

# **SCTA**

sonoma county transportation authority

# **RCPA**

regional climate protection authority

490 Mendocino Ave, Suite 206  
Santa Rosa, CA 95401

# **BOARD OF DIRECTORS AGENDA PACKET**

**Monday, January 12, 2015  
2:30 p.m.**

**Sonoma County  
Permit & Resource Management Department  
2550 Ventura Avenue  
Santa Rosa, California**

## BOARD OF DIRECTORS AGENDA

*January 12, 2015 – 2:30 p.m.*

Sonoma County Permit & Resource Management Department  
Planning Commission Hearing Room – 2550 Ventura Avenue, Santa Rosa, CA

1. **Call to order the meeting of the Sonoma County Transportation Authority (SCTA) and the Sonoma County Regional Climate Protection Authority (RCPA)**
2. **Public comment on items not on the regular agenda**
3. **Consent Calendar**
  - A. **SCTA/RCPA Concurrent Items**
    - 3.1. Admin – authorization to issue a request for proposals for audit services (ACTION)\*
    - 3.2. Admin – Resolution of Appreciation for Council Member Mike Harris (ACTION)\*
    - 3.3. Admin – Resolution of Appreciation for Council Member Steve Allen (ACTION)\*
    - 3.4. Admin – Minutes of the December 8, 2014 meeting (ACTION)\*
  - B. **RCPA Consent**
    - 3.5. BayREN – contract amendments for energy efficiency activities associated with Bay Area Regional Energy Network (ACTION)\*
      - RCPA agreement with ABAG
      - RCPA agreement with Bevilacqua Knight, Inc. (BKl)
4. **Regular Calendar**
  - A. **SCTA/RCPA Joint Items**
    - 4.1. Admin – Election of Officers for 2015 (ACTION)\*
    - 4.2. Legislation – 2015 SCTA and RCPA Legislative Principles (ACTION)\*
    - 4.3. Admin – FY13/14 SCTA/RCPA Annual Report (ACTION)\*
  - B. **RCPA Items**
    - 4.4. RCPA Projects and Programs
      - 4.4.1. RCPA activities report (REPORT)\*
  - C. **SCTA Items**
    - 4.5. Planning
      - 4.5.1. Planning – Shift grant implementation and MTC car sharing grant award (ACTION)\*
    - 4.6. SCTA Projects and Programming
      - 4.6.1. Highways – update on State Highway projects (REPORT)
5. **Reports and Announcements**
  - 5.1. Executive Committee report
  - 5.2. Regional agency reports\*
 

SMART	NCRA	MTC	Self Help Counties Coalition
ABAG	BAAQMD	CALCOG	GGBHTD      Sonoma Clean Power



- 5.3. Advisory Committee agendas\*
- 5.4. SCTA/RCPA staff report
- 5.5. Announcements

## 6. Adjourn

\*Materials attached.

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The next **SCTA/RCPA** meetings will be held **February 9, 2015**

Copies of the full Agenda Packet are available at [www.sctainfo.org](http://www.sctainfo.org)

**DISABLED ACCOMMODATION:** If you have a disability that requires the agenda materials to be in an alternate format or that requires an interpreter or other person to assist you while attending this meeting, please contact SCTA/RCPA at least 72 hours prior to the meeting to ensure arrangements for accommodation.

**SB 343 DOCUMENTS RELATED TO OPEN SESSION AGENDAS:** Materials related to an item on this agenda submitted to the SCTA/RCPA after distribution of the agenda packet are available for public inspection in the SCTA/RCPA office at 490 Mendocino Ave., Suite 206, during normal business hours.

Pagers, cellular telephones and all other communication devices should be turned off during the committee meeting to avoid electrical interference with the sound recording system.

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## Staff Report

**To: Sonoma County Transportation Authority**

**From: James R. Cameron, Deputy Director of Projects and Programming**

**Item: 3.1 – Authorization to Issue Request for Proposals (RFP) for Audit Services**

**Date: January 12, 2015**

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**Issue:**

Should the SCTA issue a Request for Proposals (RFP) to seek a qualified auditor to perform audits of the SCTA, Measure M and RCPA financial statements for the next three fiscal years?

**Background:**

Prior to 2010, SCTA executed separate agreements with consultants to perform audits of SCTA and Measure M financial statements. Some years as many as three different audit firms were under contract to SCTA to perform different audit functions. In 2010 an RFP for auditors was issued and the Board awarded one firm the audit contract for SCTA, Measure M and RCPA financial statements, including Single Audit services for federal funds received. Combining all the audits creates efficiencies related to overall familiarity with the accounting system, procedures and reporting and thus has reduced the overall auditing effort. This has been a successful model for the past 5 years saving both consultant costs and staff time to efficiently complete all necessary audits.

The current contract is expiring and staff is seeking authorization to issue an RFP for audit services for all three audits.

The SCTA Citizens Advisory Committee will participate in the RFP process and consultant selection. SCTA staff will conclude the RFP process by requesting the SCTA Board for contract approval at the May 2014 meeting.

**Policy Impacts:**

There is no policy impact associated with the recommendations.

**Fiscal Impacts:**

The costs for individual audits will be apportioned to SCTA, Measure M and RCPA fund accounts and will be budgeted separately. In prior years when comparing individual auditor costs to the combined cost of one auditor the consultant fee savings was over \$17,000 per year.

**Staff Recommendation:**

Staff recommends that the Board authorize staff to issue an RFP for qualified auditors to perform audits of the SCTA, Measure M and RCPA financial statements for the next three fiscal years.

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY TRANSPORTATION AUTHORITY AND REGIONAL CLIMATE PROTECTION AUTHORITY, COUNTY OF SONOMA, STATE OF CALIFORNIA, EXPRESSING APPRECIATION FOR THE SERVICE OF MIKE HARRIS AS A DIRECTOR IN 2007, 2008, 2013 AND 2014**

**WHEREAS**, Mike Harris has honorably served as Petaluma’s representative to both the Sonoma County Transportation Authority and the Regional Climate Protection Authority; and

**WHEREAS**, Mike Harris has been a leader on Highway 101 improvement projects, Measure M implementation and local road funding; and

**WHEREAS**, Mike Harris served with integrity, forethought, tact, and thoughtfulness; and

**WHEREAS**, during his tenure on the SCTA/RCPA, Mike Harris ensured several projects in the Petaluma area go to construction on Highway 101 and on the Old Redwood Highway Interchange; engaged with local constituents on tree planting and landscaping issues; guided funding to transit service in Petaluma that has seen record increases in ridership; encouraged the creation of Sonoma Clean Power; and has supported efforts that have advanced energy efficiency and climate action planning throughout the county.

**NOW, THEREFORE, BE IT RESOLVED** that the Sonoma County Transportation Authority and Regional Climate Protection Authority do hereby express appreciation for the years of service given by Mike Harris as its Director representing Petaluma.

**THE FOREGOING RESOLUTION** was adopted by acclamation of the Sonoma County Transportation Authority and Regional Climate Protection Authority this twelfth day of January, two thousand and fifteen.

<b>DIRECTORS</b>			

**WHEREUPON** the Chair declared the above and foregoing resolution duly adopted, and

**SO ORDERED**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY TRANSPORTATION AUTHORITY AND REGIONAL CLIMATE PROTECTION AUTHORITY, COUNTY OF SONOMA, STATE OF CALIFORNIA, EXPRESSING APPRECIATION FOR THE SERVICE OF STEVE ALLEN AS A DIRECTOR FROM 2002 THROUGH 2005 AND IN 2009 AND 2014**

**WHEREAS**, Steve Allen has honorably served for six years as the town of Windsor’s representative to both the Sonoma County Transportation Authority and the Regional Climate Protection Authority; and

**WHEREAS**, Steve Allen has been a leader on Highway 101 improvement projects, Measure M development and implementation, tree planting and landscaping plans, and local road funding; and

**WHEREAS**, Steve Allen served with dedication, thoughtfulness, and tact; and

**WHEREAS**, during his tenure on the SCTA/RCPA, Steve Allen ensured Highway 101 improvements in the Windsor area were completed on time and in budget; he worked on the delivery of the Airport Interchange project; participated in the Highway 101 corridor tree planting and landscaping plan development; and supported efforts now known as the “Big Pave” to rehabilitate the Highway 101 corridor from Windsor north to Geyserville.

**NOW, THEREFORE, BE IT RESOLVED** that the Sonoma County Transportation Authority and Regional Climate Protection Authority do hereby express appreciation for the years of service given by Steve Allen as its Director representing Windsor.

**THE FOREGOING RESOLUTION** was adopted by acclamation of the Sonoma County Transportation Authority and Regional Climate Protection Authority this twelfth day of January, two thousand and fifteen.

<b>DIRECTORS</b>			

**WHEREUPON** the Chair declared the above and foregoing resolution duly adopted, and

**SO ORDERED**

## BOARD OF DIRECTORS MEETING

### Meeting Minutes of December 8, 2014

#### 1. Call to order the meeting of the Sonoma County Transportation Authority (SCTA) and the Sonoma County Regional Climate Protection Authority (RCPA)

Meeting called to order at 2:33 p.m. by Vice Chair Rabbitt in Chair Sarah Gurney's absence.

Directors Present: Director Rabbitt, Supervisor, Second District, Vice Chair; Director Carlstrom, City of Santa Rosa; Director Chambers, City of Healdsburg; Director Landman, City of Cotati; Director Mackenzie, City of Rohnert Park; Director Miller, City of Petaluma; Director Russell, City of Cloverdale; Director Salmon, Town of Windsor; Director Slayter, City of Sebastopol; Director Zane, Supervisor, Third District.

Directors Absent: Chair Sarah Gurney, City of Sebastopol, with Director Slayter present to represent Sebastopol.

#### 2. Public comment on items not on the regular agenda

None.

#### 3. Consent Calendar

##### A. SCTA/RCPA Concurrent Items

- 3.1. Admin – 2015 meeting schedule (ACTION)\*
- 3.2. Admin – SCTA and RCPA FY14/15 budget adjustments to recognize new revenues and adjust expenditures (ACTION)\*
- 3.3. Admin – Measure M, SCTA and RCPA FY13/14 Annual Audits (ACTION)\*
- 3.4. Admin – Minutes of the October 13, 2014 meeting (ACTION)\*
- 3.5. Admin – Resolution of Appreciation for Supervisor Mike McGuire (ACTION)\*

##### B. SCTA Consent

- 3.6. Measure M – amendment to cooperative agreement with and appropriation to Department of

Health Services for Safe Routes to School (ACTION)\*

In response to questions/comments by Director Carlstrom regarding Item 3.5, Suzanne Smith explained that resolutions of recognition are usually presented the month following which the Director has retired from their appointment. Therefore, Directors Allen and Harris, who very recently retired from the Board, will be recognized for their service at the next Board meeting.

Motion by Director Mackenzie, seconded by Director Landman, to approve the Consent Calendar. Motion carried 8-0-0-3 (Directors Carlstrom, Gallian and Miller abstaining on Item 3.4 as they were not present at the October 13, 2014 meeting).

#### 4. Regular Calendar

##### A. SCTA Items

##### 4.1. Planning

##### 4.1.1. Planning – Comprehensive Transportation Plan (ACTION)\*

- Call for projects

Janet Spilman announced the release of the Call for Projects on December 1, 2014. Vice Chair Rabbitt requested project titles to be more specific in clarifying what the project is.

- Peak Democracy contract for on-line engagement

Ms. Spilman explained that staff is seeking Board approval to execute a contract with Peak Democracy to perform online engagement as part of the CTP process. In response to Board concerns/questions Suzanne Smith confirmed that this is an effort to ensure greater opportunities for grant awards and to be competitive and to involve as many of the public in as many different media as possible in the public outreach.

Director Carlstrom offered a copy of a recent report from the City of Santa Rosa as a result of

a 10-month task force into studying the needs and interests of Santa Rosa citizens via online engagement for staff's information and reference, noting that it represents a significant shift in the expectations of the community.

Concerns were expressed by the Board regarding the accuracy of translation of the online engagement tool. Staff agreed to look into other translation services. Ms. Smith invited the Board to advise staff of any services they know of or may utilize for translation. Director Carlstrom referred staff to the City of Santa Rosa website and the translation service it utilizes.

Ms. Spilman confirmed that linkage would be provided for comments and feedback.

Further discussion involved concern that Peak Democracy is not a local firm and would not be familiar with regional issues and local demographics; also that online engagement is no substitute for direct public outreach, and the need for increased outreach by the Board. Ms. Spilman explained that Peak Democracy is merely a tool, or portal, and that staff controls the content. It is a means for staff to ask questions and invite comments. She noted that Peak Democracy is used in Marin County and by the City of Novato. She also explained how data is analyzed, and offered to forward links to the Board as examples of how this tool works.

Additional comments by the Board emphasized the need to reach that part of the population that often is overlooked; those without computer technology, minorities, and the working poor.

Ms. Smith emphasized that online engagement is only a part of the public outreach effort, and concurred on the need for increased public outreach. She encouraged the Board to utilize their social media to drive their constituencies to the website to get their comments.

The issue of privacy and protection of identity was raised.

Board comments also acknowledged recognition of the efforts of staff to reach as much of the public as possible, and the challenge of getting greater public attendance at "town hall" meetings and response to outreach.

- Performance assessment – revised pavement condition index target

Chris Barney presented data on the 2013 Pavement Index Condition by Road Type, referring to a bar chart showing PCI by jurisdiction, explaining the priorities based on road type, and that this has been reviewed by the Technical Advisory Committee. Staff and the TAC recommend setting the following PCI target for the 2015 CTP:

*Improve countywide PCI for arterial and collector streets to 80 (very good condition) by 2040. Improve countywide PCI for residential streets to 65 (good condition) by 2040.*

Board comments included acknowledging that segments of rural residential roads are basically long driveways with one or few residences; and the progress that the improved PCI would make, particularly in arterial and collector roads, as well as improving health and safety by reducing accidents by one accident per day.

Motion by Director Mackenzie, seconded by Director Gallian, to approve the following:

2015 CTP Call for Projects

Execute contract for Peak Democracy online engagement tool for 2015 CTP; and

Revised performance assessment and target for PCI for 2015 CTP.

Motion passed unanimously (11-0-0-0).

#### 4.1.2. SMART – update on planning efforts related to platform features (ACTION)\*

Ms. Smith reported on staff discussion/meetings and referred to discussion with the jurisdictions that have SMART rail stations as part of the SMART Initial Operating Segment (IOS). Major common issues involved the shelter and furniture at the platform at the rail stations.

Ms. Smith explained that transit operators developed an alternative design to be used by all jurisdictions, noting that, according to the County PRMD, there is a general concurrence on these by jurisdictions.

Board comments included the importance of keeping a regional approach to the SMART project and SMART priorities. Additional

discussion concurred on planning efforts, and the importance of making the shelters and platforms as functional and safe as possible, offering easy access and getting used by as many as possible. Further comments acknowledged the simplicity and clean design, and the “branding,” or easy identification of the rail station.

In response to Board questions regarding costs, Ms. Smith responded that she had not seen the costs in the SMART proposal or the budget.

Discussion continued regarding the original design concepts and the significantly scaled back current proposed design. Vice Chair explained the design-and-build process that SMART has in place, and the bidding procedure.

Steve Birdlebough of Friends of SMART commented on priorities in designing and building SMART stations and platforms; that clear signage and safety is paramount over the esthetics, as well as getting passengers to their desired destination. He suggested a traditional roof type for stations rather than the “Y” design, which is more likely to allow rain into the shelter. He also noted that the traditional roof would provide better shade, given the low level of rain regionally.

