



Sustainability Task Force Agenda

A Committee of the Chico City Council
Mayor Ann Schwab, Chair

Meeting of June 6, 2011 – 3:30 p.m. to 5:00 p.m.
Council Chamber Building, 421 Main Street, Conference Room No. 1

***** PLEASE NOTE NEW MEETING TIME *****

1. CONSIDERATION OF THE TASK FORCE'S 2011-2012 BIENNIAL WORK PLAN.

The City Council has directed the City Boards and Commissions to develop Work Plans to define their goals and priorities over a two-year term. The Task Force will review its 2009-2010 Work Plan's mission, purpose and goals, and discuss projects for its 2011-2012 Work Plan. A staff report and a copy of the 2009/2010 Work Plan are attached as Exhibit "A" to this agenda.

2. UPDATE ON DEVELOPMENT OF THE CLIMATE ACTION PLAN (CAP)

Staff will provide an update on the preparation of the CAP, and the Task Force will discuss future meetings for its review and public release of the Administrative Draft of the CAP.

3. REPORTS AND COMMUNICATIONS

- a. **Report from the PG&E Pilot Innovators Grant Ad-Hoc Committee** - The Committee will report on the status of this grant project.
- b. **Report from the Business Outreach Ad-Hoc Committee** - The Committee will provide a report from their recent meetings and their efforts to start a Green/Sustainable Business Recognition Program.
- c. **Report from the Adaptation Ad-Hoc Committee** - The Committee a report on their 5/19/11 meeting.
- d. **Butte County Association of Governments (BCAG) Sustainable Communities Strategy Update** - Attached as Exhibit "B" is an update from BCAG staff on the development of the Sustainable Communities Strategy (SCS) as required by SB 375 that was presented to their Board on 5/26/11.

4. BUSINESS FROM THE FLOOR

Members of the public may address the Committee at this time on any matter not already listed on the agenda, with comments being limited to three minutes. The Committee cannot take any action at this meeting on requests made under this section of the agenda.

5. **ADJOURNMENT** – The meeting will adjourn no later than 5:00 p.m. to a regular meeting scheduled for 3:30 p.m. on Monday, July 11, 2011, unless otherwise noted. ***Please note the meeting is on the second Monday of the month due to the July 4th holiday.***

ATTACHMENTS:

Exhibit "A" - Work Plan Staff Report
Exhibit "B" - BCAG SCS Update

Distribution available in the office of the City Clerk:

Prepared: 6/1/11
Posted : 6/1/11
Prior to: 3:30 p.m.

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Members:

Dwight Aitkens	BT Chapman	Tom DiGiovanni	Trudy Duisenberg	Cliff Friedman	
Chris Giampaoli	Ken Grossman	Jon Luvaas	Scott McNall	Jim Pushnik	
Valerie Reddemann	Ann Schwab, Chair	Jon Stallman	Jim Stevens	Scott Wolf	Julian Zener



Sustainability Task Force Agenda Report

Meeting Date: 6/6/11

DATE: March 30, 2011
TO: SUSTAINABILITY TASK FORCE
FROM: LINDA HERMAN, MANAGEMENT ANALYST, 896-7241
RE: CONSIDERATION OF TASK FORCE'S 2011-2012 BIENNIAL WORK PLAN

BACKGROUND:

The City Council has directed the various City Boards and Commissions to develop Work Plans every two years to define their goals and priorities for a two-year term. The City Council approved the Sustainability Task Forces (STF) 2009/2010 Work Plan at its meeting on 6/2/09. Since it is coming to the end of the term for the biennial Work Plan, the City Council will be requesting that each Board and Commission develop a new plan for 2011 and 2012.

DISCUSSION:

In developing its Work Plan, the STF defined its purpose and mission as follows:

Purpose: *To make recommendations to the City Council on initiatives to implement the U.S. Conference of Mayor's Climate Protection Agreement and to reduce greenhouse gas emissions, while simultaneously meeting environmental, economic and community needs now and in the future.*

Mission: *The Sustainability Task Force shall promote a culture of stewardship within our community to enhance our natural resources, economic interests, and quality of life for present and future generations in the City of Chico by collaboratively developing programs and initiatives which will distinguish Chico as a leader in Sustainability efforts.*

To help carry out its mission, the Task Force identified the following six goals listed in order of priority for 2009-2010:

