



## **Annual Work Plan** (FY 2016-17)

The Westside Cities Council of Governments (WSCCOG) is a joint powers authority comprised of the cities of Beverly Hills, Culver City, Santa Monica, and West Hollywood, plus portions of the City and County of Los Angeles. As such, the WSCCOG is a regional voice that extends the leverage of its member agencies at the State and Federal level for the benefit of the subregion. The agency is charged with preserving and enhancing its respective local and subregional quality of life by building relationships, maximizing resources, advocating for mutual interests, and promoting policy for the benefit of the subregion's residents, businesses, and visitors. The following annual work plan contains the goals and strategies to achieving the agency's mission for FY 2016-17.

### **Transportation Initiative**

The WSCCOG Executive Director team will assist the COG Board in the following Transportation-related activities:

#### **1. WSCCOG Transportation Committee**

WSCCOG staff will coordinate and facilitate a standing check-in conference call meeting with the WSCCOG Transportation Committee members.

Tasks will include the following

- Conduct meetings on the first Wednesday of the month, or as needed
- Draft agenda items and meeting notes
- Coordinate with the member cities to explore and discuss transportation topics relevant to the subregion such as:
  - Exploring the impact of emerging transportation technology and trends, including on-demand transportation and microtransit services
  - Examine and analyze how cities are implementing SB 743
  - Update the WSCCOG Bicycle Infrastructure Priority Corridor Gap Closures map

#### **2. Strategic Guidance, Recommendations, and Advocacy**

WSCCOG staff will provide strategic guidance and recommendations to the WSCCOG Board regarding regional transportation projects, issues, and legislation. Staff will also help promote and advocate the WSCCOG's recommended transportation priorities.

Tasks may include the following:

- Attend workshops and conferences to monitor transportation issues and policies
- Work with relevant stakeholders (e.g., bicycle coalitions) and local agencies (e.g., Metro, SCAG, etc.) to advance the WSCCOG's transportation priorities

### **3. Grant Funding Opportunities**

WSCCOG staff will identify grant opportunities, and pursue partnerships to collaborate in joint grant applications to advance subregional transportation objectives.

Tasks may include the following:

- Monitor eligible grant and funding opportunities and examine how Westside member cities can leverage sources (e.g., Caltrans Sustainable Transportation Planning Grant, South Coast Air Quality Management District, Statewide Cap-and-Trade Program, etc.)
- Attend grant workshops to obtain information in submitting a competitive grant application
- Work with the WSCCOG Transportation Committee to explore and brainstorm ideas for potential interjurisdictional projects, such as the following:
  - Integrated general bike plan
  - Subregional bikeshare implementation
- Coordinate with public agencies to host grant program workshop and webinar presentations to inform and educate Westside member cities staff on available funding opportunities and application process

### **4. Coordinating with Regional Public Agencies**

WSCCOG staff will facilitate in the coordination between the WSCCOG and regional agencies, such as Metro, SCAG, subregional COGs, and other related agencies on transportation/mobility issues of regional importance.

Tasks may include the following:

- Work with Metro on the Call for Projects Restructuring Process and the Long Range Transportation Plan Update
- Participate in ongoing subregional COG meetings with Metro CEO Phil Washington (monthly) and SCAG Executive Director Hasan Ikhata (quarterly)

## **Homeless Initiative/Affordable Housing**

According to the County of Los Angeles Board of Supervisors, more than 20 percent, or an estimated 115,738 people, of the nation's homeless population is now living in California. More than 47,000 of them live in Los Angeles County—the largest concentration in the U.S. The Los Angeles Homeless Services Authority (LAHSA) also reported a 9 percent increase in homeless population (2015-16) within the West Los Angeles Service Planning Area (SPA).

In February 2016, the Los Angeles County Board of Supervisors unanimously approved a comprehensive set of 47 strategies to combat homelessness. The Board of Supervisors also approved \$100 million in one-time funding to launch the implementation of these strategies. In June 2016, the State Assembly overwhelming passed House Resolution 56 (HR 56) urging the Governor to declare a state of emergency on homelessness in California.

WSCCOG Board members have expressed interest in exploring homelessness and affordable housing as an issue of subregional significance. WSCCOG staff will work with the member cities and other stakeholders and public agencies to conduct the following activities:

- Explore the option of establishing a working group for the WSCCOG to focus on issues and policies related to homelessness and affordable housing

- Engage with member cities to share information and resources
- Engage with the County of Los Angeles Homeless Initiative representative assigned to the Westside subregion and identify strategies for potential collaboration, including coordinating efforts, establishing partnerships, matching funding opportunities for increase housing and supportive services, etc.

## **Grant Projects**

### ***SCAG Plug-in Electric Vehicle Charging Station Siting Study***

On March 17, 2015, the California Energy Commission (CEC) awarded SCAG an Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP) grant to support the deployment of the Multi-Unit Dwelling (MUD) Plug-in Electric Vehicle (PEV) Readiness Strategies. The primary goal of the project is to implement electric vehicle charging station (EVCS) infrastructure in multi-family housing. WSCCOG received \$15,000 in grant funding to support SCAG in conducting outreach for the project. SCAG and WSCCOG executed the Memorandum of Understanding (MOU) on February 11, 2016. SCAG anticipates completing the work for tasks that are outlined in the SCAG/WSCCOG MOU by July 2017.

- Continue to coordinate with SCAG in providing support and community outreach for the Plug-in Electric Vehicle Charging Station Siting Study
- Work with the Westside cities to gather data and conduct outreach
- Perform the scope of work and tasks outlined in the MOU's scope of work

## **Administrative Activities**

All administrative activities, with the exception of the Treasurer's duties, will be performed by the WSCCOG Executive Director team. The team may utilize cities' staff as needed and only when necessary. Administrative responsibilities will include:

- Conduct all other administrative activities as stipulated in the Executive Director contract
- Facilitate bi-monthly Board Meetings, including producing board agenda packets and providing agenda briefings to member cities' key staff and Transportation Committee
- Serve as the filing officer for the California Fair Political Practices Commission Statement of Economic Interests Form 700
- Develop the draft annual work plan and budget
- Serve as principal liaison with key federal, state, regional, and local agency entities and officials
- Monitor upcoming appointments and facilitate elections for WSCCOG representatives for the SCAG Policy Committees, League of California Cities (Los Angeles County Division), Santa Monica Bay Restoration Commission, and the Metro Westside-Central Service Council
- Update and maintain the content on the WSCCOG website, such as board agendas, news updates, upcoming events, as well as the content for the Explore the Westside Series webpage for the Westside Hidden Gems and Cultural Arts Guide