#### 4.2. SCTA Projects and Programming

##### 4.2.1. Cap and Trade – Affordable Housing & Sustainable Communities funding program (REPORT)\*

Ms. Smith reported on the status of Cap and Trade funding designated for local transportation and land use efforts, referring to data comparing Fiscal Year 2014/15 and the tentative 2015/16 agreement.

Ms. Smith announced that the Strategic Growth Council, the body administering Cap and Trade Affordable Housing and Sustainable Communities (AHSC) funding, has postponed their meeting and release of the final draft of the guidelines for the AHSC funds to January 20, 2015. She acknowledged the aggressive schedule and compressed timeframe for the call for projects, with June 10, 2015 as the date for awarding projects.

A concern noted by Ms. Smith is the very limited scope of the guidelines as currently structured. These include the requirement of a new transit component and a housing component, as well as a number-of-units threshold and affordability threshold within those units for Transit Oriented Development (TOD) projects. The Integrative Connectivity Projects (ICP), while having less stringent guidelines, are more competitive, but Sonoma County projects are more likely to qualify for the ICP program. Among other challenges, Sonoma County does not have disadvantaged communities, according to State criteria, and guidelines stipulate that up to 50%+ of funding must be spent on disadvantaged communities.

In response to Board questions, Ms. Smith confirmed that the programs are very project-specific.

Vice Chair Rabbitt reported that this was a matter of discussion at the MTC Joint Policy Committee meeting.

Board discussion included the potential danger of classification of populations by zip code; also the tight timeline and how to proceed going forward and what can be done to work with the County, cities, and SCTA to leverage some of the cap and trade.

Ms. Smith acknowledged that the program does not benefit Sonoma County or the North Bay, but that it likely represents an attempt to compensate for the loss of redevelopment funding. She cited the critical issue of communicating among the Board, SCTA staff, County and cities. She also noted the increasing nexus between land use planning and transportation, and the need to identify projects that align with all criteria in order to be competitive.

Director Zane suggested direct outreach to City Managers and Planning Directors, and that a letter be submitted outlining these concerns to Ms. Nichols of the California Air Resources Board (the State department that determined criteria for disadvantaged communities).

Additional concerns expressed were the definition of what constitutes a “major” transit stop and the issue of ethical criteria for the region (i.e.; what is “major” in Sonoma County is likely not “major” in Los Angeles). Ms. Smith explained that staff has requested MTC to use

the same language as that used in the transit industry, in the interest of clarity and fairness.

Director Mackenzie observed the evolving role of the SCTA under the Plan Bay Area Sustainable Communities Strategy. He concurred with Vice Chair Rabbitt's comments that most funding has been directed to urbanized areas around San Francisco and San Jose.

4.2.2. Bike/Ped – presentation on status of the Safe Routes to School program from Department of Health Services (REPORT)\*

Dana Turr y introduced Norine Doherty of the Sonoma County Department of Health Services (DHS), who presented a slideshow update on activities of the Safe Routes to School program.

Ms. Doherty reported that the DHS contracted with W-Trans to conduct engineering activities, which included an assessment of 18 schools, with 10 walking audits and 10 engineering reports. Additional partners included school administration, law enforcement and the Sonoma County Bicycle Coalition. DHS also contracted with the Bicycle Coalition as part of its education and encouragement strategy.

During the 2013/14 Fiscal Year 25 school sites were served, with over 4,000 students were served in over 300 in-class bicycle and pedestrian classes; 29 on-bicycle trainings, or "bike rodeos" (with almost 1,400 students); seven safety assemblies; four community bicycle rodeos; and seven family bicycle workshops.

Encouragement includes contests, walk and roll school days, 15 active walking school bus routes, with a highly successful International Walk and Roll to School day that included over 70 schools and over 7,000 students participating.

Engineering involves walking audits to get practical evaluation of improvements in roads and safety, and the best walking/biking routes to schools. Maps of recommended routes have been distributed to schools, identifying bus routes and bicycle and pedestrian routes. This information has also been made available to local public works departments in identifying where improvements are needed.

Additional goals of Safe Routes to School include reducing greenhouse gas emissions and increasing active transportation.

Staff is proceeding with a program that is sustainable and focusing on building a "feeder school" model, moving forward from elementary schools to middle and high schools, with older students providing role models and mentoring younger students.

In response to Board inquiries, Ms. Doherty confirmed that the 20% decrease in bus ridership (on average countywide) is due to decreased availability of routes, and is not an attitude change. She also explained that schools were chosen through extensive criteria, including obesity rate, income levels, needs, etc.

Board comments included Director Gallian's commendation of the program, as the Safe Routes to School Coordinator of her school, noting how successful it has been and how supportive staff is in implementing the program at schools.

Director Zane emphasized the importance of the program and recognized the efforts of Christine Culver, former Executive Director of the Sonoma County Bicycle Coalition, in implementing this program in Sonoma County. She requested that Tina Panza of the Bicycle Coalition return and address the Board to discuss further challenges faced with the various school districts, involvement and outreach to parents and school administration, and the need for sidewalks and suitable infrastructure to make bicycling and walking to school safe (e.g., neighborhoods that do not have sidewalks).

Director Russell requested a copy of the presentation, noting that it does not show data on Washington Elementary School in Cloverdale. Ms. Doherty explained that Washington Elementary is not a full service school; this is the reason it is not on the list; however, the data will be shown in the engineering reports when they are released.

Director Slayter encouraged all present to participate in the bicycle rodeo, partnering with law enforcement and engaging parents in bicycle education along with students.

Director Gallian added that the educational program of SRS includes parents learning to

walk through unsafe areas, with incomplete sidewalks in construction areas, and cited the likelihood of walking and bicycle riding increasing 50% with the completion of sidewalks.

Vice Chair Rabbitt emphasized the importance of rail safety around SMART crossings and tracks.

4.2.3. Sales tax measures – recent actions (ACTION)\*

- Results of local measures in 2014
- Proposed June 2015 local roads measure
- Raising the local sales tax cap

Ms. Smith reported on results of local sales tax measures statewide and locally, given previous discussion regarding a potential new measure for local roads. She referred to an analysis from the California Department of Finance on the November 2014 measures, including a table showing local tax and bond measures.

Discussion followed regarding whether the SCTA should endorse increasing the sales tax cap through legislation. Staff is seeking direction from the Board on how to proceed with engagement on the County proposal for a ¼ cent tax and whether the Board would support an increase in the sales tax cap. Ms. Smith responded to questions from the Board as to whether a specific measure must be in place in order to increase the cap. She added that other counties are also interested in increasing the cap.

Vice Chair Rabbitt summarized recent ad hoc committee activities in connection with the measure to implement the proposed ¼ cent tax to be used to fund local roads rehabilitation projects.

Board discussion continued on the issue of funding road improvements for those roads that cannot be funded with a gas tax, and the possibility of implementing a VMT in lieu of a sales tax.

Ms. Smith explained that there is no statutory authority for a VMT tax; however, there is authority for a statewide pilot program; a “Road User Charge,” which is essentially the same concept as a VMT tax. She reported that

Caltrans and the CTC and other state level agencies have been charged with implementing this pilot program in 2017. It would be voluntary and is currently under development.

Discussion continued regarding the need for significant initial capital to improve roads, and the long-term benefits economically of maintaining roads that are in good condition.

Ms. Smith encouraged the Board to address the issue of the cap increase at their respective City Councils.

Steve Birdleough of the Transportation and Land Use Coalition addressed the proposed ¼ cent tax, and cited the issue of this being a regressive tax, and the need to ensure that it serves those who do not drive. He also emphasized the need to have discussions at each city about the importance of maintaining improvements in transit.

4.2.4. Highways – update on State Highway projects (REPORT)

James Cameron reported on milestones in the Highway 101 construction; these include opening of all the ramps at the Central C project (Old Redwood Highway Interchange). Staff is working with Caltrans to stage future ramp closures on four weekends only, rather than a six-to-eight-week closure.

The MSN C-2 (Central Petaluma HOV Lanes) project is near to 100% design, and is still unfunded by approximately \$85 million.

The MSN B-2 project (Petaluma River Bridge and Petaluma Boulevard South Interchange) had a successful traffic shift, with traffic now traveling on the new Petaluma River Bridge, and the old northbound bridge is being demolished.

The Kastania Road Overcrossing is open and ramps are functioning at the southern portion; the northbound on-ramp will be closed until spring.

At the Lakeville Highway Interchange, the new northbound bridge stem and soffit concrete pour was completed in October. The deck is projected to be poured in December.

The \$51 million construction contract for the MSN B-3 project has been released for bidding and bids are scheduled to open on February

11. Construction is anticipated to start in the spring of 2015.

The Sonoma Median Widening (Phase 2) project has been shelved until the \$35 million needed in construction funding is available.

A successful public meeting was held on the Highway 116/121 project. Staff is pursuing permission to enter by surrounding landowners in order to proceed with PAED studies.

Mr. Cameron addressed concerns of the Board regarding the engineering design flaw resulting in a discrepancy between the design elevation and the actual elevation at the College Avenue widening project. He explained that the issue will be addressed by Caltrans requesting supplemental funds by the California Transportation Commission. The supplemental funds would come from Sonoma County's future State Transportation Improvement Program (STIP) share. Construction is now expected to continue into 2015.

Director Mackenzie commented on the new lighting on the Petaluma River Bridge and that it is challenging to drive at night; more reflectors are needed, as well as enforcement of the 45 m.p.h. speed limit.

Seana Gause responded that both Caltrans and the contractor are aware of the situation and are working to resolve this.

Director Zane observed that on Highway 116, the northbound on-ramp at Lakeville Highway is difficult to find and that she did not see signage. Mr. Cameron noted that he would be meeting with the contractor December 9.

Additional issues addressed the safety of the ramp metering at Highway 12. Mr. Cameron responded that he would advise Caltrans of these for resolution.

#### **B. RCPA Items**

##### 4.3. RCPA Planning

##### 4.3.1. CA2020 – draft Vulnerability Assessment (REPORT)\*

Lauren Casey presented a document developed by North Bay Climate Adaptation Initiative as a first step in adapting to and mitigating climate change in Sonoma County. Next steps will be to review this document with staff, Climate Action 2020 Stakeholder Advisory

Group, the Board, and the Technical Advisory Group (TAC). From this, individual jurisdictions will determine specific strategies they will take in climate adaptation.

Data projects are being implemented for local water agencies.

Staff is planning a local Climate Adaptation Forum to be held April 9, 2015, with a follow-up event.

Director Russell addressed the issue of the pressure and problems resulting from climate change, economically, and on families. She also voiced the need to acknowledge and address those who do not accept that climate change is a reality.

Discussion followed regarding how to address those who do not believe that climate change is taking place; Director Russell explained that this argument is generally based on two to four major issues; and to counter these issues with facts. Personal anecdotes and experiences were cited (e.g. increased wildfires, homeowners' trees dying).

Vice Chair Rabbitt commended staff on the quality of the Vulnerability Assessment and taking the approach of building resilience in the face of climate change.

Beth Gurney, citizen of Santa Rosa and member of the Class of 2015 Leadership Institute for Ecology and the Environment urged the Board to expedite implementation of the steps as noted in the Vulnerability Assessment to adapt to climate change, and to continue pursuing greater public awareness of this issue. She commended the Board and staff for their efforts, and thanked them for their work.

Justin Witt, citizen, expressed his commendation and appreciation for the work by staff and the Board in addressing climate change, noting that the Vulnerability Assessment represents a solid basis for policy going forward.

Vice Chair Rabbitt congratulated staff for the recognition received from the White House and the Department of Energy in connection with Climate Action efforts, and thanked them for their work.

#### 4.4. RCPA Projects and Programs

##### 4.4.1. BayREN – revised memorandum of

understanding and  
2015 budget  
(ACTION)\*

Ms. Casey presented the revised BayREN Memorandum of Understanding (MOU) and 2015 budget, noting that RCPA has been working to implement energy efficiency programs with partners and this past year the California Public Utilities Commission extended the program to 2015; therefore, it is necessary to extend the MOU. Staff is also incorporating governance changes, and is seeking Board approval to execute the revised MOU.

Motion by Director Mackenzie, seconded by Director Zane, to authorize the Executive Director to execute the updated BayREN MOU. Motion carried unanimously (11-0-0-0).

#### 4.4.2. RCPA activities report (REPORT)\*

Ms. Casey reported, as announced previously by Vice Chair Rabbitt, that the RCPA and Sonoma County were formally recognized by the White House and Department of Energy for their efforts in addressing climate change.

Staff is continuing to work with the Staff Working Group (SWG), Stakeholder Advisory Group (SAG), and other stakeholders in identifying and evaluating greenhouse gas (GHG) reduction strategies. Results of these meetings will be presented to the Board in early 2015.

Staff is also working with a coalition of interested parties (including the RCPA, SCWA, Sonoma County Energy and Sustainability, the North Bay Climate Adaptation Initiative, the Leadership Institute for Ecology and the Economy) to plan a local Climate Adaptation Forum to take place this spring. Staff will also attend the next National Adaptation Forum May 12-14 in St. Louis, Missouri.

In connection with Shift Sonoma County, staff is continuing to work with County counsel and the Strategic Growth Council to get under contract to deliver the Shift Sonoma County project.

As per the rules of the Sustainable Communities Planning Grant and Incentive Program, the SGC project manager determined that the RCPA is not an eligible entity to directly receive grant funding; therefore, the SCTA would be the formal grant recipient; however RCPA staff would manage overall execution of

the Shift program. This necessitated a budget adjustment, as addressed in Agenda Item 3.6.

Ms. Casey next announced that the United States and China have entered into a bilateral agreement to reduce emissions in an attempt to generate similar agreements internationally.

## 5. Reports and Announcements

5.1. Executive Committee report

5.2. Regional agency reports\*

*Sonoma Clean Power:*

Director Landman announced that approximately 150,000 new customers have chosen Sonoma Clean Power, and that the City of Rohnert Park has joined Sonoma Clean Power.

*BAAQMD:*

Director Zane announced the beginning of increased Spare the Air Days in anticipation of increased use of wood stoves and fireplaces.

*SMART:*

Director Russell reported that in December construction work will be taking place around the Marin Civic Center. Construction activity is well under way at the Mira Monte Marina, and work on the maintenance facility is progressing.

Director Mackenzie referred to the General Manager's report, and announced that the trains are currently in Colorado and will be delivered next year.

*GGBHTD:*

Director Rabbitt reported that the Golden Gate Bridge will be closed approximately 24-30 hours in January while the moveable median barrier is installed.

5.3. Advisory Committee agendas\*  
Included in the agenda.

5.4. SCTA/RCPA staff report  
Ms. Smith had nothing to report.

5.5. Announcements  
None.

## 6. Adjourn

5:20 p.m.

## Staff Report

**To:** RCPA Board of Directors

**From:** Lauren Casey, Deputy Director, Climate Programs

**Item:** 3.5 – Amended agreements for energy efficiency activities associated with Bay Area Regional Energy Network (BayREN)

**Date:** January 12, 2015

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### Issue:

Should the RCPA execute the Amended Funding and Implementation Agreement for 2015 - BayREN Program Implementation Plan between RCPA and the Association of Bay Area Governments (ABAG)? Should the RCPA execute the Amendment to the Agreement with Bevilacqua-Knight, Inc for continued services related to the Bay Area Regional Energy Network Pay As You Save (PAYS®) program?

### Background:

#### **ABAG Agreement**

In November 2012 the California Public Utilities Commission (CPUC) approved funding for a portfolio of energy efficiency programs that return ratepayer funds to local government, including funding for newly defined entities called Regional Energy Networks (RENs). The Bay Area Regional Energy Network (BayREN) now operates as "Bay Area communities working together for a sustainable energy future."

