Shared Services & New Initiatives Task Force

Date: December 12, 2013

Roll Call: Directors Aguiar-Curry, Buckland, Cabaldon, Hanley, Hodges, Jankovitz, Samayoa, Scherer, Stallard, Yuill, Vice Chairs Hodges and Davis, Chair Miklos

Members of the public may comment on any item on the agenda at the time that it is taken up by the Task Force. We ask that members of the public come forward to be recognized by the Chair and keep their remarks brief.

1. October 16th Task Force Summary (Ms. Sloan)
2. Best Practices Research (McKeever & Best Practices Subcommittee)
3. Pooled Purchasing Concept Proposal Early Actions (Mr. Trost/ Mr. Johnson)
4. Shared Service Activity Updates (Ms. Sloan/Mr. Carpenter)

Other Matters

Adjournment

Prepared by: Mike McKeever
Approved by: Steve Miklos
Chief Executive Officer Chair

Next committee meeting: Thursday, February 20th, 2014 at 11:00 am or immediately following the SACOG Board Meeting.

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Parking is available at 15th and K Streets
Shared Services & New Initiatives Task Force

Date: October 16, 2013

Roll Call: Directors Aguiar-Curry, Buckland, Cabaldon, Hanley, Hodges, Jankovitz, Samayoa, Scherer, Stallard, Yuill, Vice Chairs Hodges and Davis, Chair Miklos

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1. Concept Proposal Early Actions

   A. Travel Demand Forecasting & General Plan Services

      Mr. Griesenbeck provided staff a summary of two pilot member activities including: Woodland general plan technical work and the Sacramento County Jackson Highway corridor traffic impact study. In Woodland, the substantive technical work has been done.

      Mr. Griesenbeck also summarized work with Sacramento County on the Jackson Highway corridor traffic impact study working with Sacramento County staff and the consulting team including tool training. He reported that this is a significant learning opportunity representing the first major set of projects with the new updated general plan for the county.

      Mr. McKeever expressed appreciation for the opportunity for SACOG to learn through direct experience with Woodland and Sacramento County staff. He reinforced need for sharper focus in differences between CEQA processes and SACOG planning processes that provides an opportunity for policy makers to give additional direction and staff-to-staff coordination on future processes. Mr. McKeever added that SACOG is trying to bridge the CEQA and MTP views and processes.

      • SACOG staff is also checking in with local agency staff for these two project efforts to better understand what worked and what didn’t work in these pilot activities.

      • Through broader focus groups, agency’s staff will determine if SACOG can package the service and build that into our plan gracefully to be used successfully by the region. A pilot test concept is in the planning stages and the results will be shared with region staff. The goal is before the end of the fiscal year.

   Task Force comments included:

      • Discussion about a tight set of prescriptive standards for Greenfield density, mixed use and transit oriented development.
• Discussion about newly entitled projects that are not in the MTP and how to address that issue.

B. Aerial Imagery Collection Project

Mr. Concannon reported on aerial imagery projects to collect high resolution imagery. This imagery is different than Google provides in that it includes precise point in time information. From the 2006 project experience, it was determined that project cancellation clauses and project delay clauses should be included in the contract. Good highlight to show the value of cooperating on IT projects. The city of Rocklin hosted a GIS summit and is looking at reinvigorating their project. There is a wealth of opportunity in this shared service area within IT staff in the region.

Task Force comments included:

• Interest in a joint discussion with Yolo County water on monitoring new crops.

• Comments on new new technologies for crop imagery and the ability to layer parcel maps.

C. Regional Advocacy

Ms. Sloan shared the development of a Wordpress tool being developed for each jurisdiction to post their advocacy platforms, white papers and letters of support/opposition. This will be helpful for efficient information sharing amongst jurisdictions. The group also indicated benefit in coordinating individual initiatives.

2. Pooled Purchasing

Mr. Johnson discussed the positive meeting held recently with representation from 12 jurisdictions. Jurisdictions were identified that would like to pool their purchasing of fuel and possibly chemicals. Sacramento and Placer counties are communicating and discussing options with other jurisdictions.

Vehicle purchasing and maintenance were among other specific areas of interest which emerged from the first working group meeting. The working group will expand to include other public organizations.

Task Force comments included:

• Discussion on Burbank and Pasadena, two jurisdictions that pooled their budgets for mechanics who moved around the cities for more efficient vehicle maintenance.

