Governing Board authorize the Executive Director to release a RFP to conduct a municipal service delivery and cost comparison study. (M/S: B. Saeki/C. Jeffers)

[MOTION PASSED]

AYES:	Alhambra, Arcadia, Baldwin Park, Covina, Glendora, San Dimas, Pomona
NOES:	
ABSTAIN:	
ABSENT:	La Verne, Temple City, La Canada Flintridge, Duarte, West Covina

12. Measure M Subregional Administrative Funds Contract
There was a motion to recommend the Governing Board authorize the Executive Director to execute a contract with Metro which would enable the SGVCOG to be reimbursed for an amount not to exceed \$188,136 for subregional administrative and development work pertaining to developing the first Measure M 5-Year Programming Plan. (M/S: B. Saeki/C. Jeffers)

[MOTION PASSED]

AYES:	Alhambra, Arcadia, Baldwin Park, Covina, Glendora, San Dimas, Pomona
NOES:	
ABSTAIN:	
ABSENT:	La Verne, Temple City, La Canada Flintridge, Duarte, West Covina

UPDATE ITEMS

13. Safe, Clean Water Program Update
M. Creter reported on this item.
14. Executive Director's Monthly Report
M. Creter reported on this item.

COMMITTEE MEMBER ITEMS

ANNOUNCEMENTS

ADJOURN

The meeting adjourned at 12:48 p.m.

REPORT

DATE: August 2, 2018

TO: City Managers' Steering Committee

FROM: Marisa Creter, Executive Director

RE: **SAFE, CLEAN WATER PROGRAM**

RECOMMENDED ACTION

Recommend the Governing Board support the Safe Clean Water program.

BACKGROUND

In April of 2016, the Board of Supervisors (BOS) directed LA County Department of Public Works to develop a Water Resilience Plan to address drought preparedness. The Plan calls for integrated strategies that would make the County more self-reliant (less reliant on imported water) and increase the ability to capture, clean, and retain stormwater and urban runoff. On May 30, 2016, the BOS passed a companion motion, brought by Supervisors Kuehl and Solis, to concurrently develop an Expenditure Plan that would determine a parcel tax to fund the construction of stormwater capture projects. Finally, last year the governor signed enabling legislation, AB 1180 (Holden) giving the Flood Control District (FCD) the authority to levy a tax and allocating the resultant revenues amount the FCD, Municipalities, and a Regional Program. Per that legislation, 40% of revenues return to the cities in the same proportion as the amount collected within each jurisdiction, 50% goes toward watershed-based regional projects and programs, and the remaining 10% is allocated to the FCD for administrative costs.

Beginning in November 2017, the BOS and County formed a Stakeholder Advisory Committee (SAC), including representatives from local and regional government, nonprofits, environmental interests, business, and academia. Councilmember Judy Nelson (Glendora), Chair of the SGVCOG Water Policy Committee, has served as the SGVCOG representative. Additionally, Councilmember Diana Mahmud (South Pasadena), Former Water Policy Committee Chair, has represented Supervisor Barger. The SAC met monthly, as well as formed subcommittees to specifically address some of the more intricate portions of the program, namely:

- Project Selection and Scoring
- Governance
- Disadvantaged Communities, Engagement, and Stakeholder Involvement
- Credits, Rebates, and Incentives

Through this process, development of the program has been extremely open and inclusive, including the opportunity for stakeholders to provide feedback and written comment on five drafts of the program.

SAFE, CLEAN WATER PROGRAM

From the beginning, the goals of the Safe, Clean Water Program have been to develop funding for multi-benefit Stormwater and Urban Runoff capture programs intended to increase water supply, improve water quality, and provide community investments. How to prioritize and apportion funding for those three goals—improved water quality, increased water supply, and community investments—has been the source of much discussion. The final draft of the program includes the following elements:

- General Program Requirements
 - Authority
 - Allocation of Resources
 - Funds Transfer Agreements
 - Eligible/Ineligible Expenses
- Regional Program
 - Five-year Stormwater Investment Plans
 - Regional Governance Structure and Project Selection Process
 - Eligible Project Applicants
 - Watershed Boundaries
 - Watershed Area Steering Committees: Membership and Responsibilities
 - Regional Oversight Committee: Membership and Responsibilities
 - Scoring Committee: Membership and Responsibilities
 - Board of Supervisors' Role
- Municipal Program
 - Municipalities' Responsibilities
 - Maintenance of Effort Requirements
- District Program
 - Responsibilities
- Tax Calculation and Collection
 - Tax Calculation Method
 - Appeals
- Miscellaneous
 - Credit, Rebate, and Incentive Program

SGVCOG PARTICIPATION AND POSITION

Since November 2017, SGVCOG staff has been highly engaged in the development of the Safe, Clean Water Program. Throughout the process, staff attended all SAC and subcommittee meetings, as well as submitted comment letters on each draft of the Program based on previously adopted Board positions. From these submitted comments of the program, staff has developed a matrix to show the progress made from this interactive process. See Attachment A for a complete table for a comparison of the SGVCOG's position and the Program.

SUMMARY

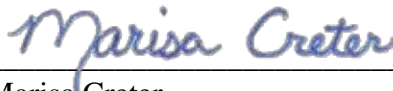
Overall, the requests and feedback of the SGVCOG based on the above comparison indicate an overall favorable outlook to the SGVCOG's existing position. Specifically, the previously

REPORT

imposed County labor agreement provisions were removed from the Municipal Program. Additionally, requests to proportion more regional project scoring to water supply and water quality were heeded. The Program also allocates at least 85% of Regional Funding to the Infrastructure Program, which will benefit design, construction, as well as ongoing operations and maintenance of capital projects, especially those identified in approved stormwater permits. These Regional Program funds are to be used for projects included in EWMPs, CIMP, and other regional water management plans. An additional positive through the Infrastructure Program is in order for Non-Municipal Project Applicants to be eligible for funding, a Municipal letter of support from the Municipality(ies) within which the Project is located must be obtained.

Prepared by: 
Eric Wolf
Senior Management Analyst

Prepared by: 
Katie Ward
Senior Management Analyst

Approved by: 
Marisa Creter
Executive Director

ATTACHMENTS

Attachment A – SGVCOG Safe Clean Water Matrix

Attachment B – Safe, Clean Water Program Final (July 11, 2018)

Legend:

- Green text denotes positive (+)
- Black text denotes neutral (~)
- Red text denotes negative (-)

SGVCOG Position	Safe, Clean Water Program
<p>Regional Funding</p> <ul style="list-style-type: none"> • Vast majority of revenue should go to design, construction, and ongoing operations and maintenance of capital projects, especially those identified in approved stormwater permits, not programs. • Allow Watershed Groups to control 100% of Regional Program Funds and having authority to self-select projects within their watershed. • Allow only permittees to be applicants for the Regional Program. Other agencies/organizations can work with a permittee as the “sponsor” of their program. 	<p>Program Elements that are Compatible w/ SGVCOG Requests</p> <ul style="list-style-type: none"> • Program goals state that the “Program is intended to improve water quality in a manner that achieves additional benefits such as increasing water supply and investing in the health and well-being of Los Angeles County communities.” • Program prioritizes projects that, to the extent feasible, assist in achieving compliance with MS4 permits. • At least 85% of Regional Funding will be dedicated to the Infrastructure Program. • Regional Program funds to be used for projects included in EWMPs, CIMPs, and other regional water management plans. • Infrastructure Program funds shall be programmed by the nine (9) Watershed Area Steering Committees proportional to the funds generated in each Watershed Area. • Infrastructure Program funds shall be programmed such that each Municipality receives benefits in proportion to the funds generated within their jurisdiction, after accounting for allocation of the 110% return to DACs. • Definition of Nature-Based Solutions has been expanded to include Projects that mimic natural processes, such as green streets, spreading grounds, and planted areas with water storage capacity. • Non-Municipal Project Applicants are required to secure a Municipal letter of support, from the Municipality(ies) within which the Project is located, to receive funding through the Infrastructure Program. <p>Program Elements that are Neutral or Unclear</p> <ul style="list-style-type: none"> • In addition to MS-4 compliance, program goals also identify a number of other goals including open space, preparing for climate change, drought preparedness, recreation, and nature-based solutions. • Regional program states that funds “shall be programmed such that Nature-Based Solutions are prioritized.” However, definition of Nature-Based Solutions has been expanded to include Projects that mimic natural processes, such as green streets, spreading grounds, and planted areas with water storage capacity. • Infrastructure Program funds shall be programmed such that a spectrum of Project types and sizes are implemented throughout the region, to be evaluated over a five (5) year period.

SGVCOG Position	Safe, Clean Water Program
<p>Watershed Area Steering Committee (WASC)</p> <ul style="list-style-type: none"> Disbursement of Regional Funds should be approved by a strong governance structure, comprised primarily of MS4 permittees, with responsibility for selecting projects according to defined criteria and overseeing how taxpayer money is spent. Increase municipal (city) membership (recommend 8-10 municipal seats). Eliminate 16/33/50% formula for assigning municipal seats to the WASC. Eliminate compensation for attendance at WASC meetings. Establish minimum requirements for Community Stakeholders. 	<p>Program Elements that are Neutral or Unclear</p> <ul style="list-style-type: none"> WASC Structure: <ul style="list-style-type: none"> 7 municipal representatives (increase from 6) 5 sector specific 5 stakeholder (specifies Business, Enviro, EJ, 2 at-large) WASC members are compensated \$100 per meeting if not already receiving pay. The 16/33/50% formula for assigning WASC seats has been updated to a 14/28/43% formula. No water/stormwater qualifications have been set for at-large members (“willingness to be trained and educated on pollution abatement, Stormwater programs, and TMDL related issues.”). No water/stormwater qualifications have been set for EJ members (“Experience in community engagement.”)
<p>Watershed Group Makeup:</p> <ul style="list-style-type: none"> Split off the Arroyo Seco (AS) watershed from the Upper Los Angeles River (ULAR) watershed and join with the Rio Hondo (RH) watershed area. Group the Rio Hondo/San Gabriel River (RH/SGR) EWMP. in the Upper San Gabriel River (USGR) watershed area. 	<p>Program Elements that are Compatible w/ SGVCOG Requests</p> <ul style="list-style-type: none"> The Upper LA River EWMP members that drain to the Rio Hondo have been removed from the Upper LA River watershed and added into the Rio Hondo watershed. <p>Significant Program Elements that are Incompatible w/ SGVCOG Requests</p> <ul style="list-style-type: none"> Some SGV cities remain in the ULAR watershed.

SGVCOG Position	Safe, Clean Water Program
<p>Project Selection and Scoring Criteria:</p> <ul style="list-style-type: none"> Recommend that project score be the only basis upon which projects are selected. If other factors (e.g., regional diversity, 110% return) will be considered, specific project selection guidelines must be developed by the County for those other factors, with the opportunity for stakeholder comment on those guidelines. Funding priority should be given to those projects that cost-effectively address water supply and water quality concerns. Project Scoring (Recommended split): <ul style="list-style-type: none"> Water Quality 60% Water Supply 25% Community Investment/Leveraging 15%. Have the Technical Committee (now known as Scoring Committee) be staffed by one person from each watershed area steering committee in order to preclude county bias in project selection scoring. Those members should be eligible to score all projects except those originating from their own watershed area. 	<p>Program Elements that are Compatible w/ SGVCOG Requests</p> <ul style="list-style-type: none"> Up to 75 points are awarded based on Water Quality and Water Supply benefits. <p>Program Elements that are Neutral or Unclear</p> <ul style="list-style-type: none"> The Scoring Committee (previously referred to as the Technical Committee) is staffed entirely by BOS appointed SMEs in WQ, WS, and CI. Project scoring: <ul style="list-style-type: none"> Water Quality = 50 + (Increase from 40) Water Supply = 25 Community Involvement = 25 Leveraging = 10 Threshold = 60 The Regional Program maintains the requirement for a spectrum of project sizes and types.

SGVCOG Position	Safe, Clean Water Program
Stormwater Management Targets <ul style="list-style-type: none"> Delete this requirement as it duplicative of existing requirements and includes other elements that cannot reasonably be measure. 	Program Elements that are Compatible w/ SGVCOG Requests <ul style="list-style-type: none"> Reference to the development of Stormwater Management Targets has been removed from the program.
Disadvantaged Communities (DACs) <ul style="list-style-type: none"> Recommend that the definition of “benefit” for 110% return be such that a downstream project (built in a non-DAC community) that accepts stormwater from a DAC, be included in the definition. Develop a system for accounting for the 110% return and report out annually. Clarify if DAC population count is by census block or bounded by permittee (city) jurisdiction. Define DACs according to the metric used by the 2015 Low-Income Water Rate Assistance Act. 	Program Elements that are Compatible w/ SGVCOG Requests <ul style="list-style-type: none"> The program clarifies that DAC population is to be counted by census block Program Elements that are Neutral or Unclear <ul style="list-style-type: none"> Although the definition of “DAC Benefit” does not specifically address downstream projects that benefit a DAC, it could be interpreted that way. The program does not include assignment of responsibility for accounting for DAC return; nor is a process given. Requested change regarding 2015 Low-Income Water Rate Metric not reflected.
Basin Plan <ul style="list-style-type: none"> Support use of the funds allocated to the Flood Control District to fund the cost of studies to update the Basin Plan. 	Program Elements that are Compatible w/ SGVCOG Requests <ul style="list-style-type: none"> 5% of funds are set aside for the Scientific Studies Program

SGVCOG Position	Safe, Clean Water Program
<p>Stormwater Investment Plan.</p> <ul style="list-style-type: none"> • Have County provide staff support—funded by the FDC Program—to the development of stormwater investment plans. • Allow WASCs to nominate prospective members to Regional Oversight Committee (ROC), with confirmation by the BOS. • Consolidate or delete step of LACBOS review of plans. 	<p>Program Elements that are Compatible w/ SGVCOG Requests</p> <ul style="list-style-type: none"> • District-funded general staff support will be provided to each WASC. <p>Program Elements that are Neutral or Unclear</p> <ul style="list-style-type: none"> • The annual six-step project selection process has not changed. <p>Significant Program Elements that are Incompatible w/ SGVCOG Requests</p> <ul style="list-style-type: none"> • Members of the ROC are appointed by the BOS.
<p>Eligible Expenditures</p> <ul style="list-style-type: none"> • Remove “a community’s ability to adapt to climate change” as it is not directly stormwater related. 	<p>Program Elements that are Neutral or Unclear</p> <ul style="list-style-type: none"> • “helping communities mitigate and adapt to the effects of climate change through activities such as increasing shade and green space” remains a SCW goal.
SGVCOG Position	Safe, Clean Water Program
<p>Municipal Program (Local Return):</p> <ul style="list-style-type: none"> • Cities should have maximum flexibility and independence in spending local return money in a manner consistent with AB 1180. • Delete references and requirements for stakeholder engagement. • Delete any contracting practices uniquely applicable to municipalities for funds distributed under either the Municipal or Regional Program and do not include local hire and/or Project Labor Agreement provisions. • Clarify that the 30% Maintenance of Effort limitation applies only to those projects that are operational as of election date and clarify what constitutes an “eligible activity”. 	<p>Program Elements that are Compatible w/ SGVCOG Requests</p> <ul style="list-style-type: none"> • “The Municipal Program is designed to maximize the ability of local governments to address local Stormwater and/or Urban Runoff challenges and opportunities. Projects are required to include a Water Quality Benefit.” • Project Labor Agreement (PLA) or Local Targeted Workforce Hiring Program (LTWHP) requirements no longer included. <p>Program Elements that are Neutral or Unclear</p> <ul style="list-style-type: none"> • “Engage stakeholders in the planning process for use of the Municipal Program funds” remains in the program. • There has been no clarification of 30% MOE and what constitutes an “eligible activity.”

SGVCOG Position	Safe, Clean Water Program
<p>Flood Control District (FCD) Program</p> <ul style="list-style-type: none"> Recommend that the amount for scientific studies be equal to the amount set aside for FCD education programs (currently \$20 million over five years) and come from FCD funds. Provide clarification on job training element. Allocate a portion of FCD funds for water quality monitoring. Add language clarify that WASCs exercise primary oversight of Watershed Coordinators. Have ROC review and approve Technical Assistance Team (TAT) membership and composition and have TATs be funded in whole or at least in part by the District Program. Prepare a draft budget showing how the estimated \$30 million per year will be spent. 	<p>Program Elements that are Neutral or Unclear</p> <ul style="list-style-type: none"> The program does not specify the amount the FCD is to spend on scientific studies. The District Program still includes “project design” as one of the job training elements. The District will provide a list of Watershed Coordinators from which the WASC may select. It does not specify from whom the Watershed Coordinators will receive their day-to-day taskings. The program does not include review of the TATs by the ROC, nor funding by the District. The program does not require the District to draft an estimated budget. <p>Significant Program Elements that are Incompatible w/ SGVCOG Requests</p> <ul style="list-style-type: none"> Water Quality monitoring has not been added as a District responsibility.
SGVCOG Position	Safe, Clean Water Program
<p>Credits and Rebates:</p> <ul style="list-style-type: none"> Focus intent of credits/rebates on water quality and assess by how much, and at what cost. Offer incentives only—money at the front end to encourage construction of water quality capital projects and/or BMPs. Tie inspections and/or verification into existing permitting and inspection routines, and base payouts on measurable criteria that is worked into the design of the projects. 	<p>Program Elements that are Compatible w/ SGVCOG Requests</p> <ul style="list-style-type: none"> Water Quality is prioritized with the possibility of receiving up to 75% credit of the parcel tax. Under this proposed program, cost is borne by the parcel owner and therefore not subject to credit or rebate directly. Credits are based on measurable engineering criteria. <p>Program Elements that are Neutral or Unclear</p> <ul style="list-style-type: none"> Under the proposed program, parcel owners are eligible to apply for credit based on stormwater projects constructed in order to comply with existing LID ordinances. The proposed program offers annual relief from the stormwater parcel tax.

SAFE, CLEAN WATER PROGRAM

Program Elements

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I. Safe, Clean Water Program Goals

The Safe, Clean Water Program is a multi-benefit Stormwater and/or Urban Runoff capture Program intended to improve water quality in a manner that achieves additional benefits such as increasing water supply and investing in the health and well-being of Los Angeles County communities. The SCW Program helps put Los Angeles County on a path to water resiliency and economic security through strategies, projects, and policies that increase drought preparedness, improve the water quality of rivers, lakes, and streams, and ensure investment in improved quality of life, especially for communities most exposed to pollution and vulnerable to climate change.

The SCW Program Goals are:

- Improve water quality and contribute to attainment of water quality requirements.
- Increase drought preparedness by capturing more Stormwater and/or Urban Runoff to store, clean and reuse.
- Improve public health by preventing and cleaning up contaminated water, increasing access to open space, providing additional recreational opportunities, and helping communities mitigate and adapt to the effects of climate change through activities such as increasing shade and green space.
- Leverage other funding sources to maximize program goals.
- Invest in infrastructure that provides multiple benefits.
- Prioritize Nature-Based Solutions.
- Provide a spectrum of project sizes from neighborhood to regional scales.
- Encourage innovation and adoption of new technologies and practices.
- Invest in independent scientific research.
- Provide funds such that each Municipality receives benefits in proportion to the funds generated within their jurisdiction.
- Provide Disadvantaged Community (DAC) Benefits in proportion to the DAC population in the County.
- Implement an iterative planning and evaluation process to ensure adaptive management.
- Promote green jobs and career pathways.
- Provide ongoing operations and maintenance for Projects.

