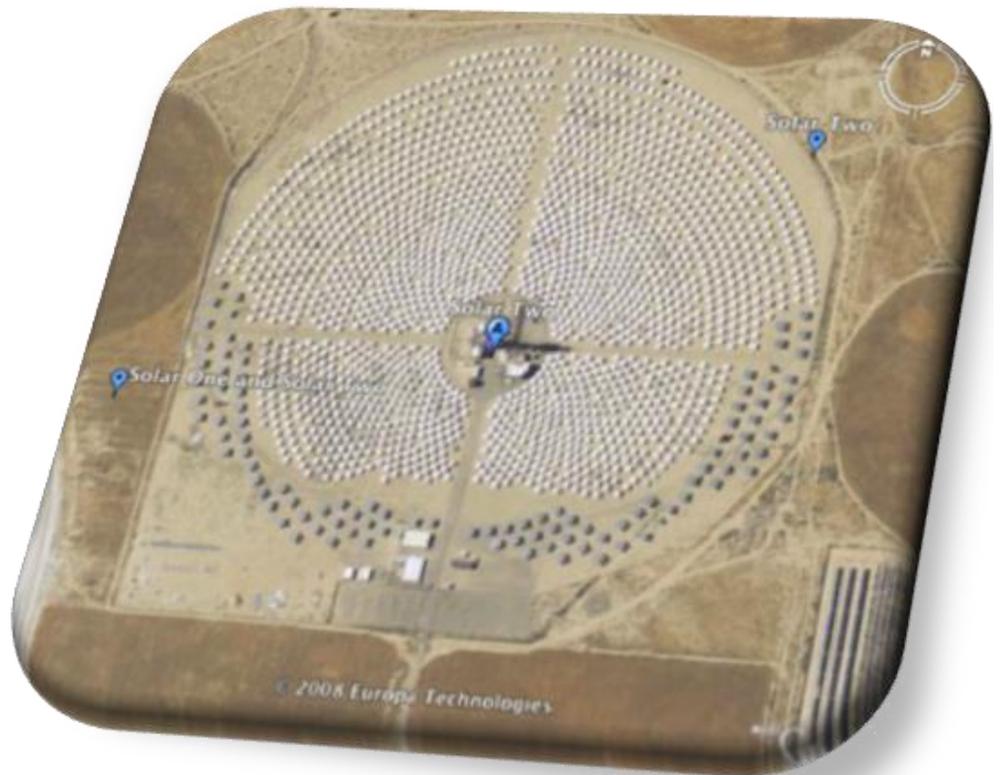


**SPARC\***

# Renewable Energy and Conservation Planning Grant Application



\* SPARC: San Bernardino County Partnership for Renewable Energy and Conservation



Prepared by  
County of San Bernardino, California  
Land Use Services Department  
April 10, 2013

**PON-12-403**

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# PON APPLICATION FORM

E-Mail: Terri.Rahhal@lus.sbcounty.gov

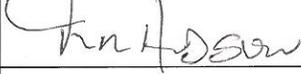
<b>Applicant Is</b>
<input type="checkbox"/> Private Company <i>(including non-profits)</i> <input type="checkbox"/> CA State Agency <i>(including UC and CSU)</i> <input checked="" type="checkbox"/> Government Entity <i>(i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)</i>

<b>Is Applicant subcontracting any services?</b>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
We have prepared a cost estimate for these services. On April 15, we will solicit statements of qualifications for Subcontracting from two specialties: environmental review; public outreach/participation. Selection will occur by mid-May and will be subject to successful application for this grant.		
Subcontracting cost is included in our grant application amount.		

**Certifications:**  
 I hereby authorize the California Energy Commission to make any inquiries necessary to verify the information I have presented in my Application.

I hereby certify to the best of my knowledge and belief that I have read, understand, and do hereby accept the terms and conditions contained in this PON package, including the provisions of the Agreement Terms and Conditions and, further, I am willing to enter into an agreement with the Commission to conduct the proposed project according to the terms and conditions without negotiation.

I hereby certify to the best of my knowledge that the information contained in this Application is correct and complete.

Signature of Principal Investigator/ Project Manager		Date:	4-9-13
Signature of Authorized Representative		Date:	4.9.2013
Name/Title of Authorized Representative	Tom Hudson, Designated Agent and Director of Land Use Services		

**\* SPARC: SAN BERNARDINO COUNTY PARTNERSHIP FOR RENEWABLE ENERGY AND CONSERVATION**

## SECTION 1: Administrative Response

### 2. Project Team

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1. Personnel: Our Sparc Initiative staff include:

**Program Director:** Tom Hudson

Roles: Strategic leadership, inter-departmental outreach, private sector guidance to staff, strategies & tools for public outreach

**Project Manager:** Terri Rahhal

Roles: Day-to-day management of project operations, operations leadership, staffing, coordination of consultants, inter-departmental collaboration, General Plan Element preparation management

**Collaboration Coordinator:** Andrew Silva

Roles: Communication and coordination with liaisons from participating interest groups and agencies feedback facilitator, best practices targeting, public communications strategies

**Communications Assistant:** Michelle McCoy

Roles: Communications support to Collaboration Coordinator, scheduling for all outreach activities, public notices

**Regulatory Systems Specialist:** Gia Kim

Roles: Regulatory systems development management, inter-department collaboration and training on new systems

**General Plan Specialist:** David Prusch

Roles: General Plan Element preparation, research coordination, integration of Element directives with regulatory system refinements

**Regulatory Planners:** Christopher Conner & Shellie Zias-Roe

Roles: Support General Plan Specialist in conducting research on Element and regulatory systems, preparation of Element, preparation of regulatory refinements.

**Quality Control:** Tricia Munoz

Roles: Review and analyze all products for regulatory compliance, errors, and omissions; ensure that all public notices and other official communications are implemented in accordance with law

**Best Practices Analyst:** Daniel Avera

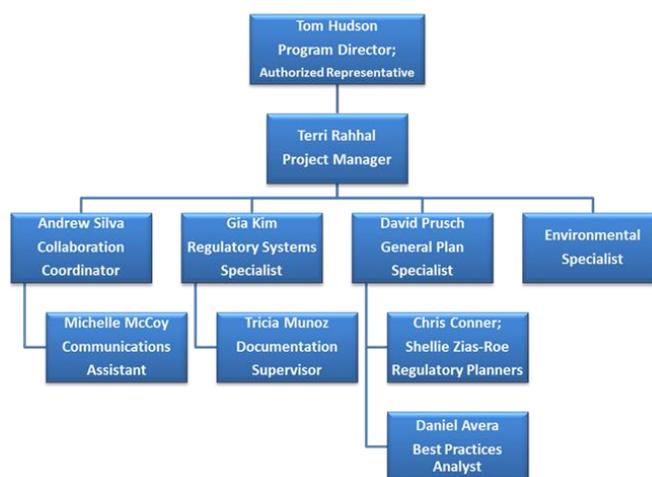
Roles: Conduct research on means to integrate Element and regulatory refinements into County system consistent with best practices policies, ensure that the program is fully implemented according to intent

**Environmental Specialist:** Christney Barilla

Roles: Provide team guidance on Element details and regulatory refinements that may impact environmental priorities and law, assist Project Manager in coordinating environmental review

2. Contractors

Our team will include two consultants, one to coordinate public outreach and one to provide environmental review. Given time constraints in the grant application process, we have not yet selected these consultants. We are issuing RFQ's the week of April 8 and will have consultants ready to go to work, should we be successful in our grant application.



We have completed preliminary work on scopes of work for both consultants. Our program director has extensive private sector experience, both with outreach and environmental review. He prepared a draft budget for each scope of work based on this experience.

### 3. Staff Details

Name	Dept. <sup>1</sup>	Job Description	Email	Phone
Tom Hudson	LUS	Program Director	Tom.Hudson@lus.sbcounty.gov	909-252-5105
Terri Rahhal	LUS	Project Manager	Terri.Rahhal@lus.sbcounty.gov	909-387-4518
Mary Jane Olhasso	EDA	Economic Advisor	MaryJane.Olhasso@eda.sbcounty.gov	909-387-9801
Andrew Silva	CAO	Communications Coor'r	Andrew.Silva@cao.sbcounty.gov	909-387-4280
Michelle McCoy	LUS	Communications Asst	Michelle.McCoy@lus.sbcounty.gov	909-252-5105
Gia Kim	PW	Regulatory Systems Mgr	Gia.Kim@lus.sbcounty.gov	909-252-5105
David Prusch	LUS	General Plan Specialist	David.Prusch@lus.sbcounty.gov	909-987-4122
Christopher Conner	LUS	Regulatory Planner	Christopher.Conner@lus.sbcounty.gov	909-387-4425
Shellie Zias-Roe	LUS	Regulatory Planner	Shellie.Zias-Roe@lus.sbcounty.gov	909-387-4124
Christney Barilla	LUS	Environmental Specialist	Christney.Barilla@lus.sbcounty.gov	909-387-4373
Tricia Munoz	LUS	Quality Control	Tricia.Munoz@lus.sbcounty.gov	909-387-4161
Daniel Avera	LUS	Best Practices Analyst	Daniel.Avera@lus.sbcounty.gov	909-205-1003

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<sup>1</sup> LUS: Land Use Services; EDA: Economic Development Agency; CAO: Chief Administrator's Office; PW: Public Works

## SECTION 2: Technical and Cost Application

### 3. Project Narrative

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#### 1. County Background

**Organization Structure:** Our structure for both the project and for subsequent implementation is a flexible pivot, with the Land Use Services Department (LUS) at center, as the central coordinator, per the graphic below. Renewable Energy (RE) planning and programming success depends upon a high degree of seamless integration of our various County departments and specialties. Depending upon the planning issue or subsequent implementation project, we will need different departments to lead or guide our efforts. Land Use Services will always perform coordination; tracking and evaluation roles to ensure planning and implementation are effective and efficient. During RE General Plan Element (REGPE) preparation, LUS will coordinate and compile all input from specialties, departments and stakeholders. Public Works and other departments will lead individual initiatives where their expertise demonstrates the need to do so. In such cases, LUS will provide support and then gather outputs for inclusion in the REGPE or for tracking project performance. LUS also will be the central researcher, resource development coordinator, and public interface for all RE planning and programming.



**Rotating Wheel Organization:** *Land Use Services will be the central coordinating hub for renewable energy programming and regulatory systems. Other departments will rotate into leadership when appropriate opportunities arise (e.g., renewable energy-oriented economic or infrastructure development).*

LUS will be responsible for preparing, overseeing and approving proposed rules and policies. This will be done collaboratively to ensure multidisciplinary access and insight in regulatory system development. This central role fits neatly within our County’s vision for renewable energy development and conservation. LUS is and will remain the coordinating department for RE programming and regulation. Our organizational structure will enable other departments to take the lead on projects that are most suited for them (e.g., economic development or infrastructure investment). In such cases, the lead department will rotate to the leader role, while LUS provides support and systems integration. LUS is beginning to build links to all other partner departments through integrated staffing and various multidisciplinary coordination roles. The Grant will aid the County in strengthening LUS coordination, communication and collaboration with other departments and outside entities with whom we engage over time.