• Interest in future outreach to include school districts as well.

• Information sharing regarding Fed Biz, a website that works with state and federal districts to enable small businesses to get contracts with state and fed government for procurement.
3. Best Practices Research

Mr. McKeever provided a quick update on Board Chair Griego’s request for Directors Saylor, Rohan and Sander to form an ad hoc subcommittee to look into the issue. The subcommittee report will be shared at the next Task Force meeting.

Task Force comments included:

- Interest in understanding other MPO activities within California.

Mr. McKeever indicated ties are quite strong at staff-to-staff level and regional agencies get together quarterly, but the Board has not been involved to date. Confirmed SACOG staff would look to create those opportunities.

Other Matters

Mr. McKeever – Shared information on the Code for America Conference in San Francisco.

Code for America is a programming group that works with local governments on how to bring effective and efficient IT tools to local government use. They host a competitive application process to bring their technical team into local governments for one-full year to assess their tools and strategies. Projects include common sense ideas and tools for better programming. SACOG will pursue potential opportunity for our region.

Task Force comments:

- Concern of cyber relations and our citizenry. Businesses are moving to a more technical user friendly world, but cities aren’t up to speed yet. Agreement that how the jurisdictions interact electronically with citizens is an important topic.

- Discussion of South Bend, Indiana development with over 1,000 foreclosed homes and the community efforts to educate aging population. Built good will within the citizenry.

- Information sharing regarding upcoming League of Cities two-day symposium on broad band to include a round table regarding closing the digital divide.

Adjournment

► Indicates Action

Prepared by: Mike McKeever  Approved by: Steve Miklos

Chief Executive Officer  Chair

Next committee meeting: Thursday, November 14 – 11 am or immediately following the SACOG Board Meeting.
Best Practices Research

December 5, 2013

Issue: Staff is seeking Task Force discussion on opportunities for best practices research and information sharing.

Discussion: At the August Shared Services & New Initiatives Task Force Meeting, SACOG staff shared opportunities to expand Board knowledge of best practices relative to metropolitan planning organizations and similar regional activities nationally in response to Board comments from the June Board meeting.

The Task Force expressed interest in the areas of research provided by staff (August staff item attached for information) and value for the opportunity to enhance Board members understanding of what SACOG does and could do. The Task Force also indicated high value for this research as a positive investment in the agency and included in their interest opportunities to participate in tours, field trips and retreats.

Since the August meeting, the CEO discussed the opportunity further with Board Chair Griego, who identified a sub-committee of three Board members to explore the opportunity (Directors Rohan, Sander, and Saylor). The subcommittee will attend the December 12 Task Force meeting for further discussion. The intent was to return to the full Board for discussion at a future date.

The Shared Services and New Initiatives Task Force explores shared services and new initiatives of common interest and benefit to its member jurisdictions. Within that context, staff is returning to the Task Force for additional thoughts and interests associated with this potential new area of research.

Approved by:

Mike McKeever
Chief Executive Officer

RS:lo

Key Staff: Rebecca Sloan, Director of External Affairs and Member Services, (916) 340-6224
Shared Services & New Initiatives Task Force

Best Practices Research

August 8, 2013

Issue: Staff seeking Task Force discussion on opportunities for best practices research and information sharing.

Discussion: SACOG staff heard interest in opportunities to expand Board knowledge of best practices relative to metropolitan planning organizations and similar regional activities nationally at the June Board meeting and in individual conversations with Board members. This research and information sharing provides opportunity for broader Board education, engagement and opportunity to inform SACOG’s innovative work. As a Council of Governments, SACOG may take on new activities or research initiatives at the direction of the Board. As example, the Rural Urban Connections Strategy was initiated by the Board in 2009 and naturally expands on unique agency expertise and technical capacity related to transportation planning.

The Shared Services & New Initiatives Task Force was initiated in 2012 to look at opportunities for cost savings and enhanced services for member jurisdictions with SACOG acting as a convener or direct service provider. While Shared Services is but one aspect of the agency activities to be informed by further best practices research, staff is interested in learning more about areas of specific Task Force interest. To facilitate this discussion, the following table provides just a few ideas from prior discussions and staff thinking for the purpose of priming the pump for the Task Force discussion. This is by no means intended to be an exhaustive list or interpreted as a staff recommendation, i.e. intended as discussion starter not discussion stopper.