II. Definitions

The following definitions apply to this SCW Program Elements document:

Auditor: Auditor-Controller of the County of Los Angeles.

Board of Supervisors: Los Angeles County Board of Supervisors acting as the governing body of the Los Angeles County Flood Control District.

Census Block Group: As defined by the United States Census Bureau, a statistical division of census tracts, which are generally defined to contain between six hundred (600) and three thousand (3,000) people, and are used to present data and control block numbering. A Census Block Group consists of clusters of blocks within the same census tract. Each census tract contains at least one (1) Census Block Group and each is uniquely numbered within the census tract.

Chief Engineer: Chief Engineer of the District or their authorized deputy, agent, or representative.

Community Investment Benefit: A benefit created in conjunction with a Project or Program, such as, but not limited to: improved flood management, flood conveyance, or flood risk mitigation; creation, enhancement or restoration of parks, habitat or wetlands; improved public access to waterways; enhanced or new recreational opportunities; and greening of schools. A Community Investment Benefit may also include a benefit to the community derived from a Project or Program that improves public health by reducing heat island effect, and increasing shade or planting of trees and other vegetation that increase carbon reduction/sequestration, and improve air quality.

County: County of Los Angeles.

County Landcover Survey: A Geographic Information System (GIS) land cover dataset for Los Angeles County, which was developed using County LiDAR data, United States Department of Agriculture (USDA) National Agriculture Imagery Program (NAIP) imagery, along with County Orthophotography Imagery. Object-based image analysis (OBIA) techniques were employed to extract land cover information, which groups imagery pixels into meaningful objects based on their spectral and spatial properties. A rule-based system was designed to mimic the process of manual image analysis by incorporating the elements of image interpretation of color, tone, texture, pattern, location, size, and shape into the classification process. Following the automated OBIA mapping, a detailed manual review of the dataset was carried out, and all observable inaccuracies were corrected.

Disadvantaged Community (DAC): A Census Block Group with an annual median household income of less than eighty (80) percent of the Statewide annual median household income (as defined in Water Code section 79505.5).

Disadvantaged Community (DAC) Benefit: A Water Quality Benefit, Water Supply Benefit, and/or Community Investment Benefit located in a DAC or providing benefit directly to a DAC population. Benefits may be achieved by Projects, Programs and/or policies including those that promote living-wage jobs and job training; credit and incentive Programs; technical assistance and capacity building; and education Programs. For purposes of evaluating whether a Project or Program provides benefit to a DAC, benefits will be measured by a variety of means including wages paid to workers constructing or maintaining Projects who reside in DACs; credit and incentives for properties located in DACs; funds expended for technical assistance and capacity building paid to individuals and organizations located in DACs; and the amount expended for construction, operations and maintenance of Multi-Benefit Projects located in a DACs or providing benefit directly to a DAC.

District: Los Angeles County Flood Control District.

District Program: Part of the SCW Program as described in Section 2, subsection 8b(A) of the Flood Control Act.

Feasibility Study: A detailed technical investigation and report that is conducted to determine the feasibility of a proposed Project. At a minimum, a Feasibility Study must provide: a description of the Project and its objectives; an estimate of the benefits provided (determined through best engineering estimates and modeling as appropriate); a preliminary lifecycle cost estimate and schedule required to design, construct, operate and maintain the Project (including land acquisition costs); a historical background for the Project site location; a review of the effectiveness of similar types of Projects already constructed; an engineering analysis of site conditions (e.g. soil sampling, preliminary hydrology report, site layout, utility search, environmental impacts, etc.); an assessment of potential CEQA and permitting challenges; details for how operations and maintenance will be carried out; a plan to address and incorporate Stakeholder input on the Project; and a summary of any legal requirements or obligations that may arise as a result of constructing the Project. The District will provide guidance on the minimum requirements, as well as a template for Feasibility Studies.

Flood Control Act: Los Angeles County Flood Control Act, as amended by Assembly Bill (AB) 1180 (Holden, 2017).

Infrastructure Program Project Applicant: Any entity, which could include but not be limited to a Municipality, individual, group, business, governmental entity, public utility, special district, school, community-based organization, non-governmental organization, non-profit organization, corporation, federally recognized Indian tribe, state Indian tribe listed on the Native American Heritage Commission's California Tribal Consultation List or mutual water company that submits a Project or Feasibility Study for consideration for funding by the SCW Program.

Infrastructure Program Project Developer: The entity that carries out or causes to be carried out part or all the actions necessary to complete a Project. The Project Applicant may or may not be the Infrastructure Program Project Developer.

Impermeable Area: Parcel area covered by materials or constructed surfaces, such as buildings, roofs, paved roadways, sidewalks, driveways, parking lots, brick, asphalt, concrete, pavers, covers, slabs, sheds, pools, and other constructed surfaces. Impermeable Areas do not include permeable surfaces such as vegetated or natural areas, grasses, bushes, shrubs, lawns, bare soil, tree canopy, natural water bodies, wetland areas, gravel, gardens and planters on bare soil, rocky shores, and other natural areas.

Multi-Benefit Project: A Project that has a Water Quality Benefit as well as either or both a Water Supply Benefit and Community Investment Benefit.

Municipal Program: Part of the SCW Program as described in Section 2, subsection 8b(B) of the Flood Control Act.

Municipality: A city within the District, or the County, pertaining to unincorporated areas within the District.

Nature-Based Solutions: A Project that utilizes natural processes that slow, detain; infiltrate or filter Stormwater or Urban Runoff. These methods may include relying predominantly on soils and vegetation; increasing the permeability of Impermeable Areas; protecting undeveloped mountains and floodplains; creating and restoring riparian habitat and wetlands; creating rain gardens, bioswales, and parkway basins; and enhancing soil through composting, mulching, and, planting trees and vegetation, with preference for native species. Nature-Based Solutions may also be designed to provide additional benefits such as sequestering carbon; supporting biodiversity; providing shade; and improving quality of life for surrounding communities. Nature-Based Solutions include Projects that mimic natural processes, such as green streets, spreading grounds and planted areas with water storage capacity. Nature-Based Solutions include Nature-Mimicking Solutions.

Nature-Mimicking Solutions: Projects that mimic natural processes, such as green streets, spreading grounds, and planted areas with water storage capacity.

Parcel: A parcel of real property situated within the District, as shown on the latest equalized assessment roll of the County and identified by its Assessor's Parcel Number, and that is tributary to a receiving water identified in the Water Quality Control Plan for the Los Angeles Region in effect as of January 1, 2018. Parcel shall not include a possessory interest based on a private, beneficial use of government-owned real property.

Program: A planned, coordinated group of activities, related to increasing Stormwater and/or Urban Runoff capture and/or reducing Stormwater and/or Urban Runoff pollution designed to further one or more goals of the SCW Program.

Project: The development of Stormwater and/or Urban Runoff infrastructure designed to further the goals of the SCW Program, including the design, preparation of environmental documents, obtaining applicable permits, construction, inspection, operation and maintenance, and similar activities.

Regional Oversight Committee (ROC): A body created by the Board of Supervisors whose responsibilities include, but are not limited to assessing whether the SCW Program is implemented in accordance with the ordinance, Program Elements, and other implementing documents, and is achieving SCW Program goals.

Regional Program: Part of the SCW Program as described in Section 2, subsection 8b(C) of the Flood Control Act. The Regional Program includes the following subprograms: Infrastructure Program, Technical Resource Program, and Scientific Studies Program.

Safe, Clean Water (SCW) Program: Program established by the District to implement Los Angeles Region Safe, Clean Water Program Ordinance, including the administration of revenues from the special Parcel tax levied pursuant to this ordinance, and the criteria and procedures for selecting and implementing Projects and Programs and allocating revenues among the Municipal, Regional, and District Programs.

Stakeholder: A person; Municipality; citizens' group; homeowner or other property-owner; business; non-governmental organization; social justice group; health advocate; local park representative; school board member; environmental group; labor union; academic institution; neighborhood council; town council or other similar community group; water resources agency such as a groundwater pumper or manager, private or public water agency, other government agency; or other interested party that has a direct or indirect stake in the SCW Program.

Stormwater: Water that originates from atmospheric moisture (rainfall or snowmelt) and falls onto land, water, and/or other surfaces.

Stormwater Investment Plan: A five (5) year plan developed by Watershed Area Steering Committees that programs funding for Projects in the Regional Program's Technical Resources Program, Infrastructure Program, and Scientific Studies Program.

Surface Water: Water that flows or collects on the surface of the ground.

Transfer Agreement: An agreement between the District and an Infrastructure Program Project Developer or Municipality to transfer SCW Program funds.

Threshold Score: A minimum score that Projects must meet or exceed in order to be eligible for Infrastructure Program funding.

Urban Runoff: Surface water flow that may contain but is not entirely comprised of Stormwater, such as water flow from residential, commercial, and industrial activities.

Water Quality Benefit: Reduction in Stormwater and/or Urban Runoff pollution such as improvements in the chemical, physical, and biological characteristics of Stormwater and/or Urban Runoff in the District. Activities resulting in this benefit include but are not limited to: infiltration or treatment of Stormwater and/or Urban Runoff, non-point source pollution control, and diversion of Stormwater and/or Urban Runoff to a sanitary sewer system.

Water Supply Benefit: Increase in the amount of locally available water supply, provided there is a nexus to Stormwater and/or Urban Runoff capture. Activities resulting in this benefit include but are not limited to the following: reuse and conservation practices, diversion of Stormwater and/or Urban Runoff to sanitary sewer system for direct or indirect water recycling, increased groundwater replenishment, storage or available yield, or offset of potable water use. Water Supply Benefit created through the SCW Program is subject to applicable adjudicated judgments of water rights.

Watershed Area: Regional hydrologic boundaries as depicted on maps maintained by the District for the SCW Program, that are established in consideration of topographic conditions, as well as other considerations.

Watershed Area Steering Committees: The nine (9) bodies created by the Board of Supervisors, one for each Watershed Area, whose responsibilities include, but are not limited to, programming funding for the Regional Program.

III. General SCW Program Requirements

A. Authority and Allocation of Revenues

The Board of Supervisors shall annually levy the SCW Program tax upon the taxable Parcels within the District. The District shall use the SCW Program tax revenues to pay the costs and expenses of carrying out Projects and Programs to increase Stormwater and/or Urban Runoff capture and/or reduce Stormwater and/or Urban Runoff pollution in the District. The District shall allocate the revenues derived from the SCW Program tax as follows:

- Ten percent (10%) shall be allocated to the District for implementation and administration of Projects and Programs, and for the payment of the costs incurred in connection with the levy and collection of the SCW Program tax and the distribution of the funds generated by imposition of the SCW Program tax.
- Forty percent (40%) shall be allocated to Municipalities within the District, in the same proportion as the amount of revenues collected within each Municipality for the implementation, operation and maintenance (O&M), and administration of Projects and Programs.
- Fifty percent (50%) shall be allocated to pay for the implementation, O&M, and administration of watershed-based Projects and Programs.

Requirements for use of funds within the District, Municipal, and Regional Programs are discussed in their respective sections of this document.

B. Agreements for Transfer of SCW Program Funds

SCW Program funds will be transferred to Municipalities and Infrastructure Program Project Developers in advance of eligible expenditures being made. Prior to their receipt of SCW Program funds, Municipalities and Infrastructure Program Project Developers must enter into an agreement with the District to transfer SCW Program funds. The Transfer Agreement will require recipients of funds to comply with the requirements of the SCW Program and other appropriate provisions established by the Board of Supervisors. A standard agreement will be prepared by the Chief Engineer and approved by the Board of Supervisors, including but not limited to:

- a. Requirements for compliance with the terms of the SCW Program.
- b. Provisions, as necessary, to provide clarity and accountability in the use of SCW Program funds.
- c. Provisions, processes, and schedules for disbursement of funds.
- d. Project parameters such as schedule, budget, scope, and benefits.
- e. Provisions for management of interest funds, debt, liability, and obligations.
- f. Provisions for indemnification of the District.
- g. Requirements for auditing and Annual or Quarterly Progress/Expenditure Reports.

- h. With respect to a Project funded with SCW Program funds through the Regional Program, if the Project has an estimated capital cost of over \$25 million, the Infrastructure Program Project Developer for such a Project shall require that all contractors performing work on such a Project be bound by the provisions of: (1) a County-wide Project Labor Agreement (County PLA), if such an agreement has been successfully negotiated between the County and the Trades and is approved by the Board of Supervisors, or (2) a Project Labor Agreement (PLA) mirroring the provisions of such County PLA.
- i. With respect to a Project funded with SCW Program funds through the Regional Program, if one or more of the Municipalities that is a financial contributor to a Project has its own PLA, the Infrastructure Program Project Developer for the Project shall require that contractors performing work on the Project are bound to such PLA. If more than one of the contributing Municipalities to a capital project has a PLA, the Project Developer shall determine which of the PLAs will be applied to the Project
- j. With respect to all Regional Program Projects funded with SCW Program funds, the Infrastructure Program Project Developer for such a Project shall apply and enforce provisions mirroring those set forth in the then-current version of the County's Local and Targeted Worker Hire Policy (LTWHP), adopted by the Board of Supervisors on September 6, 2016, as to contractors performing work on such a Project. Alternatively, if the Infrastructure Program Project Developer is a Municipality and has adopted its own policy that is substantially similar to the LTWHP, the Infrastructure Program Project Developer may, at its election, choose to apply and enforce the provisions of its own such policy as to contractors performing work on such a Project in lieu of the provisions of the LTWHP.
- k. With respect to all Regional Program Projects funded with SCW Program funds, the Infrastructure Program Project Developer for such a Project shall apply and enforce provisions mirroring those set forth in County Code Chapter 2.211 (Disabled Veteran Business Enterprise Preference Program), County Code Chapter 2.204 (Local Small Business Enterprise Preference Program), and County Code Chapter 2.205 (Social Enterprise Preference Program), as to contractors performing work on such an Infrastructure Program Project, subject to statutory authorization for such preference program(s), and subject to applicable statutory limitations for such preference(s); and, furthermore, the Infrastructure Program Project Developer implementing such a Project shall take actions to promote increased contracting opportunities for Women-Owned Businesses on such a Project, subject to applicable State or federal constitutional limitations.
- l. Requirements for post-construction/implementation monitoring as appropriate.

C. Eligible Expenditures

Expenditures eligible for SCW Program funds include, but are not limited to, the following:

- a. The development of Feasibility Studies to enable interested parties to submit Projects for SCW Program funds.
- b. Infrastructure development tasks including design, preparation of environmental documents, obtaining permits, construction, O&M, inspection, and similar activities.
- c. Operation and maintenance of Projects.

- d. Water quality and/or regional resilience planning.
- e. Real property acquisition, including fee title, leases, easements and right of entry permits, necessary to implement Projects selected for funding under the SCW Program.
- f. Scientific and technical studies such as Stormwater and/or Urban Runoff modeling and monitoring.
- g. Projects or studies to pilot or investigate new technologies or methodologies to increase and/or improve Stormwater and/or Urban Runoff Capture and reduce Stormwater and/or Urban Runoff pollution for improving water quality, increasing local water supplies, or improving the quality of community investments.
- h. The modification, upgrade, retrofit, or expansion of an existing Project to incorporate new elements to increase Stormwater and/or Urban Runoff Capture and reduce Stormwater and/or Urban Runoff pollution to provide additional Water Quality Benefit, Water Supply Benefit, and/or Community Investment Benefit.
- i. Debt financing, should the District or a Municipality determine that bonds or loans are prudent and necessary to implement Projects or Programs. Watershed Area Steering Committees may request the District to issue a bond for their Watershed Area's revenue stream.
- j. Programs such as but not limited to school education and curriculum, public education, watershed coordinators, technical assistance teams, regional water quality planning and coordination, local workforce job training, and others.
- k. Administration and implementation of the SCW Program.
- l. Administration and payments pursuant to an incentive program, as may be established by the Board of Supervisors.
- m. Maintenance of Effort: Use of up to 30% annually of a Municipality's Municipal Program funds to pay for SCW Program eligible activities commenced before the election date of the SCW Program tax. O&M activities for Projects built to comply with the 2012 Los Angeles MS4 Permit or 2014 Long Beach MS4 Permit are not subject to the 30% limitation so long as they comply with Municipal Program requirements.
- n. Stormwater and/or Urban Runoff residential and/or commercial retrofit Programs.

D. Ineligible Expenditures

Ineligible expenditures for SCW Program funds include, but are not limited to, the following:

- a. Payment of fines imposed by any State, Federal, or local regulatory agency.
- b. Expenditures related to the investigation, defense, litigation, or judgment associated with any regulatory permit violations, notices of violation, or noncompliance with regulations brought forth by any State, Federal, local regulatory agency, or a third party unrelated to eligible Projects.
- c. Expenditures for the investigation or litigation of any claim or action against the District, County, or their officers, employees or agents alleging improper allocation, withholding or reassignment of SCW Program revenues.

- d. Costs associated with any litigation, including investigation, defense, or attorneys' fees, related to the design and implementation of Projects and Programs selected for funding under the SCW Program.
- e. Payment of any settlement or judgment related to any claim or lawsuit arising from the negligence or wrongdoing of a Municipality or Infrastructure Program Project Developer or their respective agents in connection with any Project or Program funded under the SCW Program.

IV. Regional Program

A. Regional Program Fund Allocation

Fifty (50) percent of the revenue from the tax is allocated for the Regional Program pursuant to the Flood Control Act section 2, subsection 8b(C). The Regional Program will consist of three (3) Programs:

- Infrastructure Program (not less than 85% of Regional Program funds)
- Technical Resources Program (up to 10% of the Regional Program funds)
- Scientific Studies Program (up to 5% of Regional Program funds)

Infrastructure Program

The objective of the Infrastructure Program is to plan, build, and maintain Multi-Benefit watershed-based Projects that have a Water Quality Benefit as well as either or both a Water Supply Benefit and Community Investment Benefit.

Infrastructure Program funds:

- Shall be spent on post-Feasibility Study activities such as: design, permits, CEQA compliance, right-of-way and land acquisition, construction, O&M, associated staffing costs, and other related eligible activities. Development of Feasibility Studies is funded through the Technical Resources Program.
- Shall be programmed by the nine (9) Watershed Area Steering Committees proportional to the funds generated in each Watershed Area.
- Shall be allocated such that funding for Projects that provide DAC Benefits be not less than 110% of the ratio of the DAC population to the total population in each Watershed Area.
- Shall be programmed, to the extent feasible, such that each Municipality receives benefits in proportion to the funds generated within their jurisdiction, after accounting for allocation of the 110% return to DACs, to be evaluated over a ten (10) year period.
- Shall be programmed, to the extent feasible, such that a spectrum of Project types and sizes are implemented throughout the region, to be evaluated over a five (5) year period.
- Shall be programmed, to the extent feasible, such that Nature-Based Solutions are prioritized.