1. Create a Sustainability Plan, which includes a Climate Action component, to meet the 25% green house gas (GHG) emission reduction goal by 2020, with the long term goal of achieving a greater percentage decrease by 2050.
2. Complete development of the Sustainability Element and Indicators for 2030 General Plan Update
3. Develop and implement a public education and outreach program on GHG emission reduction measures and other sustainability issues. Examples may include:
 - a. Sustainability Section on City Website
 - b. Sustainability in Landscaping"/Vector Control Education
 - c. Public Workshops
 - d. Possible Mayor's Green Business Recognition
2. Implement the Climate Action Plan (CAP) component of the Sustainability Plan
3. Assist and advise Council on working with local agencies to comply with local, state, and federal regulations related to climate change and sustainability, such as SB 375.
4. Review of the role and structure of the Task Force after completion of the CAP.

A copy of the 2009-2010 Work Plan and an annotated copy of Plan indicating the project implementation status are attached as Attachment "A." and "B" respectively. Staff is requesting that the STF review the current "Purpose" and "Mission," and provide any changes or comments to these sections, if necessary. Staff is also requesting that the Task Force provide additional suggestions for priority goals and projects for the 2011-2012 Work Plan.

ATTACHMENTS:

Attachment "A": 2009-2010 Work Plan
Attachment "B": Annotated 2009-10 STF Work Plan



Sustainability Task Force

2009 - 2010

Task Force Members

Ann Schwab, Chair
Jason Bougie
Lindsay Buckley
BT Chapman
Tom DiGiovanni
Tim Dobbs
Deanna Dottai
Chris Giampaoli
Ken Grossman
Jon Luvaas
Scott McNall
Jim Pushnik
Tami Ritter
Jim Stevens
Scott Wolf
Julian Zener



City of Chico

Sustainability Task Force

Mission Statement

The Sustainability Task Force shall promote a culture of stewardship within our community to enhance our natural resources, economic interests and quality of life for present and future generations in the City of Chico by collaboratively developing programs and initiatives which will distinguish Chico as a leader in sustainability efforts.

Sustainability Task Force

Work Plan for 2009 - 2010

City of Chico

Sustainability Task Force

The _____ Sustainability Task Force _____ has identified the following priorities to focus on during 2009 - 2010.

1.	Create a Sustainability Plan to meet the 25% green house gas (GHG) emission reduction goal by 2020, with the long term goal of achieving a greater percentage decrease by 2050.
2.	Complete Development of Sustainability Element and Indicators for 2030 General Plan Update
3.	Develop and implement a public education and outreach program on GHG emission reduction measures and other sustainability issues.
4.	Implement the Climate Action component of the Sustainability Plan.
5.	Assist and advise Council on working with local agencies to comply with local, state, and federal regulations related to climate change and sustainability, such as SB 375.
6.	Review of the role and structure of the Task Force after completion of the Sustainability Plan.
7.	
8.	
9.	



Board & Commission
Work Plan Worksheet

Step 1

<p>Review purpose of board/commission as defined by the CMC.</p>	<ol style="list-style-type: none"> 1. Formulate recommendations, for City Council adoption regarding implementation of the U.S. Conference of Mayor's Climate Protection Agreement. 2. Make decisions and/or recommendations, for City Council adoption, on initiatives that will reduce greenhouse gas emissions while simultaneously meeting environmental, economic and community needs now and in the future. 3. Assist in the preparation of Sustainability Element of the City's long-term general plan.
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Step 2

<p>Develop or review a mission statement that reflects that purpose.</p> <p><i>Who we are, what we do, who we do it for, and why we do it!</i></p>	<p>The Sustainability Task Force shall promote a culture of stewardship within our community to enhance our natural resources, economic interests and quality of life for present and future generations in the City of Chico by collaboratively developing programs and initiatives which will distinguish Chico as a leader in sustainability efforts.</p>
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Step 3

<p>Discuss any priorities already established by Council.</p>	<p>Established by City Council action to assist in the implementation of the U.S. Conference of Mayor's Climate Protection Agreement. Council also adopted a green house gas emission reduction target of a 25% reduction from 2005 emission levels by 2020. The Task Force will assist the City in meeting this goal, as well as assist the City in complying with the Global Warming Solutions Act of 2006 (AB32) and Senate Bill 375.</p>
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ATTACHMENT "A" - 2009/2010 WORK PLAN