Renewable energy and conservation are top priorities in our County’s recently completed Vision. This Vision was prepared to guide our impending General Plan update. The General Plan is antiquated, with weak renewable energy policies, goals, objectives and programming. In addition, we have numerous internal inconsistencies in our regulatory system. All of these will be addressed via our first-ever Renewable Energy Element and related systems re-invention. We plan to build a seamless renewable energy system of policies, regulations, programs, resource development and incentives. Given limited County resources, these objectives would be unattainable without the Renewable Energy and Conservation Planning Grant.

Our Experience with Renewable Energy Resource Development:

San Bernardino County has a rich history of renewable energy development. The desert region of San Bernardino County is home to the first large scale solar projects in the State, constructed in Daggett, Harper Dry Lake, and Kramer Junction in the 1980s and 1990s.

Since California adopted the Renewables Portfolio Standard (RPS) in Executive Order S-14-08, San Bernardino County has been an active participant in the cooperative planning process established for the California Energy Commission (CEC), the Bureau of Land Management (BLM) and the County to expedite permitting of renewable energy projects. Following is a summary of San Bernardino County renewable energy projects in progress or completed under this effort:



**Bright Source – Ivanpah Valley 2013**

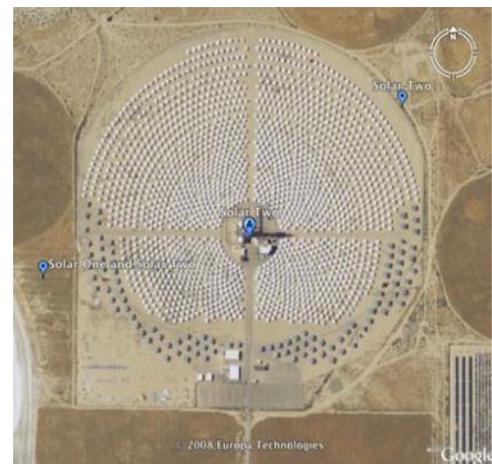
Renewable Energy Technology	Approved	Avg. Processing Time (Days)	Pending	Avg. Processing Time (Days)
Solar PV	13	253	16	333
Utility Scale Solar Thermal	2		1	
Commercial Wind Energy	0	-	1	1977
Accessory Wind	154	59	1	21
<b>Total</b>	<b>169</b>		<b>20</b>	

No renewable energy projects under County jurisdiction have been disapproved. The County has conducted 13 pre-application development review meetings for potential renewable energy projects since 2010 indicating a high interest in future development.

**San Bernardino County is one of 7 counties in the DRECP, and comprises 53% of the DRECP planning area.**

The County General Plan encourages development of renewable (alternative) energy, and the Development Code provides for alternative energy projects to be permitted in many land use districts in the County. The policy support is very general, and the Development Code lacks the specific location and development standards that are necessary to remove impediments to construction of renewable energy projects.

In addition, even for projects over which the County is not the approving authority, the County played an active role as an intervener during the California Energy Commission hearings on the BrightSource Ivanpah Solar Electric Generating Station, in addition to projects by Abengoa and K Road Calico Power. In response to suggestions and concerns raised by the County, the Commission agreed to conditions of approval that included a negotiated fee to offset the cost of providing additional public safety services, and also required BrightSource, in cooperation with the County’s outstanding museum staff, to fund a public education component about renewable energy, including a public viewing area with informational kiosks.



**Solar 2 – Daggett, CA**

## Our Experience with Developing & Implementing Conservation Rules, Polices & Processes:

San Bernardino County is an active participant on the Desert Renewable Energy Conservation Plan (DRECP) Stakeholder Committee. The County brings to the DRECP the experience of having a lead role in development of the West Mojave Plan (WEMO). The WEMO was prepared for over 9 million acres of desert lands in San Bernardino, Inyo, Kern and Los Angeles Counties. The four counties, the BLM and eleven desert cities worked together for several years with the U.S. Fish and Wildlife Service (USFWS) and the California Department of Fish and Game (CDFG) to devise a streamlined approach to habitat mitigation. Unfortunately, the WEMO was only implemented on BLM lands because member agencies could not reach agreement on the habitat mitigation strategy for private lands. The need for a conservation strategy in the Mojave Desert is even greater now that plans for renewable energy production require development of vast acreages in the Mojave Desert region.

The experience of preparing the WEMO and understanding the final conflicts that affected its full implementation will inform the efforts of the County in its participation in the DRECP. Lessons learned in the WEMO process have prepared the County to incorporate a conservation strategy in a Renewable Energy Element of the County General Plan and associated updates to the County Development Code.

**San Bernardino County led the planning process for the 9 million acre West Mojave Plan.**

## **2. Planning and Conservation**

### Impediments to Eligible Renewable Energy Resource Development:

County staff involved in the review of renewable energy projects has identified several impediments to renewable energy development. Some impediments are related to the unique nature of renewable energy projects. The review process and development standards applied to the typical rural development projects in the desert are not always applicable to renewable energy projects, and certain aspects of renewable energy projects require specific standards. Some of the major impediments include:

- Lack of standard road dedication and paving requirements for RE projects
- Lack of standard utility relocation standards for RE projects
- Lack of standard development policies in each city's/town's sphere of influence for RE projects
- Lack of standard policies for post-construction road and drainage repairs for RE projects
- Desert resident concerns about land use compatibility and aesthetics
- Lack of a standard habitat conservation plan or mitigation program
- Large photovoltaic projects have been exempted from on-site water service, fire flow, and access improvements due to the un-manned nature of the use. Large solar thermal projects have employees on-site, and the County has no specific standards for this unique land use.
- Photovoltaic projects are sometimes proposed on a portion of a very large parcel, but the County Development Code requirements apply to the entire project site, with no exemptions for development of a small portion.
- Lack of policies and standards establishing location criteria for renewable energy projects results in land use conflicts and late discovery of feasibility issues.
- Ownership changes after entitlement of photovoltaic projects often lead to plan revisions proposed to accommodate different equipment. The County plan revision process is cumbersome, and lacks a specific process for revisions to solar projects.

**One PV solar project went through the entire development entitlement process before it was discovered that connection to transmission lines would be infeasible.**

- Solar project sites are typically remote, and the County doesn't have standard requirements in place to mitigate temporary impacts during construction on County roads, emergency services and site drainage.
- The County has no standard in place to require a bond to guarantee decommissioning requirements for renewable energy projects.
- In addition to identified Development Code impediments, the corresponding permitting policies and procedures of County Public Works, and other departments are needed.

A Renewable Energy Element of the County General Plan, with companion updates to the County Development Code, would remove the impediments that exist due to a lack of specificity in County policies and standards for renewable energy development. Completion of the Desert Renewable Energy Conservation Plan (DRECP) accepted by all affected parties will resolve the habitat conservation plan issue. Currently, the typical time to process a conditional use permit for a renewable energy facility is over nine months. The County could reduce the processing time by several months if we were to implement a more streamlined permit process.

Addition of a Renewable Energy and Conservation Element to the County General Plan, with companion updates to the County Development Code, as well as Engineering policies, standards and permitting procedures, would remove the impediments that exist in the County planning and permitting process for renewable energy projects. Completion of a DRECP accepted by all affected parties will resolve the habitat conservation plan issue.

#### Rules & Policies We Will Develop or Revise:

Our current General Plan's rules and policies will be substantially revised and enhanced. Specific targets for expansion, refinement and detailing include:

- Goal D/CO2. – Encourage utilization of renewable energy resources.
- Policy CO 8.2 – Conserve energy and minimize peak load demands through the efficient production, distribution and use of energy.
- Program – Work with other governmental agencies, utility companies, and the private sector to achieve energy conservation and the use of alternative energy resources and technologies.
- Program – Actively participate and represent the County in the development and implementation of standards and regulations under the jurisdiction of the state and federal governments.
- Policy CO 8.3 – Assist in efforts to develop alternative energy technologies that have minimum adverse effect on the environment, and explore and promote newer opportunities for the use of alternative energy sources.
- Program – Fully enforce all current residential and commercial California Energy Commission energy conservation standards.
- Policy CO 9.2 - The County will work with utilities and generators to maximize the benefits and minimize the impacts associated with siting major energy facilities. It will be the goal of the County to site generation facilities in proximity to end-users in order to minimize net energy use and natural resource consumption, and avoid inappropriately burdening certain communities.
- Program – Monitor federal and state activity, including their review of proposed facilities, new legislation, new funding sources and technological advances in the energy and telecommunications fields.
- Program – Develop a system to provide affected communities with detailed information of proposed facilities as early as possible.
- Goal OS 1 – The County will provide plentiful open spaces, local parks, and a wide variety of recreational amenities for all residents.

Current General Plan policies are too broad to provide solutions to the impediments identified above. Drafting policies and development standards specific to renewable energy project development in the REGPE and Regulatory System will remove the existing impediments.

#### How Proposed Rules & Policies Will Improve County Processes:

Currently, the typical time to process a conditional use permit for a renewable energy facility exceeds nine months. Development of a Renewable Energy and Conservation Element with a supporting regulatory system would streamline the process significantly. Many of the impediments identified in this document are related to a lack of development standards tailored to address renewable energy projects. The development review and permitting process is extremely complicated when each project has to be reviewed on a case-by-case basis, with additional time and effort expended to determine and document that certain general development standards should not be applied. Current County General Plan policies support renewable energy and conservation in a very general way, and do not provide enough guidance on location criteria for site selection. The County could cure impediments to renewable energy development and reduce the permit processing time significantly by as much as 50% (4.5 months) by adoption of clear policy guidance and a regulatory system designed specifically for renewable energy projects.

#### Our Commitment to Regional Conservation Planning:

The County General Plan Conservation Element contains several policies and program statements that encourage active participation in regional conservation planning. This includes working with state and federal resource agencies and local communities to prepare habitat conservation plans. The County is a participating agency and stakeholder in the DRECP, pursuant to a memorandum of understanding (MOU) with the CEC. The County has also committed in a letter of support to jointly implement the Town of Apple Valley's NCCP in the 69,000-acre sphere of influence area currently under the County's land use jurisdiction.

#### NCCP's with Land that Includes Eligible Renewable Energy Resource Technologies:

There are no existing, fully implemented NCCP's in San Bernardino County. Two NCCP's are in the planning stage: the DRECP and the Town of Apple Valley MSHCP. Both plans provide for eligible renewable energy resource technologies, and both have the full support of San Bernardino County.

#### Project Consistency with Natural Resources Priorities:

Section 65041.1 (b) of the California Government Code expresses the state's natural resources planning priorities. These priorities call for protection and enhancement of the state's most valuable natural resources and other important uses of open lands, including wetlands, wildlife habitats, farmlands, forests, and active and passive recreation areas. All of these resources are vitally important to San Bernardino County, and are represented in the Environment and Quality of Life elements of the Countywide Vision. The proposed Renewable Energy and Conservation Element will build on the Countywide Vision with a set of policies designed to promote renewable energy development in a responsible manner, consistent with the natural resources planning priorities of the State.