Table 1. Disadvantaged Community Population by Watershed

Watershed Area	Population*	DAC Population*	Percent DAC
Central Santa Monica Bay	1,757,708	885,846	50%
Lower Los Angeles River	895,933	607,650	68%
Lower San Gabriel River	903,045	177,905	20%
North Santa Monica Bay	71,764	0	0%
Rio Hondo	744,634	259,860	35%
Santa Clara River	286,114	23,753	8%
South Santa Monica Bay	1,003,438	342,049	34%
Upper Los Angeles River	2,969,577	1,496,863	50%
Upper San Gabriel River	1,015,552	218,467	22%
Total	9,647,765	4,012,392	42%

***These figures are based on the 2016 US Census and will be updated periodically.**

The following parameters shall apply to the Infrastructure Program:

- A Feasibility Study is required before a Project can be submitted for consideration for funding. Projects that may already have Feasibility Study level information shall be considered functionally equivalent. Projects with functionally equivalent Feasibility Study level information will not need to conduct an additional Feasibility Study as long as the information and metrics available are conducive to scoring by the Infrastructure Program Scoring Criteria. The District will provide guidance on the minimum requirements, as well as a template for Feasibility Studies.
- Projects may receive funding for any post-Feasibility Study phase. Projected and actual O&M costs for Projects are to be considered and included in the Infrastructure Program to ensure that Projects are properly maintained.
- Infrastructure Program Project Developers are responsible to carry out the actions necessary to complete a Project that is selected for funding.
- Infrastructure Program Project Applicants must demonstrate technical, financial, and other necessary capabilities to be the Infrastructure Program Project Developer. If the Infrastructure Program Project Applicant is unable to be the Infrastructure Program Project Developer for any aspect of a Project, the District may act as the Infrastructure Program Project Developer for the Project.
- Applicants are encouraged to bundle small and medium scale, community level Projects to promote efficiency, achieve economies of scale and advance local hire and job training goals.
- Infrastructure Program Project Developers may utilize a construction authority to implement Projects.
- Projects must be designed for a minimum useful life of thirty (30) years. O&M of Projects constructed with Infrastructure Program funds may be funded by the Infrastructure Program for the useful life span of the Project, even if only a portion of the initial capital costs were funded by the Infrastructure Program.

- Projects commenced before the election date of the SCW Program consistent with the SCW Program but constructed using non-Infrastructure Program funds may receive Infrastructure Program funds for O&M.
- Funding for O&M of Projects must include an O&M plan that includes the required maintenance activities for the life of the project and minimum required expertise and training to perform the maintenance. The O&M plan shall identify and include a commitment from the agency(ies) that will be responsible for the maintenance and their specific roles.
- Projects must be included in an approved water quality plan such as E/WMPs and their updates, Integrated Regional Water Management Plans, or other approved water quality plans. Projects can, but are not required to be part of a programmatic EIR. Projects will be scored by the Scoring Committee.

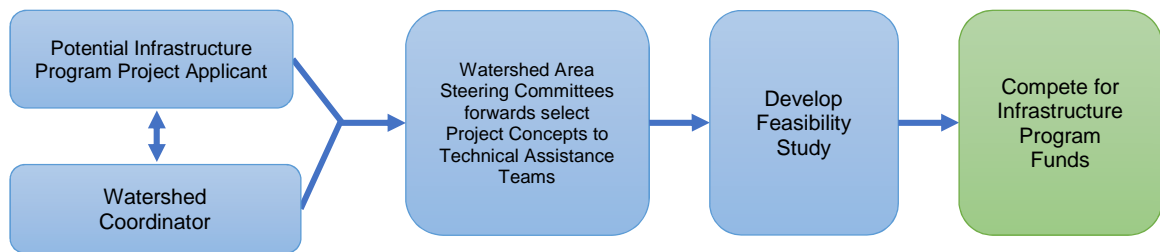
Technical Resources Program

The objectives of the Technical Resources Program are to provide resources for the development of Feasibility Studies through support from Technical Assistance Teams; and provide Watershed Coordinators to educate and build capacity in communities and facilitate community and Stakeholder engagement. The Technical Resources Program funds shall be allocated to support achievement of SCW Program goals as articulated in Section I. The Technical Resource Program, consisting of Technical Assistance Teams and Watershed Coordinators, will provide services to and be funded by the Regional Program. Watershed Area Steering Committees will determine how to appropriate funds for the Technical Resources Program.

Technical Assistance Teams

- The District will provide Technical Assistance Teams comprised of subject matter experts in Stormwater and/or Urban Runoff infrastructure design, hydrology, soils, Nature-Based Solutions, green infrastructure, Stormwater and/or Urban Runoff quality, water supply, recreation, open space, community needs, and other areas. The Watershed Area Steering Committees will decide which Project concepts will be forwarded to the Technical Assistance Teams for development. The Technical Assistance Teams will complete Feasibility Studies in partnership with and on behalf of Municipalities, CBOs, NGOs, and others who may not have the technical resources or capabilities to develop Feasibility Studies.
- The Technical Resources Program funds the development of Project Feasibility Studies. Technical Assistance Teams will work with the necessary parties to add Projects for which there are completed Feasibility Studies to an eligible water quality plan, assist in acquiring a letter of support for non-Municipal Infrastructure Program Project Applicants, and address other prerequisites to apply to the Infrastructure Program. Upon completion, Feasibility Studies shall be submitted to the Watershed Area Steering Committees for consideration.

Figure 1. Technical Assistance Process



Watershed Coordinators

- Watershed Coordinators will:
 - Work with Technical Assistance Teams to bring resources to potential Infrastructure Program Project Applicants
 - Work with Municipalities and Stakeholders to identify and develop Project concepts that may be elevated to the Watershed Area Steering Committees and Technical Assistance Teams to assist with development of Feasibility Studies.
 - Identify cost-share partners such as local water agencies, conservancies, and transportation agencies.
 - Identify and help leverage and secure additional funding including state bond funds, transportation funding such as Measure M, parks funding such as Measure A, and others.
 - Reach out to Municipalities, community groups, and other watershed Stakeholders to ensure diverse perspectives are included in planning and implementation of the Regional Program.
 - Provide leadership in community outreach efforts related to watershed planning.
 - Facilitate collaborative decision-making between private and public entities to develop and implement actions that best address community priorities.
 - Integrate community, Municipality, and regional priorities through partnerships and extensive networks.
 - Educate local Stakeholders through public outreach events such as workshops, demonstrations, community forums and restoration activities.
- Not less than one (1) Watershed Coordinator will be funded from Technical Resource Program funds for each Watershed Area plus one (1) additional Watershed Coordinator for each one-million of people within the Watershed Area.
- The District shall provide a list of eligible Watershed Coordinators; Watershed Area Steering Committees shall select their Watershed Coordinator(s) from the eligible list.

Table 2. Watershed Coordinator Breakdown

Watershed Area	Total Population*	Watershed Coordinators
Central Santa Monica Bay	1,757,708	2
Lower Los Angeles River	895,933	1
Lower San Gabriel River	903,045	1
North Santa Monica Bay	71,764	1
Rio Hondo	744,634	1
Santa Clara River	286,114	1
South Santa Monica Bay	1,003,438	1
Upper Los Angeles River	2,969,577	3
Upper San Gabriel River	1,015,552	1

***These figures are based on the 2016 US Census and will be updated periodically.**

Scientific Studies Program

The objective of the Scientific Studies Program is to provide funding for eligible scientific and other activities, such as but not limited to: scientific studies, technical studies, monitoring, modeling, and other similar activities. Watershed Area Steering Committees will determine how to appropriate funds for the Scientific Studies Program. The District will administer the Scientific Studies Program and will seek to utilize independent research institutions or academic institutions to carry out or help design and peer review activities carried out by other entities. All activities funded by the Scientific Studies Program shall be conducted in accordance with accepted scientific protocols.

B. Stormwater Investment Plans

Regional Program funds shall be programmed by each Watershed Area Steering Committee via Stormwater Investment Plans. Stormwater Investment Plans shall be formatted substantially similar to the table below. The table reflects the first budget submittal for the Regional Programs starting in fiscal year 2020-21. Each subsequent annual submittal of the Stormwater Investment Plan shall reflect funds programmed for the next five (5) years.

Table 3. Stormwater Investment Plan Budget Template

	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025
	Budget	Projection	Projection	Projection	Projection
PROJECT – FEASIBILITY STUDY DEVELOPMENT					
TECHNICAL RESOURCES PROGRAM (up to 10%)					
Feasibility Studies/Concepts					
Watershed Coordinators					
Technical Assistance Team/Feasibility Study					
Technical Assistance Team/Feasibility Study					
PROJECT – POST-FEASIBILITY STUDY					
INFRASTRUCTURE PROGRAM (not less than 85%)					
Design/Permits/CEQA Budget					
Project					
Project					
Project					
Right of Way Acquisition Budget					
Project					
Project					
Project					
Construction					
Project					
Project					
Project					
O&M					
Project					
Project					
Project					
NON-PROJECT ACTIVITIES					
SCIENTIFIC STUDIES PROGRAM (Up to 5%)					
Special Studies					
Project					
Project					
Monitoring					
Project					
TOTAL =					

Funding Allocations for Projects and Programs

Watershed Area Steering Committees will assign funding for Regional Projects and Programs in the Infrastructure Program, Technical Resources Program, and Scientific Studies Program. Projects and Programs will be given conditional funding approval for their entire budget less any leveraged funds. Funding will be transferred to Infrastructure Program Project Developers in annual increments subject to the Project meeting the schedule, budget, scope and benefit terms outlined in the Transfer Agreement.

Quarterly, the suite of Projects and Programs included in the Stormwater Investment Plans shall be evaluated by the corresponding Watershed Area Steering Committees using the information provided in the Quarterly Expenditure/Progress Report. Watershed Area Steering Committees will verify that the Project schedule, budget, scope and benefits have not significantly changed and are consistent with the Transfer Agreement. Projects that run over budget, are behind schedule, or reduce scope or benefits may be subject to loss of funding.

C. Regional Program Quarterly Progress/Expenditure Reports

Infrastructure Program Project Developers receiving Infrastructure Program funds and the District, on behalf of the Technical Resources and Scientific Studies Program, shall prepare a Quarterly Progress/Expenditure Report for all Projects and Programs. The Infrastructure Program Project Developers shall be subject to and comply with all applicable Project-reporting requirements. The Quarterly Progress/Expenditure Report shall detail:

- Percent complete estimate.
- SCW Program funds expended.
- Documentation that the SCW Program funds were used for eligible expenditures.
- Discussion of work accomplished during the reporting period.
- Milestones or deliverables completed/submitted during the reporting period.
- Scheduling concerns and issues encountered that may delay completion of the task.
- Work anticipated for the next reporting period.
- Photo documentation, as appropriate.
- Any anticipated schedule or budget modifications.
- Additional information as necessary.

Annually, a summary of the Quarterly Progress/Expenditure Reports shall be submitted to the Watershed Area Steering Committees to explain the previous year's Quarterly Progress/Expenditure Reports. The summary report shall also include a description of the Water Quality Benefits, Water Supply Benefits, and Community Investment Benefits and a summary of how funds have been allocated to achieve SCW Program Goals as articulated in Section I for the prior year.

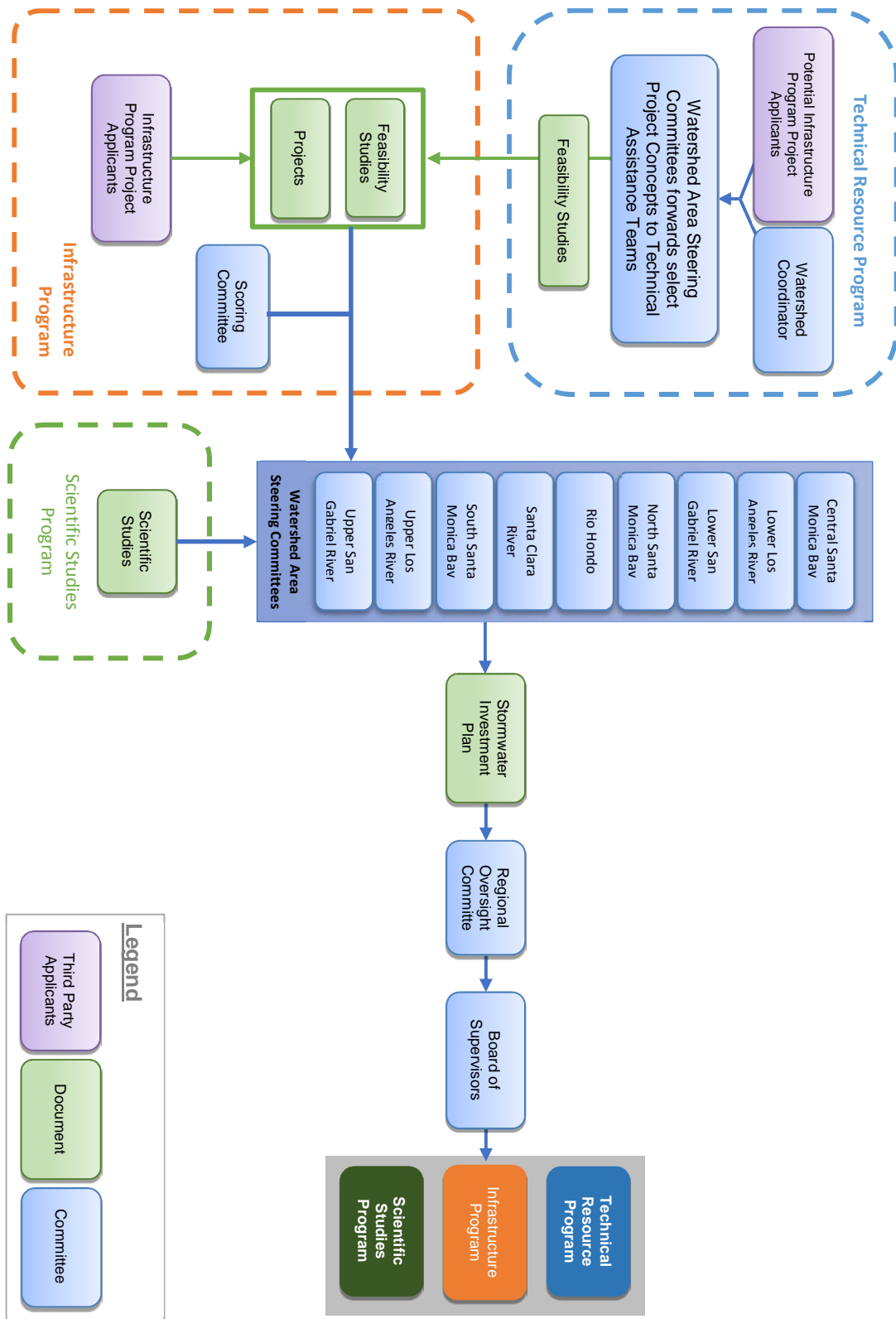
D. Regional Program Governance Structure and Funding Selection Process

The following procedure will determine the funding for the Infrastructure, Technical Resources, and Scientific Studies Programs.

Annually, these steps will occur:

- Step 1: Revenue Forecast Prepared
 - Board of Supervisors, via the District, prepares a five (5) year revenue forecast for each Watershed Area.
- Step 2: Request for Projects and Project Scoring
 - District, on behalf of the Watershed Area Steering Committees, initiates a request for Feasibility Studies to be funded through the Infrastructure Program.
 - District, on behalf of the Watershed Area Steering Committees, initiates a request for Project concepts to be funded through the Technical Resources Program.
 - Watershed Area Steering Committees forward select Project Feasibility Studies or functionally equivalent Feasibility Study-level information received to the Scoring Committee. Scoring Committee scores these Feasibility Studies and functionally equivalent Feasibility Study level information and applies a Threshold Score.
 - Scoring Committee returns all scored Project Feasibility Studies or functionally equivalent Feasibility Study-level information to the Watershed Area Steering Committee.
- Step 3: Request for Special Studies
 - District, on behalf of the Watershed Area Steering Committees, initiates a request for studies to be funded through the Scientific Studies Program.
- Step 4: Watershed Area Steering Committee Funding Selection
 - Watershed Area Steering Committee reviews funding requests for the Infrastructure Program, Technical Resources Program, and Scientific Studies Programs and prepares a Stormwater Investment Plan.
- Step 5: Stormwater Investment Plans and Regional Oversight Committee Review
 - Watershed Area Steering Committee submits the Stormwater Investment Plan to the Regional Oversight Committee (ROC).
 - The ROC reviews the Stormwater Investment Plans and makes a recommendation to the Board of Supervisors.
- Step 6: Consideration for Approval of the Stormwater Investment Plans
 - Board of Supervisors considers approval of the Stormwater Investment Plans. Board of Supervisors may return Stormwater Investment Plans to the Watershed Area Steering Committees for further revision.
- Step 7: Enter into Transfer Agreements
 - Infrastructure Program Project Developers enter into a Transfer Agreement with the District to transfer annual funding allocations.

Figure 2. Regional Program Governance Structure and Selection Process Flowchart



E. Regional Program: Initial Year Events

Should voters approve the SCW Program tax in November 2018, the following schedule of events will occur:

- Winter 2018
 - Formation of Watershed Area Steering Committees, the Regional Oversight Committee, and Scoring Committee.
 - Initiation of recruiting Technical Assistance Teams and Watershed Coordinators.
 - Initiate development of District-administered Stormwater and/or Urban Runoff Programs.
- Spring 2019
 - District, on behalf of the Watershed Area Steering Committees, initiates a request for Feasibility Studies to be funded through the Infrastructure Program.
 - District, on behalf of the Watershed Area Steering Committees, initiates a request for Project concepts to be funded through the Technical Resources Program.
 - District, on behalf of the Watershed Area Steering Committees, initiates a request for studies to be funded through the Scientific Studies Program.
 - Watershed Area Steering Committee forwards select Project Feasibility Studies or functionally equivalent Feasibility Study-level information to the Scoring Committee
 - Scoring Committee scores and forwards results to the Watershed Area Steering Committees.
 - Watershed Area Steering Committees review funding requests for the Infrastructure Program, Technical Resources Program, and Scientific Studies Program and prepare Stormwater Investment Plans.
 - District develops an evaluation process to quantify Water Quality Benefits, Water Supply Benefits, and other benefits of Nature-Based Solutions for proposed Projects.
 - District develops adaptive management protocols to ensure that SCW Program goals are met.
- Summer 2019
 - Regional Oversight Committee reviews Stormwater Investment Plans and provides a recommendation to the Board of Supervisors.
- Fall/Winter 2019
 - Board of Supervisors considers approval of the Stormwater Investment Plans. Board of Supervisors may return Stormwater Investment Plans to the Watershed Area Steering Committees for further revision
 - Infrastructure Program Project Developers enter into a Transfer Agreement with the District to transfer annual funding allocations.

- Beginning of 2020
 - First installment of the tax will be collected and available for programming
 - District transfers funds to Infrastructure Program Project Developers.

F. Eligible Infrastructure Program Project Applicants

Infrastructure Program funds are available to eligible Infrastructure Program Project Applicants. Non-Municipal Infrastructure Program Project Applicants are required to secure a Municipal letter of support, from the Municipality(ies) within which the Project is located, to receive funding through the Infrastructure Program.

G. Boundaries of the Watershed Areas

The Chief Engineer will maintain on file detailed maps establishing the precise boundaries of the Watershed Areas. The boundaries of the Watershed Areas are based on hydrologic conditions and modified to keep E/WMP groups whole, wherever practical. The Watershed Area boundaries may be updated as necessary.

There are nine (9) Watershed Areas within the District, as shown in Figure 3 and Figure 4.