The original decision (D.12-11-015) authorized BayREN to implement single and multi-family Energy Upgrade California programs, financing programs, an expansion of the Pay As You Save (PAYS®) on-water bill repayment pilot, and a codes and standards program in 2013 and 2014. Details about BayREN programs can be found at [www.bayren.org](http://www.bayren.org) and Sonoma County specific accomplishments were presented at the December 2014 RCPA Board meeting.

On October 24, 2014, the CPUC approved a Final Decision establishing energy efficiency savings goals and approving 2015 energy efficiency programs and budgets (D.14-10-046). This decision extended 2013-2014 BayREN programs through the end of 2015. The implication of this decision is that BayREN Administration will continue through 2015 as it has for 2013-2014. The nine-county collaboration will also prepare to transition to rolling portfolios post 2015.

The change order to implement the PIP in 2015 was executed between ABAG and Pacific Gas & Electric on December 12, 2014, allowing BayREN to seamlessly operate programs through the end of 2015.

The Board approved a Memorandum of Understanding for continued RCPA participation in BayREN in December, 2014. In order to deliver BayREN programs in 2015 the RCPA must execute the attached Amended Implementation Agreement. Revisions from the original agreement authorized by the Board are also attached in redline. Appendix A to the agreement is not attached as it is the same as the MOU approved by the Board in January. Appendix B is not attached as it is the same as the PG&E implementation agreement approved in 2013. Attachment 1 includes all new scope for the RCPA.

The 2015 budget for the RCPA as approved by the BayREN Coordinating Circle is as follows:

Program	Total 2015 RCPA Budget
Single Family	\$55,513
Multifamily	\$20,000
Codes & Standards	\$30,500
Commercial PACE	\$TBD
PAYS	\$310,446
<b>Total</b>	<b>\$417,059</b>

### **BKi PAYS Agreement**

The RCPA was designated to lead the BayREN PAYS program because of our experience with Windsor PAYS.

In April 2013, the Board authorized an Agreement between the RCPA and BKi to provide professional services related to the design and implementation of the PAYS® pilot. BKi and their subcontractor Energy Efficiency Institute, Inc. (EEI) were selected by the RCPA because of their unique ability to deliver an expanded PAYS® program that leverages to the maximum extent possible the tools, resources, and lessons learned from the Windsor PAYS® program.

The RCPA worked with BKi and their sub-consultants to deliver PAYS support services to four partner utilities in the 2013-2014 program period. Existing partner utilities articulated a need for additional support to implement PAYS pilots beyond the 2013-2014 implementation period, and water-energy nexus programs are of great priority to the State. Therefore BayREN included a PAYS pilot expansion in the 2015 Program Implementation Plan approved by the CPUC in October 2014.

This contract amendment reflects the budget assigned for program coordination and technical assistance approved by BayREN.

The Board approved an RCPA budget adjustment to account for these agreements and related fund levels last month. Both of the attached agreements have been reviewed by counsel.

### **Policy Impacts:**

Delivering energy efficiency is part of the RCPA Mission, Goals, and Objectives.

### **Fiscal Impacts:**

Approval of the amended agreement with ABAG will allow for \$417,059 of revenue to deliver energy efficiency programs in 2015, including \$250,446 for technical services.

### **Staff Recommendation:**

Staff recommends that the Board authorize the Executive Director to execute Agreement No. RCPA15006 with ABAG to implement the BayREN Program Implementation Plan in 2015.

Staff recommends that the Board authorize the Executive Director to execute Agreement No. RCPA13003-A2 with Bevilacqua-Knight, Inc to deliver services related to PAYS.

**AMENDED FUNDING AND IMPLEMENTATION AGREEMENT FOR 2015**  
**- BAYREN PROGRAM IMPLEMENTATION PLAN ~~2013-14~~ -**  
ASSOCIATION OF BAY AREA GOVERNMENT AND SONOMA COUNTY REGIONAL CLIMATE  
PROTECTION AUTHORITY

This BayREN Member: Sonoma County Regional Climate Protection Authority  
Address: 490 Mendocino Ave, Ste 206  
Santa Rosa, CA 95401

Contact: Suzanne Smith, Executive Director  
Phone: 707-565-5373  
Email: suzsmith@sctainfo.org

Effective Date:

Background

- A. BayREN. The San Francisco Bay Area Regional Energy Network (BayREN) consists of ten (10) public entities: Association of Bay Area Governments (ABAG), City and County of San Francisco (SF), ~~Alameda County Waste Management Authority~~Energy Council (StopWaste.org), County of Contra Costa (Contra Costa), County of Marin (Marin), County of Napa (Napa), County of San Mateo (San Mateo), County of Santa Clara Santa Clara), City of Suisun City, on behalf of Solano County, (City), and Sonoma County Regional Climate Protection Authority (RCPA) (referenced collectively or generically as Members) that have entered into the Revised and Restated Memorandum of Understanding (Restated and Revised MOU) in substantially the form attached and marked Appendix A for 2015.
- B. CPUC Decision. On November ~~15, 2012~~24, 2014 the California Public Utilities Commission (CPUC) issued D. ~~12-11-015~~(14-10-046 (2015 Decision) approving a BayREN Program Implementation Plan for 2015 (2015 PIP) and budget to fund implementation of the 2015 PIP (2015 Budget). The CPUC has the authority to modify the ~~BayREN Program Implementation Plan~~2015 PIP through its official proceedings. The Decision also directed Pacific Gas & Electric Company (PG&E) to enter into a contract with BayREN to provide funding for the PIP-2015 PIP. The 2015 Decision can be found here:
- Funding Agreement. Effective February 11, 2013<http://docs.cpuc.ca.gov/PublishedDocs/Published/G000/M129/K228/129228024.pdf>
- C. Initial Implementation and Funding Agreement. ABAG and (\*)RCPA entered into an Implementation and Funding Agreement to implement and fund a portion of the BayREN Program Implementation Plan for 2013-14 (Initial Agreement). The Initial Agreement was amended to reflect changes in scope and/or budget between the effective date of the Initial

Agreement and December 31, 12014 but the body of the Initial Agreement was not amended. The body of the Initial Agreement will be amended by this agreement (2015 Agreement).

~~C.D.~~ Funding Agreement. Effective December 12, 2014, ABAG, on behalf of BayREN, and PG&E entered into an agreement denominated under PG&E's nomenclature as Change Order No. 2 to Contract No. 4400007460, including Master Service Agreement (MSA) No. 4400007460 ~~and associated document denominated as Contract Work Authorization (CWA) No. 2500770960 (referenced 4400007460 (collectively or generically as, 2015~~ Funding Agreement) which ~~are~~ is attached and marked Appendix B for 2015.

## TERMS AND CONDITIONS

### 1. Definitions.

- ~~(a)~~ 'PIP' means the BayREN Program Implementation Program for 2013-14 approved by the CPUC under the Decision as it may be modified from time to time by the CPUC.
- ~~(b)~~(a) 'Assigned 2015 PIP' means the tasks and requirements of the 2015 PIP that are initially assigned to (\*)RCPA in this 2015 Agreement as it may be modified from time to time under this Agreement.
- ~~(c)~~(b) '2015 Allocated Budget' means the funds available under the 2015 Funding Agreement that are initially allocated to (\*)RCPA in this Agreement for implementing the Assigned 2015 PIP as it may be modified from time to time under this 2015 Agreement.
- ~~(d)~~(c) 'Incentives' means the funds available to pay property owners or contractors upon successful completion of an approved energy efficiency that meets the requirements of the 2015 PIP.
- ~~(e)~~(d) 'Guarantees' means the funds available for allocation to lending institutions as security against defaults on eligible energy efficiency loans pursuant to the 2015 PIP.
- ~~(f)~~(e) 'Revolving Loans' means funds available as loans to property owners to be used to pay for approved energy efficiency retrofits, and then repaid to ABAG to make subsequent loans pursuant to the 2015 PIP.

2. 2015 PIP Implementation. All Members, including (\*)RCPA, agree that the primary purpose of this 2015 Agreement is to successfully implement the 2015 PIP, that the coordinated and collaborative process set forth in the Restated and Revised MOU is the agreed upon means for the Members to do so and that strategic management of the implementation is a critical part of the approach.

- ~~(a)~~ As of the Effective Date, the Members, including (\*)RCPA, have reached consensus agreed on the following:
- ~~(b)~~(a) the initial overall assignment of tasks and requirements of the 2015 PIP, and the allocation of the associated funding, to individual Members including (\*)RCPA, set forth in Attachment 1; for 2015.
  - ~~(1)~~ the initial budgets for Incentives, Guarantees, and for Revolving Loans and an initial draft process for drawing down Incentives and securing Guarantees and Revolving Loans, all as set forth in Attachments 2, 3 and 4, respectively;
  - ~~(2)~~ a process through the MOU for changing one or more of Attachments 1, 2, 3 and/or 4 to improve the likelihood of achieving the energy efficiency goals of the PIP.

(b) As of the Effective Date, the Members, including (\*)RCPA, have agreed on the initial assignment of tasks and requirements for individual programs in the 2015 PIP, and the allocation of the associated funding, to individual Members. If (\*)RCPA has been assigned tasks, requirements and budgets for a particular program, then an attachment describing the corresponding scope of work and budget will be attached to this 2015 Agreement and numbered as follows:

- (1) Single Family Scope of Work and Budget, Attachment 1A for 2015
- (2) Multifamily Scope of Work and Budget, Attachment 1B for 2015
- (3) Codes and Standards Scope of Work and Budget, Attachment 1C for 2015
- (4) Commercial PACE (Property Assessed Clean Energy ) Scope of Work and Budget, Attachment 1D for 2015
- (5) Pay-as-you-Save Scope of Work and Budget, Attachment 1E for 2015
- (6) Multifamily Capital Advance Program Scope of Work and Budget, Attachment 1F for 2015

(c) The protocols for draw down of the capital funds for the Multifamily Capital Advance Program are set forth in Attachment 2 for 2015.

(d) The maximum hourly rates for each labor category for (\*)RCPA's employees performing under this 2015 Agreement are set forth in Attachment 3 for 2015. (\*)RCPA may invoice for the actual employee hours expended in performing under this 2015 Agreement at an hourly rate up to the maximum rate.

(e)(e) (\*)RCPA acknowledges that:

- (1) other Members, except ABAG, are third party beneficiaries of this 2015 Agreement;
- (2) ABAG and each of the other Members will enter into an agreement comparable to this 2015 Agreement whereby each other Member, including ABAG, will accept the initial assignment of tasks and requirements of the 2015 PIP and the associated allocation of funding set forth in Attachment 1 for 2015 and Attachments 1A through 1F, if any, and
- (3) (\*)RCPA is a third party beneficiary of each agreement described in subsection (b)(2).

(d)(f) As of the Effective Date, (\*)RCPA is a signatory to the Restated and Revised MOU. (\*)RCPA intends to participate in the activities conducted under the Restated and Revised MOU throughout the term of this 2015 Agreement.

3. Changes to 2015 PIP Implementation. Under the Restated and Revised MOU, (\*)RCPA will work with the other Members to coordinate and collaborate on implementation of the 2015 PIP and to monitor 2015 PIP implementation. (\*)RCPA agrees that the Members may, in accordance with the decision making process then in effect under the Restated and Revised MOU, make one or more changes to Attachments ~~and 1 for 2015 and/or Attachment 2 by submitting thirty (30) days written notice thereof to all Member, including (\*)RCPA, for 2015.~~

4. Implementation Process. (\*)RCPA will implement the Assigned 2015 PIP in conformity with this 2015 Agreement and the 2015 Funding Agreement, including without limitation, the following provisions of the 2015 Funding Agreement:

- (a) applicable provisions of Exhibit A, Contingency Provisions, to the General Conditions,
- (b) section 2, Program Requirements, of the Specific Conditions,
- (c) section 6, Approval of Marketing Materials and Media that Include PG&E Name, Trademark or Logo, of the Specific Conditions, and
- (d) section 7, Substantiation of Claims Using PG&E's Logo, of the Specific Conditions.

5. Maximum Budget and Allocated Budget.

- (a) The initial Allocated 2015 Budget is \_\_\_\_\_ (\$ \_\_\_\_\_) as described in Attachment 1 for 2015.
- (b) To ensure that the Assigned 2015 PIP and Allocated 2015 Budget can be adjusted pursuant to this 2015 Agreement, the Maximum Budget that can be paid to ~~(\*)~~RCPA for implementing the Assigned 2015 PIP is set at \_\_\_\_\_ (\$ \_\_\_\_\_).
- (c) Draws on Incentives, Guarantees and Revolving Loans funds are not included in the Maximum or Allocated Budget.

6. Reimbursement Process.

- (a) ABAG will reimburse ~~(\*)~~RCPA based on time expended in implementing the Assigned 2015 PIP. The amount of the reimbursement will be based on the invoices submitted by ~~(\*)~~RCPA in accordance with subsection (c). ~~(\*)~~RCPA will not charge, and ABAG will not pay, any additional sums for work performed, except for allowed reimbursable costs.

~~(b) ABAG will reimburse ~~(\*)~~RCPA for the types of expenses described in Exhibit B incurred by ~~(\*)~~RCPA in implementing the Assigned PIP.~~

- ~~(e)(b)~~ ~~(\*)~~RCPA will be paid in arrears, based upon invoices submitted by ~~(\*)~~RCPA to ABAG. ~~(\*)~~RCPA will submit invoices for payment no more frequently than once monthly. ABAG will promptly review ~~(\*)~~RCPA's invoices, approve or disapprove them for payment and submit approved invoices to PG&E. ABAG will pay ~~(\*)~~RCPA within ten (10) working days after receipt of payment from PG&E. Each invoice shall specify the hourly rates for the individuals, or categories of individuals, as the case may be, that are listed in Attachment 3 for 2015. The invoice will separately itemize reimbursable costs and other allowable charges with supporting documentation attached.

- 7. Assurances and Warranties Regarding Implementation of 2015 PIP. ~~(\*)~~RCPA acknowledges that under the 2015 Funding Agreement, ABAG provided PG&E certain assurances and warranties regarding implementation of the 2015 PIP and that such assurance and warranties rest upon the actions of individual Members' implementation of their assigned tasks and requirements. ~~(\*)~~RCPA acknowledges that ABAG entered into the 2015 Funding Agreement and this Agreement and that each of the Members entered into an agreement comparable to this Agreement in reliance on ~~(\*)~~RCPA's representations and warranties.

- (a) (\*)RCPA represents and warrants to each of the other Members, including ABAG, that it will implement, or cause to be implemented, the Assigned 2015 PIP in conformity with the Decision and all applicable Federal, State, CPUC)and local statutes, regulations and administrative decisions, rulings and guidelines.
- (b) (\*)RCPA warrants to each of the other Members, including ABAG, that it will implement, or cause to be implemented, the Assigned 2015 PIP with the degree of skill and care that is required by current, good and sound professional procedures and practices, and in conformance with generally accepted professional standards prevailing at the time the Assigned 2015 PIP is implemented so as to ensure that the services performed are correct and appropriate for the purposes contemplated in this 2015 Agreement and related specifications.

8. Infringement Protection. (\*)RCPA represents to each of the other Members, including ABAG, that the material to be prepared under this 2015 Agreement will not infringe upon the copyright, patent or license, or otherwise violate the proprietary rights, including trade secret rights, of any person or entity. (\*)RCPA agrees to indemnify and hold each of the other Members, the CPUC and PG&E (for the purposes of this section only, Indemnitees) harmless from and against any and all liabilities, costs and damages arising out of any such infringement, and from any suit, demand or claim made against Indemnitees alleging any such infringement or violation. In addition to the foregoing, if there is such a suit, demand or claim, (\*)RCPA agrees, as soon as possible, to either procure for the affected Indemnitee(s) the right to continue using the material, replace the material with non-infringing material or modify it so it becomes noninfringing; provided, however that the replaced or modified material shall be equal to that contracted for hereunder and satisfactory to the affected Indemnitee(s). (\*)RCPA further agrees to pay any judgment or reasonable settlement offer resulting from a suit, demand or claim.