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Topics of Interest –

- What are other regions doing with performance metrics when selecting transportation projects for inclusion in their long-range plan and funding during programming cycle. Also, are there example of using performance metrics to drive decision-making on the OWP Work Scope and Budget?

- How do other regions keep other local elected officials not seated on the regional board informed and supportive of regional agency actions?

- How do they involve stakeholders in providing constructive input to regional Board decisions on an on-going basis?
- How do they involve themselves in tracking, reviewing, commenting on local land use actions?

- What suite of services do they offer their members and stakeholders? (i.e. Are there services beyond those in SACOG’s main portfolio that are beneficially being provided in other regions? How did those originate? How well are they working?)

Potential organizations to research:

- Within California
  
  o The San Diego Region (SANDAG) provides the most comprehensive suite of services, in part because of a state law that was passed about a decade ago. Their Executive Director is a former Caltrans District Executive and has close, innovative partnerships with Caltrans. Annually, they hold a 2.5 day retreat within their region for all local elected officials, i.e. not just their Board.

  o In the Bay Area SACOG’s functions are split between two agencies, the MPO (Metropolitan Transportation Commission) and the Council of Governments (Association of Bay Area Governments). MTC is known nationally for using performance metrics and made advances in this area in the RTP/SCS they adopted last month under SB375. ABAG has a much more diverse portfolio of services it offers it members than SACOG does through its Council of Governments (COG) function.

- Mid-America Regional Council (MARC), Kansas City metropolitan region. MARC has a very robust suite of services it offers through its COG function, including a number of economic development related functions. They recently have gotten serious about integrated land use-transportation funding through a U.S. Department of Housing and Urban Development (HUD) grant. Their Executive Director is widely respected among his peers and his mother lives in Sacramento. MARC would be particularly high on SACOG staff’s recommended regions to study.

- Denver Regional Council of Governments. For nearly a decade they have been implementing a “Mile High Compact”, their version of a voluntary regional land use strategy. In some ways, it has been more formal than how we have implemented the Blueprint, and they explicitly link transportation funding decisions to the willingness of their members to implement the Compact. That region also has an active Mayor’s Caucus, highlighted in the Metro Chamber’s Study Mission last year. It might be useful to learn more about the value/function of that body vis-a-vis the regional planning agency.

- Puget Sound Regional Council of Governments. They are a well-respected organization that we have good staff contacts with, especially at the technical level. They recently completed a detailed study of how to focus their efforts to support transit-oriented development along with social equity concerns that may be useful to us in our next MTP update.

- Others: Boston Area COG very active of late on land use and housing issues; Connecticut MPO/COG very active in working to leverage transportation investments to promote economic development; Regional Planning Association in New York over 100 year old, highly respected, private (i.e. business based) planning organization that covers multi-state metropolitan area.

Mechanisms of Research – These ideas are not mutually exclusive, but among techniques we could use are:

- Topic – Focused: Board gives direction on which topics are of interest, SACOG staff does best practices research and recommends short list of agencies that may be worth more in depth exploration.

- Agency – Focused: Board selects short list of regions and we do a more comprehensive examination of all of the things they do, hoping to find some ideas/best practices that we might not uncover any other way.

- Need to discuss how much direct SACOG Board involvement. One option is to select a relatively small group of Board members (say 3 to 6) to work with staff on this.
- Should decide whether travel to some of the other regions is part of the program. And if we visit some other regions, we may want to invite some of them to come to Sacramento to present/interact with the entire SACOG Board.

Approved by:

Mike McKeever
Chief Executive Officer

Key Staff: Rebecca Sloan, Director of External Affairs and Member S
Pooled Purchasing Update

Issue: Staff is exploring the feasibility of fuel purchasing among a subset of member jurisdictions.

Recommendation: None; this is informational.

Discussion: Over the past few months, procurement staff from several jurisdictions in the SACOG region have been discussing the feasibility of jointly purchasing vehicle fuel. Currently, jurisdictions have one of three types of contracts: directly with a vendor, indirectly through another jurisdiction, or indirectly through the California Department of General Services. Based on available information, the lowest prices are available to those jurisdictions working off of a single local agency contract. One step further, which may allow more competitive pricing, is a regional contract that has multiple jurisdictions committing to buy a set amount of fuel, and then allowing other jurisdictions to opt-in.