Step 4

Brainstorm goals, projects, or priorities of the commission	Benefit, if completed	Mandated by state/ local law or by Council direction ?	Requires policy change at Council level?	Resources needed for completion? Staff or, creation of Subcommittees?	Estimated Completion Time	Measurement Criteria... <i>How will we know how we are doing?</i>
Creation of a Sustainability Plan to meet the 25% green house gas (GHG) emission reduction goal by 2020, with the long term goal of achieving a greater percentage decrease by 2050.	provides framework and helps guide decisions	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Task Force members, existing staff and intern	12/31/09	Annual review of Sustainability indicators/targets
Complete Development of Sustainability Element and Indicators for 2030 General Plan Update		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Task Force members, existing staff, intern, and community	8/31/09	Annual reports on General Plan progress
Develop and implement a public education and outreach program on GHG emission reduction measures and other sustainability issues. Examples may include: 1. Sustainability Section on City Website 2. "Sustainability in Landscaping"/Vector Control Education 3. Workshops 4. Possible Mayor's Green Business Recognition		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Task Force members, existing staff, intern, with collaboration with the utilities, Butte County, CSU Chico, Butte College and other agencies.	On-going	
Implement the Action Plan.		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Will require cooperation of all City Departments , outside agencies and the community.	On-going	Annual review of Sustainability indicators/targets GHG reinventory
Assist and advise Council on working with local agencies to comply with local, state, and federal regulations related to climate change and sustainability, such as SB 375.		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Task Force members, existing staff, Butte County, BCAG, and other public agencies.		

ATTACHMENT "A" - 2009/2010 WORK PLAN

<p>Review of the role and structure of the Task Force after completion of the Action Plan.</p>		<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>Staff/Task Force Adoption of Ordinance creating a more structured committee, if desired by Council.</p>		
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ATTACHMENT "A" - 2009/2010 WORK PLAN

Step 5

List Identified Goals, Priorities, and/or Tasks for the Commission	Prioritize Tasks by their significance:			
	1 Urgent	2 1-Year	3 2 -Year	4 Long Term
Create a Sustainability Plan, which includes a Climate Action component, to meet the 25% green house gas (GHG) emission reduction goal by 2020, with the long term goal of achieving a greater percentage decrease by 2050.	X			
Complete Development of Sustainability Element and Indicators for 2030 General Plan Update	X			
Develop and implement a public education and outreach program on greenhouse gas (GHG) emission reduction measures and other sustainability issues.		X		
Implement the Climate Action component of the Sustainability Plan.		X	X	X
Assist and advise Council on working with local agencies to comply with local, state, and federal regulations related to climate change and sustainability, such as SB 375.		X	X	X
Review of the role and structure of the Task Force after completion of the Action Plan.				X

Step 6 Prepare final work plan for submission to the City Council for review, possible direction, and approval and attach the worksheets used to determine priorities, resources, and time lines.

Step 7 Once approved, use this plan as a tool to help guide you in your work as an advisory body.

Step 8 Report out on status of items completed. Provide any information needed regarding additional resources needed or used and to indicate items that will need additional time in order to complete.



City of Chico

Sustainability Task Force

2009-2010 Work Plan Status Report

Priority Goals	Estimated Completion Time	Actual Completion Date	Status/Comments
<p>Goal 1: Create a Sustainability Plan, which includes a Climate Action component, to meet the 25% green house gas (GHG) emission reduction goal by 2020, with the long term goal of achieving a greater percentage decrease by 2050.</p>	12/31/10	In-progress	<p>The Task Force's original thought was to develop an overall Sustainability Plan for the City during this Work Plan term. However, it was decided that it was best to complete the Climate Action Plan (CAP) so that it could be a companion document to the 2030 General Plan Update. The City Council approved proceeding with the development of the CAP and conceptually approved the actions proposed to be implemented during Phase 1 (2010-2012). The Administrative draft of CAP is nearing completion and is anticipated to be completed by 8/11.</p>
<p>Goal 2: Complete Development of Sustainability Element and Indicators for 2030 General Plan Update</p>	9 - 12 months	July-2009	<p>The Task Force worked with the General Plan Team to complete the sustainability element of the 2030 General Plan Update and began a process to identify some draft sustainability indicators that could be used to annually assess the implementation of the General Plan. Now that the General Plan has Update has been approved, the Task Force will work with Planning Department to finalize the indicators during its 2011-2012 Work Plan.</p>
<p>Goal 3: Develop and implement a public education and outreach program on greenhouse gas (GHG) emission reduction measures and other sustainability issues. Examples include:</p> <ol style="list-style-type: none"> 1. Sustainability Section on City Website 2. "Sustainability in Landscaping"/Vector Control Education 3. Workshops 4. Possible Mayor's Green Business Recognition 	No date set	On-going	<p>Task Force developed an Education/Outreach Ad-Hoc Committee that has set up booths at the Thursday Night Market and at other local events, and held workshops to inform the public on GHG emissions and the City's sustainability programs. Staff and the Task Force are also in the process of establishing a sustainability website. An Ad-Hoc Committee was also formed to develop a Green and Sustainable Business rating/recognition program. The City chose not to pursue a Landscape/Vector control education program.</p>