9. Indemnification. All Members, including (\*)RCPA, acknowledge that under ~~Exhibit B~~the 2015 Funding Agreement ABAG has agreed, on behalf of the Members, to indemnify, hold harmless and defend the CPUC and PG&E. In recognition of this obligation, RCPA(\*)RCPA shall indemnify, hold harmless and defend the CPUC, PG&E and their respective members, affiliates, subsidiaries, parent company, officers, managers, directors, agents, and employees (for the purposes of this section only, Indemnitees), from and against all claims, demands, losses, damages, costs, expenses, and liability (legal, contractual, or otherwise), which arise from or are in any way connected with any:

- (a) injury to or death of persons
- (b) injury to property;
- (c) violation of local, state, or federal common law, statute or regulation, including but not limited to environmental laws or regulations;
- (d) strict liability imposed by any law or regulation;

so long as such injury, violation, or strict liability (as set forth in subsections (a) - (d) above) arises from (\*)RCPA's performance of, or failure to perform, this Agreement, however caused

excepting only such loss, damage, cost, expense, liability, strict liability, or violation of law or regulation that is caused by the sole negligence or willful misconduct of the Indemnitees.

10. Termination. This Agreement will terminate effective December 31, ~~2014~~2015 or the date the 2015 Funding Agreement is terminated, whichever occurs earlier.

11. Records/Audit. ~~(\*)~~RCPA shall keep complete and accurate books and records of all financial aspects of its relationship with ABAG in accordance with generally-accepted accounting principles. ~~(\*)~~RCPA shall permit authorized representatives of ABAG and/or PG&E or the CPUC to inspect, copy, and audit all data and records of ~~(\*)~~RCPA relating to its performance of services under this Agreement. ~~(\*)~~RCPA shall maintain all such data and records ~~intact for a period of not less than three (3) years after the date that services are completed hereunder or this Agreement is otherwise terminated~~in accordance with the requirement of the 2015 Funding Agreement.

12. Headings. The descriptive headings used in this 2015 Agreement are for convenience only and shall not control or affect the meaning or construction of any of its provisions.

13. Governing Law. This 2015 Agreement will be construed and enforced in accordance with the laws of the State of California.

14. Severability. Should any part of this 2015 Agreement be declared unconstitutional, invalid, or beyond the authority of either party to enter into or carry out, such decision shall not affect the validity of the remainder of this 2015 Agreement, which shall continue in full force and effect; provided that, the remainder of this 2015 Agreement can, absent the excised portion, be reasonably interpreted to give effect to the intentions of the parties.

IN WITNESS WHEREOF, ~~Subrecipient~~~~(\*)~~RCPA has duly executed this Agreement, or caused it to be duly executed, and ABAG has duly executed this Agreement, or caused it to be duly executed.

~~(\*)~~RCPA

Dated: \_\_\_\_\_

\_\_\_\_\_  
Name, Title

Approved as to Form:

\_\_\_\_\_  
Name, Title

Association of Bay Area Governments

Dated: \_\_\_\_\_

\_\_\_\_\_  
Ezra Rapport, Executive Director

Approved as to form:

\_\_\_\_\_  
Kenneth K. Moy, Legal Counsel

**AMENDED FUNDING AND IMPLEMENTATION AGREEMENT FOR 2015**  
**- BAYREN PROGRAM IMPLEMENTATION PLAN-**  
 ASSOCIATION OF BAY AREA GOVERNMENT AND SONOMA COUNTY REGIONAL CLIMATE  
 PROTECTION AUTHORITY

This BayREN Member:       Sonoma County Regional Climate Protection Authority  
 Address:                       490 Mendocino Ave, Ste 206  
                                       Santa Rosa, CA 95401

Contact:                       Suzanne Smith, Executive Director  
 Phone:                         707-565-5373  
 Email:                         suzsmith@sctainfo.org

Effective Date:                December 12, 2014

Background

- A. BayREN. The San Francisco Bay Area Regional Energy Network (BayREN) consists of ten (10) public entities: Association of Bay Area Governments (ABAG), City and County of San Francisco (SF), Energy Council (StopWaste.org), County of Contra Costa (Contra Costa), County of Marin (Marin), County of Napa (Napa), County of San Mateo (San Mateo), County of Santa Clara Santa Clara), City of Suisun City, on behalf of Solano County, (City), and Sonoma County Regional Climate Protection Authority (RCPA) (referenced collectively or generically as Members) that have entered into the Revised and Restated Memorandum of Understanding (Restated and Revised MOU) in substantially the form attached and marked Appendix A for 2015.
- B. CPUC Decision. On November 24, 2014 the California Public Utilities Commission (CPUC) issued D.14-10-046 (2015 Decision) approving a BayREN Program Implementation Plan for 2015 (2015 PIP) and budget to fund implementation of the 2015 PIP (2015 Budget). The CPUC has the authority to modify the 2015 PIP through its official proceedings. The Decision also directed Pacific Gas & Electric Company (PG&E) to enter into a contract with BayREN to provide funding for the 2015 PIP. The 2015 Decision can be found here: <http://docs.cpuc.ca.gov/PublishedDocs/Published/G000/M129/K228/129228024.pdf>
- C. Initial Implementation and Funding Agreement. ABAG and RCPA entered into an Implementation and Funding Agreement to implement and fund a portion of the BayREN Program Implementation Plan for 2013-14 (Initial Agreement). The Initial Agreement was amended to reflect changes in scope and/or budget between the effective date of the Initial Agreement and December 31, 12014 but the body of the Initial Agreement was not amended. The body of the Initial Agreement will be amended by this agreement (2015 Agreement).

D. Funding Agreement. Effective December 12, 2014, ABAG, on behalf of BayREN, and PG&E entered into an agreement denominated under PG&E's nomenclature as Change Order No. 2 to Contract No. 4400007460, including Master Service Agreement (MSA) No. 4400007460 (collectively, 2015 Funding Agreement) which is attached and marked Appendix B for 2015.

#### TERMS AND CONDITIONS

##### 1. Definitions.

- (a) 'Assigned 2015 PIP' means the tasks and requirements of the 2015 PIP that are initially assigned to in this 2015 Agreement as it may be modified from time to time under this Agreement.
- (b) '2015 Allocated Budget' means the funds available under the 2015 Funding Agreement that are initially allocated to City in this Agreement for implementing the Assigned 2015 PIP as it may be modified from time to time under this 2015 Agreement.
- (c) 'Incentives' means the funds available to pay property owners or contractors upon successful completion of an approved energy efficiency that meets the requirements of the 2015 PIP.
- (d) 'Guarantees' means the funds available for allocation to lending institutions as security against defaults on eligible energy efficiency loans pursuant to the 2015 PIP.
- (e) 'Revolving Loans' means funds available as loans to property owners to be used to pay for approved energy efficiency retrofits, and then repaid to ABAG to make subsequent loans pursuant to the 2015 PIP.

2. 2015 PIP Implementation. All Members, including RCPA, agree that the primary purpose of this 2015 Agreement is to successfully implement the 2015 PIP, that the coordinated and collaborative process set forth in the Restated and Revised MOU is the agreed upon means for the Members to do so and that strategic management of the implementation is a critical part of the approach.

- (a) As of the Effective Date, the Members, including RCPA, have agreed on the initial overall assignment of tasks and requirements of the 2015 PIP, and the allocation of the associated funding, to individual Members including RCPA, set forth in Attachment 1 for 2015.
- (b) As of the Effective Date, the Members, including RCPA, have agreed on the initial assignment of tasks and requirements for individual programs in the 2015 PIP, and the allocation of the associated funding, to individual Members. If RCPA has been assigned tasks, requirements and budgets for a particular program, then an attachment describing the corresponding scope of work and budget will be attached to this 2015 Agreement and numbered as follows:
  - (1) Single Family Scope of Work and Budget, Attachment 1A for 2015
  - (2) Multifamily Scope of Work and Budget, Attachment 1B for 2015
  - (3) Codes and Standards Scope of Work and Budget, Attachment 1C for 2015
  - (4) Commercial PACE (Property Assessed Clean Energy ) Scope of Work and Budget, Attachment 1D for 2015
  - (5) Pay-as-you-Save Scope of Work and Budget, Attachment 1E for 2015

- (6) Multifamily Capital Advance Program Scope of Work and Budget, Attachment 1F for 2015
- (c) The protocols for draw down of the capital funds for the Multifamily Capital Advance Program are set forth in Attachment 2 for 2015.
- (d) The maximum hourly rates for each labor category for RCPA’s employees performing under this 2015 Agreement are set forth in Attachment 3 for 2015. RCPA may invoice for the actual employee hours expended in performing under this 2015 Agreement at an hourly rate up to the maximum rate.
- (e) ) RCPA acknowledges that:
  - (1) other Members, except ABAG, are third party beneficiaries of this 2015 Agreement;
  - (2) ABAG and each of the other Members will enter into an agreement comparable to this 2015 Agreement whereby each other Member, including ABAG, will accept the initial assignment of tasks and requirements of the 2015 PIP and the associated allocation of funding set forth in Attachment 1 for 2015 and Attachments 1A through 1F, if any, and
  - (3) RCPA is a third party beneficiary of each agreement described in subsection (b)(2).
- (f) As of the Effective Date, RCPA is a signatory to the Restated and Revised MOU. RCPA intends to participate in the activities conducted under the Restated and Revised MOU throughout the term of this 2015 Agreement.

3. Changes to 2015 PIP Implementation. Under the Restated and Revised MOU, RCPA will work with the other Members to coordinate and collaborate on implementation of the 2015 PIP and to monitor 2015 PIP implementation. RCPA agrees that the Members may, in accordance with the decision making process then in effect under the Restated and Revised MOU, make one or more changes to Attachments 1 for 2015 and/or Attachment 2 for 2015.

4. Implementation Process. RCPA will implement the Assigned 2015 PIP in conformity with this 2015 Agreement and the 2015 Funding Agreement, including without limitation, the following provisions of the 2015 Funding Agreement:

- (a) applicable provisions of Exhibit A, Contingency Provisions, to the General Conditions,
- (b) section 2, Program Requirements, of the Specific Conditions,
- (c) section 6, Approval of Marketing Materials and Media that Include PG&E Name, Trademark or Logo, of the Specific Conditions, and
- (d) section 7, Substantiation of Claims Using PG&E's Logo, of the Specific Conditions.

5. Maximum Budget and Allocated Budget.

- (a) The initial Allocated 2015 Budget is Four-Hundred-Seventeen Thousand and Fifty-Nine Dollars (\$417,059) as described in Attachment 1 for 2015.

- (b) To ensure that the Assigned 2015 PIP and Allocated 2015 Budget can be adjusted pursuant to this 2015 Agreement, the Maximum Budget that can be paid to RCPA for implementing the Assigned 2015 PIP is set at One-Million Dollars (\$1,000,000).
- (c) Draws on Incentives, Guarantees and Revolving Loans funds are not included in the Maximum or Allocated Budget.

6. Reimbursement Process.

- (a) ABAG will reimburse RCPA based on time expended in implementing the Assigned 2015 PIP. The amount of the reimbursement will be based on the invoices submitted by RCPA in accordance with subsection (c). RCPA will not charge, and ABAG will not pay, any additional sums for work performed, except for allowed reimbursable costs.
- (b) RCPA will be paid in arrears, based upon invoices submitted by RCPA to ABAG. RCPA will submit invoices for payment no more frequently than once monthly. ABAG will promptly review RCPA's invoices, approve or disapprove them for payment and submit approved invoices to PG&E. ABAG will pay RCPA within ten (10) working days after receipt of payment from PG&E. Each invoice shall specify the hourly rates for the individuals, or categories of individuals, as the case may be, that are listed in Attachment 3 for 2015. The invoice will separately itemize reimbursable costs and other allowable charges with supporting documentation attached.

7. Assurances and Warranties Regarding Implementation of 2015 PIP. RCPA acknowledges that under the 2015 Funding Agreement, ABAG provided PG&E certain assurances and warranties regarding implementation of the 2015 PIP and that such assurance and warranties rest upon the actions of individual Members' implementation of their assigned tasks and requirements. RCPA acknowledges that ABAG entered into the 2015 Funding Agreement and this Agreement and that each of the Members entered into an agreement comparable to this Agreement in reliance on RCPA's representations and warranties.

- (a) RCPA represents and warrants to each of the other Members, including ABAG, that it will implement, or cause to be implemented, the Assigned 2015 PIP in conformity with the Decision and all applicable Federal, State, CPUC) and local statutes, regulations and administrative decisions, rulings and guidelines.
- (b) RCPA warrants to each of the other Members, including ABAG, that it will implement, or cause to be implemented, the Assigned 2015 PIP with the degree of skill and care that is required by current, good and sound professional procedures and practices, and in conformance with generally accepted professional standards prevailing at the time the Assigned 2015 PIP is implemented so as to ensure that the services performed are correct and appropriate for the purposes contemplated in this 2015 Agreement and related specifications.

8. Infringement Protection. RCPA represents to each of the other Members, including ABAG, that the material to be prepared under this 2015 Agreement will not infringe upon the copyright, patent or license, or otherwise violate the proprietary rights, including trade secret rights, of any person or entity. RCPA agrees to indemnify and hold each of the other Members, the CPUC and

PG&E (for the purposes of this section only, Indemnitees) harmless from and against any and all liabilities, costs and damages arising out of any such infringement, and from any suit, demand or claim made against Indemnitees alleging any such infringement or violation. In addition to the foregoing, if there is such a suit, demand or claim, RCPA agrees, as soon as possible, to either procure for the affected Indemnitee(s) the right to continue using the material, replace the material with non-infringing material or modify it so it becomes noninfringing; provided, however that the replaced or modified material shall be equal to that contracted for hereunder and satisfactory to the affected Indemnitee(s). RCPA further agrees to pay any judgment or reasonable settlement offer resulting from a suit, demand or claim.

9. Indemnification. All Members, including RCPA, acknowledge that under the 2015 Funding Agreement ABAG has agreed, on behalf of the Members, to indemnify, hold harmless and defend the CPUC and PG&E. In recognition of this obligation, RCPA shall indemnify, hold harmless and defend the CPUC, PG&E and their respective members, affiliates, subsidiaries, parent company, officers, managers, directors, agents, and employees (for the purposes of this section only, Indemnitees), from and against all claims, demands, losses, damages, costs, expenses, and liability (legal, contractual, or otherwise), which arise from or are in any way connected with any:

(a) injury to or death of persons

(b) injury to property;

(c) violation of local, state, or federal common law, statute or regulation, including but not limited to environmental laws or regulations;

(d) strict liability imposed by any law or regulation;

so long as such injury, violation, or strict liability (as set forth in subsections (a) - (d) above) arises from RCPA's performance of, or failure to perform, this Agreement, however caused excepting only such loss, damage, cost, expense, liability, strict liability, or violation of law or regulation that is caused by the sole negligence or willful misconduct of the Indemnitees.

10. Termination. This Agreement will terminate effective December 31, 2015 or the date the 2015 Funding Agreement is terminated, whichever occurs earlier.

11. Records/Audit. RCPA shall keep complete and accurate books and records of all financial aspects of its relationship with ABAG in accordance with generally-accepted accounting principles. RCPA shall permit authorized representatives of ABAG and/or PG&E or the CPUC to inspect, copy, and audit all data and records of RCPA relating to its performance of services under this Agreement. RCPA shall maintain all such data and records in accordance with the requirement of the 2015 Funding Agreement.