### **3. Leverage and Collaboration**

#### Resources & Prior Investments We Will Leverage:

San Bernardino County constantly strives to improve and promote renewable energy. In 2007, the Board of Supervisors launched the *Green County San Bernardino* program. Green County San Bernardino includes permit fee waivers for renewable energy projects up to \$5,000 per project and up to \$45,000 annually. In addition, Green County San Bernardino led to the development of ePlans (electronic plan submittal and review) creating

efficiencies in the plan review process. Renewable energy development standards were first adopted in March, 2009 and refined in August, 2010 to simplify application processing. In July, 2013 the County will embark on a new General Plan Update that, in conjunction with this proposed project, will lead to further advancements standards and processes.

How We Will Collaborate in Development of Rules and Policies:

Collaboration will be the heart of our Rules and Policies development program. We have organized our scope of work collaborations at three levels with this task in mind: Internal Team; Stakeholder Team; Public Outreach. The Collaboration Methods graphic below highlights this effort in the context of our program Timeline, Tasks and Goals (for each Task).

**Sparc Program**

**Collaboration Methods**

Timeline:	Q3/2013	Q3/2013	Q3/2014	Q1/2014	Q1-2/2014	Q2/2014	Q2/14-Q1/15	Q1/2015
<b>TASK:</b>	2	3	4	5	6	7	8	9
	Set Framework	Explore	Discover	Refine Vision	Refine Policy & Regulatory System	Draft RE Element Refinements	Environmental Review	Adopt & Implement
<b>Key Goal:</b>	Solid Planning & Decision Tools Foundation	Gain Insights on Range Of Possibilities	Evaluate Options; Select Best Approach	Clarify & Communicate Vision	Build Strategic Regulatory System	Collaborative System Refinements	Test System; Select Preferred Alternative	Turn Vision To Reality
<b>Collaboration Tools:</b>								
	Liaisons Workshop	Liaisons Workshop	Liaisons Workshop	Liaisons Workshop		Liaisons Workshop	Liaisons Workshop	Liaisons Workshop
	Public Listening Post Outreach	Public Workshops & Internet Survey		Public Virtual Tour Workshops		Public Feedback Workshops		Public Outreach
	Kickoff Meeting	Project Review Meetings; Progress Reports	Project Review Meetings; Final Report					
	County Team Workshop	County Team Workshop	County Team Workshop	County Team Workshop	County Team Workshops	County Team Workshop	County Team Workshop	County Team Workshop
	Planning Commission Orientation		Planning Commission Workshop	Planning Commission Workshop		Planning Commission Workshop	Planning Commission Workshop	Planning Commission
	Board of Supervisors Orientation		Board of Supervisors Workshop	Board of Supervisors Workshop				Board of Supervisors

Internal collaboration (circled in green) will emphasize inter-departmental teaming through a series of workshops and multi-disciplinary work groups, led by Land Use Services. At appropriate times throughout the nine-task process, we will engage our Planning Commission and Board of Supervisors.

Public outreach (circled in red) will emphasize participation in setting driving values/goals, exploring renewable energy and conservation methods, setting our vision, refining our draft General Plan Element, and evaluating our environmental review.

A key part of our collaboration will be the creation of a stakeholder’s team. Representatives, or *liaisons*, from a broad range of interest groups will participate in a series of workshops and other formal exchanges. At a minimum, and subject to acceptance of our invitation, we expect to include:

<u>Interest Group</u>	<u>Liaison/Representative</u>
Developers	California Wind Energy Association
Environment	Nature Conservancy
Federal Lands	BLM
Habitat/State	California Fish and Wildlife Department
Municipalities	City of Needles
Military	U.S. Marine Corps
Tribes	To be determined
Utilities	Southern California Edison

More groups will be recruited this spring. During the planning process, Liaisons will be asked to help:

- Identify regulatory system strengths, weaknesses, opportunities and threats
- Seek and evaluate best practices in the field of renewable energy regulatory systems and incentives
- Refine the County Vision, specifically its renewable energy facets
- Refine and test a new draft regulatory system
- Provide feedback on the Draft Renewable Energy Element
- Provide feedback on the Draft Environmental review document

We will use a variety of facilitation and outreach tools to engage the public meaningfully and creatively. Tools will include open houses, digital surveys (e.g., “Survey Monkey”), workshops, a visually-oriented virtual tour of the recommended system, and more formal public hearings. Early work will emphasize listening, as we learn more about stakeholder values and goals. Tasks 2-5 will engage in substantial exchanges of renewable energy ideas, tools and best practices. We believe “an informed majority will make a good decision.” Therefore, we will emphasize exchanges that inform all parties about best and alternative practices, including our planning team. In Tasks 6-8, we will focus most heavily on sharing previous tasks’ insights with our Planning Commission and Board of Supervisors. With a refined vision and regulatory system, we will prepare a Draft RE element (with alternatives) for public review and environmental testing. Interest group liaisons and the public will be asked to provide feedback on the environmental review and the complete element package prior to formal adoption steps.

#### **4. Return on Investment**

##### How Local Governments Will Benefit From This Project:

In the desert regions of the County, incorporated towns and cities have expansive spheres of influence, and the County is committed to respecting the vision that desert communities have for their futures. Those municipalities focus mainly on urban and traditional rural development, so the County’s policies and procedures for renewable energy development will be available to be adopted outright, modified slightly to meet their unique needs and circumstances, or be incorporated into a cooperative sphere overlay that will inform the County’s approval process for development in their spheres. The County, as it has in the past on other development issues, will leverage longstanding cooperative relationships with towns and cities during development of the REGPE. The County’s General Plan is available on the Internet and any jurisdiction, anywhere, will easily be able to take advantage of lessons learned and products developed in this process.

The desert region will soon resume its place as the epicenter for growth and development, due to its expanses of available land and desirable quality of life. The pause in development as a result of the Great Recession gives the region an opportunity to establish plans and procedures to promote sensible energy development, while protecting the desert’s abundant (and economically significant) natural resources, and respecting the unique character of the communities, while still complying with AB 32 and SB 375. These products will necessarily

dovetail with the County's previously adopted Greenhouse Gas Reduction Plan, which already includes several innovative strategies for minimizing the carbon footprint of new development.

Innovative Features of Our Proposed Project: We would like to highlight key innovative features in our planning program:

*Planning Process:*

1. Liaison Team: We will organize a formal team of stakeholder groups to advise the County throughout the planning process. Individual representatives, or liaisons, will be asked to reach out to others in their 'interest group' to expand our communication and information gathering. Participants will come from industry, all levels of government, military and special interest groups. Our goals here are to optimize inter-group collaboration through communication, listening, learning, teaching and team building.
2. Best Practices Case Studies: We will scour the world for best practices in renewable energy and conservation planning, regulatory systems and programming. Through sharing of such case studies with all participants, we will raise the level of awareness of alternative courses of action.
3. Exploration Phase: Through this highly interactive phase/task (Task #3), we will engage participants in workshops both as teachers and learners as we seek best practices and innovative thinking.
4. Virtual Tour: As we move toward a renewable energy approach that seems most suited for our County's unique needs, we will prepare a visual "Virtual Tour" of our draft program. The public and stakeholders will see graphic representations (especially photography from other places) of what "could be," in a PowerPoint-oriented tour of the future. In this way, we will make the draft Plan Element and regulatory system more accessible, more understandable. Our leaders' experience elsewhere has demonstrated this is an exceptionally valuable approach to create informed, positive dialog: "Here is what we believe participants have said. Are we getting it right?"
5. Public Outreach Process and Collaboration: We have organized a creative set of outreach tools to encourage and simplify public involvement. In addition to our liaison program that will engage major interest groups, our outreach system includes:
  - A series of four sets of five public outreach workshops and open houses in key locations around the county. We are including areas that have a history of concern about renewable energy. This will give us the opportunity to systematically learn from and inform people with reservations about this field.
  - Digital surveys will be conducted at two strategic phases in the process to optimize participation (during Tasks 5 and 8).
  - The County will sponsor a website that provides program updates, information presented at public meetings, feedback from participants, and a variety of publications and reports we use in our research.
6. Ends-oriented Evaluation System (Goal Achievement Matrix): We will support objective decision-making through the use of a powerful evaluation tool known as the Goal Achievement Matrix. This method uses explicit program goals (identified with public involvement early in the process) to test the relative effectiveness of various RE and Conservation tools and regulatory options. Relative performance against clearly identified values-oriented goals will reduce subjectivity and enhance the transparency of the overall program. Our Program Director has extensive experience with this evaluation system.

*Planning Products (to be embedded in the Renewable Energy General Plan Element):*

1. Action-Oriented Renewable Energy General Plan Element: Our leaders have pioneered highly interactive digital plans. We propose to create a General Plan Element that allows us to be much more succinct, while providing a bounty of links for team members who will engage in Element (and regulatory system) implementation. Action guidance will be embedded, with hot links, detailing action concepts, examples

from similar programs elsewhere, implementation methods, potential resources, and a wide variety of other action-oriented links.

2. Highly Interactive Digital “Living Document” Element: We will build the Element to be easily updated. As technologies, best practices and regulations change, we will update accordingly. We will add links to relevant studies, similar changes in effect elsewhere, contact information for key references, industry trends, and other insightful links.
3. We intend to draft an Element and regulatory system that is not site specific. Rather, these products will emphasize principles, methods and tools to be used as appropriate to the conditions met in subsequent land use applications. We anticipate that this orientation will significantly reduce the time needed to complete environmental review.
4. Implementation Guide: As a last component of this Element, we will address the “who, what, when, where, and how” of implementation, in an easy to read/use format. This will be a substantial aid for all partners engaged in implementation of the program over time. Written in a web-oriented format, the Element will have many hot links to tools, techniques, schedules, potential resources, best practice references and more. Implementers and average citizens alike will have access to advanced levels of background information to guide performance and understanding of intent.
5. Refined Application Process: We will emphasize seamless inter-departmental review of development applications to provide a “one-stop-shop” that is highly user-friendly. We expect to organize procedures including assignment of each development application to a single planner who will remain responsible for moving the application through the permit process in a timely manner. In addition, we will investigate ways to create an “applicant advocate” who will work proactively with RE applicants to address complexities and other challenges in the application process. These and other yet-to-be identified methods will be intended to:
  - Reduce developers’ risk (due to ambiguities or awkward processes)
  - Raise levels of reliability of the process
  - Maximize predictability of development application outcomes (for both developers and citizens)
  - Optimize timeframe for responsible application review

Expected Benefits to the County and State:

The Renewable Energy and Conservation Element and companion Regulatory Strategy will facilitate responsible development of renewable energy in San Bernardino County. In order to meet the Renewable Portfolio Standard (RPS) of 33% of statewide energy production from renewable sources, the DRECP sets a goal of 20,323 MW of renewable energy in the plan area, with somewhere between 11,000 – 17,000 MW coming from solar power. San Bernardino County represents 53.1% of the DRECP land area. If we assume that approximately 10,000 MW of the total renewable energy goal might be developed in San Bernardino County, with 6,000 – 9,000 MW coming from solar power technologies, the following table would estimate the potential benefits to the County and State.