ATTACHMENT "B" - 2009-2010 WORK PLAN STATUS REPORT

Priority Goals	Estimated Completion Time	Actual Completion Date	Status/Comments
Goal 4: Implement the Climate Action component of the Sustainability Plan.	Duration of the update	On-going	Although the CAP is not yet complete, the Task Force obtained a \$400,000 Innovators Pilot Grant from PG&E to provide energy audits, install energy efficient measures, and to provide energy efficiency information to 100 single-family homeowners. Another Ad-Hoc Committees was formed to implement this grant. The Task Force has also formed a Committee to look at possibly developing an Climate Change Adaptation plan or strategy.
Goal 5: Assist and advise Council on working with local agencies to comply with local, state, and federal regulations related to climate change and sustainability, such as SB 375.		On-going	BCAG is still in the process of developing a Sustainable Communities Strategy as required by SB 375. The Task Force has also established an Ad-Hoc Committee to review this Strategy and other programs and policies related to transportation and climate action.
Goal 5: Review of the role and structure of the Task Force after completion of the Action Plan.	Depends on the timing of the Climate Action Plan.	TBD	This task will be implemented upon completion of the Climate Action Plan and will be included in the Task Force's 2011-2012 Work Plan.



BCAG BOARD OF DIRECTORS

Item #8 Information

May 18, 2011

2012 SUSTAINABLE COMMUNITIES STRATEGY (SCS)- UPDATE

PREPARED BY: Brian Lasagna, Senior Planner

ISSUE: Pursuant to Senate Bill 375 (Steinberg), also known as the Sustainable Communities and Climate Protection Act of 2008, BCAG is required to prepare a Sustainable Communities Strategy (SCS) as an additional element of the 2012 Regional Transportation Plan (RTP). The 2012 RTP and SCS are scheduled to be adopted in December 2012.

DISCUSSION: As a newly required element of the 2012 RTP, the SCS will contain the forecasted development pattern for the region, which, when integrated with the transportation network, and other transportation measures and policies, will meet the passenger vehicle greenhouse gas reduction target for the area.

The SCS must be consistent with the Regional Housing Needs Assessment (RHNA) and must consider the region's natural resource areas, farmland, and the spheres of influence that have been adopted by the Butte Local Agency Formation Commission (LAFCO).

If the SCS is unable to meet the regional greenhouse gas reduction targets, an Alternative Planning Strategy (APS) must be developed to demonstrate how the targets could be achieved.

BCAG staff has the following information to report regarding the preparation and development of the 2012 SCS.

Proposition 84 Planning Grant Funds Approved

In January 2011, BCAG and its local partners were awarded \$100,000 in planning grant funding, by the California Strategic Growth Council, to be used for the development of the 2012 SCS. BCAG's partners include each of its local jurisdiction members and the Butte LAFCO. The awarded funds will be used to prepare the required technical methodology, implement outreach efforts, prepare the SCS, and quantify the reduction in passenger vehicle greenhouse gas emissions achieved by the SCS. A copy of the approved grant work plan has been included as Attachment #1 and is available on the BCAG website (<http://www.bcag.org>). It is anticipated these funds will be available July 2011.

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Model Improvement Plan

BCAG was awarded both a Caltrans 5304 Planning Grant and Proposition 84 Modeling Improvement Plan Grant for the purpose of enhancing BCAG's regional travel model to assist in preparing and quantifying the region's SCS. BCAG is utilizing Fehr & Peers, the California State University, Chico – Geographical Information Center (GIC), and the University of California Davis – Information Center for the Environment (ICE) to assist with preparing the project's required GIS datasets, land use allocation model, and implementing the travel model enhancements. The modeling improvements commenced in September 2011 and are scheduled to be completed by December 2012.