Figure 3. Regional Watershed Area Boundaries with City Boundaries

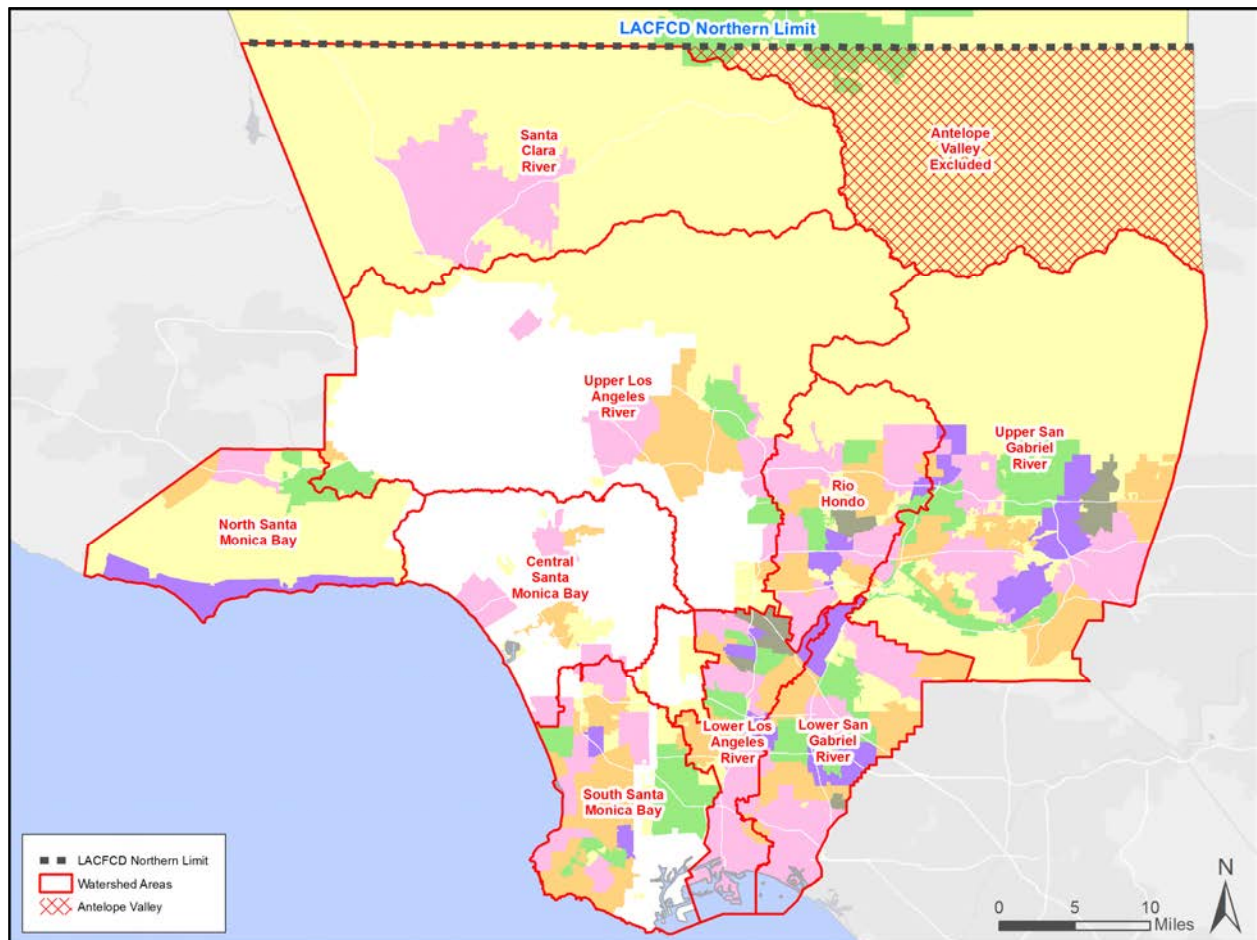
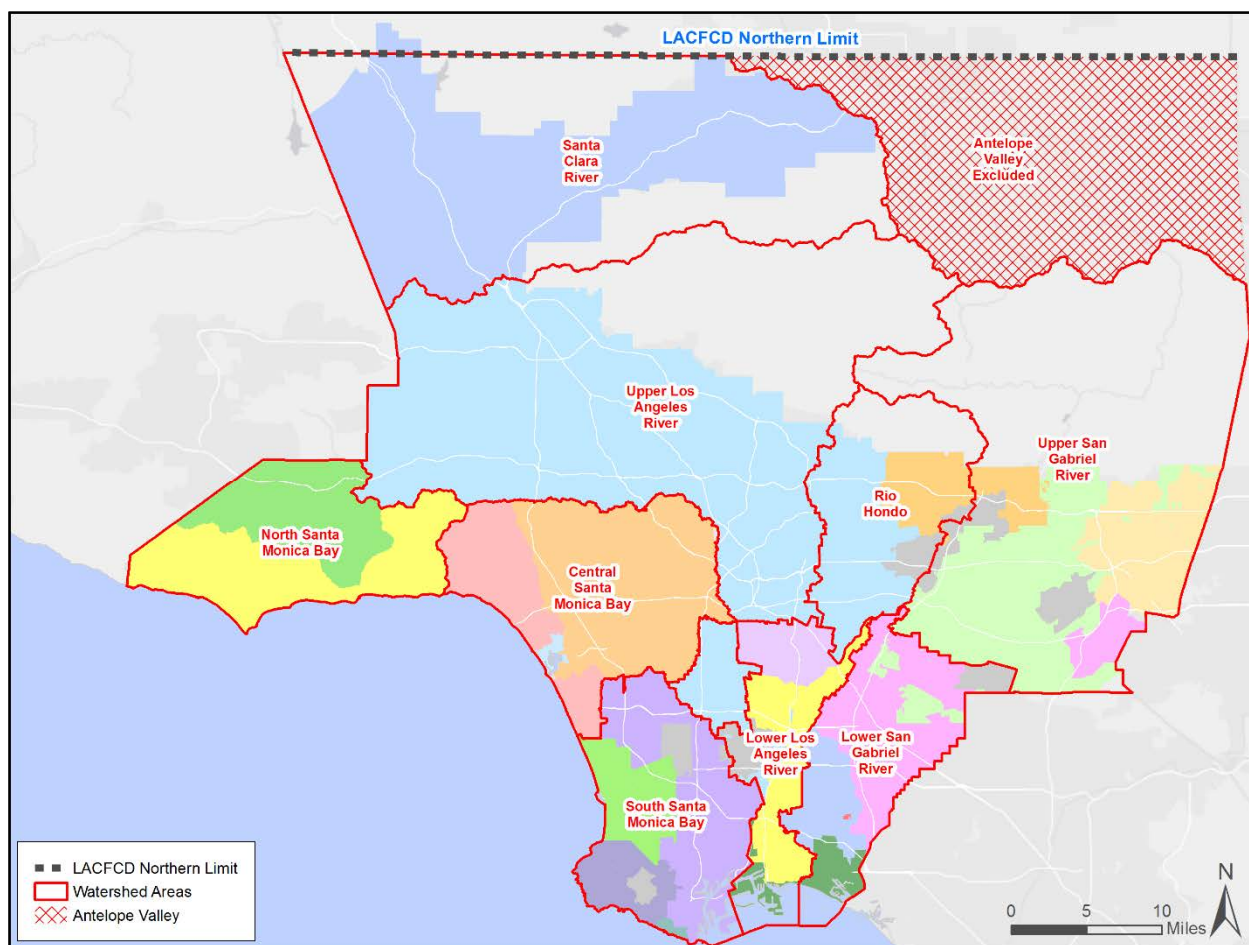


Figure 4. Regional Watershed Area Boundaries with E/WMP Boundaries



H. Membership of the Watershed Area Steering Committees

Watershed Area Steering Committees will be formed for each of the nine (9) Watershed Areas for the purpose of recommending funding allocations for the Regional Program. The District will provide staff support to each Watershed Area Steering Committee and carry out their decisions.

Each Watershed Area Steering Committee consists of seventeen (17) members and each member receives one equally weighted vote. Seven (7) members are designated from Municipalities located within the Watershed Area, five (5) members are agency Stakeholder representatives, and five (5) members are community Stakeholder representatives, as shown in Table 4.

The five (5) agency Stakeholder representatives and five (5) community Stakeholder representatives will be chosen to maintain a geographic balance and be representative of a range of interests within the Watershed Area. These representatives must demonstrate a regional focus. Watershed Area Steering Committee members are required to have relevant knowledge as described in Appendix A. Each Watershed Area Steering Committee member will assign an alternate, who must also demonstrate relevant knowledge to serve in the absence of the member. The alternate will be selected in the same manner the member seat was assigned.

The District will provide staff support to the Watershed Area Steering Committees using funds from the District Program.

Members of the Watershed Area Steering Committees, who are not otherwise compensated to participate, may qualify for a stipend in the amount of one hundred dollars (\$100) per meeting attended, subject to qualifying circumstances. Said compensation will be paid through the District Program.

The anticipated membership for each Watershed Area Steering Committee can be found in Appendix B.

Municipal Members: Seven (7) seats will be assigned to Municipalities. Any Municipality with at least 14% of the Impermeable Area located within the Watershed Area receives one seat. A Municipality with at least 28% of the Impermeable Area located within the Watershed Area receives two seats. A Municipality with at least 43% of the Impermeable Area located within the Watershed Area receives three (3) seats. A single Municipality may occupy up to three (3) seats on each Watershed Area Steering Committee.

Municipal members for the remaining seats will be chosen by the unrepresented Municipalities, to the extent there are unrepresented municipalities. The remaining seats are flexible and could be assigned to a Municipality, E/WMP, COG, or other jurisdiction. Each member will assign an alternate to serve in their absence who must meet the requirements of a Watershed Area Steering Committee member.

Agency Members: Five (5) agency seats will be assigned by the Board of Supervisors. A seat will be assigned to each of the following agencies:

- District
- Water agency (to be filled by the largest municipal water district in the Watershed Area)
- Groundwater (to be filled by the largest watermaster in the Watershed Area), or second water agency if a groundwater agency does not exist in the Watershed Area
- Sanitation (to be filled by the largest sanitation service provider in the Watershed Area)
- Municipal Parks/Open Space (to be filled by the largest local park and/or open space agency in the Watershed Area)

Each agency member will assign an alternate from their specific agency to serve in their absence who must meet the requirements of a Watershed Area Steering Committee member, and is subject to Board of Supervisors' approval.

Community Stakeholder Members: Representatives for the five (5) community Stakeholder seats will be appointed by the Board of Supervisors. Dedicated seats will be assigned to represent environmental justice interests, business interests, and environmental interests. The two remaining seats will be assigned to representatives from the community, such as: public health, labor, non-governmental organization, disadvantaged community, community-based organization, schools, academia, and others. Each community Stakeholder member will assign an alternate from their organization to serve in their absence who must meet the requirements of a Watershed Area Steering Committee member and is subject to Board of Supervisors' approval.

In addition to these members, the Watershed Coordinator will also participate on the Watershed Area Steering Committee as a non-voting member.

Table 4. Regional Program Watershed Area Steering Committee Membership

	Member	Appointed By
1	Municipality	Varies for Each Watershed Area
2	Municipality	Varies for Each Watershed Area
3	Municipality	Varies for Each Watershed Area
4	Municipality	Varies for Each Watershed Area
5	Municipality	Varies for Each Watershed Area
6	Municipality	Varies for Each Watershed Area
7	Municipality	Varies for Each Watershed Area
8	District	Appointed by Board of Supervisors
9	Largest Service Provider- Water Agency	Appointed by Board of Supervisors
10	Largest Service Provider- Groundwater/Water Agency #2	Appointed by Board of Supervisors
11	Largest Service Provider- Sanitation	Appointed by Board of Supervisors
12	Largest Municipality Agency- Municipal Parks/Open Space/Recreation	Appointed by Board of Supervisors
13	Business	Appointed by Board of Supervisors
14	Environmental Justice	Appointed by Board of Supervisors
15	Environment	Appointed by Board of Supervisors
16	At large	Appointed by Board of Supervisors
17	At large	Appointed by Board of Supervisors
	Watershed Coordinator	Non-voting

I. Voting and Meeting Requirements of the Watershed Area Steering Committees

The Watershed Area Steering Committees will determine the frequency and schedule for regular meetings.

A quorum is required for Watershed Area Steering Committees to act on any item of business. A quorum will consist of a simple majority of the members or their alternates. If a quorum is present, approval of any item of business requires a simple majority vote of those in attendance.

Meetings conducted by the Watershed Area Steering Committee will be made public and meeting materials will be made available.

J. Responsibilities of the Watershed Area Steering Committees

Watershed Area Steering Committees have the following responsibilities, including, but not limited to:

- a. Select studies for submittal to the Scientific Studies Program.
- b. Select Project concepts for submittal for the Technical Resources Program.
- c. Forward select Project Feasibility Studies or functionally equivalent Feasibility Study-level information to the Scoring Committee for scoring.

- d. Review the list of scored Project Feasibility Studies or functionally equivalent Feasibility Study-level information returned by the Scoring Committee and select Project Feasibility Studies or functionally equivalent Feasibility Study-level information for funding.
- e. Prepare a Stormwater Investment Plan detailing funding allocations to the Infrastructure Program, Technical Resource Program, and Scientific Studies Program.
- f. Provide the recommended Stormwater Investment Plan to the ROC, which will be forwarded to the Board of Supervisors.
- g. Quarterly, review Quarterly Progress/Expenditure reports submitted by Infrastructure Program Project Developers. The Watershed Area Steering Committees will review the Quarterly Progress/Expenditure reports to verify that the Project schedule, budget, scope and expected benefits have not significantly changed and are consistent with the Transfer Agreement. Projects that run over budget, are behind schedule, or reduce scope or benefits may be subject to loss of funding.
- h. Quarterly, forward the Quarterly Progress/Expenditure reports to the ROC along with any recommendations and/or concerns.
- i. Annually, provide the ROC with a Watershed Area Regional Program Progress (WARPP) report on Stormwater Investment Plan activities authorized for the previous year. The WARPP reports shall summarize how funds have achieved SCW Program Goals as articulated in Section I.
- j. Provide additional relevant information, as requested by the Board of Supervisors.
- k. Help identify Project partners and additional sources of funding to augment and leverage SCW Program revenues for Projects and Programs.
- l. Select Watershed Coordinators from a list of eligible candidates provided by the District.

K. Watershed Area Steering Committee Conflict of Interest

Members of the Watershed Area Steering Committee shall be governed by and comply with State conflict of interest laws (e.g., Government Code section 87000 et seq.; and section 1090 et seq.) and the County's conflict of interest policies.

L. Formation and Composition of the Regional Oversight Committee

The ROC is an independent body that reviews all Regional Program Stormwater Investment Plans to ensure Regional Program goals are met. The ROC consists of nine (9) subject matter experts, with knowledge in Water Quality Benefits, Water Supply Benefits, Nature-Based Solutions and Community Investment Benefits, public health, sustainability, and/or other pertinent subject matter. The Board of Supervisors will confirm the final members of the ROC to ensure a diverse representation of subject-matter experts. The ROC members shall not have any direct personal or financial connection to Projects implemented through the SCW Program. The District will provide staff support to the Regional Oversight Committee.

Members of the Regional Oversight Committee, who are not otherwise compensated to participate, may qualify for a stipend in the amount of one hundred dollars (\$100) per meeting attended, subject to qualifying circumstances. Said compensation will be paid through the District Program.

The District will provide staff support to the Regional Oversight Committee using funds from the District Program.

Table 5. Regional Oversight Committee Membership

	Member	Appointment
1	<u>Subject Matter Experts:</u> Water Quality Benefits Water Supply Benefits Nature-Based Solutions / Community Investment Benefits	Appointed by Board of Supervisors
2		Appointed by Board of Supervisors
3		Appointed by Board of Supervisors
4		Appointed by Board of Supervisors
5		Appointed by Board of Supervisors
6		Appointed by Board of Supervisors
7		Appointed by Board of Supervisors
8		Appointed by Board of Supervisors
9		Appointed by Board of Supervisors

M. Voting and Meeting Requirements of the Regional Oversight Committee

The ROC will determine the frequency and schedule of meetings necessary to review Stormwater Investment Plans submitted by the Watershed Area Steering Committees.

A quorum is required for the ROC to act on any item of business. A quorum will consist of five (5) members of the ROC. If a quorum is present, approval of any item of business requires a simple majority vote of those in attendance.

Meetings conducted by the ROC will be made public and meeting materials will be made available in advance of the meetings.

N. Responsibilities of the Regional Oversight Committee

The ROC has the following responsibilities including, but not limited to:

- a. Annually, review each of the Watershed Area Steering Committee's Stormwater Investment Plans to forecast whether Regional Program requirements will be met.

Additionally, the ROC will summarize how the Stormwater Investment Plans will meet the SCW Program Goals as articulated in Section I for the upcoming year.

Through this review process, the ROC will provide feedback to the Watershed Area Steering Committees and report findings and recommendations to the Board of Supervisors.

- b. Annually, review WARPP reports submitted by the Watershed Area Steering Committees to determine whether Regional Program requirements were met for the prior year and make recommendations for adjustments to the following year's Stormwater Investment Plans if Regional Program requirements were not met the prior year.

Additionally, the ROC will determine the extent to which Regional Program funds were expended to achieve SCW Program Goals as articulated in Section I for the prior year.

The ROC will provide feedback to the Watershed Area Steering Committees and report findings to the Board of Supervisors.

- c. Annually, review the Annual Progress/Expenditure Reports received from Municipalities to determine the extent to which Municipal Program funds were expended to achieve SCW Program Goals as articulated in Section I. The ROC will provide feedback to the Municipalities and report findings to the Board of Supervisors.
- d. Biennially, draft a SCW Program Progress Report that summarizes the Regional Program WARPP reports, the Municipal Program Annual Progress/Expenditure Reports, and District Program's annual summary to determine whether SCW Program requirements were met. Additionally, the ROC will determine the extent to which SCW Program funds were expended to achieve SCW Program Goals as articulated in Section I for the entire region.
- e. Biennially, hold a noticed public hearing to obtain feedback from the public on the SCW Program Progress Report and recommend actions and adjustments to the SCW Program to better achieve SCW Program Goals. Public feedback will be incorporated into the final SCW Program Progress Report and submitted to the Board of Supervisors. The final report will be made publicly available.

O. Regional Oversight Committee Conflict of Interest

Members of the ROC shall be governed by and comply with State conflict of interest laws (e.g., Government Code section 87000 et seq.; and section 1090 et seq.) and the County's conflict of interest policies.

P. Board of Supervisors Approval of Stormwater Investment Plans

The Board of Supervisors shall confirm that the Stormwater Investment Plans conform to the parameters of the SCW Program. Upon approval of each of the Stormwater Investment Plan, the Board of Supervisors will direct the District to transfer funds.

Q. Scoring Committee

The Board of Supervisors will empanel a Scoring Committee composed of six (6) subject matter experts in Water Quality Benefits, Water Supply Benefits, Nature-Based Solutions, and Community Investment Benefits. The Board of Supervisors shall provide a list of eligible candidates for Scoring Committee membership. The Watershed Area Steering Committees will select from the list of eligible candidates. The Board of Supervisors will confirm that the final members of the Scoring Committee include at least two subject-matter experts in Water Quality Benefits, not less than one subject-matter expert in Nature-Based Solutions/Community Investment Benefits, and not less than one subject-matter expert in Water Supply Benefits.