Staff from the counties of Placer and Sacramento, as well as SACOG, are working together to develop a draft request for proposals that would be regional, with some jurisdictions issuing it jointly, and the option to allow other jurisdictions to opt-in later on. In the Washington, D.C. area, the Metropolitan Planning Organization has run a fuel purchasing consortium since the 1970s that operates off a similar model.

SACOG staff hopes to bring a draft agreement back to the local agency procurement staff in early 2014, with the goal of a Request for Proposal that could be used for the 2014-15 fiscal year. Staff will report back regularly to the Task Force on the progress on this initiative.

Approved by:

Mike McKeever
Chief Executive Officer

Key Staff: Kirk Trost, Chief Operating Officer/General Counsel, (916) 340-6210
Erik Johnson, Government and Media Affairs Coordinator, (916) 340-6247
Shared Service Activity Update

December 4, 2013

**Issue:** Staff will update the Task Force on working group activities since the last Task Force Meeting.

**Discussion:** Staff continues to work with member jurisdiction staff on the concept proposals below including case studies, pilot activities, convenings and working groups. New shared services have emerged with sub-regional groups of members and are reflected in brief summary below.

Aerial Imagery - This shared service emerged apart from the original eight concept proposals at the interest of member jurisdictions for SACOG support in a convening and contracting role to maximize the opportunity for efficiency. The partnership formed to collect 2014 High Resolution Imagery is starting contract negotiations with a vendor to collect licensed imagery. The project will collect leaf-off 6-inch ortho and 9-inch oblique imagery that will only be available to participating agencies. Due to the loss of US Geographical Service funding, there will not be a public domain product for this collection. The contract currently includes shared cost amongst 14 participating jurisdictions.

I-5 Mitigation – Over the last 5 years, SACOG has been collaborating with Caltrans, Regional Transit and the cities of Elk Grove, Sacramento, and West Sacramento, Sacramento on a better approach to mitigating impacts to the State Highway System than has been available through a traditional CEQA process. Known as the I-5 Sub-regional Freeway Working Group (Working Group), the multi-agency effort is leading towards a new “system” to mitigate impacts of new development on the State Highway System. If the Working Group efforts succeed, impacts will be mitigated in a more cost effective, consistent, and equitable approach for project applicants, Caltrans and local agencies. SACOG and the Working Group will conduct environmental review of the Sub-regional Improvement Plan and Sub-regional Impact Fee to analyze whether implementation of such projects would mitigate the cumulative mainline freeway traffic impacts from new development within the I-5 Freeway Sub-regional Corridor. SACOG is anticipated to lead this effort anticipated to conclude in 2014.

Regional Advocacy Coordination – SACOG is hosting convenings of government affairs and other member jurisdiction staff to share information and coordinate advocacy activities. This group was invited to participate in a unique briefing with Transportation for America on transportation policy as well as a State Legislative Session Wrap Up with Katie Kolitsos, Assembly Speaker Perez’s Office. SACOG staff is assisting the working group in the development of an electronic center to facilitate information sharing on legislative advocacy platforms, position papers, white papers and other resource information. The site is established and SACOG staff is actively working to post information from member jurisdictions. Working group participation to date has included: Elk Grove, Folsom, Placerville, Rancho Cordova, Roseville, city of West Sacramento, Yuba City, Sacramento County, and Yolo County. In some instances, our member jurisdictions do not have dedicated government affairs staff. SACOG staff continues outreach with city managers and county executives to identify staff participants to expand this working group.

Travel Demand Forecasting & General Plan Support – The first phase of this work has concluded with Woodland general plan technical work and the Sacramento County Jackson Highway corridor traffic impact study. SACOG continues to support other member jurisdictions requests with data and analysis support, and SACSIM training (including development of video training materials to be available on line).

Pooled Purchasing – Activity for this Shared Service Concept Proposal is included in an independent staff item this month.
Regional Grant Coordination – This was one of the early Shared Service activity successes realizing several thousands of in savings dollars to participating member jurisdictions earlier in 2013. SACOG was able to identify an alternative grant tracking service subscription, efficientgov.com. The working group will reconvene to discuss their experience with the new grant tracking service and other shared needs initially identified as grant tracking, grant writing, and data tools.

Approved by:

Mike McKeever
Chief Executive Officer

RS:lo

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