SCS Development Schedule

BCAG staff has included the latest revised 2012 SCS development schedule as Attachment #2. During the 1st quarter of fiscal year 2011/2012, BCAG and its project partners will be working to complete the required technical methodology, begin gathering the required data to consider, as well as hold the first round of informational public workshops.

Staff will continue to keep the BCAG Board of Directors informed regarding the preparation and development of the 2012 SCS.

STAFF RECOMMENDATION: This item is presented for information.

Key staff: Brian Lasagna, Senior Planner
Ivan Garcia, Programming Manager

EXHIBIT B

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 Attachment #1

Joint Work Plan and Schedule of Deliverables

Lead Grantee: Butte County Association of Governments

Partners (Sub-Grantees): City of Biggs, City of Chico, City of Gridley, City of Oroville, Town of Paradise, County of Butte, and Butte Local Agency Formation Commission

Grant Number:

Proposal Title: Coordinated Development of the 2012 Regional Transportation Plan (RTP), Sustainable Communities Strategy (SCS), and Regional Housing Needs Allocation (RHNA) for the Butte County Area

High Level Activities/Milestones	Responsible Party or Parties	Schedule of Deliverables
1) Collaborate with CARB and partners in establishing an “ambitious but achievable” passenger vehicle GHG reduction target for the Butte County region	Lead Grantee (BCAG) and Local Partners (Jurisdictions)	January 2010 / September 2010 <i>(Completed – No Funding Requested)</i>
2) Update BCAG’s Public Participation Plan (PPP) to include outreach efforts and consultation requirements associated with the development of the SCS	Lead Grantee (BCAG)	April 2010 <i>(Completed – No Funding Requested)</i>
3) Prepare technical methodology, in collaboration with partners and CARB, to be used to estimate GHG emissions from SCS and submit to CARB for review <ul style="list-style-type: none"> a) Prepare detailed report of proposed methodology based on existing travel modeling capabilities – <i>Deliverable: draft methodology report</i> b) Present methodology report to BCAG Planning Directors Group (PDG), Transportation Advisory Committee (TAC), and Board of Directors, for discussion and comments, at their regularly scheduled meetings – <i>Deliverable: agenda items/memorandums</i> c) Submit methodology report to CARB for review and comment – <i>Deliverable: methodology report</i> d) Revise as needed based on CARB review and changes to BCAG travel model. Submit revisions to CARB – <i>Deliverable: revised methodology report</i> 	Lead Grantee (BCAG)	June 2011 - December 2011 June/July 2011 August/September 2011 September 2011 September – December 2011

EXHIBIT B

BCAG Board of Directors
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High Level Activities/Milestones	Responsible Party or Parties	Schedule of Deliverables
<p>4) Implement outreach efforts contained in BCAG’s Public Participation Plan (PPP) for the Sustainable Communities Strategy (SCS)</p> <p>a) Hold a public workshop to provide the public with information and tools necessary to provide a clear understanding of the issues and policies. – <i>Deliverable: public notice and workshop materials</i></p> <p>b) Conduct an informational meeting for the BCAG Board of Directors, which includes the County Board of Supervisors and City Council representatives, on the draft SCS for the purpose of considering their input and recommendations. – <i>Deliverable: public notice, agenda item/memorandum, and meeting minutes summarizing recommendations</i></p> <p>c) Hold two public hearings on the draft SCS, held at regularly scheduled meetings of the BCAG Board of Directors, for the purpose of receiving comments from the BCAG Board and public. – <i>Deliverable: public notice, agenda items/memorandums, and meeting minutes summarizing comments received</i></p> <p>d) Establish a web link on the BCAG website which allows the public to make a single request to receive notices, information, and updates on the SCS. – <i>Deliverable: web link</i></p> <p>e) Conduct meetings and consultation with established BCAG stakeholder groups for the purpose of informing and reviewing SCS related products. – <i>Deliverable: meeting agenda items/memorandums</i></p>	<p>Lead Grantee (BCAG)</p>	<p>June 2011 - December 2012</p> <p>July/August 2011</p> <p>March/April 2012</p> <p>September 2012 and November 2012</p> <p>July/August 2012</p> <p>June 2011 – December 2012</p>

EXHIBIT B

BCAG Board of Directors
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 Attachment #1