12. Headings. The descriptive headings used in this 2015 Agreement are for convenience only and shall not control or affect the meaning or construction of any of its provisions.

13. Governing Law. This 2015 Agreement will be construed and enforced in accordance with the laws of the State of California.

14. Severability. Should any part of this 2015 Agreement be declared unconstitutional, invalid, or beyond the authority of either party to enter into or carry out, such decision shall not affect the validity of the remainder of this 2015 Agreement, which shall continue in full force and effect; provided that, the remainder of this 2015 Agreement can, absent the excised portion, be reasonably interpreted to give effect to the intentions of the parties.

IN WITNESS WHEREOF, RCPA has duly executed this Agreement, or caused it to be duly executed, and ABAG has duly executed this Agreement, or caused it to be duly executed.

Sonoma County Regional Climate  
Protection Authority

Dated: \_\_\_\_\_

\_\_\_\_\_  
Suzanne Smith, Executive Director

Approved as to Form:

\_\_\_\_\_  
Cory O'Donnell, Deputy County Counsel

Association of Bay Area Governments

Dated: \_\_\_\_\_

\_\_\_\_\_  
Ezra Rapport, Executive Director

Approved as to form:

\_\_\_\_\_  
Kenneth K. Moy, Legal Counsel

**ATTACHMENT 1 for 2015**  
AMENDED FUNDING AND IMPLEMENTATION  
AGREEMENT

**BAYREN PROGRAMS**

**SINGLE FAMILY**

The Single Family Program will continue to implement the Energy Upgrade California™ Home Upgrade program in the nine Bay Area counties. Services offered through the Single Family program include:

- Marketing and outreach (regional and local)
- Targeted Audit Incentives for completed PG&E Advanced Home Upgrade program
- Home Upgrade Advisor
- Home Upgrade Rebate Program
- Contractor training, mentoring, and outreach

Task	Budget
Administration	\$505,000
Implementation	\$1,236,000
Marketing & Outreach	\$732,249
Incentives	\$2,000,000
<b>TOTAL</b>	<b>\$4,473,249</b>

StopWaste	Contra Costa**	Marin	Napa	San Francisco	San Mateo*	Santa Clara	Solano	Sonoma	ABAG
\$123,707	\$118,834	\$43,629	\$32,035	\$65,458	\$253,259	\$173,209	\$44,605	\$55,513	Internal \$124,000 Contingency: \$199,000 Consultant: \$1,230,000 Incentives: \$2,000,000 Total: \$3,588,000

\*Program Lead Link

\*\*Program Rep Link

**MULTI FAMILY**

The BayREN members will provide services in their jurisdictions to support the BayREN Multifamily program. These tasks include local outreach to recruit property owners, support to the consultant providing technical assistance services to local property owners, assistance with recruiting contractors for trainings, and coordination with the BayREN Multifamily Committee. San Francisco will provide technical assistance to multifamily properties in the City and County of San Francisco.

<b>Task</b>	<b>Budget</b>
Administration	\$381,500
Implementation	\$2,165,600
Marketing & Outreach	\$179,500
Incentives	\$3,750,000
<b>TOTAL Non-Resource</b>	<b>\$6,476,600</b>

StopWaste*	Contra Costa	Marin	Napa	San Francisco	San Mateo	Santa Clara**	Solano	Sonoma	ABAG
\$1,862,100 Incentives: \$3,750,000 Total: \$5,612,100	\$25,000	\$15,000	\$20,000	\$244,000	\$25,000	\$50,000	\$20,000	\$20,000	\$445,500

**CODES & STANDARDS**

The Codes and Standards program promotes an integrated, measurement-driven management process for enhancing energy code compliance. Members will assist with local trainings, regional forums and compliance assessment.

<b>Task</b>	<b>Budget</b>
Administration	\$181,500
Implementation	\$960,000
Marketing & Outreach	\$133,000
<b>TOTAL Non-Resource</b>	<b>\$1,274,500</b>

StopWaste**	Contra Costa	Marin	Napa	San Francisco	San Mateo	Santa Clara	Solano	Sonoma	ABAG*
\$72,500	\$35,500	\$39,000	\$19,500	\$37,000	\$54,000	\$56,000	\$26,000	\$30,500	Internal: \$250,500 Consultant: \$654,500 Total: \$904,500

**FINANCING**

**Multi-Family Capital Advance †**

<b>Task</b>	<b>Budget</b>
Administration	\$150,000
Implementation	\$200,000
Marketing & Outreach	\$150,000
<b>TOTAL Non-Resource</b>	<b>\$500,000</b>

†This Program was approved from 2013-15 so no additional funds have been provided.

StopWaste \$295,000	Contra Costa -	Marin -	Napa -	San Francisco -	San Mateo -	Santa Clara -	Solano -	Sonoma -	ABAG: \$25,000 Consultant: \$205,000
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**FINANCING**

**Commercial PACE**

<b>Task</b>	<b>Budget</b>
Administration	\$32,900
Implementation	\$0
Marketing & Outreach	\$218,605
<b>TOTAL Non-Resource</b>	<b>\$251,505</b>

StopWaste	Contra Costa	Marin	Napa	San Francisco*	San Mateo	Santa Clara	Solano	Sonoma	ABAG
\$600	\$600	\$600	\$600	\$18,100	\$600	\$600	\$600	\$600	Admin: \$7,000 Contingency \$215,605 Consultant: \$6,000 Total: \$228,605

**FINANCING**

**Pay as You Save™**

<b>Task</b>	<b>Budget</b>
Administration	\$36,110
Implementation	\$255,585
Marketing & Outreach	\$69,451
<b>TOTAL Non-Resource</b>	<b>\$361,146</b>

StopWaste**	Contra Costa	Marin	Napa	San Francisco	San Mateo	Santa Clara	Solano	Sonoma*	ABAG
\$23,100	\$900	\$900	\$900	\$6,700	\$900	\$900	\$900	\$310,446	\$15,500

**ATTACHMENT 1A for 2015**  
AMENDED FUNDING AND IMPLEMENTATION  
AGREEMENT

## **ATTACHMENT 1A for 2015**

### **Sonoma County Regional Climate Protection Authority**

#### **Scope of Work**

#### **BayREN Single Family Program**

**Budget NTE: \$55,513**

The BayREN Counties will provide services in their jurisdictions to support the BayREN Single Family program. These tasks include local outreach to single family homeowners; contractor recruitment, support and engagement and coordination with the BayREN Single Family Committee and Coordinating Circle. The total budget for Sonoma County Regional Climate Protection Authority (“RCPA”) is \$55,513. Tasks below are based on local budget and capacity to deliver services.

#### **I. Admin - Cross Link**

**Purpose:** Representing Sonoma County context within BayREN

**Role Accountabilities:**

- Removing constraints within BayREN that limit its ability to collaborate and deliver effective programs
- Seeking to understand Tensions conveyed by any of Sonoma County’s stakeholders applicable to the BayREN programs, and discerning those appropriate to channel into Coordinating Circle for processing
- Sharing the perspective of Sonoma County’s stakeholders
- Communicating with Sonoma County’s stakeholders about BayREN programs and activities
- Sharing progress, performance, and strategic data and information with the Coordinating Circle
- Coordinating with local Energy Watch/Local Government Partnership and other Sonoma County’s programs.
- Establishing that member has been selected by its county to act on its behalf
- Ensuring that member has expertise and experience in energy-related project management and implementation
- Ensuring invoices and reporting are submitted to Program Administrator in a timely manner
- Developing and reviewing program performance, and program and pilot recommendations
- Reviewing and authorizing program changes
- Coordinating with other Regional Energy Networks, e.g., program implementation tactics, program design, program performance, mutual objective- building, etc.

- Work with Lead Link to assure deliverables are met for accountability purposes.

## II. Marketing and Outreach

**Purpose:** Support the Single Family program at the county level

### Role Accountabilities:

- Provide one local contractor sales and business training events
- Meet one-on-one with potential and Participating contractors to provide program support and information
- Recruitment of specialty and Advanced contractors
- Outreach to contractors through emails and calls
- Coordinate and host two contractor networking events
- Coordinate three Homeowner workshops
- Coordinate tabling and outreach at one event
- Purchase digital or print media
- Printing of program collateral
- Coordinate co-op marketing with Participating Contractors
- Coordinate one presentation to community groups
- Maintain and create stakeholder partnerships such as local cities, Energy Watch programs and Community Based Organizations to assist in outreach of the program
- With oversight from the Lead link, implement innovative marketing tactics, perform research tasks and/or participate in related professional development trainings.
- Hosting program information on local website(s)
- Providing Program Lead with local information, contacts and data that support and promote the Program
- Reporting on best and highest performing activities to the Single Family Circle
- Analyzing local program performance to identify gaps and recommendations to Program Lead
- Ensure that a minimum of 20 percent of the marketing allocation is dedicated to both Contractor recruitment and engagement tasks and consumer outreach tasks.

### Budget

<b>Task</b>	<b>Budget</b>
Administration	\$10,000
Implementation	-
Marketing & Outreach	\$45,513
<b>Total</b>	<b>\$55,513</b>

**ATTACHMENT 1B FOR 2015**  
AMENDED FUNDING AND IMPLEMENTATION  
AGREEMENT

**ATTACHMENT 1B for 2015**  
**Sonoma County Regional Climate Protection Authority**  
**Scope of Work**  
**BayREN Multifamily Program**  
**Budget NTE: \$20,000**

The BayREN Counties will provide services in their jurisdictions to support the BayREN Multifamily program. These tasks include local outreach to recruit property owners, support to the consultant providing technical assistance services to local property owners, assistance with recruiting contractors for trainings, and coordination with the BayREN Multifamily Committee and Coordinating Circle. The total budget for Sonoma County Regional Climate Protection Authority is \$20,000. Tasks below are assigned based on local budget and capacity to deliver services.

**I. Admin – Cross Link**

**Purpose:** Representing Sonoma County context within BayREN

**Role Accountabilities:**

- Removing constraints within BayREN that limit its ability to collaborate and deliver effective programs
- Seeking to understand Tensions conveyed by any of Sonoma County’s stakeholders applicable to the BayREN programs, and discerning those appropriate to channel into Coordinating Circle for processing
- Sharing the perspective of Sonoma County stakeholders
- Communicating with Sonoma County’s stakeholders about BayREN programs and activities
- Sharing progress, performance, and strategic data and information with the Coordinating Circle
- Coordinating with local Energy Watch/Local Government Partnership and other Sonoma County programs.
- Establishing that member has been selected by its county to act on its behalf
- Ensuring that member has expertise and experience in energy-related project management and implementation
- Ensuring invoices and reporting are submitted to Program Administrator in a timely manner
- Developing and reviewing program performance, and program and pilot recommendations
- Reviewing and authorizing program changes

- Coordinating with other Regional Energy Networks, e.g., program implementation tactics, program design, program performance, mutual objective- building, etc.

**II. Marketing and Outreach**

**Purpose:** Support the multifamily program at the county level

**Role Accountabilities:**

- Recruiting property owners and contractors through local activities
- Planning, organizing and attending one local outreach event
- Ensuring outreach is done in all jurisdictions within the member county (towns, cities, unincorporated areas, etc.)
- Coordinating with cities within the County, Energy Watch/Local Government Partnership, and other local programs
- Hosting program information on local website(s)
- Providing Program Lead with local information, contacts and data that support and promote the Program
- Reporting on best and highest performing activities to the Multifamily Circle
- Analyzing local program performance to identify gaps and recommendations to Program Lead

**Budget**

<b>Task</b>	<b>Budget</b>
Administration	\$15,000
Implementation	-
Marketing & Outreach	\$5,000
<b>Total</b>	<b>\$20,000</b>

**ATTACHMENT 1C FOR 2015**  
AMENDED FUNDING AND IMPLEMENTATION  
AGREEMENT

**ATTACHMENT 1C for 2015**  
**Sonoma County Regional Climate Protection Authority**  
**Scope of Work**  
**BayREN Codes & Standards Program**  
**Budget NTE: \$26,000**

The BayREN Counties will provide services in their jurisdictions to support the BayREN Codes and Standards program. These tasks include coordination of follow up activities in PROP visits, marketing of trainings and workshops to cities, support for Regional Forums, support for development of local energy policies, and coordination with the BayREN Codes and Standards Committee and Coordinating Circle. The total budget for Sonoma County Regional Climate Protection Authority (“RCPA”), on behalf of the Sonoma County for 2015 is \$30,500. Tasks below are assigned based on local budget and capacity to deliver services.

**I. Admin – Cross Link**

**Purpose:** Representing Sonoma County context within BayREN

**Role Accountabilities:**

- Removing constraints within BayREN that limit its ability to collaborate and deliver effective programs
- Seeking to understand Tensions conveyed by any of Sonoma County’s stakeholders applicable to the BayREN programs, and discerning those appropriate to channel into Coordinating Circle for processing
- Sharing the perspective of Sonoma County stakeholders
- Communicating with Sonoma County’s stakeholders about BayREN programs and activities
- Sharing progress, performance, and strategic data and information with the Coordinating Circle
- Coordinating with local Energy Watch/Local Government Partnership and other Sonoma County programs.
- Establishing that member has been selected by its county to act on its behalf
- Ensuring that member has expertise and experience in energy-related project management and implementation
- Ensuring invoices and reporting are submitted to Program Administrator in a timely manner
- Developing and reviewing program performance, and program and pilot recommendations
- Reviewing and authorizing program changes

- Coordinating with other Regional Energy Networks, e.g., program implementation tactics, program design, program performance, mutual objective- building, etc.

**II. Implementation**

**Purpose:** Support the Codes and Standards program at the county level, including in coordination with all other local governments in Sonoma County.

**Role Accountabilities:**

- Researching, supporting, and advocating for at least two specific energy policy at the local government level
- Providing local coordination and assistance in follow up work and visit for one PROP community
- Coordinating with cities within the County, Energy Watch/Local Government Partnership, and other local programs
- Providing Program Lead with local information, contacts and data that support and promote the Program
- Reporting on best and highest performing activities to the Codes and Standards Circle
- Analyzing local program performance to identify gaps and recommendations to Program Lead

**III. Marketing and Outreach**

**Purpose:** Support the Codes and Standards program at the county level, including marketing and outreach to all local governments in Sonoma County.

**Role Accountabilities:**

- Providing email, phone and other marketing for each of the six regional forum events
- Recruiting local governments for hosting five trainings from the BayREN curriculum or specialty trainings developed in the program

**Budget**

<b>Task</b>	<b>Budget</b>
Administration	\$3,500
Implementation	\$19,000
Marketing & Outreach	\$8,000
<b>Total</b>	<b>\$30,500</b>

**ATTACHMENT 1D FOR 2015**  
AMENDED FUNDING AND IMPLEMENTATION  
AGREEMENT

**ATTACHMENT 1D for 2015**  
**Sonoma County Regional Climate Protection Authority**  
**Scope of Work**  
**BayREN Commercial PACE Program**  
**Budget NTE: \$600**

Sonoma County Regional Climate Protection Authority, will provide administrative tasks in its capacity as a Cross Link and for participation in the Coordinating Circle. The total budget is \$600.

**Admin – Cross Link**

**Purpose:** Representing Sonoma County context within BayREN

**Role Accountabilities:**

- Removing constraints within BayREN that limit its ability to collaborate and deliver effective programs
- Seeking to understand Tensions conveyed by any of Sonoma County’s stakeholders applicable to the BayREN programs, and discerning those appropriate to channel into Coordinating Circle for processing
- Sharing the perspective of Sonoma County stakeholders
- Communicating with Sonoma County’s stakeholders about BayREN programs and activities
- Sharing progress, performance, and strategic data and information with the Coordinating Circle
- Coordinating with local Energy Watch/Local Government Partnership and other Sonoma County programs.
- Establishing that member has been selected by its county to act on its behalf
- Ensuring that member has expertise and experience in energy-related project management and implementation
- Ensuring invoices and reporting are submitted to Program Administrator in a timely manner
- Developing and reviewing program performance, and program and pilot recommendations
- Reviewing and authorizing program changes
- Coordinating with other Regional Energy Networks, e.g., program implementation tactics, program design, program performance, mutual objective- building, etc.