The members of the Scoring Committee shall not have any personal or financial connection to Projects implemented through the SCW Program. District will provide staff support for the Scoring Committee using funds from the District Program. The Scoring Committee will utilize technical documents for reference and consideration such as new water quality and water supply studies, plans, and white papers.

The Scoring Committee will score Projects and Feasibility Studies selected by the Watershed Area Steering Committee using the Infrastructure Program Project Scoring Criteria and will apply a Threshold Score. The initial Threshold Score is sixty (60) points. The Scoring Committee forwards Projects with their respective score to the appropriate Watershed Area Steering Committees. Projects that lack sufficient information to be scored or that fail to pass the Threshold Score will be referred to the Technical Resources Program at the discretion of the Watershed Area Steering Committee.

Members of the Scoring Committee, who are not otherwise compensated to participate, may qualify for a stipend in the amount of one hundred dollars (\$100) per meeting attended, subject to qualifying circumstances. Said compensation will be paid through the District Program.

Meetings conducted by the Scoring Committee will be made public and meeting materials will be made available.

Table 6. Scoring Committee Membership

	Member	Appointment
1	<u>Subject Matter Experts:</u> Water Quality Benefits Water Supply Benefits Nature-Based Solutions/ Community Investment Benefits	Appointed by Board of Supervisors
2		Appointed by Board of Supervisors
3		Appointed by Board of Supervisors
4		Appointed by Board of Supervisors
5		Appointed by Board of Supervisors
6		Appointed by Board of Supervisors

R. Infrastructure Program Project Scoring Criteria

The Infrastructure Program Project Scoring Criteria, shown in Table 7, shall be used to score Infrastructure Program Projects. Projects will be eligible for scoring if they have a completed Feasibility Study or functional equivalent. The District will provide guidance on the minimum requirements, as well as a template for Feasibility Studies. All Projects must have a Water Quality Benefit and either or both a Water Supply Benefit or a Community Investment Benefit. All scores will be made available to the public.

Project Scoring Criteria include the following five sections, which are assigned different ranges of points:

- Section A: Water Quality Benefit (50 Points)
 - Wet weather Projects:
 - Applies a range of points for effectiveness and extent of pollution reduction
 - Dry weather Projects:
 - Applies a range of points for full capture of Urban Runoff and tributary size.
- Section B: Water Supply Benefit (25 Points)
 - Applies a range of points for cost effectiveness and volume of supply created or offset
- Section C: Community Investment Benefit (10 Points)
 - Applies a range of points for Projects that provide one or more Community Investment Benefits.
- Section D: Nature-Based Solutions (15 Points)
 - Applies a range of points for Projects that utilize Nature-Based Solutions.

- Section E: Leveraging Funds (10 Points)
 - Applies points for Project funding match, partnerships, and community involvement.
 - Funding matches could include but are not limited to: grants, other local bonds and taxes, in-kind services, Municipal Program funds, and others.

Table 7. Infrastructure Program Project Scoring Criteria

Section	Score Range	Scoring Standards	
A.1 Wet Weather Water Quality Benefits	50 points max	The Project provides water quality benefits	
	20 points max	A.1.1: For Wet Weather BMPs Only: Water Quality Cost Effectiveness (Cost Effectiveness) = (24-hour BMP Capacity) ¹ / (Capital Cost in \$Millions) <ul style="list-style-type: none">• <0.4 (acre feet capacity / \$-Million) = 0 points• 0.4-0.6 (acre feet capacity / \$-Million) = 7 points• 0.6-0.8 (acre feet capacity / \$-Million) = 11 points• 0.8-1.0 (acre feet capacity / \$-Million) = 14 points• >1.0 (acre feet capacity / \$-Million) = 20 points ¹ . Management of the 24-hour event is considered the maximum capacity of a Project for a 24-hour period. For water quality focused Projects, this would typically be the 85 th percentile design storm capacity. Units are in acre-feet (AF).	
	30 points max	A.1.2: For Wet Weather BMPs Only: Water Quality Benefit - Quantify the pollutant reduction (i.e. concentration, load, exceedance day, etc.) for a class of pollutants using a similar analysis as the E/WMP which uses the Districts Watershed Management Modeling System (WMMS). The analysis should be an average percent reduction comparing influent and effluent for the class of pollutant over a ten-year period showing the impact of the Project. Modeling should include the latest performance data to reflect the efficiency of the BMP type. <table><tr><td><u>Primary Class of Pollutants</u><ul style="list-style-type: none">• >50% = 15 points• >80%= 20 points (20 Points Max)</td><td><u>Second or More Classes of Pollutant</u><ul style="list-style-type: none">• >50% = 5 points• >80%= 10 points (10 Points Max)</td></tr></table>	<u>Primary Class of Pollutants</u> <ul style="list-style-type: none">• >50% = 15 points• >80%= 20 points (20 Points Max)
<u>Primary Class of Pollutants</u> <ul style="list-style-type: none">• >50% = 15 points• >80%= 20 points (20 Points Max)	<u>Second or More Classes of Pollutant</u> <ul style="list-style-type: none">• >50% = 5 points• >80%= 10 points (10 Points Max)		
- OR -			
A.2 Dry Weather Water Quality Benefits	20 points	A.2.1: For dry weather BMPs only, Projects must be designed to capture, infiltrate, or divert 100% of all tributary dry weather flows.	
	20 points max	A.2.2: For Dry Weather BMPs Only. Tributary Size of the Dry Weather BMP <ul style="list-style-type: none">• <200 Acres = 10 points• >200 Acres = 20 points	
B. Significant Water Supply Benefits	25 points max	The Project provides water supply benefits	
	13 points max	B1. Water Supply Cost Effectiveness. The Total Life-Cycle Cost ² per unit of acre foot of Stormwater and/or Urban Runoff volume captured for water supply is: <ul style="list-style-type: none">• >\$2500/ac-ft = 0 points• \$2,000–2,500/ac-ft = 3 points• \$1500-2,000/ac-ft = 6 points• \$1000–1500/ac-ft = 10 points• <\$1000/ac-ft = 13 points ² . Total Life-Cycle Cost: The annualized value of all Capital, planning, design, land acquisition, construction, and total life O&M costs for the Project for the entire life span of the Project (e.g. 50-year design life span should account for 50-years of O&M). The annualized cost is used over the present value to provide a preference to Projects with longer life spans.	
	12 points max	B2. Water Supply Benefit Magnitude. The yearly additional water supply volume resulting from the Project is: <ul style="list-style-type: none">• <25 ac-ft/year = 0 points• 25 - 100 ac-ft/year = 2 points• 100 - 200 ac-ft/year = 5 points• 200 - 300 ac-ft/year = 9 points• >300 ac-ft/year = 12 points	
C. Community Investments Benefits	10 points max	The Project provides Community Investment Benefits	
	10 points	C1. Project includes: <ul style="list-style-type: none">• One of the Community Investment Benefits defined above = 1 points• Four distinct Community Investment Benefits = 4 points• Seven distinct Community Investment Benefit = 10 points	

Table 7. Infrastructure Program Project Scoring Criteria (continued)

Section	Score Range	Scoring Standards
D. Nature-Based Solutions	15 points max	The Project implements Nature-Based Solutions
	15 points	D1. Project: <ul style="list-style-type: none"> • Implements natural processes or mimics natural processes to slow, detain, capture, and absorb/infiltrate water in a manner that protects, enhances and/or restores habitat, green space and/or usable open space = 5 points • Utilizes natural materials such as soils and vegetation with a preference for native vegetation = 5 points • Removes Impermeable Area from Project (1 point per 20% paved area removed) = 5 points
E. Leveraging Funds and Community Support	10 points max	The Project achieves one or more of the following:
	6 points max	E1. Cost-Share. Additional Funding has been awarded for the Project. <ul style="list-style-type: none"> • >25% Funding Matched = 3 points • >50% Funding Matched = 6 points
	4 points	E2. The Project demonstrates strong local, community-based support and/or has been developed as part of a partnership with local NGOs/CBOs.
Total	Total Points All Sections 110	

V. Municipal Program

Forty (40) percent of the funds from the SCW Program tax are allocated for the Municipal Program pursuant to the Flood Control Act section 2, subsection 8b(B). Municipal funds shall be allocated proportionally to the revenues generated within each Municipality or the County Unincorporated Areas in the District. Considering the geologic, geographic and demographic diversity within the District, the Municipal Program is designed to maximize the ability of local governments to address local Stormwater and/or Urban Runoff challenges and opportunities. Projects and Programs are required to include a Water Quality Benefit. Multi-Benefit Projects and Nature-Based Solutions are strongly encouraged. Municipal Program funds allow flexibility for Municipalities to fund Stormwater and/or Urban Runoff Programs, activities, studies, associated staffing costs, as well as capital Projects along all phases of Project development, including but not limited to: concept development, planning, design, construction, monitoring, and O&M.

A. Municipal Program Responsibilities

Each Municipality receiving Municipal Program funding from the SCW Program will have the following responsibilities including, but not limited to:

- a. Preparation of, prior to the start of that Municipality's fiscal year, a budget for how SCW Program funds will be used.
- b. Preparation, within six (6) months after the end of that Municipality's fiscal year, of an Annual Progress/Expenditure Report that details a Program-level summary of expenditures and a description of Water Quality Benefits, Water Supply Benefits, Nature-Based Solutions, and Community Investment Benefits realized through use of Municipal Program funds.
- c. Compliance with all SCW Program reporting and audit requirements, and provision to the District of additional financial and other information, as required by SCW Program or upon request.
- d. As part of the Municipal Program planning process, consideration of a Municipal level request for Projects from eligible Infrastructure Program Project Applicants.
- e. Preparation and provision to the public of informational materials to provide members of the public with up-to-date information on the Municipality's actual and budgeted use of revenues from the SCW Program.
- f. Operation in accordance with best practices for government agencies.
- g. Strict accountability for all funds, receipts, and disbursements by the Municipality.
- h. Engagement with Stakeholders in the planning process for use of the Municipal Program funds during the planning and implementation of Projects and Programs.
- i. Compliance with revenue Transfer Agreement requirements.

B. Maintenance of Effort

A Municipality must spend at least 70% of their Municipal Program funds annually on new Projects, which also includes O&M of infrastructure Projects built to comply with the 2012 Los Angeles MS4 Permit or 2014 Long Beach MS4 Permit, so long as the Project complies with Municipal Program requirements. Up to 30% of a Municipality's Municipal Program funds may be used to pay for SCW Program-eligible activities commenced before the election date of the SCW Program tax.

C. Municipal Program Annual Progress/Expenditure Reports

Each Municipality shall arrange for an Annual Progress/Expenditure Report for all Projects. The Annual report shall include details that summarize the expenditures and describe the benefits of Water Quality, Water Supply, and Community Investment realized through use of SCW Program funds. Annual Progress/Expenditure Reports will include a summary of funds that have been allocated to achieve SCW Program Goals as articulated in Section I for the prior year. The Municipality shall be subject to and comply with all applicable requirements of the District regarding Project-reporting requirements. The Annual Progress/Expenditure Report details:

- SCW Program funds expended.
- Documentation that the SCW Program funds were used for eligible expenditures.
- Description of work accomplished during the reporting period.
- Milestones or deliverables completed/submitted during the reporting period.
- Work anticipated for the next reporting period.
- Photo documentation, as appropriate.
- Additional information as necessary.

VI. District Program

Ten (10) percent of the revenue from the tax on each Parcel is allocated for the District Program pursuant to the Flood Control Act section 2, subsection 8b(A).

A. Responsibilities

The District will have the following responsibilities including, but not limited to:

- a. Administer the SCW Program, including activities such as: tax and payment administration including costs incurred in connection with the levy and collection of the tax and distribution of the funds, review annual budgets and reports, conduct audits, manage appeals of scoring process, and administration of the credit and incentive Programs.
- b. Annually prepare a five (5) year revenue forecast for each Watershed Area.
- c. Plan, implement, and maintain District Projects.
- d. Administer and provide staffing for the Regional Program.
- e. Provide staff support to the Scoring Committee, Watershed Area Steering Committees, and the ROC.
- f. Provide Technical Assistance Teams and Watershed Coordinators funded by the Technical Resources Program.
- g. Coordinate Watershed Area scientific studies funded by the Scientific Studies Program
- h. Engage Stakeholders in the planning process for use of the District Program funds.
- i. Plan, implement, and maintain District Projects.
- j. Operate in accordance with best practices for government agencies.
- k. Conduct independent audits to ensure compliance with requirements of the SCW Program.
- l. Prepare, prior to the start of the District's fiscal year, a budget for how SCW Program funds will be used.
- m. Prepare within six (6) months after the end of the District's fiscal year an annual report that details a Program level summary of expenditures and a description of Water Quality Benefits, Water Supply Benefits, and Community Investment Benefits realized through use of Municipal Program funds.
- n. Comply with all SCW Program audit requirements.

B. Programs

The District will administer the Programs below. The District will commence these Programs after receipt of SCW Program funds. Not less than 20% annually of District Program funds shall be allocated for these Programs over a revolving five (5) year period. These Programs will be implemented throughout the region with special attention toward the needs of disadvantaged communities. The District will partner with Stakeholders to collaboratively implement these Programs.

The District will create Stormwater and/or Urban Runoff education Programs that proactively involve Stakeholders and community groups to carry out activities that may include, but are not limited to:

- a. Public education Programs.
- b. Local workforce job training, which will provide certification classes and vocational training at the community level for the design, construction, inspection, and O&M of Stormwater and/or Urban Runoff and Multi-Benefit Projects.
- c. Schools education and curriculum Program, such as classroom curriculum, guest speakers, etc.

C. District Projects and Regional Water Quality Planning & Coordination

The District may carry out the following activities:

- a. Regional water quality planning and coordination to carry out activities which may include but are not limited to providing regional leadership and coordination for scientific studies, research, and water quality modeling.
- b. Implementation of Multi-Benefit Projects. The District will engage Stakeholders in the planning process for District Projects.

VII. Credit Program

The Board shall adopt an ordinance, not later than August 1, 2019, establishing procedures and criteria described in this section.

The Credit Program provides for a SCW Program tax credit for Parcel owners or Benefited Developments, as described below. The Credit Program allows for up to 75% combined maximum credit for Water Quality, Water Supply, and Community Investment Benefits. Parcel owners or Benefited Developments who perform qualifying additional activities, as defined below, commenced after the election date of the SCW Program tax, are eligible for additional credit up to a maximum of 100% of their SCW Program tax. All Parcels subject to the SCW Program tax are eligible for the Credit Program; there is no minimum tax amount or impermeable area required to be eligible for the credit, although the Board of Supervisors may, in its reasonable discretion, impose a minimum eligibility threshold at a later time. Multiple Parcels with common ownership may be aggregated for purposes of the Credit Program.

Parcels located within a master planned community, Specific Plan area, subdivision, or an approved regional or sub-regional stormwater management plan area that are served by a centralized Stormwater and/or Urban Runoff improvement, are considered a “Benefited Development.” The Stormwater and/or Urban Runoff improvement in the Benefited Development must collect and treat the runoff of the collective multi-Parcel impermeable area and be operated and maintained by a developer, homeowner or neighborhood association or other non-governmental entity. Notwithstanding the foregoing, if the Stormwater and/or Urban Runoff improvements are operated and maintained by a governmental entity, the Benefited Development will still qualify for the Credit Program if a developer, homeowner or neighborhood association, or other non-governmental entity funds the O&M of such improvements.

Prior to the collection of the SCW Program tax, the District shall establish procedures and guidelines for implementation and the verification process of the SCW Program Credit Program, including but not limited to aggregating Parcels with a common ownership and implementing the program in developments served by centralized Stormwater or Urban Runoff improvements.

The credit shall be based on the total impermeable area of the Parcel (or aggregated Parcels, if applicable) or Benefited Development, not only the portion of the Parcel addressed by the Stormwater and/or Urban Runoff improvement.

A. Calculation of Credit Program

Credit will be given for undertaking activities that result in Water Quality Benefits, Water Supply Benefits, and Community Investment Benefits. At a minimum, a Stormwater and/or Urban Runoff improvement must provide a water quality credit to qualify for the Credit Program. The Board of Supervisors may, in its reasonable discretion, revise or update the credit formulas as appropriate at a later time.

Water Quality Credit

Water quality credit of up to 75% is given for Stormwater and/or Urban Runoff improvements that result in a Water Quality Benefit. Water quality credit is calculated based on the extent to which a Parcel(s) or Benefited Development has complied with an applicable Low Impact Development (LID) ordinance, SUSMP requirements, an Industrial General Permit (IGP) or other Los Angeles Regional Water Quality Control Board-approved permit governing the discharge of Stormwater and/or Urban Runoff (RWQCB Stormwater Permit), or some combination of Stormwater and/or Urban Runoff discharge requirements for the Parcel.

Parcels or Benefited Developments with multiple and potentially overlapping Stormwater and/or Urban Runoff improvements may divide their Parcel or Benefited Development into tributary areas for each Stormwater and/or Urban Runoff improvement. Overlapping areas may only be counted once for the maximum applicable water quality credit option.

The water quality credit options are dependent on the entitlement approval or construction date of the Stormwater and/or Urban Runoff improvement. Stormwater and/or Urban Runoff improvements designed to meet LID standards that have received approval through an entitlement process, but that have not been installed prior to the election date of the SCW Program, shall meet the applicable LID ordinance requirements in place at the time of the entitlement approval.

Percentages provided below are multiplied by the ratio of the improvement volume for the Impermeable Area to the design volume for the Impermeable Area of the Parcel or multi-Parcel area.

Improvements commenced prior to election date of SCW Program:

- *LID Ordinance Compliance (65%):* Stormwater and/or Urban Runoff improvements on Parcels or in Benefited Developments that comply with applicable LID ordinance requirements are eligible for a water quality credit of 65%. The water quality design storm standard shall be equivalent to that found in the applicable LID ordinance and will be used for the calculation of the credit. In the absence of an applicable LID ordinance, the County's 2013 LID ordinance requirements shall apply.
 - *Exceeds LID Ordinance Compliance (From 65% to 75%):* Stormwater and/or Urban Runoff improvements on Parcels or in Benefited Developments that exceed applicable LID ordinance requirements are eligible for a water quality credit of 75%. The water quality design storm standard shall be greater than or equal to two times (2x) that found in the applicable LID ordinance and will be used for the calculation of the credit.
 - *LID Equivalency (up to 65%):* Stormwater and/or Urban Runoff improvements on Parcels or in a Benefited Development that provide Water Quality Benefits comparable to or greater than LID ordinance requirements are eligible for a water quality credit of up to 65%.
- *SUSMP Compliance (50%):* Stormwater and/or Urban Runoff improvements on Parcels or in Benefited Developments that are in compliance with applicable SUSMP requirements are eligible for a water quality credit of 50%. The water quality design standard shall be equivalent to the standard required by applicable SUSMP requirements.
 - *Exceeds SUSMP Compliance (From 50% to 65%):* Stormwater and/or Urban Runoff improvements on Parcels or in a Benefited Development that exceed SUSMP requirements are eligible for a water quality credit up to 65%.