The estimated benefits of the 300 MW First Solar Stateline photovoltaic project can be projected for the future 2020 solar energy development scenarios for San Bernardino County as follows:

	<b>First Solar 300 MW Project</b>	<b>6,000 MW Scenario</b>	<b>9,000 MW Scenario</b>
Homes Powered	90,000	1,800,000	2,700,000
CO <sub>2</sub> Displacement tons/yr.	165,000 metric tons/yr.	3,300,000 metric tons/yr.	4,950,000 metric tons/yr.
Construction Jobs	400 jobs over 4 yrs.	4,000 jobs over 8 yrs.	6,000 jobs over 8 yrs.

The U.S. Bureau of Labor Statistics does not have employment data specific to the solar industry, but it refers to general information published by the Solar Foundation, a non-profit organization that promotes the use of solar power. The Solar Foundation identifies many non-construction jobs required to support solar energy development, including scientific researchers, engineers, technicians, electricians, skilled manufacturing labor, installers and power plant operators. These green jobs provide good wages, benefitting the County and State.

A December 2010 study by Stephen F. Hamilton, Professor and Chair of Economics of California Polytechnic University, San Luis Obispo, and Darin Smith and Tepa Banda of Economic & Planning Systems Inc., entitled "Economic Impacts to San Luis Obispo County of the California Valley Solar Ranch," analyzes the benefits of the 250 MW California Valley Solar Ranch and the 550 MW Topaz Solar Farm photovoltaic projects. The combined 800 MW project on 8,205 acres is projected to generate over \$800,000.00 annually in property taxes, with approximately 28.2% allocated to the County. The County share of sales and use taxes on non-electric generating equipment (the solar panels are tax exempt) is estimated at \$7.5 million over the 3-year construction period. An additional \$600,000.00 in sales tax revenue is projected from indirect supply chain purchases during production, and approximately \$8,000.00 per year thereafter.

All of the benefits estimated for these individual renewable energy projects may be multiplied many times over in San Bernardino County and other areas of the State of California, depending on the development interest in renewable energy resources and the success of natural resource conservation planning efforts. The proposed Renewable Energy and Conservation Element will be prepared to maximize the potential benefits of renewable energy development projects, both to San Bernardino County and the State of California.

## **5. Preference Points**

Preference We Are Seeking: We are seeking Preference Points for multiple RE technologies in our County. These include:

1. Solar Thermal
2. Photovoltaic
3. Wind
4. Biomass

Each of these forms of renewable energy are already at some level of development (solar, photovoltaic and wind) in our county or have high potential for development (biomass). Background information on our experience is provided in Section 2-3.1, County Background.

Why San Bernardino County is Eligible for This Preference:

San Bernardino County is proposing a renewable energy element and regulatory system including rules and policies to facilitate development of four different eligible technologies as noted above, which makes this application eligible for ten preference points as stated in the Program Opportunity Notice (PON-12-403). Please see the discussion in Section 2-3.1, entitled Our Experience with Renewable Energy Development. The County has approved 169 renewable energy projects and currently has 20 more in process. We have ample evidence of our experience with these technologies. However, we have also made clear in other sections of this application that we have substantial weaknesses that inhibit our potential to encourage and attract renewable energy development. Please refer especially to Section 2, Part 2 header, "Impediments to Eligible Renewable Energy Resource Development."

## SCOPE OF WORK

### TECHNICAL TASK LIST

Task #	Task Name
1	Administration
2	Framework
3	Exploration
4	Discovery
5	Refined Vision
6	Policy & Regulatory Strategies
7	Draft Element & Alternatives
8	Environmental Review
9	Adoption & Implementation

### KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	Tom Hudson-County		
1	Terri Rahhal-County		
2	Tom Hudson-County	Not Yet Selected	Liaison Team
2	Terri Rahhal-County		
2	Andrew Silva-County		
3	Tom Hudson-County	Not Yet Selected	Liaison Team
3	Dave Prusch-County		
4	Terri Rahhal-County		Liaison Team
4	Dave Prusch-County		
4	Gia Kim-County		
5	Tom Hudson-County	Not Yet Selected	Liaison Team
5	Andrew Silva-County		
5	Terri Rahhal-County		
6	Tom Hudson-County		
6	Dave Prusch-County		
6	Gia Kim-County		
7	Terri Rahhal-County	Not Yet Selected	Liaison Team
7	Dave Prusch-County		
7	Andrew Silva-County		
8	Gia Kim-County		Liaison Team
8	Andrew Silva-County	Not Yet Selected	
8	Terri Rahhal-County		
9	Tom Hudson-County		Liaison Team
9	Terri Rahhal-County		

### SCOPE OF WORK

#### GLOSSARY

Specific terms and acronyms used throughout this scope of work are defined as follows:

Term/ Acronym	Definition
BOS	Board of Supervisors (County)
CAO	County Administrative Office
CPR	Critical Project Review
DRECP	Desert Renewable Energy Conservation Plan
EDA	County Economic Development Agency
LUS	County Land Use Services Department
PW	County Public Works Department
RE	Renewable Energy
REGPE	Renewable Energy and Conservation General Plan Element
SPARC	San Bernardino County Partnership for Renewable Energy & Conservation
SWOT	Strengths, Weaknesses, Opportunities and Threats

#### Problem Statement:

Our County is at the front door of a new era. The largest in the U.S., we are faced with both extraordinary challenges and extraordinary opportunities. Our unemployment is about double that of the nation, private sector investment and tax revenues are down, property values have plummeted (an average of \$200,000 per single family home, as an example), and we have lost several major County employers. Conversely, we have new government leadership committed to restoring a strategic approach to community development and fostering sustainable economic development.

Toward these ends, we recently adopted a new County Vision that will be the foundation for the new General Plan we will begin crafting this summer. This initiative is essential. We see substantial demand for renewable energy development and have had a few successes in this arena. However, we have tremendous policy and regulatory system challenges that are inhibiting our capacity to attract and sustain this strategic industry. Our policies and land use regulations are antiquated, ambiguous and often in conflict with each other. Our current General Plan makes little mention of sustainability, let alone renewable energy. We need to build a proper foundation for these fundamental ingredients of a successful future. We therefore propose to prepare a specific General Plan Element focused on Renewable Energy and Conservation. This Element will be crafted to inform and integrate with all other Elements in the upcoming General Plan update process. Timing is perfect for the RECP Grant. The opportunity is historic as a first step into a new era of sustainability. What we do here will provide dramatic precedent and inspiring prototypes for the rest of California and the U.S.

#### Goals of the Agreement:

The goal of this Agreement is to move the County’s regulatory system into a new era of strategic renewable energy and conservation productivity, where our policies, goals,

## SCOPE OF WORK

objectives, regulatory system, procedures, and actions all align seamlessly in achieving our vision.

### Objectives of the Agreement:

1. The objectives of this Agreement are to:
  - a. Build a highly collaborative approach to building strategies, tools and public support for renewable energy and conservation;
  - b. Engage a representative range of interest groups and perspectives to advise the County in this process;
  - c. Prepare a General Plan Renewable Energy and Conservation Element that fosters a new era of substantial renewable energy development consistent with the County Vision and the state's renewables portfolio standard;
  - d. Foster diversification of renewable energy types and technologies;
  - e. Refine and integrate our regulatory system and tools to support the County Vision and Element purposes for responsible renewable energy development and conservation.

### TASK 1 ADMINISTRATION

#### Task 1.1 Attend Kick-off Meeting

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement.

#### The Recipient shall:

- Attend a "Kick-Off" meeting with the Commission Project Manager, the Grants Officer, and a representative of the Accounting Office. The Recipient shall bring its Project Manager, Agreement Administrator, Accounting Officer, and others designated by the Commission Project Manager to this meeting. The administrative and technical aspects of this Agreement will be discussed at the meeting. Prior to the kick-off meeting, the Commission Project Manager will provide an agenda to all potential meeting participants.

The administrative portion of the meeting shall include, but not be limited to, the following:

- Discussion of the terms and conditions of the Agreement
- Discussion of Critical Project Review (Task 1.2)
- Permit documentation (Task 1.6)
- Discussion of subcontracts needed to carry out project (Task 1.7)

The technical portion of the meeting shall include, but not be limited to, the following:

- The Commission Project Manager's expectations for accomplishing tasks described in the Scope of Work
  - An updated Schedule of Products
  - Discussion of Progress Reports (Task 1.4)

## SCOPE OF WORK

- Discussion of Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
- Discussion of the Final Report (Task 1.5)

The Commission Project Manager shall designate the date and location of this meeting.

### **Recipient Products:**

- Updated Schedule of Products
- Updated List of Permits

### **Commission Project Manager Product:**

- Kick-Off Meeting Agenda

### **Task 1.2 Critical Project Review (CPR) Meetings**

The goal of this task is to determine if the project should continue to receive Energy Commission funding to complete this Agreement and to identify any needed modifications to the tasks, products, schedule or budget.

CPRs provide the opportunity for frank discussions between the Energy Commission and the Recipient. The Commission Project Manager may schedule CPRs as necessary, and CPR costs will be borne by the Recipient.

Participants include the Commission Project Manager and the Recipient and may include the Commission Grants Officer, staff from the Efficiency and Renewable Energy Division, other Energy Commission staff and Management as well as other individuals selected by the Commission Project Manager to provide support to the Energy Commission.

### **The Commission Project Manager shall:**

- Determine the location, date, and time of each CPR meeting with the Recipient. These meetings generally take place at the Energy Commission, but they may take place at another location.
- Send the Recipient the agenda and a list of expected participants in advance of each CPR. If applicable, the agenda shall include a discussion on permits.
- Conduct and make a record of each CPR meeting. One of the outcomes of this meeting will be a schedule for providing the written determination described below.
- Determine whether to continue the project, and if continuing, whether or not modifications are needed to the tasks, schedule, products, and/or budget for the remainder of the Agreement. Modifications to the Agreement may require a formal amendment (please see section 8 of the Terms and Conditions). If the Commission Project Manager concludes that satisfactory progress is not being made, this conclusion will be

## SCOPE OF WORK

referred to the Lead Commissioner for Renewables for his or her concurrence.

- Provide the Recipient with a written determination in accordance with the schedule. The written response may include a requirement for the Recipient to revise one or more product(s) that were included in the CPR.

### **The Recipient shall:**

- Prepare a CPR Report for each CPR that discusses the progress of the Agreement toward achieving its goals and objectives. This report shall include recommendations and conclusions regarding continued work of the projects. This report shall be submitted along with any other products identified in this scope of work. The Recipient shall submit these documents to the Commission Project Manager and any other designated reviewers at least 15 working days in advance of each CPR meeting.
- Present the required information at each CPR meeting and participate in a discussion about the Agreement.