## Budget

<b>Task</b>	<b>Budget</b>
Administration	\$600
Implementation	-
Marketing & Outreach	-
Total	\$600

**ATTACHMENT 1E FOR 2015**  
AMENDED FUNDING AND IMPLEMENTATION  
AGREEMENT

**ATTACHMENT 1E for 2015**  
**Sonoma County Regional Climate Protection Authority**  
**Scope of Work**  
**BayREN PAYS® Program**  
**Budget NTE: \$310,446**

The Sonoma County Regional Climate Protection Authority (“RCPA”) will act as the Lead Link to the Pay as you Save Program Circle. RCPA will oversee PAYS Coordination and Technical Assistance roles, and provide for PAYS Accounting. RCPA will provide local partner utility support for implementation and marketing in its capacity for PAYS Local Outreach. RCPA will provide administrative tasks in its capacity as a Cross Link and for participation in the Coordinating Circle. The total budget is \$310,446.

**I. Admin**

**A. Cross Link**

**Purpose:** Representing Sonoma County context within BayREN

**Role Accountabilities:**

- Removing constraints within BayREN that limit its ability to collaborate and deliver effective programs
- Seeking to understand Tensions conveyed by any of Sonoma County stakeholders applicable to the BayREN programs, and discerning those appropriate to channel into Coordinating Circle for processing
- Sharing the perspective of Sonoma County stakeholders
- Communicating with Sonoma County stakeholders about BayREN programs and activities
- Sharing progress, performance, and strategic data and information with the Coordinating Circle
- Coordinating with local Energy Watch/Local Government Partnership and other Sonoma County programs.
- Establishing that member has been selected by its county to act on its behalf
- Ensuring that member has expertise and experience in energy-related project management and implementation
- Ensuring invoices and reporting are submitted to Program Administrator in a timely manner
- Developing and reviewing program performance, and program and pilot recommendations

- Reviewing and authorizing program changes
- Coordinating with other Regional Energy Networks, e.g., program implementation tactics, program design, program performance, mutual objective- building, etc.

## **B. Lead Link**

**Purpose:** Optimize PAYS program performance

**Role Accountabilities:**

- Allocating PAYS resources incorporating the input from circle members
- Assigning PAYS roles, monitoring fit for role, providing feedback to enhance fit and removing Partners from roles incorporating the input from circle members
- Assessing and defining priorities and strategies for the PAYS
- Defining and assigning metrics for the program incorporating the input from circle members
- Informing BayREN member(s) of relevant activities within county
- Providing oversight for PAYS Coordination & day-to-day implementation
- Managing consultants
- Providing for PAYS Accounting & proper handling of ratepayer funds
- Monitoring and forecasting budget, expenditures, and receivables
- Adhering to regulatory requirements and guidelines
- Processing subconsultant and partner utility invoices
- Submitting monthly invoices and reporting

## **C. PAYS Coordination**

**Purpose:** Day-to-day program implementation

**Role Accountabilities:**

- Coordinating with Lead Link, Rep Link, and Cross Links, BayREN Administrator, PAYS technical team, partner utilities, PG&E, CPUC, and EM&V consultants
- Reporting on program progress and supporting Program Administrator in responding to data requests

## **II. Implementation**

### **A. PAYS Lead Link**

**Purpose:** Optimize PAYS program performance

**Role Accountabilities:**

- Overseeing PAYS planning and meetings; monthly meetings anticipated:
  - One PAYS Program Circle meeting with Rep Link, Local Outreach, Coordination, Technical Assistance, and BayREN Administrator
  - Two Administrative meetings per month with Rep Link and BayREN Administrator

- Four Management meetings with Lead Link and PAYS Coordinator
- Two PAYS design meetings with Coordinator and Technical Assistance team
- One Coordinating Circle
- Providing oversight for PAYS Coordination & day-to-day implementation

## **B. PAYS Coordination**

**Purpose:** Day-to-day program implementation

**Role Accountabilities:**

- Facilitating PAYS planning and meetings; monthly meetings anticipated:
  - One PAYS Program Circle meeting with Rep Link, Local Outreach, Coordination, Technical Assistance, and BayREN Administrator
  - Two Administrative meetings per month with Rep Link and BayREN Administrator
  - Four Management meetings with Lead Link and PAYS Coordinator
  - Two PAYS design meetings with Coordinator and Technical Assistance team
  - Two partner utility meetings with each partner
  - One Coordinating Circle
- Managing technical sub consultant team
- Adapting and adjusting program as needed
- Monitoring regulatory activities that impact program and representing Program in relevant stakeholder groups, committees and advisory groups

## **C. PAYS Technical Assistance**

**Purpose:** Provide excellent service and value to partner utilities through the development and delivery of PAYS programs

**Role Accountabilities:**

- Advising and assisting participating utilities in developing PAYS program concepts
- Ensuring that program design meets projected energy savings targets
- Determining target customer and building sector(s), and targeted measures
- Developing and refining program software tools
- Developing and refining operational procedures for start-up, measure delivery, QA/QC, financial operations, etc.
- Updating previously developed contracts and forms
- Assisting partner utilities through procurement of capital, contractors, vendors, and other PAYS services as needed
- Develop and implement training curriculum for utilities, contractors, vendors, etc.
- Support EM&V efforts for BayREN reporting

## **D. PAYS Local Outreach**

**Purpose:** Support the PAYS program at the county level.

**Role Accountabilities:**

- Participating in PAYS planning and meetings as requested by Lead; monthly meetings anticipated: one per partner utility plus one PAYS Program Circle
- Serving as a local contact for PAYS utilities in the County for questions about BayREN
- Providing Program Lead with local information, contacts and data that support and promote the Program
- Analyzing local program performance to identify gaps and recommendations to Program Lead

## **III. Marketing & Outreach**

### **A. PAYS Coordination**

**Purpose:** Day-to-day program implementation

**Role Accountabilities:**

- Coordinating with Lead Link, Rep Link, and Cross Links, BayREN Administrator, PAYS technical team, partner utilities, PG&E, CPUC, and EM&V consultants

### **B. PAYS Technical Assistance**

**Purpose:** Provide excellent service and value to partner utilities through the development and delivery of PAYS programs

**Role Accountabilities:**

- Support partner utility customer marketing campaign
- Conducting onsite surveys of potential projects and quality assurance on completed projects

### **C. PAYS Local Outreach**

**Purpose:** Support the PAYS program at the county level.

**Role Accountabilities:**

- Recruiting PAYS partner utilities
- Ensuring outreach is done in all jurisdictions within the member county (towns, cities, unincorporated areas, etc.)
- Supporting PAYS partner utilities in outreach to elected officials, staff, customers, the general public, and other stakeholders

## **Budget**

<b>Task</b>	<b>Budget</b>
Administration	\$15,410
Implementation	\$231,585
Marketing & Outreach	\$63,451
Total	\$310,446

**ATTACHMENT 2 for 2015**  
AMENDED FUNDING AND IMPLEMENTATION  
AGREEMENT

**ATTACHMENT 2 for 2015  
RCPA**

The Final Decision, issued on September 19, 2013 in CPUC Proceeding Number A.12-07-001, et. al. disapproved of the BayREN Single Family Loan Loss Reserve subprogram, proposed as part of the BayREN Energy Efficiency Financing Portfolio. Accordingly, the amounts of the revolving loan funds are revised as follows:

Single Family Loan Loss Reserve <sup>1</sup>	\$0
Multi-Family Capital Advance	\$1,500,000

The procedure for drawing down loan funds, as approved by the BayREN Coordinating Committee on October 31, 2013, is:

- The loans are available regionally on a first-come first-served basis. The disbursement of loan funding to projects will be contingent upon their lenders' ability and commitment to contribute at least half of the overall capital to co-finance upgrades. There are a number of program variables that will impact the allocation of the disbursement including: lender receptivity to program participation, average and maximum loan sizes (and therefore the number of loans available out of the 1.5million capital pool), timing and the necessity to leverage the Bay REN Multifamily incentive program to provide the Quality Assurance mechanisms for the loan product, and identifying upgrade project scopes of work that can be installed with-in the budget of the maximum loan amounts provided jointly by BayREN and the participating lender(s).
- Implementers will institute process measures to provide equal opportunity to the entire region by actively targeting participation from lenders and property owners in each of the 9 county jurisdictions.
- Lender participation agreements and loan reservations will be honored through their expiration dates.

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<sup>1</sup> The budget for the Single Family Loan Loss Reserve has been amended on Attachment 1, revision 2 in conformity with Decision A.12-07-001. The Scope of Work for services related to Single Family Loan Loss Reserve is deleted from the Implementation Agreement.

**ATTACHMENT 3 for 2015**  
AMENDED FUNDING AND IMPLEMENTATION  
AGREEMENT

### ATTACHMENT 3

<b>Job Classification</b>	<b>2013-2014 Maximum Hourly Rate</b>
Executive Director	\$177-195
Program Manager	\$105-121
Program Analyst	\$65-75
Legal Counsel	\$222-245
Administrative Assistant III	\$83-92

**SECOND AMENDMENT TO  
AGREEMENT FOR CONSULTANT SERVICES – RCPA13003-A2  
- BAYREN PROGRAM IMPLEMENTATION PLAN 2013-2015 –  
REGIONAL CLIMATE PROTECTION AUTHORITY (RCPA) AND BEVILACQUA-KNIGHT, INC. (BKI)**

The agreement for consultant services (Agreement) for the purposes of designing and implementing services to be implemented under the Bay Area Regional Energy Network (BayREN) Pay As You Save (PAYS®) program between the Regional Climate Protection Authority (RCPA) and Bevilacqua-Knight, Inc. (Consultant) is hereby amended as follows:

- A. The Budget of the Agreement in Attachment I for PAYS services to be delivered in 2015 is \$250,446 and the Total Budget of the Agreement is hereby amended and set at Nine Hundred Four Thousand and Two Hundred Forty Six dollars (\$904,246.00).
- B. Attachment I is added to this Agreement.
- C. The term of the agreement shall be extended through December 31, 2015.
- D. This Amendment is effective December 12, 2014.

IN WITNESS WHEREOF, Consultant has duly executed this Agreement, or caused it to be duly executed, and RCPA has duly executed this Agreement, or caused it to be duly executed.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Suzanne Smith, Executive Director – RCPA

Dated: \_\_\_\_\_

\_\_\_\_\_  
Brian Gitt, Principal BKi

Approved as to form:

\_\_\_\_\_  
Cory O'Donnell, Legal Counsel

**ATTACHMENT I*****Sonoma County Regional Climate Protection Authority*****BayREN Financing Subprogram: PAYS®****Implementation for 2015****BKi Scope of Work****Budget NTE: \$250,446**

Bevilaqua Knight, Inc. (BKi) will provide services in delivering PAYS Coordination and Technical Assistance roles. RCPA will provide oversight to BKi in its capacity as PAYS Lead Link. The total budget assigned to BKi is \$250,446.

**I. Admin****A. PAYS Coordination**

**Purpose:** Day-to-day program implementation

**Role Accountabilities:**

- Coordinating with Lead Link, Rep Link, and Cross Links, BayREN Administrator, PAYS technical team, partner utilities, PG&E, CPUC, and EM&V consultants
- Reporting on program progress and supporting Program Administrator in responding to data requests
- Determine on-water-bill (OWB) specific project management systems to address both implementation as well as performance results and CPUC tracking metrics to capitalize on pilot lessons learned

**II. Implementation****A. PAYS Coordination**

**Purpose:** Day-to-day program implementation

**Role Accountabilities:**

- Facilitating PAYS planning and meetings; monthly meetings anticipated:
  - One PAYS Program Circle meeting with Rep Link, Local Outreach, Coordination, Technical Assistance, and BayREN Administrator
  - Two Administrative meetings per month with Rep Link and BayREN Administrator
  - Four Management meetings with Lead Link and PAYS Coordinator
  - Two PAYS design meetings with Coordinator and Technical Assistance team
  - Two partner utility meetings with each partner
  - One Coordinating Circle
- Managing technical sub consultant team

- Adapting and adjusting program as needed
- Monitoring regulatory activities that impact program and representing Program in relevant stakeholder groups, committees and advisory groups

### **B. PAYS Technical Assistance**

**Purpose:** Provide excellent service and value to partner utilities through the development and delivery of PAYS programs

**Role Accountabilities:**

- Advising and assisting participating utilities in developing PAYS program concepts
- Ensuring that program design meets projected energy and/or water savings targets consistent with guidance from BayREN and CPUC
- Determining target customer and building sector(s), and targeted measures
- Developing and refining program software tools
- Developing and refining operational procedures for start-up, measure delivery, QA/QC, financial operations, etc.
- Updating previously developed contracts and forms
- Assisting partner utilities through procurement of capital, contractors, vendors, and other PAYS services as needed
- Develop and implement training curriculum for utilities, contractors, vendors, etc.
- Support EM&V efforts for BayREN reporting

## **III. Marketing & Outreach**

### **A. PAYS Coordination**

**Purpose:** Day-to-day program implementation

**Role Accountabilities:**

- Coordinating with Lead Link, Rep Link, and Cross Links, BayREN Administrator, PAYS technical team, partner utilities, PG&E, CPUC, and EM&V consultants

### **B. PAYS Technical Assistance**

**Purpose:** Provide excellent service and value to partner utilities through the development and delivery of PAYS programs

**Role Accountabilities:**

- Support partner utility customer marketing campaign with activities that may include:
  - Marketing collateral templates for program utilities and qualified contractors
  - Web content
- Conducting onsite surveys of potential projects and quality assurance on completed projects

**2015 Budget**

<b>Task</b>	<b>Budget</b>
Administration	\$6,010
Implementation	\$184,905
Marketing & Outreach	\$59,531
<b>Total</b>	<b>\$250,446</b>

**Total Amended Budget**

<b>Task</b>	<b>2013-2014 Budget</b>			<b>2015 Budget</b>		
	<b>Labor</b>	<b>Expenses</b>	<b>Total</b>	<b>Labor</b>	<b>Expenses</b>	<b>Total</b>
Administration	\$20,000	\$7,500	\$27,500	\$6,010	\$0	\$6,010
Implementation	\$197,700	\$308,800	\$506,500	\$122,955	\$61,950	\$184,905
Marketing and Outreach	\$92,800	\$27,000	\$119,800	\$31,481	\$28,050	\$59,531
<b>Total</b>	<b>\$310,500</b>	<b>\$343,300</b>	<b>\$653,800</b>	<b>\$160,446</b>	<b>\$90,000</b>	<b>\$250,446</b>
<b>Total Budget NTE:</b>						<b>\$904,246</b>

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## Staff Report

**To: SCTA/RCPA Board of Directors**  
**From: Suzanne Smith, Executive Director**  
**Item: 4.1 – Election of Officers for 2015**  
**Date: January 12, 2015**

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**Issue:**

Who shall be the 2015 officers of the SCTA/RCPA?

**Background:**

The Sonoma County Transportation Authority Ordinance No. 3 requires that at the first meeting of each calendar year, the SCTA elect a Chair and Vice-Chair to serve during the upcoming year. The ordinances state that, “The position of Chair shall be rotated bi-annually and no person shall serve consecutive terms as Chair. At no time should two Members from the Board of Supervisors (BOS) or two Members from City or Town Councils hold both the Chair and Vice Chair positions.”