Improvements commenced after the election date of SCW Program:

- *LID Ordinance Compliance (65%):* Stormwater and/or Urban Runoff improvements on Parcels or in Benefited Developments that comply with applicable LID ordinance requirements are eligible for a water quality credit of 65%. The water quality design storm standard shall be equivalent to that found in the applicable LID ordinance and will be used for the calculation of the credit. In the absence of an applicable LID ordinance, the County's most up-to-date LID ordinance requirements shall apply.

- Exceeds LID Ordinance Compliance (From 65% to 75%): Stormwater and/or Urban Runoff improvements on Parcels or in Benefited Developments that exceed applicable LID ordinance requirements are eligible for a water quality credit of 75%. The water quality design storm standard shall be greater than or equal to two times (2x) that found in the applicable LID ordinance and will be used for the calculation of the credit.
- LID Equivalency (up to 65%): Stormwater and/or Urban Runoff improvements on Parcels or in a Benefited Development that provide Water Quality Benefits comparable to or greater than LID ordinance requirements are eligible for a water quality credit of up to 65%.

Other eligible water quality credit activities (pre- or post-election date):

- IGP Compliance / RWQCB Stormwater Permit (65%): Stormwater and/or Urban Runoff improvements on Parcels or in Benefited Developments that are subject to and in compliance with their IGP or RWQCB Stormwater Permit are eligible for a water quality credit of 65%. The design standard shall be equivalent to the standard required by the Parcel's IGP or RWQCB Stormwater Permit.
 - High-Volume IGP Compliance / RWQCB Stormwater Permit (75%): Stormwater and/or Urban Runoff improvements on Parcels or in Benefited Developments that are subject to and in compliance with an IGP or RWQCB Stormwater Permit that has design volume standard greater than or equal to the runoff volume resulting from a 2-inch, 24-hour rain event are eligible for a water quality credit of 75%.
- Dry Weather (20%): Stormwater and/or Urban Runoff improvements on Parcels or in Benefited Developments that fully retain all dry weather flows are eligible for a water quality credit of 20%.

Water Supply Credit

Water supply credit of up to 20% is given for Stormwater and/or Urban Runoff improvements on Parcels or in Benefited Developments that result in a Water Supply Benefit.

Community Investment Credit

Community investment credit of up to 10% is given for Stormwater and/or Urban Runoff improvements on Parcels or in Benefited Developments that result in a Community Investment Benefit.

The Credit Program is based upon Water Quality Benefits, Water Supply Benefits, Community Investments Benefits as shown in the table below.

Additional Activities Credit

The SCW Program Credit Program may recognize and reward qualifying additional activities that advance the SCW Program Goals. In addition to the 75% combined maximum credit for the water quality, water supply, and the community investment credits, Parcel owners who perform qualifying additional activities commenced after the election date of the SCW Program tax are eligible for additional credit up to a maximum of 100% of their SCW Program tax. Qualifying additional activities are to be determined and approved by the District.

Table 8. Credit Formula

Stormwater &/or Urban Runoff improvement	Credit Type (% Maximum)	Formula
Water Quality Credit Percentage (WQ%) CHOOSE ONE (per tributary area)	LID Compliance (65% max)	$WQ\% = \frac{(\text{LID improvement volume for Impermeable Area})}{(\text{design storm volume for Impermeable Area of the Parcel or multi-Parcel area})} \times (0.65) \times 100\%$
	LID Equivalency (65% max)	$WQ\% = \frac{(\text{LID Equivalency improvement volume for Impermeable Area})}{(\text{design volume for Impermeable Area of the Parcel or multi-Parcel area})} \times (0.65) \times 100\%$
	Exceeds LID (75% max)	$WQ\% = \frac{(\text{LID improvement volume for Impermeable Area})}{(2 \times \text{design volume for Impermeable Area of the Parcel or multi-Parcel area})} \times (0.75) \times 100\%$
	SUSMP (50% max)	$WQ\% = \frac{(\text{SUSMP improvement volume for Impermeable Area})}{(\text{design volume for Impermeable Area of the Parcel or multi-Parcel area})} \times (0.5) \times 100\%$
	Exceeds SUSMP Standard (65% max)	$WQ\% = \frac{(\text{SUSMP improvement volume for Impermeable Area})}{(\text{design volume for Impermeable Area of the Parcel or multi-Parcel area})} \times (0.65) \times 100\%$
	IGP/RWQCB Stormwater Permit (65% max)	$WQ\% = \frac{(\text{IGP/RWQCB Stormwater Permit BMP improvement volume for Impermeable Area})}{(\text{design volume for Impermeable Area of Parcel})} \times (0.65) \times 100\%$
	High Volume IGP/RWQCB Stormwater Permit (75% max)	$WQ\% = \frac{(\text{IGP/RWQCB Stormwater Permit BMP improvement volume for Impermeable Area})}{(\text{design volume (2" storm) for Impermeable Area of Parcel})} \times (0.75) \times 100\%$
	Dry weather (20% max)	$WQ\% = \frac{(\text{Impermeable Area benefited by the improvement})}{(\text{total Impermeable Area of Parcel area or multi-Parcel area})} \times (0.2) \times 100\%$
Water Supply Credit Percentage (WS%)	Water Supply (20% max)	$WS\% = \frac{(\text{Water Supply Benefit volume})}{(\text{design storm volume for Impermeable Area of Parcel or multi-Parcel area})} \times (0.2) \times 100\%$
Community Investments Percentage (CI%)	Community Investment credit percentage (10% max)	$CI\% = \text{metrics to be determined} \times (0.10) \times 100\%$
Sub-Total Credit Percent	Sub-Total Credit percentage (Maximum 75%)	$\text{Sub-Total Credit Percent} = WQ\% + WS\% + CI\% \text{ (Not to exceed 75\%)}$
Additional Activities Credit	Credit Percentage (Maximum 100%)	$\text{Credit Percentage} = (\text{Sub-Total Credit Percent}) + (\text{qualifying additional activities percentage}) \text{ (not to exceed 100\%)}$
Final Parcel Credit	Tax Credit (in dollars)	$\text{Final Parcel Credit} = (\text{Parcel tax}) \times (\text{Credit Percent})$

B. Implementation of the Credit Program

Prior to collection of the SCW Program tax, the District shall establish procedures and guidelines for implementation of the Credit Program. These should include, at a minimum, the following:

1. Procedures for the submittal of initial and biennial Parcel owner certifications;
2. Procedures for the submittal of initial and biennial certifications for Benefited Developments;
3. Procedures for aggregating multiple Parcels with common ownership for purposes of the Credit Program;
4. Procedures to facilitate the implementation of the Credit Program for Benefited Developments; and
5. Guidelines for calculating the water quality credit for (1) Stormwater and/or Urban Runoff improvements on Parcels or Benefited Developments for LID requirements and (2) Stormwater and/or Urban Runoff improvements on Parcels or Benefited Development that exceed SUSMP requirements; and (3) Stormwater and/or Urban Runoff improvements on Parcels or Benefited Developments for IGP or other RWQCB Stormwater permits.
6. Guidelines for calculating water supply credit.
7. Guidelines for calculating community investment credit.
8. Guidelines for qualifying additional activities credit.

C. Verification Process of the Credit Program

Prior to collection of the SCW Program tax, the District shall establish procedures and guidelines for the verification process of the Credit Program.

Parcel owners and Benefited Developments must recertify their eligibility for the Credit Program every two (2) years. In addition to adhering to the certification requirements contained in the Parcel or Benefited Development's applicable LID ordinance, SUSMP permit, or IGP/RWQCB Stormwater Permit, the Credit Program shall require additional documentation. All certifications submitted pursuant to the Credit Program shall be verified and submitted by a civil engineer licensed to practice in California and incorporate, at a minimum, the following elements:

- a. For a new Stormwater and/or Urban Runoff improvement, photo documentation of the construction or installation of new Stormwater and/or Urban Runoff improvement
- b. For an existing Stormwater and/or Urban Runoff improvement, photo documentation that the Stormwater and/or Urban Runoff improvement has been maintained in good working condition for the preceding two (2) years.
- c. The maintenance management plan for the Stormwater and/or Urban Runoff improvement.
- d. Calculations of the following:
 - i. The total impermeable area of the Parcel or Benefited Development.
 - ii. The impermeable area tributary to the Stormwater and/or Urban Runoff improvement.

- iii. The volume of the Stormwater and/or Urban Runoff improvement.
- iv. Applicable LID design storm volume or IGP/RWQCB Stormwater Permit or SUSMP design standard for the impermeable area of the Parcel or Benefited Development.
- e. Certification that the improvement meets or exceeds the applicable LID, IGP/RWQCB Stormwater Permit, or SUSMP standards.
- f. Certification of ownership of aggregating multiple Parcels with the same owner.

For Parcels or Benefited Developments subject to an IGP/ RWQCB Stormwater Permit, the Parcel or Benefited Development must be in compliance with its IGP/RWQCB Stormwater Permit and in good standing with no pending Notice of Violations or regulatory agency enforcement actions.

To the extent existing certifications required pursuant to a LID ordinance, SUSMP permit, or IGP/RWQCB Stormwater Permit are functionally equivalent to the requirements above, such certification may be utilized for credit verification purposes as well.

The verification requirements specified above shall not be required for Parcels and/or Benefited Developments whose qualifying Stormwater and/or Urban Runoff improvements are maintained by a public entity.

Any Water Supply Benefit created through the SCW Program is subject to applicable adjudicated judgments of water rights.

VIII. Credit Trading Program, Incentive Program, and Low-Income Credit Program

The Board shall adopt an ordinance, not later than August 1, 2019, establishing procedures and criteria described in this section.

The District shall establish, procedures and guidelines for implementation of a Credit Trading Program. The Credit Trading Program will provide a market-based approach for Stormwater or Urban Runoff management that will allow Parcel owners to purchase and sell credits to satisfy SCW Program tax obligations.

The District may establish an incentive program to recognize and reward efforts that advance the goals of the Safe, Clean Water Program.

The District may establish a credit for qualifying Parcel owners who are low-income.

IX. Tax Calculation and Collection Provisions

A. Calculation of the Tax

The tax will be calculated for each Parcel based upon the Parcel's Impermeable Area as determined by the County Landcover Survey or other applicable tool. The boundaries of the area, identification of the Parcels subject to the tax, and the method for calculating the tax for each Parcel will be established by the ordinance incorporated by the Los Angeles County Flood Control District Code. The rate used for calculating the tax, as established by the ordinance, will remain the same from year to year, unless a change is approved in accordance with all applicable laws. The Chief Engineer may periodically re-evaluate the characteristics of Parcels to ensure accuracy of tax calculations.

The Board of Supervisors will periodically initiate an update to the County Landcover Survey which is used to determine the Impermeable Area for each Parcel throughout the District.

B. Collection – General Procedure

The tax will be collected for each fiscal year on the property tax roll in the same manner, and at the same time as, the general taxes of the County are collected. The Auditor will provide an annual statement of the revenues collected for the SCW Program to each Municipality as well as each Watershed Area Steering Committee. The Auditor's costs for tax and payment administration including costs incurred in connection with the levy and collection of the tax will be paid by SCW Program funds.

Insofar as feasible and not inconsistent with the SCW Program, the times and procedures regarding exemptions, due dates, installment payments, corrections, cancellations, refunds, late payments, penalties, liens, and collections for secured roll ad valorem property taxes will be applicable to the collection of the tax.

C. Claims for Reimbursement and Appeals

Parcel owners who believe their tax has been calculated incorrectly will be able to seek review on one or more of the following grounds:

- a. Mathematical error in the calculation of the tax.
- b. Discrepancy of more than:
 - 10% error in the Impermeable Area; or
 - \$50 in the tax amount, whichever is greater.

Tax appeals must be filed with the District.

D. Passthrough of Tax

There are no provisions in the SCW Program tax that would limit a Parcel owner's ability to passthrough the proposed SCW Program tax to a tenant. Land owners must comply with all applicable rent control ordinances, contractual provisions in the specific lease, federal subsidized housing requirements, and other applicable laws.

X. Revenue Bonds

Bonds issued hereunder by a Municipality or the District, to the extent such entity is authorized by law to issue and sell revenue bonds, may be secured by SCW Program revenues as set forth in this document. Only those amounts specifically allocated to a Municipality or the District may be used as security for their respective bonds. Watershed Area Steering Committees may request the District to bond against their Watershed Area's revenue stream for Regional Projects.

XI. Miscellaneous Provisions

A. Carryover of Uncommitted Municipal and Regional Program Funds

Municipalities and Infrastructure Program Project Developers will be able to carry over uncommitted SCW Program revenues for up to five (5) years from the end of the fiscal year in which those revenues are transferred from the District to the Municipality or Infrastructure Program Project Developer. Additional requirements may be included in the Transfer Agreement.

B. Procedures for Lapsing Funds

Municipalities and Infrastructure Program Project Developers who are unable to expend their approved funding as described in the applicable planning documents will be subject to lapsing funds procedures. Lapsing funds are funds that were committed and approved but were not able to be spent per the approved schedule. Funds are considered lapsed five (5) years after the Transfer Agreement execution date.

SCW Program revenues that are not expended by a Municipality or Infrastructure Program Project Developer within the five (5) years will revert back to the Watershed Area Steering Committee of the respective Watershed Area and be reprogrammed to a new Project with benefit to that Municipality or Watershed Area.

C. Record-Keeping and Audits

The following recordkeeping and audit requirements will apply:

- a. SCW Program revenues received by the District, Municipalities, and Infrastructure Program Project Developers will be required to be held in separate interest-bearing accounts and not combined with other funds. Interest earned from each account shall be used by the account holder only for eligible expenditures consistent with the requirements of the SCW Program.
- b. Municipalities, Infrastructure Program Project Developers, and the District will be required to retain, for a period of seven (7) years after Project completion, all records necessary in accordance with Generally Accepted Accounting Principles to determine the amounts expended, and eligibility of Projects. Municipalities and Infrastructure Program Project Developers, upon demand by authorized representatives of the District will be required to make such records available for examination and review or audit by the District or its authorized representative. Records shall include: accounting records, written policies and procedures, contract files, original estimates, correspondence, change order files including documentation covering negotiated settlements, invoices, and any other supporting evidence deemed necessary to substantiate charges related to SCW Program funds and expenditures.

- c. At all reasonable times, Municipalities and Infrastructure Program Project Developers will be required to permit the Chief Engineer, or his or her authorized representative, to examine all Projects that were erected, constructed, implemented, operated, or maintained using SCW Program revenues. Municipalities and Watershed Area Steering Committees will be required to permit the authorized representative, including the Auditor, to examine, review or audit, and transcribe any and all audit reports, other reports, books, accounts, papers, maps, and other records that relate to Projects and Programs funded with revenues from the SCW Program.
- d. Municipalities will be subject to an independent audit of their use of SCW Program funds not less than once every three (3) years. Municipal audits are to be funded with Municipal Program funds.
- e. Infrastructure Program Project Developers will be subject to an independent audit upon completion of the Project. Additional interim audits may be conducted. Infrastructure Program Project Developer audits are to be funded with Regional Program funds.
- f. District will be subject to an independent audit of their use of SCW Program funds not less than once every three (3) years.

D. Procedures for Addressing Misuse of Funds and Failure to Comply with Requirements

The following procedures apply for misuse of funds and failure to comply with requirements.

- a. If the District determines that an Infrastructure Program Project Developer or Municipality has misused SCW Program revenues, the District may issue a written notice to the Infrastructure Program Project Developer or Municipality of that determination and to refund those revenues, including associated interest, to the District within twenty (20) business days of notification.
- b. Revenues refunded by an Infrastructure Program Project Developer or Municipality will, at the District's discretion, be reassigned and used to plan, implement, and maintain Projects in accordance with the following:
 - SCW Program revenues refunded by a Municipality will be used to fund Municipal or Regional Projects that are located within the jurisdiction of the Municipality.
 - SCW Program revenues refunded by an Infrastructure Program Project Developer will be used to implement Projects in the same Watershed Area from which the revenues were collected.
- c. Failure to comply with a notice to refund revenues by the required date will result in immediate suspension of future SCW Program revenue disbursements to that entity until such time as revenues are refunded.
- d. If the District determines that a Municipality or Infrastructure Program Project Developer has failed to comply with any applicable requirement of the Program, the District, at its discretion, may issue a written notice to the Municipality or Project Developer of that determination and that the District will withhold future disbursements of SCW Program revenues pending compliance. Withheld disbursements will be retained by the District for a period of five (5) years after which, if the violation has not been resolved, withheld disbursements will revert back to the respective Watershed Area Steering Committee for reprogramming to another Project.

- e. If an Infrastructure Program Project Developer or Municipality disputes a determination by the District, as described above, the Project Developer or Municipality may submit a notice of appeal to the District not later than twenty (20) business days from the date of the written notice from the District. The District will appoint a hearing officer to conduct a hearing on the appeal. The submission of a notice of appeal does not relieve the Municipality or Infrastructure Program Project Developer of the obligation to refund the SCW Program revenues in dispute. If the hearing officer determines an adjustment is required, that adjustment will be reflected in the next disbursement of SCW Program revenues.

E. District Held Harmless

The District will not be required to accept ownership or responsibility for any Project developed, implemented or constructed by a Municipality or an Infrastructure Program Project Developer with SCW Program revenues. Unless the District enters into an express agreement with a Project Developer or Municipality to the contrary, neither the District, nor the County to the extent that it is acting on behalf of the District, their officers, employees, agents or volunteers ("District Indemnitees") will be liable in connection with errors, defects, injuries, property damage caused by or attributed to any Project that is funded in whole or in part with SCW Program revenues, and each Municipality and Infrastructure Program Project Developer will be required to indemnify the District Indemnitees and hold them harmless for claims, liability, and expenses, including attorneys' fees, incurred by any District Indemnitees as a result of any Project developed, implemented, or constructed by the Municipality or Infrastructure Program Project Developer that is funded with the SCW Program revenue, except for claims, liability, and expenses, including attorneys' fees, resulting from the sole negligence or willful misconduct of District Indemnitees.

F. Periodic Review of the SCW Program

- a. The Board of Supervisors will review and make revisions to the SCW Program in its reasonable discretion, including but not limited to updates to the Infrastructure Program Project Scoring Criteria; Watershed Area boundaries; County Landcover Survey; Credit Program; Credit Trading Program; Incentive Program; Low-Income Credit Program; Threshold Score; membership of the Watershed Area Steering Committees, Regional Oversight Committee, and Scoring Committee; and other sections.
- b. After a period of thirty (30) years, the Board of Supervisors shall evaluate the need for the SCW Program and make a determination of whether the tax should be reduced or rescinded.