### **Commission Project Manager Products:**

- Agenda and a list of expected participants
- Schedule for written determination
- Written determination

### **Recipient Product:**

- CPR Report(s)

### **Task 1.3 Final Meeting**

The goal of this task is to closeout this Agreement.

### **The Recipient shall:**

- Meet with Energy Commission staff to present the findings, conclusions, and recommendations. The final meeting must be completed during the closeout of this Agreement.

This meeting will be attended by, at a minimum, the Recipient, the Commission Grants Office Officer, and the Commission Project Manager. The technical and administrative aspects of Agreement closeout will be discussed at the meeting, which may be two separate meetings at the discretion of the Commission Project Manager.

The technical portion of the meeting shall present an assessment of the degree to which project and task goals and objectives were achieved, findings, conclusions, recommended next steps (if any) for the Agreement, and recommendations for improvements. The Commission Project Manager will determine the appropriate meeting participants.

## SCOPE OF WORK

The administrative portion of the meeting shall be a discussion with the Commission Project Manager and the Grants Officer about the following Agreement closeout items:

- What to do with any equipment purchased with Energy Commission funds (Options)
- Energy Commission's request for specific "generated" data (not already provided in Agreement products)
- "Surviving" Agreement provisions
- Final invoicing and release of retention
- Prepare a schedule for completing the closeout activities for this Agreement.

### Products:

- Written documentation of meeting agreements
- Schedule for completing closeout activities

### Task 1.4 Monthly Progress Reports

The goal of this task is to periodically verify that satisfactory and continued progress is made towards achieving the objectives of this Agreement on time and within budget.

The objectives of this task are to summarize activities performed during the reporting period, to identify activities planned for the next reporting period, to identify issues that may affect performance and expenditures, and to form the basis for determining whether invoices are consistent with work performed.

### The Recipient shall:

- Prepare a Monthly Progress Report which summarizes all Agreement activities conducted by the Recipient for the reporting period, including an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. Each progress report is due to the Commission Project Manager within 10 days of the end of the reporting period. The recommended specifications for each progress report are contained in Section 6 of the Terms and Conditions of this Agreement.
- In the first Monthly Progress Report and first invoice, document and verify match expenditures and provide a synopsis of project progress, if match funds have been expended or if work funded with match share has occurred after the notice of proposed award but before execution of the grant agreement. If no match funds have been expended or if no work funded with match share has occurred before execution, then state this in the report. All pre-execution match expenditures must conform to the requirements in the Terms and Conditions of this Agreement.

## SCOPE OF WORK

### Product:

- Monthly Progress Reports

### Task 1.5 Final Report

The goal of the Final Report is to assess the project's success in achieving its goals and objectives, as described in the recipient's Scope of Work, and providing energy-related and other benefits to California.

The objectives of the Final Report are to clearly and completely describe the project's purpose, approach, activities performed, and results; to present a public assessment of the success of the project as measured by the degree to which goals and objectives were achieved; to make insightful observations based on results obtained; to draw conclusions; and to make recommendations for further projects and improvements to the project management processes.

The Final Report shall be a public document.

### The Recipient shall:

- Prepare an Outline of the Final Report.
- Prepare a Final Report following the approved outline and the latest version of the Final Report guidelines which will be provided by the Commission Project Manager. The Commission Project Manager shall provide written comments on the Draft Final Report within fifteen (15) working days of receipt. The Final Report must be completed at least 60 days before the end of the Agreement Term.
- Submit one bound copy of the Final Report with the final invoice.

### Products:

- Draft Outline of the Final Report
- Final Outline of the Final Report
- Draft Final Report
- Final Report

### Task 1.6 Identify and Obtain Required Permits

The goal of this task is to obtain all permits required for work completed under this Agreement in advance of the date they are needed to keep the Agreement schedule on track.

Permit costs and the expenses associated with obtaining permits are not reimbursable under this Agreement. Although the Energy Commission budget for this task will be zero dollars, the Recipient shall budget match funds for any expected expenditures associated with obtaining permits. Permits must be identified in writing and obtained before the Recipient can make any expenditure for which a permit is required.

## SCOPE OF WORK

### The Recipient shall:

- Prepare a letter documenting the permits required to conduct this Agreement and submit it to the Commission Project Manager at least 2 working days prior to the kick-off meeting. If there are no permits required at the start of this Agreement, then state such in the letter. If it is known at the beginning of the Agreement that permits will be required during the course of the Agreement, provide in the letter:
  - A list of the permits that identifies the:
    - Type of permit
    - Name, address and telephone number of the permitting jurisdictions or lead agencies
  - The schedule the Recipient will follow in applying for and obtaining these permits.
- Discuss the list of permits and the schedule for obtaining them at the kick-off meeting and develop a timetable for submitting the updated list, schedule and the copies of the permits. The implications to the Agreement if the permits are not obtained in a timely fashion or are denied will also be discussed. If applicable, permits will be included as a line item in the Progress Reports and will be a topic at CPR meetings.
- If during the course of the Agreement additional permits become necessary, provide the appropriate information on each permit and an updated schedule to the Commission Project Manager.
- As permits are obtained, send a copy of each approved permit to the Commission Project Manager.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the Commission Project Manager within 5 working days. Either of these events may trigger an additional CPR.

### Products:

- Letter documenting the permits or stating that no permits are required
- A copy of each approved permit (if applicable)
- Updated list of permits as they change during the term of the Agreement (if applicable)
- Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)

### Task 1.7 Obtain and Execute Subcontracts

The goal of this task is to ensure quality products and to procure subcontracts required to carry out the tasks under this Agreement consistent with the terms and conditions of this Agreement and the Recipient's own procurement policies and procedures. It will also provide the Energy Commission an opportunity to review the subcontracts to ensure that the tasks are consistent with this Agreement, that the budgeted expenditures are reasonable and consistent with applicable cost principles.

## SCOPE OF WORK

### The Recipient shall:

- Manage and coordinate subcontractor activities.
- Submit a draft of each subcontract required to conduct the work under this Agreement to the Commission Agreement Manager for review.
- Submit a final copy of the executed subcontract.
- If Recipient decides to add new subcontractors, it shall notify the Commission Agreement Manager.

### Products:

- Draft subcontracts
- Final subcontracts

## TECHNICAL TASKS

### TASK 2 FRAMEWORK

The goal of this task is to establish the foundation, protocols, operating procedures, and values that will guide the overall project.

#### Task 2.1 Set Protocols

The goal of this task is to set protocols for communication (with grantor, collaborating agencies, liaisons, public, legal notices, press), preparation of reports, and public outreach.

### The Recipient shall:

- Interview grantor team at Kick-off Meeting to establish operating, reporting, communications and outreach protocols.
- Prepare draft and final protocols in a technical memo
- Submit to grantor for refinement and approval

### Products:

- Draft protocols
- Final protocols

#### Task 2.2 Review and Summarize Existing Documentation

The goal of this task is to complete a thorough review of existing data. The review will result in a sound understanding of past efforts, plans, reports and regulations that are relevant to the project.

## SCOPE OF WORK

### The Recipient shall:

- Complete a thorough review and inventory of available background materials relevant to renewable energy and conservation planning, policies, regulations and development
- Prepare a summary of these materials in the form of an annotated inventory
- Prepare a digital inventory of these materials as part of the project's permanent record

### Products:

- Annotated inventory of background materials
- Digital inventory of background materials for the permanent project record

### Task 2.3 Summarize Relevant County Values and Priorities

The goal of this task is to prepare a thorough record of the County's past expressed values and priorities to guide subsequent work and decision-making

### The Recipient shall:

- Review the General Plan, County Vision, County 2013-14 Goals, and other pertinent policy documents to clarify County's existing position on renewable energy and conservation
- Prepare a summary of findings from this review, to provide a baseline for subsequent work and to identify gaps and inconsistencies in these materials
- Communicate these findings to the CAO with observations on findings

### Products:

- Summary of findings regarding existing County Vision, Policies, Goals and other priorities pertinent to renewable energy and conservation. Findings will include a review of gaps and inconsistencies in the existing system

### Task 2.4 Liaison Collaboration Workshop

The goal of this task is to formalize a team of advisors from a wide variety of relevant perspectives via a startup workshop.

### The Recipient shall:

- Host this first workshop to highlight the County's purpose (especially preparation of the General Plan Element), our intent to create an open/transparent planning process, and our commitment to proactive solicitation of a broad range of perspectives at every stage of planning. We will emphasize three key guiding principles in ongoing exchanges with this team:

## SCOPE OF WORK

- Collaborating organizations are encouraged to share their ideas, views and suggestions throughout the project with each other and County representatives.
- The exchange of ideas is intended to create a learning environment rather than consensus on any particular issue. The County specifically seeks to understand participants' values, views and insights on relevant issues.
- Liaisons are expected to reach out to other organizations and individuals in their areas of specialty/values to expand the exchange of ideas.
- Solicit ends-oriented priorities and goals from participants with regard to the future of renewable energy and conservation in San Bernardino County. Tools/means will be discussed at a later time.
- In a group exercise, participants' various ends/goals will be prioritized to get a clearer sense of level of diversity of views.

### Products:

- Summary report of input from Liaisons; Prioritized list of participants' ends/goals.

## TASK 3 EXPLORATION

The goal of this task is to guide a public/stakeholder collaboration into opportunities, benefits, costs and best practices in renewable energy and conservation. We embrace the principle: An informed majority will make a good decision. We seek a highly informed public in this process

### The Recipient shall:

#### Products:

- See Subtasks

### Task 3.1 Best Practice Case Studies

The goal of this task is to prepare for the public and stakeholders a set of highly visual case studies of best practices around the world in renewable energy and conservation. This highly visual report (in PowerPoint) will provide participants with real images and data regarding the presence and performance of success programs wherever we find them. We seek to raise understanding while reducing fears of the unknown.

### The Recipient shall:

- Prepare a set of case studies of best practices in renewable energy development and conservation for presentation to the public and stakeholders. Visually oriented presentation materials will include an emphasis on values and priorities expressed by County residents and a comparison of identified programs to these. Highlighted projects will be evaluated for quantitative and qualitative performance.

## SCOPE OF WORK

### Products:

- Case studies report in PowerPoint format

### Task 3.2 County Policies & Regulations Performance Evaluation

The goal of this task is to prepare a formal performance review of the current General Plan, policies, vision, and land use regulations. No comprehensive evaluation exists. This research will provide a strategic overview of our strengths, weaknesses, opportunities, and threats (SWOT) in these key materials.

#### The Recipient shall:

- Prepare a draft SWOT analysis of current General Plan policies, vision and land use regulations in the context of their impacts on renewable energy and conservation. Our team will reach out to all affected departments to ensure we have a comprehensive understanding of inhibiting elements of our regulatory and policy systems.
- Conduct a staff SWOT results workshop. Our team will meet with CAO and other department representatives to review findings and test conclusions. Feedback from participants will be used to refine the draft report.

### Products:

- Draft SWOT analysis report
- County staff SWOT workshop
- Refined draft SWOT analysis report

### Task 3.3 Liaison SWOT Workshop

The goal of this task is to test and refine findings from our staff SWOT analysis. Liaisons are likely to have working knowledge of the County's regulatory performance. We need to tap this knowledge in order to refine our understanding of what is working and what isn't.