High Level Activities/Milestones	Responsible Party or Parties	Schedule of Deliverables
<p>5) Prepare draft SCS, in collaboration with partners, which meets regional passenger vehicle GHG target established by CARB for the years 2020 and 2035 pursuant to Senate Bill 375. If SCS is unable to meet target, an Alternative Planning Strategy will prepared showing how the target would be achieved through alternative development patterns, infrastructure, or additional transportation measures or policies.</p>	<p>Lead Grantee (BCAG) and Local Partners (County of Butte, City of Biggs, City of Chico, City of Gridley, Town of Paradise, City of Oroville, and Butte County Local Agency Formation Commission)</p>	<p>September 2011 - September 2012</p>
<p>BCAG and its Local Partners will gather, identify, and/or consider the following:</p> <ul style="list-style-type: none"> a) Identify the general location of uses, residential densities and building intensities within the region b) Identify areas within the region sufficient to house all the population of the region, including all economic segments of the population c) Identify areas within the region sufficient to house an eight-year projection of the regional housing need d) Identify a transportation network to service the transportation needs of the region e) Gather and consider the best practically available scientific information regarding resource areas and farmland in the region f) Consider the state housing goals g) Consider the spheres of influence that have been adopted by the Butte County Local Agency Formation Commission 		<p>July 2011 – March 2012</p> <p>July 2011 – March 2012</p> <p>July 2011 – March 2012</p> <p>July 2011 – March 2012</p> <p>July 2011 – March 2012</p> <p>Jan. – March 2012</p> <p>July 2011 – March 2012</p>
<p><i>Deliverable: BCAG, in collaboration with its Local Partners, will prepare the following and include in the draft SCS document:</i></p> <ul style="list-style-type: none"> a) <i>Prepare a forecasted development pattern for the region, which, when integrated with the transportation network, and other transportation measures and policies, will meet the passenger vehicle greenhouse gas reduction target for the area</i> b) <i>Quantify the reduction in greenhouse</i> 		<p>July 2011 – March 2012</p> <p>July 2011 – March 2012</p>

EXHIBIT B

BCAG Board of Directors
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 Attachment #1

c) <i>Quantify and report indicators</i>		July 2011 – March 2012
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High Level Activities/Milestones	Responsible Party or Parties	Schedule of Deliverables
6) Prepare final SCS and APS, if need be, for adoption by the BCAG Board of Directors	Lead Applicant (BCAG)	October 2012 - December 2012
a) Make final adjustments to draft SCS based on direction from BCAG Board of Directors and comments received during outreach – <i>Deliverable: final SCS document</i>		October 2012 - December 2012
b) Present SCS, as an additional element of the BCAG Regional Transportation Plan, to the BCAG Board of Directors for adoption – <i>Deliverable: public notice, meeting agenda item/memorandum</i>		October 2012 - December 2012

2012 SUSTAINABLE COMMUNITIES STRATEGY (SCS)

Schedule

2012 SCS Tasks	2009												2010												2011												2012																							
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D												
1. Regional Target Setting ✓	RTAC Methodology/Factors Report												MPO Analysis (BCAG)												Develop Draft Targets (ARB)												Final Targets (ARB)												Public Meetings (BCAG Board)											
2. Update Public Participation Plan (PPP) ✓	Prepare Draft PPP Amendment												Public Hearing (BCAG Board)												Adopt PPP Amendment (BCAG Board)																																			
3. Prepare Technical Methodology	Prepare Draft Report												Present Report to Stakeholder Groups and BCAG Board												Submit to CARB for Review												Revise as Needed																							
4. Public Outreach	Informational Public Workshops												Public Hearings and Information (BCAG Board)																																															
5. Prepare Draft SCS	Gather Required Data to Consider												Identify Areas to Accommodate Forecasted Growth												Quantify Results																																			
6. Prepare Final SCS/APS	Prepare Final SCS												Prepare APS, if need be												Submit Final SCS/APS to CARB																																			

SCS Related Tasks

Travel Model Improvement Plan (MIP)	Update Traffic Counts and Acquire Business Data												Prepare New GIS Datasets												Implement Travel Model Improvements												Prepare Land Use Allocation Model																							
Regional Housing Needs Allocation (RHNA)	Consultation with CA Dept. of Housing												Prepare Methodology												Draft Regional "Lump Sum"												Final Regional "Lump Sum"												Final Plan Approval											

Prepared 12/31/08 - Revised 04/19/11

Board of Directors

Public Meeting/Workshop(s)

Completed Task