SAFE, CLEAN WATER PROGRAM
Program Elements Appendices

XII. APPENDIX

A. Watershed Area Steering Committee Minimum Requirements

Member	Years of Experience	Description
Municipalities	Five +	<ul style="list-style-type: none"> General knowledge of pollution abatement projects and knowledge in Stormwater Programs, and knowledge of NPDES Stormwater Permit and TMDL issues as related to the region. Knowledge of the roles of federal, state and local governmental agencies involved in either the regulation of or the operation of water supply facilities, as well as familiarity with key nongovernmental agencies that influence the operations of water systems.
Groundwater	Five +	<ul style="list-style-type: none"> Experience in one of the following groundwater areas: remediation, supply, management and/or storage. Educational background or equivalent work experience in engineering, natural sciences, land use management, conservation, or other water resource-related field.
Water Agency	Five +	<ul style="list-style-type: none"> Educational background or work experience in engineering, environmental science, biology, chemistry, toxicology, microbiology, urban planning or closely related field. Ability to provide a regional perspective on water supply issues. Expertise in the planning, design and construction, financing, and operations of water works facilities which includes storage reservoirs, transmission and distribution systems, pumping plants, water treatment, water conservation, and system optimization particularly as it effects power usage. Sound knowledge of existing and emerging regulations, as well as environmental matters and familiarity with California water law and regulations. Knowledge of the roles of federal, state and local governmental agencies involved in either the regulation of or the operation of water supply facilities, as well as familiarity with key nongovernmental agencies that influence the operations of water systems. Experience in the acquisition of water rights.
Sanitation	Five +	<ul style="list-style-type: none"> Experience in local or regional agency that provides wastewater collection, treatment, recycling and/or disposal services. Education background and work experience in science, engineering, waste management or related fields.
Municipal Parks/Open Space	Five +	<ul style="list-style-type: none"> Experience with habitat, open space and/or recreational issues at a regional level (i.e. across Municipal jurisdictions and watershed boundaries). Educational background or equivalent work experience in natural sciences, land use management, conservation, or other water resource-related field. Familiar with the agencies and organizations involved in habitat/open space issues in the District who are likely to be Infrastructure Program Project Developers, land owners or permittees of Projects.
At large Community Stakeholders	Two +	<ul style="list-style-type: none"> Experience in community engagement Knowledge of and experience working with government agencies to achieve community investment Willingness to be trained and educated on pollution abatement, Stormwater programs, and TMDL related issues.
Environmental	Two +	<ul style="list-style-type: none"> Experience in water resource issues Educational background or equivalent work experience in natural sciences, land use management, conservation, or other water resource-related field Educational background or work experience in engineering, environmental science, biology, chemistry, toxicology, microbiology, urban planning or closely related field.

Agency	Years of Experience	Description
Business	Two +	<ul style="list-style-type: none"> • Experience in developing commercial/business Stormwater and/or Urban Runoff capture facilities • Knowledge and experience in working with government agencies to achieve water resource improvements for residential and commercial properties • Educational background or equivalent work experience in natural sciences, land use management, conservation, or other water resource-related field.
Environmental Justice	Two +	<ul style="list-style-type: none"> • Experience in community engagement • Knowledge and experience in community priorities regarding resource needs for quality of life issues with respect to the development, implementation, and enforcement of environmental law, regulation, and policies. • Knowledge and experience in working with government agencies to achieve community investment.
Watershed Coordinator	Two +	<ul style="list-style-type: none"> • Experience in coordination and implementation of technical assistance. • Knowledge and experience in watershed protection planning, water quality, and/or watershed assessment. • Knowledge and experience to provide and/or coordinate technical assistance that results in Projects that are integrated and result in regionally significant and measurable watershed benefits • Experience in community engagement particularly with disadvantaged communities and small cities is desirable.
General Minimum Qualifications for all Members: <ul style="list-style-type: none"> • The knowledge of or willingness to be trained and educated on pollution abatement, Stormwater Programs, NPDES Stormwater Permit and TMDL related issues as related to the region. • Must be able to attend and participate in Watershed Area Steering Committee meetings. 		

B. Watershed Area Steering Committee Membership

	Central Santa Monica Bay	Lower Los Angeles River	Lower San Gabriel River	North Santa Monica Bay	Rio-Hondo	Santa Clara River & Antelope Valley	South Santa Monica Bay	Upper Los Angeles River	Upper San Gabriel River
Municipal Representation (7 seats)									19% 1
									Unincorporated
									Pomona
									Industry
									11%
									West Covina
									11%
									Glendora
									6%
									Diamond Bar
									6%
									Covina
									5%
									Badwin Park
									5%
									Claremont
									4%
									Azusa
									4%
									La Verne
									4%
LACFD									
Water Agency									
Ground Water / Water Agency 2									
Sanitation									
Municipal Parks / Open Space									
Community Stakeholder (5 seats)									

* Subject to change, based on total impermeable area

DATE: August 2, 2018

TO: City Managers' Steering Committee

FROM: Marisa Creter, Executive Director

RE: **SERVICE DELIVERY COST COMPARISON STUDY MOA**

RECOMMENDED ACTION

Recommend the Governing Board authorize the Executive Director to execute memorandums of agreement (MOA) with participating cities related to the joint service delivery study.

BACKGROUND

In July 2018, the City Managers' Steering Committee and Governing Board approved the release of a request for proposal (RFP) to conduct a joint service delivery cost comparison study. 16 cities responded with interest to participate in the study. The interested cities agreed to proceed with the following services areas to proceed with as a component of the study:

- Animal Control
- Sidewalk Repair
- HVAC Maintenance
- Janitorial Services
- Median Landscaping
- Park Landscaping
- Plan Checking and Inspections (Building Department)
- Tree Trimming & Maintenance
- Street Sweeping

PROPOSED JOINT PROCUREMENT EFFORT

In support of this effort, the interested cities proposed undertaking a joint procurement effort, managed by the SGVCOG, to secure consultant(s) to conduct the study. For cities interested in participating in a joint procurement, SGVCOG staff has developed a draft memorandum of agreement (MOA) that identifies roles, responsibilities, scope of work, and fee structure. The SGVCOG anticipates charging a 5% admin fee of the overall cost to manage the consultant(s).

ROLES AND RESPONSIBILITIES

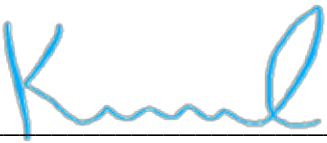
The draft MOA (Attachment A) identifies the following roles and responsibilities for the SGVCOG and each participating city:

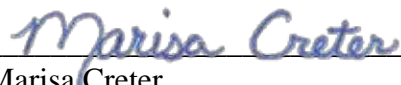
- **City:**
 - Participate in coordination calls and meetings;
 - Provide a point-of-contact;
 - Actively engage in the development of the Study
 - Review, provide comments on and approve deliverables;
 - Pay all invoices submitted by the SGVCOG; and
- **SGVCOG:**
 - Undertake procurement and management of consultant(s);

- Execute contract between the consultant for the development of the Study;
- Receive, review and pay all consultant invoices.
- Review draft deliverables prepared by the consultant for accuracy prior to submission to the city;
- Work with the consultant to manage ongoing coordination of project calls and in person meetings; and
- Submit invoices to city.

NEXT STEPS

The RFP for the service delivery cost comparison study was released on July 23, with proposals due by August 23. A contract is expected to be awarded to the selected and evaluated firm at the October Governing Board meeting. The SGVCOG is requesting participating cities in the joint study to execute the proposed MOA within 30 days of the award of contract date to the selected firm for the study.

Prepared by: 
 Katie Ward
 Senior Management Analyst

Approved by: 
 Marisa Creter
 Executive Director

ATTACHMENT

Attachment A – Draft City Service Delivery and Cost Comparison MOA

**MEMORANDUM OF AGREEMENT
BETWEEN THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS
AND THE CITY OF XXXX
FOR SERVICE DELIVERY COST COMPARISON STUDY**

This Memorandum of Agreement (“MOA” or “Agreement”) is made as of **XX, 2018** by and between the City of **XXX**, a municipal corporation (“City”), and the San Gabriel Valley Council of Governments, a California joint powers authority (“SGVCOG”). City and SGVCOG may be referred to herein collectively as the “Parties” or individually as a “Party.”

RECITALS:

- A. SGVCOG was established to have a unified voice to maximize resources and advocate for regional and member interests to improve the quality of life in the San Gabriel Valley by the member cities and other local governmental agencies.
- B. City seeks to participate in a joint service delivery cost comparison study (“Study”).
- C. City and SGVCOG desire to set forth the terms of their ongoing collaboration with respect to this effort in this MOA.

NOW, THEREFORE, the Parties agree as follows:

I. TERM:

The term of this MOA shall commence upon execution of the MOA by the Parties and shall continue through the completion of all work contemplated under this MOA, or September 30, 2019, whichever comes first. The term of this MOA may be extended by mutual written agreement of the Parties.

II. RESPONSIBILITIES OF THE PARTIES:

A. SGVCOG. SGVCOG will:

- 1. Undertake procurement and management of consultant(s) to complete Study. Execute a contract with the consultant for the development of the Study.
- 2. Manage all invoicing and billing.
- 3. Review draft deliverables prepared by the consultant for accuracy prior to submission to the City.
- 4. Coordinate with the consultant to ensure consultant’s participation in calls and meetings.
- 5. Manage ongoing coordination of project calls with the Parties and the consultant throughout the development of the Study.
- 6. Review and provide comments on draft communications and documents related to MOA products.

7. Submit two invoices to the City, a total of **XXXX (XXXX Consultant Fee + XXXX Admin Fee)**, as follows:
 - 7.1. The first invoice will be due upon execution of the agreement for fifty percent (50%) of the total paid to the consultant (**XXX**) for the service delivery study and an administrative fee of **XXXX (5%)**, for a total of **XXXX**.
 - 7.2. The second and final invoice for the remaining amount will be submitted upon completion of all deliverables, for a total of **XXXX**.

A. City. City will:

1. Participate in coordination calls and meetings with all parties and consultant throughout the development of the Study.
2. Provide a point-of-contact with name, title, and contact information. If the point-of-contact is reassigned or no longer with the City, a new point-of-contact must be designated within five (5) business days.
3. Actively engage in the development of the Study including, but not limited to, promptly responding to all correspondence (i.e., to phone calls and emails), responding to data requests and attending meetings.
4. Review and provide comments to consultant on deliverables as identified in the Scope of Work from the Request for Proposal for Study, attached hereto as Exhibit "A" and incorporated herein by this reference.
5. Participate in check-in calls and/or meetings with consultant. Participate in coordination calls with all parties.
6. Approve within five (5) business days any deliverables that can be approved by staff or ten (10) business days any items that need to be approved by city attorney or city manager.
7. Pay all invoices submitted by the SGVCOG within (30) days.

- B. The Parties agree to not seek any reimbursement for the performance of their respective obligations pursuant to this MOA, except as set forth herein.

II. **PROJECT MANAGEMENT:**

A. Project Managers.

1. For purposes of this MOA, the SGVCOG designates the following individual as its Project Manager: Katie Ward, Senior Management Analyst.
2. For purposes of this MOA, the City designates the following individual as its Project Manager: **(name)**

Either Party may change the designations set forth herein upon written notice to the other Party.

III. **DEFAULT: REMEDIES:**

- A. Default. A "Default" under this MOA is defined as any one or more of the following: (i) failure of either Party to comply with the terms and conditions

contained in this MOA; and/or (ii) failure of either Party to perform its obligations set forth herein satisfactorily or to make sufficient progress toward completion of the Study.

- B. Remedies. In the event of a Default by either Party, the non-defaulting Party will provide a written notice of such Default and thirty (30) days to cure the Default. In the event that the defaulting Party fails to cure the Default, or commit to cure the Default and commence the same within such 30-day period and to the satisfaction of the non-defaulting Party, the non-defaulting Party may terminate this MOA. Such termination shall be effective immediately. The remedies described herein are non-exclusive. In the event of a Default by City, the SGVCOG shall have the right to seek any and all remedies available at law or in equity.

IV. **TERMINATION:**

- A. This MOA may be terminated by either Party at any time, with or without cause, by providing written notice of termination to the other Party. Such termination will be effective thirty (30) days after such notice is received.
- B. If City terminates this MOA prior to the completion of the Study, SGVCOG will invoice City for any costs incurred that exceed the amount initially included in the initial invoice. Total billable cost shall not exceed the total project budget.

V. **INDEMNIFICATION:**

- A. City agrees to defend, indemnify, and hold free and harmless the SGVCOG, its elected and appointed boards, officials, officers, agents, employees, members, and volunteers, at City's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the SGVCOG, its elected and appointed boards, officials, officers, agents, employees, members, and volunteers arising out of or relating to the acts or omissions of City in connection with this Agreement.
- B. SGVCOG agrees to defend, indemnify, and hold free and harmless the City, its elected officials, officers, agents, employees, and volunteers, at SGVCOG's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees, and volunteers arising out of or relating to the acts or omissions of SGVCOG in connection with this Agreement.

VI. **INSURANCE:**

- A. City and SGVCOG shall maintain and keep in full force and effect during the term of this MOU insurance or a program of self-insurance against claims for injuries to persons or damages to property which may arise in connection with City's or SGVCOG's performance of its obligations hereunder.

VII. **OTHER TERMS AND CONDITIONS:**

- A. Notices. All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, or sent by electronic mail or certified mail, postage prepaid and return receipt requested, addressed as follows:

To SGVCOG: Katie Ward
Senior Management Analyst
1000 S. Fremont Ave, Unit 42
Bldg. A-10N, Suite 10-210
Alhambra, CA 91803
(626) 457-1800
kward@sgvcog.org

with a copy to: Marisa Creter
Executive Director
San Gabriel Valley Council of Governments
1000 S. Fremont Ave, Unit 42
Bldg. A-10N, Suite 10-210
Alhambra, CA 91803
mcreter@sgvcog.org

To City: Name
Title
Address
Phone
email

with a copy to: Name
Title
Address
Phone
email

- B. No Partnership. This Agreement is not intended to be, and shall not be construed as, an agreement to form a partnership, agency relationship, or a joint venture between the Parties. Except as otherwise specifically provided in the Agreement, neither Party shall be authorized to act as an agent of or otherwise to represent the other Party.
- C. Entire Agreement. This Agreement constitutes the entire understanding between the parties with respect to the subject matter herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by the parties in interest at the time of such modification.
- D. Governing Law. This Agreement shall be governed by and construed under California law and any applicable federal law without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the Parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Los Angeles County, California.
- E. Attorneys' Fees. In the event that there is any litigation or other legal proceeding between the Parties in connection with this Agreement, each party shall bear its own costs and expenses, including attorneys' fees.

- F. Excusable Delays. Neither Party hereto shall be considered in default in the performance of its obligations hereunder to the extent that the performance of any such obligation is prevented or delayed by unforeseen causes including acts of God, floods, earthquakes, fires, acts of a public enemy, and government acts beyond the control and without fault or negligence of the affected Party. Each Party hereto shall give notice promptly to the other of the nature and extent of any such circumstances claimed to delay, hinder, or prevent performance of any obligations under this Agreement.
- G. Waiver. Waiver by any Party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought.
- H. Headings. The section headings contained in this Agreement are for convenience and identification only and shall not be deemed to limit or define the contents to which they relate.
- I. Assignment. Neither party may assign its interest in this Agreement, or any part thereof, without the prior written consent of the other party. Any assignment without consent shall be void and unenforceable.
- J. Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.
- K. Authority to Execute. The person executing this Agreement on behalf of the Parties warrant that they are duly authorized to execute this Agreement on behalf of said Parties, and that by doing so the Parties are formally bound to the provisions of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

FOR THE CITY OF XXX

By: _____
xxxxxxxxxx
City Manager

Date: _____

ATTEST:

City Clerk

APPROVED AS TO FORM:

xxxxxx
City Attorney

FOR THE SAN GABRIEL VALLEY
COUNCIL OF GOVERNMENTS

By: _____
Marisa Creter
Executive Director

Date: _____

ATTEST:

Marisa Creter, Secretary

APPROVED AS TO FORM:

Kimberly Hall Barlow
General Counsel

EXHIBIT A

**REQUEST FOR PROPOSAL SCOPE OF WORK FOR SERVICE
DELIVERY COST COMPARISON STUDY**

DATE: August 2, 2018

TO: City Managers' Steering Committee

FROM: Marisa Creter, Executive Director

RE: **STUDY TO REVIEW RETIREMENT BENEFIT OPTIONS PROPOSAL**

RECOMMENDED ACTION

Recommend the Governing Board approve a contract with Urban Futures, Inc for an amount not to exceed \$35,000 to conduct a review of retirement benefit options for the SGVCOG.

BACKGROUND

In April, the Governing Board authorized the release of a request for proposal (RFP) for a consultant to review and conduct a study of the retirement benefit options for the SGVCOG. This study was initiated as a component of the integration of the Alameda Corridor-East Construction Authority (ACE) and SGVCOG under a single personnel system. The 2018-19 budget allocates funding to complete this study as a component of the integration. The study is anticipated to be completed by the end of October, in congruence with the completion of the current classification and compensation study.

The scope of work for the consulting services related to this retirement benefit study includes the following:

- Analysis of comparable agencies' non-CalPERS retirement benefits including description of benefits, vesting requirements, employee/employer contributions, any unfunded liability, and total annual cost and percentage cost per employee annual salary. Consultant will utilize comparable agencies from Compensation/Classification study and identify 3-4 additional non-CalPERS agencies.
- Calculation of termination cost of existing CalPERS contract based on a 3-year termination timeline (i.e. 2021).
- Evaluation of impact of potential changes on employee recruitment/ retention (including interviews and/or surveys of existing employees and outside agency non-CalPERS HR specialists).
- Develop financial models of alternative retirement benefit systems, including CalPERS termination cost. Additionally, develop scenario that retains CalPERS and presents strategies to mitigate CalPERS liability cost.
 - At a minimum, develop models based on three scenarios (baseline, 25% reduction in staffing levels, and 50% reduction in staffing levels).

RECOMMENDED FIRM

The RFP was sent to 18 firms and posted on the SGVCOG website. Initially, no proposals were received for the original timeline of the RFP. Additional follow-up was conducted by staff to

selected firms deemed qualified to participate in the analysis. Through this directed outreach, staff received two proposals from the following firms:

- Kelly Associates Management Group LLC
- Urban Futures, Inc (UFI)

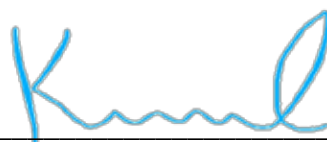
After evaluating the proposals, staff is recommending proceeding with the proposal submitted by UFI (Attachment A) for an amount not to exceed \$35,000 to conduct the review of retirement benefit options. Urban Futures proposed budget is within the range of the adopted FY 18-19 budget for this task. The scope of work proposed by UFI includes the following:

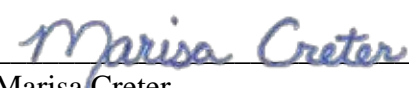
- Developing a comparative matrix of the non-CalPERS benefits provided by comparable agencies identified in the current classification and compensation study and the addition of several other non-CalPERS organization similar in function to the SGVCOG.
- Modeling, calculating and assessing the options for effectuating a CalPERS plan termination over a three-year timeline, as well as evaluating an alternative solution or “synthetic termination” that would allow the SGVCOG to exit CalPERS.
- Developing a baseline model for SGVCOG’s current retirement benefits including the predicted financial impacts assuming no changes to current retirement benefits, structure, organization and general employment as well as customizing the model to comparatively evaluate the various options requested outlined in the original RFP (baseline, 25% reduction in staffing levels and 50% reduction in staffing levels).

Additionally, UFI is proposing that the evaluation and impact of potential changes to SGVCOG’s retirement benefits on employee recruitment/retention be considered as an optional service. Once the core analysis is completed, UFI will assist SGVCOG in understanding the options and evaluating the costs of alternative retirement benefits, if SGVCOG remains interested in evaluating the potential impacts on employee recruitment and retention, then we propose UFI and SGVCOG discuss the scope of the work and whether such work is best accomplished through UFI or through an agreed upon subconsultant.