In 2014 the Chair was Sarah Gurney, Sebastopol; Vice Chair was David Rabbitt, BOS

In 2013 the Chair was Mike McGuire, BOS; Vice Chair was Sarah Gurney, Sebastopol

In 2012 the Chair was Valerie Brown, BOS; Vice Chair was Sarah Gurney, Sebastopol

In 2011 the Chair was Jake Mackenzie, Rohnert Park; Vice Chair was Valerie Brown, BOS

In 2010 the Chair was Jake Mackenzie, Rohnert Park; Vice Chair was Valerie Brown, BOS

In 2009 the Chair was Mike Kerns, BOS; the Vice Chair was Jake Mackenzie, Rohnert Park

In 2008 the Chair was Mike Kerns, BOS; the Vice Chair was Lisa Schaffner, Healdsburg

The selection of the Executive Committee takes place at the first meeting of the year as well. Ordinance No. 3 states, “The Executive Committee shall have two members, in addition to the Chair, Vice-Chair and one alternate. The selection of the Executive Committee shall take place annually, in conjunction with the selection of the Chair and Vice-Chair of the Board. The Board shall individually nominate members of the Executive Committee, and each nominee shall be appointed after receiving a majority vote of the full Board.”

The current Executive Committee members are Chair Gurney, Vice Chair Rabbitt, and Directors McGuire and Russell. Director Gallian is the alternate.

**Policy/Fiscal Impacts:**

Not applicable.

**Staff Recommendation:**

Accept nominations for and elect officers to serve as Chair, Vice Chair and the Executive Committee for 2015. No resolution is required although an action must be recorded in the meeting minutes.

## 2015 Legislative Principles

### CLIMATE CHANGE

1. Monitor the federal and State processes related to climate change, renewable energy and energy efficiency bills.
2. Advocate for funding opportunities to implement climate change projects and programs that will help Sonoma County reach its emission reduction and adaptation goals. Options may include:
  - SB375 implementation
  - CPUC activities related to energy and energy efficiency
  - Cap and trade
  - Public goods charge
  - Carbon pricing
  - Climate Adaptation
3. Monitor and participate in the development and issuance of implementation rules and regulations by State agencies such as the California Air Resources Board, the State Office of Planning and Research, California Public Utilities Commission and the California Energy Commission.
4. Monitor and participate in the implementation of SB 375, including plans for attainment of regional emission reduction targets. Continue efforts to ensure that local participation in Sustainable Communities Strategies (SCS) is a priority at the regional level.
5. Oppose efforts to reduce or divert funding from climate protection and support efforts to protect, preserve and enhance climate protection funding.



## 2015 Legislative Principles

### TRANSPORTATION

1. Monitor the federal process related to new federal transportation legislation and development of the next transportation bill.
2. Monitor any efforts at the federal and State level to implement funding or financing mechanisms that could impact transportation.
3. Engage in administrative deliberations on project delivery and implementation at the federal and State level. Advocate for efficiencies in project delivery and cost cutting measures that enable more projects to be built.
4. Advocate for legislative or administrative proposals to increase overall funding levels for transportation infrastructure, operations and maintenance in Sonoma County. Options may include:
  - Cap and trade revenue
  - Vehicle registration fee
  - Vehicle miles traveled tax
  - Fuel tax
  - Carbon tax
  - Statewide bond
5. Advocate for reduction of the voter threshold for special sales tax measures.
6. Advocate for an increase in the local sales tax cap to 2.5%.
7. Oppose efforts to reduce or divert funding from transportation projects and support efforts to repay, protect and preserve transportation funding.
8. Focus on advocacy for funding distribution approaches that support local needs and priorities.



## Staff Report

**To:** RCPA Board of Directors  
**From:** Lauren Casey, Deputy Director, Climate Programs  
**Item:** 4.4.1 – RCPA Activities Report  
**Date:** January 12, 2015

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**Issue:**

Information Only

**Background:**

***CLIMATE ACTION PLANNING***

**Climate Action 2020**

RCPA staff continues to work with jurisdiction staff through the Staff Working Group on the community wide climate action plan. The Staff Working Group has been meeting and reviewing candidate GHG reduction measures, to identify and evaluate possible greenhouse gas (GHG) reduction strategies to help achieve the adopted GHG target and to evaluate new GHG reduction target options for 2020. Staff expects to bring possible target scenario options to the Board in early 2015. Staff is also working on developing a presentation and update on the project that will be presented to the member jurisdictions city/town councils in February/March 2015.

**RCPA Coordination Committee – Climate Action Forums**

The RCPA will continue to convene monthly discussion forums for our members and implementing partners. The December 2014 meeting was used to plan discussion topics and programs for 2015 meetings. Staff will be using the list to identify speakers and session topic dates to share with partners. Examples of potential discussion topics include: greenhouse gas (GHG) accounting tools and trainings based on each sector, climate communications, Climate Ready North Bay project data product training, Bay Area EV Council – local government policy task force recommendations, the best of Applied Solutions, sharing Sonoma County’s story, and the nexus between climate change and public health.

The announcement for each forum will be circulated to staff contacts provided by city managers, the county administrator and department heads, and non-governmental partners.

***ENERGY EFFICIENCY***

**Bay Area Regional Energy Network (BayREN)**

An update on BayREN is provided in item 3.5.

***CLEAN TRANSPORTATION***

**Shift Sonoma County**

An Update on Shift Sonoma County is provided in item 4.6.2.

## **CLIMATE POLICY AND SCIENCE**

### **Lima Conference of the Parties**

The 20<sup>th</sup> session of the United Nations Framework Convention on Climate Change (UNFCCC) Conference of the Parties, known as COP20, took place in Lima, Peru from December 1 through 14, 2014. The UNFCCC was created by a treaty in 1992 to provide for international cooperation in responding to climate change. Essential background on the UNFCCC can be found here: [http://unfccc.int/essential\\_background/items/6031.php](http://unfccc.int/essential_background/items/6031.php)

The UNFCCC's ultimate objective is the "stabilization of greenhouse gas concentrations in the atmosphere at a level that would prevent dangerous anthropogenic interference with the climate system" while preserving the right to sustainable development.

In 1997, the UNFCCC adopted the Kyoto Protocol, which legally bound developed countries (excluding the United States which signed but never ratified the Treaty) to emissions reduction targets through 2012. The commitment period was extended through 2020 through the Doha Amendment (adopted in 2012).

The framework for dealing with climate change beyond 2020 was established in 2011 at COP17 in Durban where all governments committed to a comprehensive plan that will come closer over time to delivering the objective of the UNFCCC: to stabilize GHG concentrations to avoid dangerous interference. Targets for limiting dangerous interference were agreed upon as limiting global warming to stay below 2 degrees Celsius, which is most likely to occur if atmospheric GHG concentrations can be stabilized at 450 parts per million (ppm) or lower. Staff will provide more background on how policy targets relate to the global temperature and atmospheric CO<sub>2</sub> targets as part of the discussion of targets to be adopted in Climate Action 2020.

The Durban Platform for Enhanced Action established a roadmap and an Ad Hoc Working group aimed at developing a legally binding agreement to be adopted in 2015 at COP21 in Paris, and to be implemented starting in 2020. The recent COP20 held in Lima was the last opportunity for all members to articulate agreements building toward the next protocol to be adopted in Paris.

The result of COP20 was the Lima Call for Climate Action, which affirmed the approach towards Paris: the Ad Hoc Working Group will publish a negotiating text in May 2015 that will guide Paris talks towards a new protocol. Individual nations will submit their "intended nationally determined contributions" well in advance of COP21, but no later than October 2015 so that all commitments can be aggregated by November into a draft protocol.

Reactions to the Lima talks are mixed, signaling some progress towards a global agreement but skepticism around the ability of the agreement to avoid two degrees of warming. An interesting discussion of the outcomes of the Lima COP can be found here: <http://www.carbonbrief.org/blog/2014/12/winners-and-losers-from-the-lima-climate-conference/>

One other development emerging from Lima was the creation (lead by Peru) of a new portal intended to highlight the strategic action being taken by "non-state actors." The Non-state Actor Zone for Climate Action (NAZCA) portal is intended to showcase the extraordinary range of game-changing actions being undertaken by cities, regions, and the private sector in building momentum for Paris. Data in the portal is currently drawn only from the Carbon Disclosure Project and the Carbon Climate Registry. Staff will investigate how to submit RCPA projects and commitments as NAZCA begins accepting data from other sources.

The portal can be viewed at: <http://climateaction.unfccc.int/>

**Policy Impacts:**

None.

**Fiscal Impacts:**

None.

**Staff Recommendation:**

Information only.

## **Glossary of Common RCPA Acronyms**

AB32 = Assembly Bill 32, Global Warming Solutions Act (2006)  
ABAG = Association of Bay Area Governments  
AR5 = Fifth Assessment Report (IPCC)  
ARB = Air Resources Board  
BayREN = Bay Area Regional Energy Network  
BAMBE = Bay Area Multifamily Building Enhancements  
C&S = Codes and Standards (BayREN)  
CCBA = Climate Corps Bay Area  
COP = Conference of Parties (UNFCCC)  
CPUC = California Public Utilities Commission  
EBMUD = East Bay Municipal Utility District  
EPA = Environmental Protection Agency  
GHG = greenhouse gas  
GIS = Geographic Information Systems  
HUA = Home Upgrade Advisor (BayREN)  
IPCC = Intergovernmental Panel on Climate Change  
ME&O = marketing, education, and outreach  
MFCAP = Multi Family Capital Advance Program  
NBCAI = North Bay Climate Adaptation Initiative  
NCDC = National Climate Data Center  
NOAA = National Oceanic and Atmospheric Administration  
NCBE = North Coast Builders Exchange  
PACE = Property Assessed Clean Energy  
PAYS<sup>®</sup> = Pay As You Save  
PG&E = Pacific Gas and Electric  
PROP = Permit Resource Opportunity Program (BayREN)  
RCPA = Regional Climate Protection Authority  
REACO = Redwood Empire Association of Code Officers  
SCS = Sustainable Communities Strategy  
SCEIP = Sonoma County Energy Independence Program  
United Nations Framework Convention on Climate Change (UNFCCC)

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## Staff Report

**To:** SCTA/RCPA Board of Directors

**From:** Dana Turréy, Transportation Planner

**Item:** 4.5.1 – Shift implementation and MTC car sharing grant award

**Date:** January 12, 2014

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**Issue:**

Shall the Board authorize the following actions associated with implementation of the Shift Sonoma County grant and the newly received MTC Climate Initiatives grant?

1. Approve the award of the Metropolitan Transportation Commission (MTC) Climate Initiatives Grant for Car Sharing via Resolution No. 2015-003?
2. Authorize staff to prepare and release a Request for Proposals (RFP) for the preparation of a Transportation Mode Shift Plan outlined in the Shift Sonoma County grant?
3. Authorize staff to recruit one temporary extra help position to assist with communications and public outreach for Shift Sonoma County, the 2015 Comprehensive Transportation Plan, and the Climate Action 2020 Plan?

**Background:**

SCTA/RCPA has funding to conduct a Transportation Mode Shift Plan with a countywide car share feasibility study component through the Shift Sonoma County grant. SCTA was also recently awarded a \$170,130 grant for car share implementation in Santa Rosa through the MTC Car Sharing Program. The car share feasibility study will inform the implementation of a pilot car share program in Santa Rosa. The Santa Rosa Car Share Program is funded through the federal Congestion Mitigation and Air Quality Improvement Program (CMAQ) which requires obligation in 2015. This necessitates that the Transportation Mode Shift Plan commence in the spring of 2015.

The Transportation Mode Shift Plan will include a public engagement and outreach component that will overlap with the Transportation Fuel Shift Action Plan, which is the second major product of the Shift Sonoma County grant. In addition, the SCTA and RCPA are working on several other planning efforts requiring public outreach and engagement, including, the 2015 Comprehensive Transportation Plan and the Climate Action 2020 Plan.

**MTC Car Sharing Program Grant Authorization**

The Santa Rosa Car Share project grant must be entered into the Transportation Improvement Program (TIP) database, a federally required comprehensive listing of surface transportation projects, prior to beginning the fund obligation process. MTC requires that the governing body of the grantee certify through a resolution that it approves the award of MTC discretionary grant funding prior to entering the project into the TIP.

### Transportation Mode Shift Plan Request for Proposal

Staff released a Request for Qualifications (RFQ) to seek consultant qualifications for car share planning and implementation services in fall 2014. During review of the Statements of Qualifications (SOQ) received, staff determined that given the funding and staff availability it would be prudent to hire one consulting team to complete the entire Transportation Mode Shift Action Plan, which would include a car share feasibility study, a bike share feasibility study, a shared mobility and transportation demand management program needs assessment, and a transportation demand management program plan.

Staff now seeks the Board's approval to prepare and release a Request for Proposals (RFP) for the Transportation Mode Shift Plan. Contracts with the selected firm will be brought to the Board for approval if planning services are desired from the responding firms.

### Temporary Extra-Help Public Outreach Position

SCTA and RCPA are working on several planning efforts requiring public outreach, engagement, and marketing. These planning efforts include the Transportation Mode Shift Plan and the Transportation Fuel Shift Action Plan as part of the Shift Sonoma County grant, the 2015 Comprehensive Transportation Plan, and the Climate Action 2020 Plan.

Staff would like to create a part-time extra help Community Affairs Specialist position to support the implementation of public outreach and engagement strategies related to both SCTA and RCPA projects. Specific project needs include:

- Shift Sonoma County: market analysis, use of engagement tools, community meetings and focus groups to identify transportation priorities and needs related to mode and fuel shift, website enhancements, Spanish language translation, and a marketing plan to promote strategies to shift transportation mode and fuel choices.
- 2015 Comprehensive Transportation Plan: assist in public outreach with community meetings, focus groups and online engagement; provide Spanish language translation.
- Climate Action 2020: community outreach related to the draft Climate Action 2020 plan, online enhancements to create broader participation in climate action strategies including energy efficiency programs, renewable energy deployment, clean transportation programs, water conservation, community resilience, and other strategies.
- SCTA/RCPA web site enhancements and social media engagement.

Staff anticipates a budget not to exceed \$55,000 per year for the position including SCTA insurance and other costs. Salary range will \$25-30 per hour, depending on experience. The contract will not exceed 24 months and will be brought to the Board for approval following a recruitment process.

The FY14/15 Final budget approved for the RCPA included \$50,000 for consulting services related to BayREN outreach and website enhancements that will be used to fund this position. The Shift Sonoma County budget included \$130,000 for a community engagement campaign, \$30,000 of which will be used to fund this position. An additional \$30,000 from the FY14/15 Final SCTA budget allocated for consulting services related to the CTP will also fund this position.

A draft position description is attached for Board consideration.

### **Policy Impacts:**

Car sharing reduces the need for vehicle ownership and reliance on single-occupancy vehicle commuting, thereby reducing vehicle miles traveled and GHG emissions. The Transportation Mode Shift Action Plan will yield a comprehensive plan for facilitating increased use of alternative modes of

transportation and linkages across those modes in Sonoma County. Implementation of a car sharing program in Santa Rosa and a Transportation Mode Shift Action Plan would support the 2009 Comprehensive Transportation Plan Policy 3A to reduce vehicle miles traveled (VMT) per capita by 10% below 2005 levels by 2035 and the RCPA goals to reduce GHG emission levels. Bringing a temporary extra-help outreach person on board to the SCTA/RCPA team would greatly improve our capacity to conduct thorough and meaningful public outreach for the current planning efforts.