#### The Recipient shall:

- Send the Task 3.2 SWOT analysis to Liaisons for review prior to an in-house workshop on this subject.
- Conduct a Liaison SWOT workshop to solicit ideas and refinements to the staff SWOT analysis report.

### Products:

- Draft SWOT analysis report.

## SCOPE OF WORK

### Task 3.4 Public Renewable Energy Exploration Workshops

The goal of this task is to engage the public in a creative workshop environment to explore the possibilities and relative merits of different approaches to renewable energy and conservation.

**The Recipient shall:**

- Prepare case studies and other graphic materials for public workshop that begins with open house (informal exchange of ideas, questions, and information). Primary information to be gathered: public concerns, ideas/suggestions for RE development and conservation, prioritizing of RE development opportunities and guidelines.
- Organize for five public workshops around the County, including public notices
- Conduct public workshops/open houses and record participants' ideas, concerns, and priorities for RE development and conservation.

**Products:**

- Summary report of public workshop results

### Task 3.5 Final SWOT Report

The goal of this task is bring together all inputs from staff, liaisons, stakeholders and the public into a final SWOT analysis report. The report will guide our efforts in subsequent Tasks.

**The Recipient shall:**

- Prepare a draft summary report of all inputs to date related to SWOT of County General Plan, other regulatory documents and RE development and conservation alternative approaches.
- Circulate draft summary report to staff and Liaisons for feedback and refinements.

**Products:**

- Draft SWOT analysis report
- Final SWOT analysis report

## TASK 4 DISCOVERY

The goal of this task is to clarify the range of viable RE development and conservation approaches and then test them for relative performance. Specifically we seek to outline program systems for policy, regulatory, incentive, application process, and communication.

## SCOPE OF WORK

### Task 4.1 Refine County RE Development and Conservation Goals

The goal of this task is bring together all inputs regarding the future of RE development and conservation to create a concise set of goals for the REGPE.

**The Recipient shall:**

- Prepare a summary of priority goals for RE development and conservation, based on inputs from all sources.
- Conduct an interdepartmental workshop to test and refine preliminary goals
- Conduct Planning Commission goals workshop for further refinement and endorsement
- Conduct BOS goals workshop for final refinement and endorsement

**Products:**

- Draft RE development and conservation goals
- Final RE development and conservation goals

### Task 4.2 Evaluation Tools to Guide Decisions

The goal of this task is create an evaluation system to test program options for their relative performance in goals achievement

**The Recipient shall:**

- Create a Goal Achievement Matrix system, based on BOS goals. This system will provide an objective method to compare program and regulatory options in terms of relative goals achievement. Objective measures like this greatly reduce subjectivity while providing easy to explain and understand measurements. Credibility of the process is a key objective for this subtask.

**Products:**

- Goal Achievement Matrix system (in Excel) for measuring programs crafted later in Task 4.

### Task 4.3 Program Alternatives

The goal of this task is outline optional and viable programs for the following systems: policy, regulations, incentives, application process, and communications.

## SCOPE OF WORK

### **The Recipient shall:**

- Prepare alternative approaches for each of five dimensions of the REGPE and subsidiary regulatory systems. Our staff will prepare these approaches based on collective inputs from previous tasks. We will then discuss and clarify them internally with other departments through roundtable discussions.

### **Products:**

- Programs Report: Outline of viable programs for achieving RE development and conservation goals via policy, regulations, incentives, application process, and communications.

### **Task 4.4**

The goal of this task is to objectively evaluate viable programs identified in Task 4.3. This specialized testing will become the foundation for subsequent consideration by the public, stakeholders, Planning Commission and BOS.

### **The Recipient shall:**

- Evaluate viable programs in each of five subject areas using the Goal Achievement Matrix created in Task 4.2
- Conduct internal workshops on evaluation findings, both as a 'sanity check' and as a means to raise level of inter-departmental understanding of the relative merits of alternatives.
- Further test any alternatives whose test results appear to conflict with feedback from inter-departmental meetings.
- Prepare report and PowerPoint overview of evaluation results

### **Products:**

- Draft evaluation results report
- Final draft evaluation results report
- Evaluation results PowerPoint

### **Task 4.5 Evaluation Workshops**

The goal of this task is to present evaluation findings to County leadership to inform participants, clarify findings and further consider next steps. Inputs and refinements from these participants will be incorporated into a final evaluation report.

## SCOPE OF WORK

### **The Recipient shall:**

- Conduct a series of three in-house workshops with CAO, Planning Commission and BOS.
- Reflect feedback and guidance on next steps; finalize evaluation results report

### **Products:**

- Final evaluation results report, including summaries of feedback from participants.

### **TASK 5 New Era Vision for RE Development and Conservation**

The goal of this task is to prepare a detailed, illustrated and annotated Vision for County Renewable Energy Development and Conservation

#### **Task 5.1 Prepare Virtual Tour Presentation Materials**

The goal of this task is to prepare a graphic 'Virtual Tour' of the County's future in the context of scenarios that appear to match County goals and constituent priorities. This Virtual Tour will be used in public meetings to demonstrate three key priorities:

1. We heard you
2. We objectively tested alternatives using the County's collective priorities
3. Here are alternative approaches that appear to match the future you seek; is this appropriate?

### **The Recipient shall:**

- Prepare a graphic 'Virtual Tour' of the County's RE future using tested scenarios that appear to match County goals and constituent priorities.
- Incorporate objective findings and summary feedback into the Virtual Tour presentation materials to help explain the Tour scenarios.

### **Products:**

- Virtual Tour in PowerPoint format together with printed materials and graphics to be used in future workshops/open houses.

#### **Task 5.2 Quantify the Productivity and Impacts of Scenarios and Tools**

The goal of this task is provide clear, concise evidence of the relative performance of optional systems and tools conducive to RE development and conservation.

## SCOPE OF WORK

### **The Recipient shall:**

- Perform a range of analyses on the performance of previously identified tools, systems and approaches for enhancing RE development and conservation.
- Organize evaluation output in an easy-to-compare format so that options addressing similar priorities can be understood in terms of their relative performance.
- Conduct internal workshops to test and refine evaluation tools.
- Prepare a final report of performance evaluation findings

### **Products:**

- Performance Evaluation Report

### **Task 5.3 Performance Outreach**

The goal of this task is to engage liaisons, stakeholders and the public in considering the relative performance of RE development and conservation tools/approaches. We seek feedback and guidance, especially preferences and concerns.

### **The Recipient shall:**

- Conduct a Liaison team workshop to share findings and seek feedback. Feedback will be used in part to refine our approach to subsequent public meetings, with emphasis on clarity, efficiency and effectiveness of gathering public insights.
- Conduct public outreach via web survey and five public workshops around the County to share findings and seek feedback.
- Conduct a Planning Commission workshop to share findings, share feedback from Liaison/public meetings, and seek feedback

### **Products:**

- Summary report of public web survey
- Technical memo: feedback from Liaison team, public and Planning Commission

### **Task 5.4 Refine the County's Vision for RE Development and Conservation**

The goal of this task is to craft a detailed draft vision for RE development and conservation based on all research, findings and feedback to date. The draft will be presented to BOS for refinement and adoption to guide all additional steps in the REGPE program.

## SCOPE OF WORK

### The Recipient shall:

- Prepare a draft vision for inter-departmental review and refinement
- With CAO guidance, conduct internal workshops and additional analysis to help ensure the draft vision best reflects County priorities, opportunities, and limitations
- Circulate the draft vision to Planning Commission for feedback
- Conduct a BOS workshop to share findings and feedback from other workshops and to present the draft vision
- Refine the draft vision as appropriate
- Seek adoption of the vision by BOS

### Products:

- Draft vision
- Final vision

## TASK 6 RENEWABLE ENERGY POLICY/REGULATORY SYSTEM

The goal of this task is to complete the Draft Renewable Energy and Conservation Element of the General Plan and the Regulatory System for its implementation. This task will utilize the work products and input from the public and liaison team partners from the preceding tasks to produce the primary work products under this Agreement.

### The Recipient shall:

- Outline Systems Strategies for integration of REGPE policies with Development Code regulations and County permit processes and procedures.
  - Conduct workshops with CAO/PC/EDA to obtain feedback and guidance on Renewable Energy and Conservation Element policy recommendations.
  - Prepare an administrative Draft Renewable Energy and Conservation General Plan Element.
  - Prepare an administrative Draft Policy/Regulatory System of County Development Code, permit and procedure amendments.
  - Test and refine draft Regulatory System work products.
  - Conduct workshops with CAO/PC/EDA to obtain feedback and guidance on Regulatory System recommendations.
  - Refine and prepare the final Draft REGPE and Regulatory System.
- **Task 6.1 Prepare Systems Strategies for Renewable Energy**

The goal of this task is to outline a system of integrated policies and implementing regulations and procedures, based on the Vision, Goals and Objectives identified in Task 5.

## SCOPE OF WORK

### The Recipient shall:

- Prepare an outline of proposed REGPE policies and recommendations for integrating the policies with an implementing Regulatory System.

### Product:

- Draft Systems Strategy Outline for CAO/PC/EDA Workshops
- **Task 6.2 Systems Strategies CAO/PC/EDA Workshops**

The goal of this task is to update County administrators and officials on work in progress, and to obtain feedback and guidance on draft policies for the REGPE.

### The Recipient shall:

- Conduct 2-3 workshops with the County Administrative Office, Planning Commission and Economic Development Agency staff to review a draft outline of the REGPE Policy and Regulatory System Strategy.
- Document the workshop input with written summaries and digital recordings.

### Products:

- Workshop agendas
- Written Workshop Summaries
- Digital recordings of the Workshops
- **Task 6.3 Prepare Administrative Draft Renewable Energy General Plan Element**
  - The goal of this task is to prepare an Administrative Draft Renewable Energy and Conservation Element, based on feedback and guidance from the CAO/PC/EDA Systems Strategy workshops.

### The Recipient shall:

- Complete an Administrative Draft Renewable Energy and Conservation Element, based on feedback and guidance from the CAO/PC/EDA workshops.

### Products:

- Written and digital versions of the Administrative Draft Renewable Energy and Conservation Element

## SCOPE OF WORK

- **Task 6.4 Prepare Administrative Draft Policy/Regulatory System**

- The goal of this task is to prepare an Administrative Draft Policy/Regulatory System, based on feedback and guidance from the CAO/PC/EDA Systems Strategy workshops.

**The Recipient shall:**

- Complete an Administrative Draft Regulatory System, based on feedback and guidance from the CAO/PC/EDA workshops.

**Products:**

- Written and digital versions of the Administrative Draft Regulatory System

- **Task 6.5 Test Draft System via Scenarios**

The goal of this task is to create and analyze scenarios to test implementation of the draft REGPE policies in concert with the regulations and procedures of the draft Regulatory System.