NEXT STEPS

If the proposal is recommended by the City Managers’ Steering Committee, a draft contract will be considered by the Governing Board at the August 16 meeting for approval. The analysis is expected to be completed by November 2018.

Prepared by: 
Katie Ward
Senior Management Analyst

Approved by: 
Marisa Creter
Executive Director

ATTACHMENTS

Attachment A – Urban Futures Retirement Benefit Options Proposal



URBAN FUTURES, INC.
Public Finance Group
Public Management Group

Southern California Office

*17821 E. 17th Street, Suite 245
Tustin, CA 92780
Bus: (714) 283-9334
Fax: (714) 283-5465*

Northern California Offices

*455 Hickey Blvd, Suite 515
Daly City, CA 94015
Bus: (650) 503-1500*

*1470 Maria Lane, Suite 315
Walnut Creek, CA 94596
Bus: (925) 478-7450
Fax: (925) 478-7697*

San Gabriel Valley Council of Governments

Request for Proposals for Retirement Benefit Options



July 30, 2018

Proposal Contents

Cover Letter	1
1. Firm Information (Questions 1-3)	2
2. Assigned Team (Questions 4-6)	2
3. Proposed Scope of Work (Questions 7-10)	3
4. Proposed Timeline, Rates and Estimated Fees (Questions 11-12)	4
5. References (Question 13)	4

July 30, 2018

Katie Ward
Senior Management Analyst
San Gabriel Valley Council of Governments
1000 S. Fremont Avenue, Unit #42
Bldg. A10-N, Suite 10-210
Alhambra, California 91803

Re: Proposal for Retirement Benefit Options – Urban Futures, Inc.

Dear Ms. Ward:

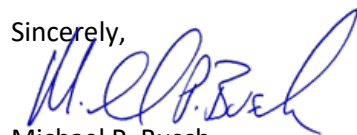
Urban Futures, Inc. (UFI) is pleased to submit this proposal to provide professional financial and consulting services to help the San Gabriel Valley Council of Governments (SGVCOG) evaluate its retirement benefit options. We believe our unique combination of qualifications, resources, and experience will ensure value-added service at a reasonable cost. Since 1972, UFI has provided financial advisory and consulting services to California cities, counties, special districts, schools, community colleges, and non-profits. Through our two divisions—the Public Finance Group and the Public Management Group—we offer solutions to financial opportunities and challenges our clients encounter.

With the economic recovery in full swing many public agencies are facing the consequences of deferred decision-making during the Great Recession. Many of UFI's clients are moving quickly to assess the considerable current and forecasted financial impacts from increased CalPERS and OPEB costs. SGVCOG is stepping out in front of its peers by contemplating alternative solutions. UFI has been at the forefront of helping agencies model, assess and evaluate their pension-related finances and issues.

We have assigned the three most senior staff in our firm on your project. Collectively, they have 75 years of combined executive-level government and public finance experience, including numerous pension obligations bonds, fresh start financings, financial forecast models and fiscal sustainability strategies. We have negotiated with labor unions, explained complex financial concepts to elected officials, and gained the trust and respect of numerous councils and boards. More importantly, all our work, findings and recommendations will be tailored to your agency's needs and context.

We are enthusiastic about the opportunity to work with you and the SGVCOG staff. If you have any questions, please do not hesitate to contact me at (714) 283-9334 or michaelb@urbanfuturesinc.com.

Sincerely,



Michael P. Busch
CEO/President

1. Firm Information (Questions 1-3)

NAME: Urban Futures, Inc.
ADDRESS: 17821 E. 17th Street, Suite 245, Tustin, CA 92780
TELEPHONE: (714) 283-9334
BUSINESS TYPE: California Corporation, established in 1972, under the ownership of Michael P. Busch

2. Assigned Team (Questions 4-6)

Below are the biographies and relevant experience of the proposed members of the consulting team for this project based out of our Tustin office. This team will be available to serve SGVCOG and meet with agency staff as often as requested.

Michael P. Busch, *CEO/President*
17821 East 17th Street, Suite 245, Tustin, CA 92780
(714) 316-6150; michaelb@urbanfuturesinc.com



Michael will have overall responsibility for delivery of all our services to the City, including project oversight and coordination of services to the City. Michael Busch is the firm owner and serves as the Chief Executive Officer managing day-to-day operations. Michael's background consists primarily of Assistant and Deputy City Manager, Chief Financial Officer and Project Manager positions with various cities throughout California. He is a registered financial advisor with over \$1 billion in tax-exempt debt transactions for municipalities and local governments. Michael utilizes his experience in the areas of municipal finance and management to assist client agencies with the successful development and implementation of fiscal restructuring, forecasting, capital planning and debt management. Michael earned a Bachelor of Arts Degree from California State Polytechnic University Pomona in Urban and Regional Planning. In addition, he holds a Master of Arts Degree in Public Administration from California State University Long Beach with an emphasis in public finance and public works.

James P. Morris, *Managing Director*
17821 East 17th Street, Suite 245, Tustin, CA 92780
(909) 648-3176; jamesm@urbanfuturesinc.com



Jim will have primary responsibility for the performance of our Public Management Group team, ensuring comprehensive data collection, thorough analytics, and actionable recommendations. He has twenty years of experience working in the fields of public policy, financial analysis, municipal law and public agency governance. Jim utilizes his diverse background and expertise in local government to assist cities and special districts in the areas of long-term forecasting, fiscal stabilization and financial sustainability. His recent engagements include preparing fiscal forecasts for Pomona, Beaumont and various municipal utilities, conducting

program evaluation services in Pasadena, and developing general fund reimbursement models in Azusa, Needles and Pomona. Jim began his professional career as a public law attorney with the County of San Bernardino and Best Best & Krieger LLP, where for over a decade he helped government agencies successfully navigate legal complexities affecting their organizations and operations. Jim is a graduate of Dartmouth College, and received both his Juris Doctorate and Master's in Urban Planning from UCLA.

Julio F. Morales, Director

17821 East 17th Street, Suite 245, Tustin, CA 92780

(714) 283-9334; juliom@urbanfuturesinc.com



Julio has over twenty-five years of working in the areas of public and corporate finance, city management, municipal budgeting and financial leadership. He served as the City Manager for the City of Huntington Park; having also served at its Finance Director and Treasurer. In both roles Julio helped implement changes and improvements that led to the elimination of a \$4.0 million (15%) structural deficit. He also served as the Finance Director and Treasurer for the City of El Monte. Most recently, Julio worked for the Department of the Treasury's Office of Technical Assistance (OTA), providing financial advice to the Treasurer of Paraguay and helping to streamline and automate their operations. Julio began his career in public and corporate finance as a financial advisor at PFM, an investment banker with Bank of America, derivative/ investment provider for Transamerica, and debt manager for the City of Oakland. Julio earned his undergraduate degree from the University of Michigan, a Master of Public Policy (MPP) from the Harvard Kennedy School of Government, and an MBA from UCLA, where he was a Dean's Fellowship Recipient.

Use of Subcontractor(s) - UFI anticipates the proposed scope of work will be performed by the above-identified UFI staff. If the work, however, should necessitate expert legal advice in the area of public pensions or actuarial services, UFI would reserve the option to subcontract with an expert in their respective field, based upon recommendation of UFI and approval of SGVCOG staff approval.

3. Proposed Scope of Work (Questions 7-10)

Our proposed work, including the approach and process for such work, is based on the information provided in the RFP. For purposes of clarity and evaluation, we have organized our proposed Scope of Work into the component pieces set forth in page 4 of the RFP (*represented in the italics text below*).

- A. *Analysis of Comparable Agencies non-CalPERS retirement benefits including description of benefits, vesting requirements, employee/employer contributions, any unfunded liability, and total annual cost and percentage cost per employee annual salary. Consultant will utilize comparable agencies from Compensation/Classification Study (Attachment A) and identify 3-4 additional non-CalPERS agencies.*

We will develop a comparative matrix of the non-CalPERS benefits provided by the agencies identified in Attachment A with the addition of several other non-CalPERS organization similar in function in SGVCOG. The survey will provide a picture of SGVCOG's competitive position and serve as the foundation for potential benefit alternatives SGVCOG could consider. In developing this comparative matrix, we are aware each agency has a different financial footprint created by their retirement benefits. Such financial footprint may or may not include a significant unfunded

pension liability in addition to the agency's required annual contribution ("normal cost"). To provide a true "apples-to-apples" comparison, we will focus the comparative matrix on aggregating each agency's on-going normal cost. We believe the survey will also help the staff to determine which parameters and options to include in our scenario analysis model.

B. Calculation of Termination Cost of existing CalPERS contract based on 3-year termination timeline (i.e., 2021).

The CalPERS Actuarial Valuation Study provides a calculation of estimated of the Termination Liability based on different market interest rate scenarios. The Termination Liability or Termination Payment required to exit CalPERS is much greater than SGVCOG's current Unfunded Liability. The estimated Unfunded Accrued Liability (UAL) for the Miscellaneous Plan was \$1,250,938 as of June 30, 2016, which was determined using a 7.35% discount or investment rate.

However, the calculated Termination Payment uses a much lower discount or investment rate. CalPERS places the assets into a Termination Pool and invests the assets in lower risk securities such as fixed-rate Treasuries and Agency Securities, which have considerably lower yields (between 1.75% and 3.00%). Using these discount rates, the estimated Termination Payment ranges from \$6,347,000 to \$8,854,000.

Given the significant upfront cost created by the CalPERS termination policy (all plan assets are transferred into the lowest investment risk pool), the question for SGVCOG is whether there is a reasonable timeline over which such a termination could be effectuated, and whether such strategy make financial sense when compared with alternative retirement benefit cost mitigation strategies. Based on our experience in evaluating CalPERS options and alternatives, we believe CalPERS' plan termination provisions are designed to make termination cost-prohibitive for almost all CalPERS' agencies. Nonetheless, we will endeavor to model, calculate and assess the options for effectuating a CalPERS plan termination over a three-year timeline, and if beneficial a slightly longer timeline. Finally, we will evaluate if there is an alternative solution or "synthetic termination" that would allow the SGVCOG to exit CalPERS.

C. Develop financial models of alternative retirement benefit systems, including CalPERS termination cost. Additionally, develop scenario that retains CalPERS and presents strategies to mitigate CalPERS liability cost. At a minimum, develop models based on three scenarios (baseline, 25% reduction in staffing levels, and 50% reduction in staffing levels).

Developing financial models in one of UFI's core expertise. We regularly develop customized 10-year financial forecast models that help public agencies evaluate the true impact of their decisions on their future pension and benefit costs. In conjunction with our modeling work, we are often requested to give presentations to public agencies explaining the CalPERS retirement system and the impacts associated with the agency's current and projected pension costs.

Over the last decade, UFI has worked with many public agencies to create user-friendly 10-year financial forecasting models which include modules that project the agency's pension costs. The model we develop for SGVCOG will be custom-tailored to this project and your needs – we do not use canned software or a standard model. The model will be designed to run in the MS Excel environment with a user interface and graphical outputs that facilitate understanding,

quantitatively-supported discussions and consensus building.

We will begin with developing the baseline model for SGVCOG's current retirement benefits – the predicted financial impacts assuming no changes to your current retirement benefits, structure, organization and general employment. The baseline model will make explicit the variables and drivers that impact SGVCOG's current and future retirement benefit costs. Next, we will further customize the model to comparatively evaluate the various options requested by SGVCOG, including changes to assumptions, variable and drivers in the model. In adding this capacity, we are careful to ensure proposed options, strategies and changes are isolated from the baseline model (the predicted financial future based on current facts and informed assumptions) so the impact can be measured – baseline vs. proposal. This fully customized model will be more than capable of evaluating the three basic scenarios set-forth in the RFP (baseline, 25% reduction in staffing levels and 50% reduction in staffing levels), as well as the other retirement benefit alternatives, ideas and options that will be developed during the work, including how changes in assumptions or variables impact these options.

D. Evaluation of impact of potential changes on employee recruitment/retention (including interviews and/or survey of existing employees and outside agency non-CalPERS HR specialists).

The impact of potential changes to SGVCOG's retirement benefits on employee recruitment/retention depends on a number of factors:

- the type retirement benefits provided (e.g., defined benefit vs. defined contribution);
- the level of retirement benefits provided (e.g., comparable to existing SGVCOG benefits or reduced);
- the extent to which the offered retirement benefits are similar or different from employers competing for similar types of employees;
- other non-retirement benefits or forms of compensation offered by SGVCOG (e.g., higher salaries, better health care benefits, longer leave, work hour flexibility, etc.);
- the employee's work history (0-5 years vs. 20-25 years in the workforce, and public vs. private employment work history);
- whether the employee has an existing CalPERS retirement, including the number of service year credits; and
- whether the type of job/skill sets/position make it likely the employee will change employers or alternate between public and private employment.

The challenge of assessing the impact of the above factors is made difficult by the largely homogenous nature of public retirement plans in California. The vast majority of local government employers in California (city/county/special districts) participate in defined benefit programs. In addition, for decades public agencies have largely only compared their retirement benefits to other public agencies, most of whom are in CalPERS, resulting in retirement benefit levels that are very similar. Thus, the more innovative (or greater deviation from the norm) of alternatives contemplated by SGVCOG for its retirement plan and benefits, the more difficult it will be to find public agencies with comparable retirement offerings for purposes of assessing potential impacts to employee recruitment and retention. In fact, it may be necessary to look outside the state to find suitable data and information.

As such, we propose to make this component of the work program optional through UFI and

subject to a separately agreed upon price. UFI is not a human resource consulting firm. Our core expertise is in public finance, financial solutions, and financial modeling, which by necessity involves the integration of public agency retirement and benefit costs.

Once we complete the core analysis, and we assist SGVCOG in understanding the options and evaluating the costs of alternative retirement benefits, if SGVCOG remains interested in evaluating the potential impacts on employee recruitment and retention, then we propose UFI and SGVCOG discuss the scope of the work and whether such work is best accomplished through UFI or through an agreed upon subconsultant.

4. Proposed Timeline, Rates & Fees (Questions 11-12)

Due to variables in every engagement and to ensure SGVCOG maintains flexibility to tailor the work to fit within the agency's time and fiscal constraints, UFI typically proposes to carry out its work on an actual time and materials basis with the overall costs of such services being governed by the financial limits defined by SGVCOG, utilizing the following professional service rate schedule:

<u>UFI Professional Staff</u>	<u>Hourly Rates</u>
<i>President & CEO</i>	\$255
<i>Managing Director</i>	\$240
<i>Director</i>	\$225

These rates will remain constant through June 30, 2019 and are subject to change thereafter. Costs for telephone, e-mail and facsimile expenses, postage and incidental photocopying are included within the above noted rate schedule. The rate schedule does not include out-of-pocket expenses that may be incurred during the work. Out of pocket expenses include, but are not limited to, necessary materials, supplies, services, printing, electronic data files, out of area travel, etc. All out-of-pocket expenses will be charged on an actual cost basis, plus 10%.

The exact scope of work is defined before each engagement to ensure our services are designed to achieve the agency's specific objectives. UFI is willing and prepared to refine, modify and tailor our tasks and work product to meet SGVCOG's needs and financial parameters. For purposes generally estimating costs associated with the work product described herein, the following are rough not-to-exceed estimates based on work completed in recent engagements:

- Development and Assessment of Retirement Benefit Options – Modeling, Analysis and Review of Comparable Agencies (*Sections 3A, 3B and 3C in Scope of Work*) \$30,000 to \$35,000
- Impact of Proposed Retirement Benefit Options on Employee Recruitment/Retention – Development of Data, Comparison Matrix and Report (*Section 3D in Scope of Work*) \$10,000 to \$15,000
- Additional Assistance on Retirement Benefits and Financial Matters Hourly Rates

5. References (Question 13)

We encourage you to contact any of our recent clients listed below to discuss their experience and satisfaction with UFI. Below are three references for cities where UFI's recent work involved substantial analysis, modeling and evaluation of the city's pension liabilities and costs.

City of Pomona
Onyx Jones, Finance Director
909-620-2353, Onyx_Jones@ci.pomona.ca.us
505 South Garey Avenue, Pomona, CA 91766

Precipitated by a quickly growing pension liability and the need for fiscal restructuring of interfund transfers and reimbursements, UFI was engaged by the City of Pomona to prepare a ten-year financial forecast for its general fund and review the structure of its reimbursements between the City's enterprise funds and general fund. The engagement involved a two-step process of an initial baseline ten-year forecast, including the City's pension liabilities and future costs. Based on the financial forecast, UFI provided the City a comprehensive fiscal health analysis, recommendations for immediately addressing the City's growing insolvency and pension costs, and long-term recommendations for cost-containment and financial sustainability.

City of San Bernardino
Brent Mason, Finance Director
909-384-5242, Mason_Br@sbcity.org
290 N. D Street, San Bernardino, CA 92401

Just months prior to San Bernardino's declaration of municipal bankruptcy in 2012, UFI was engaged to provide a comprehensive assessment of the City's financial condition and make recommendations for immediate action to avoid insolvency. While insolvency was avoided, the City still required municipal reorganization under the protection of the bankruptcy court. UFI was asked to take a leadership role with the City's bankruptcy team, during which it worked with special counsel and other advisors to negotiate with creditors and develop the fiscal restructuring plan approved by the court in 2017 when the City successfully exited bankruptcy. This work included extensive and protracted discussions and negotiations with CalPERS concerning the City's pension liabilities and rising costs, including evaluation of CalPERS alternatives.

City of Desert Hot Springs
Linda Kelly, Finance Manager
760-329-6411, lkelly@cityofdhs.org
65950 Pierson Blvd., Desert Hot Springs, CA 92240

UFI prepared a long-term financial forecast for the City in 2017, which included an analysis of the City's pensions liabilities and costs. The City also requested UFI present to the City a special report explaining the CalPERS retirement system to the City Council and the impacts associated with the City's current and projected pension costs.



ATTACHMENT B

PROPOSAL FOR CLASSIFICATION AND COMPENSATION STUDY

CONSULTING FIRM SUBMITTAL FORM

Urban Futures, Inc. (Consulting Firm) agrees to provide the SGVCOG with professional consulting services and we will provide the following:

Total Project \$ est. 30,000 to 50,000 (with options)

Along with this proposal we have included the information listed in sections of Scope of Work and Specifications for Proposals of this Request for Proposal.

By submitting a proposal, and if awarded the RFP, the firm agrees to enter into a Professional Services Agreement (Attachment D) which the content shall be agreed upon by both parties. The firm's proposal shall not be revocable for 90 days following the response deadline indicated in the RFP.


Signature

07/30/2018
Date

Michael P. Busch
Printed Name

CEO/President
Title

Individual Authorized to Commit Respondent

Name: James P. Morris Title: Managing Director

Telephone Number: 909-648-3176

Email Address: jamesm@urbanfuturesinc.com

Consulting Firm's Mailing Address: 17821 E. 17th Street, Suite 245
Tustin, CA 92780

Telephone Number: 714-283-9334

Website: www.urbanfuturesinc.com

Official Contact(s) Regarding All Matters Concerning Proposal

Name: James P. Morris Title: Managing Director

Telephone Number: 909-648-3176

Email Address: jamesm@urbanfuturesinc.com