**Fiscal Impacts:**

The MTC Car Sharing Program grant awarded to the SCTA will be used to attract a car sharing company for initial implementation and expansion to Santa Rosa. Funding will also be used to install signage and striping, and to pay for dedicated parking spaces for the car share vehicles. Staff time will be required to manage the Transportation Mode Shift Plan and the implementation of Santa Rosa Car Share, both of which will be predominantly funded by the Shift grant.

The extra help position will be funded primarily by grant revenue already included in the SCTA and RCPA final budgets and will not exceed \$85,000 per year.

**Staff Recommendation:**

Staff recommends that the Board adopt SCTA Resolution No. 2015-003 authorizing staff to enter the Santa Rosa Car Share grant into the TIP and move forward with the fund obligation process; authorize staff to prepare and release a RFP for the preparation of a Transportation Mode Shift Plan; and authorize staff to recruit one temporary extra help position to assist with communications and public outreach for various planning efforts.

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY TRANSPORTATION AUTHORITY, COUNTY OF SONOMA, STATE OF CALIFORNIA, AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDING ASSIGNED TO THE METROPOLITAN TRANSPORTATION COMMISSION AND COMMITTING ANY NECESSARY MATCHING FUNDS AND STATING THE ASSURANCE TO COMPLETE THE SANTA ROSA CAR SHARE PROJECT**

**WHEREAS**, the Sonoma County Transportation Authority (herein referred to as APPLICANT) is submitting an application to the Metropolitan Transportation Commission (MTC) for \$170,130 in funding assigned to MTC for programming discretion, which includes federal funding administered by the Federal Highway Administration (FHWA) and federal or state funding administered by the California Transportation Commission (CTC) such as Surface Transportation Program (STP) funding, Congestion Mitigation and Air Quality Improvement (CMAQ) funding, Transportation Alternatives (TA)/Active Transportation Program (ATP) funding, and Regional Transportation Improvement Program (RTIP) funding (herein collectively referred to as REGIONAL DISCRETIONARY FUNDING) for the Santa Rosa Car Share Project (herein referred to as PROJECT) for the MTC Car Sharing Program (herein referred to as PROGRAM); and

**WHEREAS**, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (Public Law 112-141, July 6, 2012) and any extensions or successor legislation for continued funding (collectively, MAP 21) authorize various federal funding programs including, but not limited to the Surface Transportation Program (STP) (23 U.S.C. § 133), the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149) and the Transportation Alternatives Program (TA) (23 U.S.C. § 213); and

**WHEREAS**, state statutes, including California Streets and Highways Code §182.6, §182.7, and §2381(a)(1), and California Government Code §14527, provide various funding programs for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

**WHEREAS**, pursuant to MAP-21, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal or state funds for a regionally-significant project shall submit an application first with the appropriate MPO, or RTPA, as applicable, for review and inclusion in the federal Transportation Improvement Program (TIP); and

**WHEREAS**, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

**WHEREAS**, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of REGIONAL DISCRETIONARY FUNDING; and

**WHEREAS**, APPLICANT is an eligible sponsor for REGIONAL DISCRETIONARY FUNDING; and

**WHEREAS**, as part of the application for REGIONAL DISCRETIONARY FUNDING, MTC requires a resolution adopted by the responsible implementing agency stating the following:

- the commitment of any required matching funds; and

**SCTA Resolution No. 2015-003**

Sonoma County Transportation Authority  
Santa Rosa, California  
January 12, 2015

- that the sponsor understands that the REGIONAL DISCRETIONARY FUNDING is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
- that the PROJECT will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and
- the assurance of the sponsor to complete the PROJECT as described in the application, subject to environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and
- that the PROJECT will have adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and
- that the PROJECT will comply with all project-specific requirements as set forth in the PROGRAM; and
- that APPLICANT has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and
- in the case of a transit project, the PROJECT will comply with MTC Resolution No. 3866, revised, which sets forth the requirements of MTC's Transit Coordination Implementation Plan to more efficiently deliver transit projects in the region; and
- in the case of a highway project, the PROJECT will comply with MTC Resolution No. 4104, which sets forth MTC's Traffic Operations System (TOS) Policy to install and activate TOS elements on new major freeway projects; and
- in the case of an RTIP project, state law requires PROJECT be included in a local congestion management plan, or be consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation agency; and

**WHEREAS**, that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and

**WHEREAS**, there is no legal impediment to APPLICANT making applications for the funds; and

**WHEREAS**, there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and

**WHEREAS**, APPLICANT authorizes its Executive Director, General Manager, or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and

**WHEREAS**, MTC requires that a copy of this resolution be transmitted to the MTC in conjunction with the filing of the application.

**SCTA Resolution No. 2015-003**

Sonoma County Transportation Authority  
Santa Rosa, California  
January 12, 2015

**NOW, THEREFORE, BE IT RESOLVED** that the APPLICANT is authorized to execute and file an application for funding for the PROJECT for REGIONAL DISCRETIONARY FUNDING under MAP-21 or continued funding; and be it further

**RESOLVED** that APPLICANT will provide any required matching funds; and be it further

**RESOLVED** that APPLICANT understands that the REGIONAL DISCRETIONARY FUNDING for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the APPLICANT from other funds, and that APPLICANT does not expect any cost increases to be funded with additional REGIONAL DISCRETIONARY FUNDING; and be it further

**RESOLVED** that APPLICANT understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and APPLICANT has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation and transit projects, and has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and be it further

**RESOLVED** that PROJECT will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP; and be it further

**RESOLVED** that APPLICANT has reviewed the PROJECT and has adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and be it further

**RESOLVED** that PROJECT will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the PROGRAM; and be it further

**RESOLVED** that, in the case of a transit project, APPLICANT agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution No. 3866, revised; and be it further

**RESOLVED** that, in the case of a highway project, APPLICANT agrees to comply with the requirements of MTC's Traffic Operations System (TOS) Policy as set forth in MTC Resolution No. 4104; and be it further

**RESOLVED** that, in the case of an RTIP project, PROJECT is included in a local congestion management plan, or is consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation agency; and be it further

**RESOLVED** that APPLICANT is an eligible sponsor of REGIONAL DISCRETIONARY FUNDING funded projects; and be it further

**RESOLVED** that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and be it further

**SCTA Resolution No. 2015-003**

Sonoma County Transportation Authority  
Santa Rosa, California  
January 12, 2015

**RESOLVED** that there is no legal impediment to APPLICANT making applications for the funds; and be it further

**RESOLVED** that there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and be it further

**RESOLVED** that APPLICANT authorizes its Executive Director or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and be it further

**RESOLVED** that a copy of this resolution will be transmitted to the MTC in conjunction with the filing of the application; and be it further

**RESOLVED** that the MTC is requested to support the application for the PROJECT described in the resolution, and if approved, to include the PROJECT in MTC's federal TIP upon submittal by the project sponsor for TIP programming.

**THE FOREGOING RESOLUTION** was moved by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and approved by the following vote:

Director Carlstrom	_____	Director Mackenzie	_____
Director Chambers	_____	Director McGuire	_____
Director Gallian	_____	Director Rabbitt	_____
Director Gurney	_____	Director Russell	_____
Director Harris	_____	Director Salmon	_____
Director Landman	_____	Director Zane	_____

Ayes: \_\_\_ Noes: \_\_\_ Absent: \_\_\_ Abstain: \_\_\_

**SO ORDERED**

I, the undersigned, certify that the foregoing resolution was duly adopted at a regular meeting of the Board of Directors of the Sonoma County Transportation Authority held on January 12, 2015.

\_\_\_\_\_  
Suzanne Smith, Executive Director  
Clerk, Sonoma County Transportation Authority

## Job Description – SCTA/RCPA Community Affairs Specialist

### About SCTA:

The Sonoma County Transportation Authority (SCTA) coordinates transportation plans, programs and projects among the cities and County of Sonoma. The SCTA develops transportation plans to fund highways, bus transit, rail, bike and pedestrian routes and local roads. The SCTA works cooperatively with local, regional and state agencies to deliver capital projects and is responsible for the administration of a ¼ cent sales tax for transportation. The SCTA also allocates various federal, state and regional programs.

### About RCPA:

The Sonoma County Regional Climate Protection Authority (RCPA) was created in 2009 to coordinate countywide efforts among the County of Sonoma, the nine cities in Sonoma County, and multiple agencies on climate change issues. RCPA has the same Board of Directors as the Sonoma County Transportation Authority and includes representatives from each of the nine cities in Sonoma County and the Board of Supervisors. RCPA manages several programs including a countywide residential energy efficiency retrofit program.

Both Agencies have a twelve-member board of directors comprised of three members of the Board of Supervisors and a council member from each of the nine cities of Sonoma County.

### About the Community Affairs position:

The SCTA/RCPA Community Affairs Specialist assists the SCTA Deputy Director of Planning and Public Outreach and the RCPA Deputy Director of Climate Programs in developing and implementing community outreach and engagement programs. The specialist will work with both organizations to promote the SCTA and RCPA in a positive and community-oriented way via community events, press releases, website content, social media, and other strategies as appropriate for various programs and planning efforts. This requires a general knowledge of local government as well as familiarity with climate change, energy, transportation, land-use, water, waste, and other sectors addressed by the SCTA and RCPA.

### Distinguishing Characteristics

The Community Affairs Specialist is a professional staff person responsible for representing the SCTA and RCPA to the public, stakeholder groups, and the media. The position requires commitment to community relations and being a valued neighbor and partner in the communities of Sonoma County. The position also requires excellent communications skills, the ability to effectively represent a wide diversity of issues, and a desire to provide quality service to the Board of directors, SCTA/RCPA staff, our partners, and the public.

### The position requires knowledge of and abilities relating to:

- Excellent verbal and written communication
- Meeting facilitation and public speaking
- Press releases and responding to media inquiries



- Website content design and management (using a CMS platform)
- Social media and email newsletters
- Local government policies related to transparency and accessibility
- Research and analysis
- Flexibility and self-motivation
- Decision-making and problem solving skills
- Familiarity with Sonoma County, transportation, climate change, energy, and the interrelationships between government agencies at all levels is preferred.

### **Specific Duties and Responsibilities**

- Conducting project specific market analysis and research
- Utilizing various online and/or mobile engagement tools to collect input from various sectors and communities on climate action and transportation priorities
- Conducting public outreach efforts including:
  - o Promoting programs at community events
  - o Presenting to community groups
  - o Facilitating focus groups to collect input from specific stakeholders
  - o Supporting targeted workshops such as homeowner energy efficiency workshops, contractor trainings, clean commute fairs, open houses, etc.
  - o Plan specific community meetings
- Supporting website enhancements and managing content using a CMS platform
- Delivering social media campaigns
- Overseeing Spanish language translation of various marketing materials
- Developing marketing strategies and materials for specific projects, or overseeing consultants to develop marketing materials

### **Qualifications**

The minimum qualifications for the Community Affairs Specialist include:

- Educational background in public relations, marketing, or communications; Bachelors degree preferred
- Minimum of three years work experience in public affairs, marketing, or related discipline.

The Community Affairs specialist is considered a part-time extra help employee of the SCTA – 30 hours per week maximum. The initial contract is expected to be 24 months, with possibility for renewal if funds are available. The Community Affairs specialist is not entitled to the health care and retirement benefits typically provided by the SCTA. Paid holidays will be provided based on the terms of the SCTA Personnel Policies. Compensation depends on qualifications and experience with a range of \$25-30 hourly. Possession of a valid California Drivers License is required.

Resumes are due by [DATE] and will be reviewed as they are received. The position will remain open until filled. Please submit a cover letter, resume, and a one page writing sample (or excerpt) to Lauren Casey at [lcasey@sctainfo.org](mailto:lcasey@sctainfo.org) or fax to 707-565-5370.

## Staff Report

**To:** SCTA Board of Directors

**From:** Suzanne Smith

**Item:** 5.2 – Regional Agency Reports: SMART, NCRA, MTC, ABAG, BAAQMD, CALCOG, Self Help Counties Coalition, Sonoma Clean Power

**Date:** January 12, 2015

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**Issue:**

Recent updates from:

- SMART
- North Coast Railroad Authority
- Metropolitan Transportation Authority (MTC)
- California Association of Councils of Government (CALCOG)
- Association of Bay Area Governments (ABAG)
- Bay Area Air Quality Management District (BAAQMD)
- Self Help Counties Coalition
- Sonoma Clean Power

**Background:**

The following links and materials provide information regarding various regional agencies and issues:

- MTC Executive Director's Report
  - [http://www.mtc.ca.gov/news/ed\\_report.htm](http://www.mtc.ca.gov/news/ed_report.htm)
- SMART General Manager's Report
  - [http://www2.sonomamarintrain.org/userfiles/GM\\_Report\\_to\\_Board\\_December\\_2014.pdf](http://www2.sonomamarintrain.org/userfiles/GM_Report_to_Board_December_2014.pdf)

**Staff Recommendation:**

This is an informational item only.

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## Technical Advisory Committee

### MEETING AGENDA

**December 4, 2014 1:30 PM**

Sonoma County Transportation Authority  
SCTA Large Conference Room  
490 Mendocino Avenue, Suite 206  
Santa Rosa, California 95401

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#### ITEM

1. Introductions
2. Public Comment
3. Approval of Minutes, October 25, 2014\* – **DISCUSSION / ACTION**
4. Comprehensive Transportation Plan Update – **DISCUSSION / ACTION**
  - 4.1 2015 CTP Call for Projects\*
5. Measure M **DISCUSSION**
  - 5.1 Measure M Invoicing / Appropriation Status\*
6. Regional Information Update – **DISCUSSION**
7. Rail Update – **DISCUSSION**
8. Proposed TIP/FMS Primer Workshop – **DISCUSSION / ACTION**  
*Should a primer workshop for TIP/FMS applications be held in January or February immediately following TAC meeting?*
9. SCTA Board Meeting Agenda for December 8, 2014\*
10. Other Business / Comments / Announcements - **DISCUSSION**
11. Adjourn – **ACTION**

\*Materials attached.

\*\*Handout at meeting

Page 1 of 2

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The next **SCTA** meeting will be held December 8, 2014  
The next **TAC** meeting will be held on January 22, 2015

Copies of the full Agenda Packet are available at [www.sctainfo.org](http://www.sctainfo.org)

**DISABLED ACCOMMODATION:** If you have a disability that requires the agenda materials to be in an alternate format or that requires an interpreter or other person to assist you while attending this meeting, please contact SCTA at least 72 hours prior to the meeting to ensure arrangements for accommodation.

**SB 343 DOCUMENTS RELATED TO OPEN SESSION AGENDAS:** Materials related to an item on this agenda submitted to the **Technical Advisory Committee** after distribution of the agenda packet are available for public inspection in the Sonoma County Transportation Authority office at 490 Mendocino Ave., Suite 206, during normal business hours.

Pagers, cellular telephones and all other communication devices should be turned off during the committee meeting to avoid electrical interference with the sound recording system.



## Transit - Technical Advisory Committee

### MEETING AGENDA

**December 10, 2014 10:00 AM**

Sonoma County Transportation Authority  
SCTA Large Conference Room  
490 Mendocino Avenue, Suite 206  
Santa Rosa, California 95401

#### ITEM

1. Introductions
2. Approval of Meeting Notes: November 19, 2014 – **DISCUSSION / ACTION\***
3. Updates: Transit Operators
4. Updates: Other Entities
5. Clipper Update – Review existing Sonoma/Marin County retail locations and sales – **DISCUSSION\***
6. Lifeline Transportation Program Cycle 4 – Staff Report –**DISCUSSION / ACTION\***
7. SMART Coordination Planning Grant - **DISCUSSION**
8. Other Business / Comments / Announcements
9. Adjourn – **ACTION**

·Materials attached.

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The next **SCTA** meeting will be held January 12, 2015  
The next **T-TAC** meeting will be held January 14, 2015

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