**The Recipient shall:**

- Meet with team members and other County staff as needed to create mock project proposals to test the integration of REGPE policies and the Regulatory System.
- Prepare a summary report with any recommendations for refinement of the Regulatory System.

**Products:**

- Written Regulatory System Test Scenario Summary Report

- **Task 6.6 Refine Regulatory System**

The goal of this task is to refine the Regulatory System as needed to implement the REGPE policies in an efficient and responsible manner, consistent with the Countywide Vision and the terms of this Agreement.

**The Recipient shall:**

- Revise the Regulatory System according to recommendations of the Test Scenario Summary Report and prepare to present recommended refinements in workshops with CAO/PC/EDA.

**Products:**

- Written and digital versions of a red-line revised Administrative Draft Regulatory System for workshop review

## SCOPE OF WORK

### • **Task 6.7 Regulatory System Workshops with CAO/PC/EDA**

The goal of this task is to review results of the strategy workshops with County administrators, present the resulting draft work products, including the Test Scenario Summary Report, and obtain feedback and guidance for refinement of the REGPE and Regulatory System.

#### **The Recipient shall:**

- Conduct workshops with the County Administrative Office, Planning Commission and Economic Development Agency staff to review the administrative draft REGPE and Regulatory System.
- Document input from the workshops with written summaries and digital recordings.

#### **Products:**

- Workshop agendas
- Written Workshop Summaries
- Digital recordings of the Workshops

### • **Task 6.8 Refine Draft Renewable Energy and Conservation Element and Regulatory System**

The goal of this task is to refine and complete the Draft Renewable Energy and Conservation Element and Regulatory System for public review.

#### **The Recipient shall:**

- Refine and complete a Draft Renewable Energy and Conservation Element and Regulatory System, based on feedback and guidance from the CAO/PC/EDA workshops.

#### **Products:**

- Written and digital versions of the Public Review Draft Renewable Energy and Conservation Element and Regulatory System

## **TASK 7 PUBLIC REVIEW OF DRAFT REGPE AND REGULATORY SYSTEM AND SELECTION OF EIR ALTERNATIVES**

The goal of this task is to release the Draft Renewable Energy and Conservation General Plan Element and Regulatory System for public review, and to test and refine the draft documents after receiving public input. One of the products of this task will be a summary of alternatives to be analyzed in the Environmental Impact Report.

#### **The Recipient shall:**

- Publish and circulate the Draft REGPE and Regulatory System for public review.
- Conduct 3-5 public workshops/open houses to receive public comments.

## SCOPE OF WORK

- Conduct a workshop with the Liaison Team to discuss the public comments and identify alternative scenarios for further study.
- Develop tests for analysis of the alternative scenarios.
- Test and refine alternative scenarios to select Alternative for review in the Draft Environmental Impact Report (DEIR).
- Incorporate Alternatives in the DEIR.

### • **Task 7.1 Publish REGPE Policy/Regulatory System for Public Comment**

The goal of this task is to make the Draft REGPE and Regulatory System available for public review and comments, and to prepare for public workshops/open house events to receive public input.

#### **The Recipient shall:**

- Publish the Draft REGPE and Regulatory System in written documents and in a web-based digital format, for public review.
- Provide for comments to be submitted in writing, or by web-based media.

#### **Products:**

- Written and digital copies of the Draft REGPE and Regulatory System

### • **Task 7.2 Public Workshops/Open Houses**

The goal of this task is to receive public comments on the Draft REGPE and Regulatory System. 3-5 workshops will be scheduled and conducted in an open house format, with minimal guidance and facilitation, to encourage a free exchange of ideas among the participants.

#### **The Recipient shall:**

- Conduct workshop/open house meetings and focus on listening.
- Prepare written summaries and digital recordings for use in refinement of the Draft REGPE and Regulatory System.

#### **Products:**

- Workshop agendas
- Written Workshop/Open House Summaries
- Digital recordings of the Workshops

### • **Task 7.3 Review Public Comments and Identify Alternatives for Further Study**

The goal of this task is to utilize the Liaison Team to review public comments on the Draft REGPE and Regulatory System and identify alternatives for further study.

## SCOPE OF WORK

### **The Recipient shall:**

- Conduct a workshop with the Liaison Team

### **Products:**

- Workshop agenda
- Written Liaison Team Workshop Summary
- Digital recording of the Workshop

### **• Task 7.4 Develop Alternative Scenarios for Testing and Environmental Review**

The goal of this task is to follow recommendations of the Liaison Team to develop alternative scenarios for testing and incorporation in the Draft Environmental Impact Report for the REGPE and Regulatory System.

### **The Recipient shall:**

- Meet with team members and other County staff as needed to use input from the Liaison Team to outline alternative REGPE and Regulatory System scenarios for further testing.
- Prepare an outline of alternative scenarios for testing and analysis.

### **Product:**

- Written outline of alternative scenarios for testing and analysis.

### **• Task 7.5 Test Alternative Scenarios**

The goal of this task is to review and test alternatives identified by the Liaison Team, to identify the alternatives for analysis in the Draft Environmental Impact Report (DEIR) for the REGPE and Regulatory System.

### **The Recipient shall:**

- Meet with team members and other County staff as needed to refine descriptions of alternatives identified for the environmental analysis of the REGPE and Regulatory System.
- Prepare a summary report with recommendations for selection of Alternatives for the DEIR.

### **Products:**

- Written Summary Report of the scenario testing

### **• Task 7.6 Incorporate Alternatives in Draft Environmental Impact Report**

The goal of this task is to incorporate the tested alternatives in the DEIR for the REGPE and Regulatory System.

## SCOPE OF WORK

### The Recipient shall:

- Summarize alternatives selected for analysis in the DEIR and incorporate the summary descriptions in the DEIR.

### Products:

- Written descriptions of alternatives for analysis in the DEIR

## TASK 8 RENEWABLE ENERGY SYSTEMS ENVIRONMENTAL REVIEW

The goal of this task is to comply with the California Environmental Quality Act (CEQA). This includes completion of required analysis and publication, review and certification of an Environmental Impact Report (EIR). Contract services will be utilized to complete most elements of this task, including preparation of the EIR.

### The Recipient shall:

- Contract with an environmental consultant and assist the contractor in composing a project description and preparation of an Initial Study/Notice of Preparation (NOP).
  - Assist and oversee services of the contractor in preparation of a Draft Environmental Impact Report (DEIR).
  - Assist and oversee services of the contractor in preparation of a Final Environmental Impact Report (FEIR), including a Mitigation Monitoring and Reporting Program (MMRP).
- **Task 8.1 Conduct preliminary environmental assessment.**

The goal of this task is to complete the preliminary environmental assessment of the REGPE and Regulatory System. An Initial Study/Notice of Preparation (IS/NOP) will be prepared for public review and presentation in a public scoping meeting.

### The Recipient shall:

- Meet with the environmental consultant to review the draft work in progress on the REGPE and Regulatory System, to identify the scope of policies and regulations to be evaluated in the IS/NOP.
- Publish the Draft IS/NOP in written documents and in a web-based digital format, for public review and circulation by the State Clearinghouse.
- Provide for comments to be submitted in writing, or by web-based media.
- Announce a public scoping meeting in the IS/NOP and associated advertising by newspaper and on the County web site.

### Products:

- Written and digital copies of the IS/NOP

## SCOPE OF WORK

### • **Task 8.2 Public Scoping Meeting**

The goal of this task is to conduct a public scoping meeting to receive input from responsible agencies, the Liaison Team, other interested parties and the general public. This consultation will be a public discussion of the appropriate scope of the CEQA analysis of the REGPE and Regulatory System.

#### **The Recipient shall:**

- Conduct a public meeting to elicit comments on the IS/NOP and the scope of the DEIR, as advertised in the IS/NOP.
- Review other public comments from workshops on the REGPE and Regulatory System, identify any comments related to the environmental analysis, and provide them to the environmental consultant for inclusion with the scoping comments.

#### **Products:**

- Scoping meeting agenda
- Written summary of the public scoping meeting, to be included in the DEIR
- Digital recording of the scoping meeting

### • **Task 8.3 Prepare Draft EIR and Circulate for Public Review**

The goal of this task is to complete a Draft Environmental Impact Report (DEIR) and circulate it for public review, including circulation by the State Clearinghouse.

#### **The Recipient shall:**

- Publish the DEIR in written documents and in a web-based digital format, for public review and circulation by the State Clearinghouse.
- Provide for comments to be submitted in writing, or by web-based survey.

#### **Products:**

- Written and digital copies of the DEIR, including survey feedback

### • **Task 8.4 Incorporate Mitigation Measures of DEIR in the REGPE and Regulatory System**

The goal of this task is to modify the REGPE and Regulatory System as needed to incorporate mitigation measures from the EIR. The resulting product will be a fully integrated and self-mitigating REGPE and Regulatory System.

#### **The Recipient shall:**

- Work with the environmental consultant to complete the MMRP.
- Meet with the project team to verify and test integration of mitigation measures as the final refinement of the REGPE and Regulatory System.

## SCOPE OF WORK

### Products:

- Written and digital versions of the Public Hearing Draft Renewable Energy and Conservation Element and Regulatory System, with MMRP incorporated.

### • Task 8.5 Prepare Administrative Draft Final EIR

The goal of this task is to complete an Administrative Draft Final EIR. This document will include responses to all comments received during public review of the DEIR, any errata or revisions to the REGPE and Regulatory System made in response to public comments, and the Mitigation Monitoring and Reporting Program (MMRP).

### The Recipient shall:

- Meet with the environmental consultant and collaborate on responses to public comments.
- Review the Public Hearing Draft of the REGPE and Regulatory System to identify any final additions or errata required to be consistent with the Final EIR and MMRP.

### Products:

- Written and digital versions of the Administrative Draft Final EIR

### • Task 8.6 Prepare Final EIR

The goal of this task is to prepare the Public Hearing Draft Final EIR.

### The Recipient shall:

- Work with the environmental consultant to complete final refinements to the responses to public comments and verify integration of the EIR mitigation measures in the REGPE and Regulatory System to complete the MMRP.

### Products:

- Written and Digital Copies of Final EIR, ready for certification

## TASK 9 ADOPT AND IMPLEMENT

The goal of this task is to bring together the system of RE/Conservation Element, regulatory program and EIR in their final form, adopt them and initiate implementation.

### TASK 9.1 Integrate All RE and Conservation Components

The goal of this task is to integrate all products of this program into a cohesive, seamless whole.

## SCOPE OF WORK

### **The Recipient shall:**

- Combine all previous products with findings from the EIR process, make final refinements to the RE and Conservation Element, and make appropriate adjustments to regulatory systems so that they are internal consistent, integrated and seamless.

### **Products:**

- Final Renewable Energy and Conservation Element, ready for adoption
- Integrated regulatory system components, ready for adoption

### **Task 9.2 Submit Components for Adoption**

The goal of this task is to prepare for and conduct the process necessary for adoption of the RE and Conservation Element and related regulatory system refinements.

### **The Recipient shall:**

- Prepare an overview presentation of the complete package of Element, regulatory program and Final EIR that describes how it will work as a comprehensive renewable energy development and conservation program.
- Present package to Planning Commission for review, comment and endorsement
- Present package to BOS to request review, comment and adoption

### **Products:**

- Overview presentation materials, in PowerPoint format
- BOS adoption documentation

### **Task 9.3 Conduct Implementation Training Workshops**

The goal of this task is to train appropriate County staff and stakeholder groups on the policies, goals, regulations, procedures, and tools of the newly adopted RE and Conservation Element.

### **The Recipient shall:**

- Prepare training aids
- Schedule and communicate workshop times to potential participants
- Organize and conduct training workshops in LUS, PW, EDA and other departments as appropriate
- Conduct an orientation workshop for stakeholders, including developers, to highlight the new system and familiarize participants in its goals, strengths, efficiencies, and process for working with it.

### **Products:**

## SCOPE OF WORK

- Training materials: overview of policies, goals, regulations, procedures and tools of the newly adopted RE and Conservation Element.

### **Task 9.4 Monitor and Adjust**

The goal of this task is to build and implement a monitoring system to track County performance in the implementation of RE and Conservation initiatives. Monitoring output will be compared to program objectives. Results will provide guidance for periodic adjustment to the system so as to ensure our actions over time turn the vision into reality.

#### **The Recipient shall:**

- Establish objective measures of performance by County government and the private sector
- Establish a system and schedule to conduct regular performance evaluation using these measures
- Complete training for performance evaluation staff
- Codify the 'monitor and adjust' program by written mandate from the CAO. This will ensure that the system continues over time.

#### **Products:**

- Summary report of performance measures, evaluation system, adjustment system and schedule
- Written mandate from the CAO to carry on evaluation system over time

## ***SPARC Schedule of Products and Due Dates***

<b>Task Number</b>	<b>Task Name</b>	<b>Product(s)</b>	<b>Due Date</b>
<b>1.1</b>	<b>Attend Kick-off Meeting</b>	Updated Schedule of Products	Q3/2013
		Updated List of Permits	Q3/2013
		Kick-Off Meeting Agenda (CEC)	Q3/2013
<b>1.2</b>	<b>Critical Project Review Meetings (LEAVE BLANK. Energy Commission staff will determine CPR dates for grant recipients.)</b>	1st CPR Meeting	
		CPR Report	Q3/2013
		Written determination (CEC)	Q3/2013
			Q3/2013
			Q3/2013
<b>1.3</b>	<b>Final Meeting</b>	Written documentation of meeting agreements	Q3/2013
		Schedule for completing closeout activities	Q3/2013
<b>1.4</b>	<b>Monthly Progress Reports</b>	Monthly Progress Reports	The 10th calendar day of each month during the approved term of this Agreement
<b>1.5</b>	<b>Final Report</b>	Final Outline of the Final Report	Q3/2013
		Draft Final Report (no less than 60 days before the end term of the agreement)	Q3/2013
		Final Report	Q3/2013

<b>1.6 Identify and Obtain Required Permits</b> Letter documenting the permits or stating that no permits are required	
A copy of each approved permit (if applicable)	Within 10 days of receiving each permit
Updated list of permits as they change during the term of the Agreement (if applicable)	Within 10 days of change in list of permits
Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)	Within 10 days of change in schedule for obtaining permits
<b>1.7 Obtain and Execute Subcontracts</b> Letter describing the subcontracts needed, or stating that no subcontracts are required	
Draft subcontracts	15 days prior to the scheduled execution date
Final subcontracts	Within 10 days of execution
_____ _____	
_____ _____	
_____ _____	
_____ _____	

<b>Task Number</b>	<b>Task Name</b>	<b>Product(s)</b>	<b>Due Date</b>
<b>1.1</b>	<b>Attend Kick-off Meeting</b>		
		Updated Schedule of Products	Q3/2013
		Updated List of Permits	Q3/2013
		Kick-Off Meeting Agenda (CEC)	Q3/2013
<b>1.2</b>	<b>Critical Project Review Meetings (LEAVE BLANK. Energy Commission staff will determine CPR dates for grant recipients.)</b>		
	1 <sup>st</sup> CPR Meeting	CPR Report Written determination (CEC)	
<b>1.3</b>	<b>Final Meeting</b>		
		Written documentation of meeting agreements	Q1/2015
		Schedule for completing closeout activities	Q1/2015
<b>1.4</b>	<b>Monthly Progress Reports</b>		
	Monthly Progress Reports		The 10th calendar day of each month during
<b>1.5</b>	<b>Final Report</b>		
		Final Outline of the Final Report	Q4/2014
		Draft Final Report (no less than 60 days before the end term of the agreement)	Q4/2014
		Final Report	Q1/2015

<b>Task Number</b>	<b>Task Name</b>	<b>Product(s)</b>	<b>Due Date</b>
<b>2.1</b>	<b>Set Protocols</b>		
		Draft Protocols	Q3/2013
		Final Protocols	Q3/2013
<b>2.2</b>	<b>Review and Summarize Existing Documentation</b>		
		Annotated inventory of background materials	Q3/2013
		Digital inventory of background materials for the permanent proje	Q3/2013
<b>2.3</b>	Summarize Relevant County Values and Priorities		
		Summary of findings	Q3/2013
			Q3/2013
<b>2.4</b>	Liaison Collaboration Workshop		
		Summary report of input from Liaisons	Q3/2013
		Prioritized list of participants' ends/goals.	Q3/2013
<b>3.1</b>	Best Practice Case Studies		
		Case studies report in PowerPoint format	Q3/2013
			Q3/2013
<b>3.2</b>	County Policies & Regulations Performance Evaluation		
		Draft SWOT analysis report	Q3/2013
		County staff SWOT workshop	Q3/2013
		Refined draft SWOT analysis report	Q3/2013
<b>3.3</b>	Liaison SWOT Workshop		
		Second Draft SWOT analysis report	Q3/2013
			Q3/2013
<b>3.4</b>	Public Renewable Energy Exploration Workshops		
		Summary report of public workshop results	Q3/2013
<b>3.5</b>	Final SWOT Report		
		Draft Final SWOT analysis report	Q3/2013
		Final SWOT analysis report	Q3/2013

<b>Task Number</b>	<b>Task Name</b>	<b>Product(s)</b>	<b>Due Date</b>
4.1	Refine County RE Development and Conservation Goals	Draft RE development and conservation goals	Q4/2014
		Final RE development and conservation goals	Q4/2014
			Q4/2014
4.2	Evaluation Tools to Guide Decisions	Goal Achievement Matrix system (in Excel)	Q4/2014
			Q4/2014
4.3	Refine County RE Development and Conservation Goals	Programs Report: Outline of viable programs	Q4/2014
			Q4/2014
4.4	Refine County RE Development and Conservation Goals	Draft evaluation results report	Q4/2014
		Final draft evaluation results report	Q4/2014
		Evaluation results PowerPoint presentation	Q4/2014
4.5	Evaluation Workshops	Final evaluation results report	Q4/2014
			Q4/2014
5.1	Prepare Virtual Tour	Virtual Tour PowerPoint report; supporting graphics	Q1/2015
			Q1/2015
5.2	Quantify the Productivity and Impacts of Scenarios and Tools	Performance Evaluation Report	Q1/2015
			Q1/2015
5.3	Performance Outreach	Workshop presentation materials	Q1/2015
		Technical mem: feedback from Task 5.3 outreach	Q1/2015
5.4	Refine the County's Vision for RE Development and Conservation	Draft vision	Q1/2015
		Final vision	Q1/2015

<b>Task Number</b>	<b>Task Name</b>	<b>Product(s)</b>	<b>Due Date</b>
6.1	Prepare Systems Strategies for Renewable Energy Draft Systems Strategy Outline for CAO/PC/EDA Workshops		
			Q1-2/2014
			Q1-2/2014
6.2	Systems Strategies CAO/PC/EDA Workshops Workshop agendas Written workshop summaries Digital recordings of the workshops		
			Q1-2/2014
			Q1-2/2014
6.3	Prepare Administrative Draft Renewable Energy General Plan Element Written version of Draft REGPE Digital versions of Draft REGPE		
			Q1-2/2014
			Q1-2/2014
6.4	Prepare Administrative Draft Policy/Regulatory System Written version Administrative Draft Regulatory System Digital version of Administrative Draft Regulatory System		
			Q1-2/2014
			Q1-2/2014
6.5	Test Draft System via Scenarios Written test scenario summary report		
			Q1-2/2014
6.6	Refine Regulatory System Written version of a red-line revised Administrative Draft Regulatory System for workshop review		
			Q1-2/2014
6.7	Regulatory System Workshops with CAO/PC/EDA Workshop agendas Written workshop summaries Digital recordings of the workshops		
			Q1-2/2014
			Q1-2/2014
6.8	Refine Draft Renewable Energy & Conservation Element & Regulatory System Written version of Public Review Draft REGPE & Regulatory System Digital version, Public Review Draft REGPE & Regulatory System		
			Q1-2/2014
			Q1-2/2014
7.1	Publish RECGPE Policy/Regulatory System for Public Comment Written Draft REGPE & Regulatory System Digital Draft REGPE & Regulatory System		
			Q1-2/2014
			Q1-2/2014

<b>Task Number</b>	<b>Task Name</b>	<b>Product(s)</b>	<b>Due Date</b>
<b>7.2</b>	Public Workshops/Open Houses	Workshop agendas	Q2/2014
		Written workshop/open house summaries	Q2/2014
		Digital recordings of the workshops	Q2/2014
<b>7.3</b>	Review Public Comments and Identify Alternatives for Further Study	Workshop agenda	Q2/2014
		Written workshop summary	Q2/2014
		Digital recordings of the workshop	Q2/2014
<b>7.4</b>	Develop Alternative Scenarios for Testing and Environmental Review	Written outline of alternative scenarios for testing & analysis	Q2/2014
			Q2/2014
<b>7.5</b>	Test Alternative Scenerios	Written summary report of the scenario testing	Q2/2014
<b>7.6</b>	Incorporate Alternatives in Draft Environmental Impact Report	Written descriptions of alternatives for analysis in DEIR	Q2/2014
<b>8.1</b>	Conduct preliminary environmental assessment	Written copy of Initial Study/Notice of Preparation	Q2/14-Q1/15
		Digital copy of the Initial Study/Notice of Preparation	Q2/14-Q1/15
<b>8.2</b>	Public Scoping Meeting	Scoping meeting agenda	Q2/14-Q1/15
		Written summary of public scoping meeting, for DEIR	Q2/14-Q1/15
		Digital recording of public scoping meeting	Q2/14-Q1/15
<b>8.3</b>	Prepare Draft EIR and Circulate for Public Review	Written DEIR	Q2/14-Q1/15
		Digital DEIR	Q2/14-Q1/15
<b>8.4</b>	Incorporate Mitigation Measures of DEIR in the RECGPE and Regulatory System	Written Public Hearing Draft REGPE and Regulatory Sys'm	Q2/14-Q1/15
		Digital Public Hearing Draft REGPE and Regulatory Sys'm	Q2/14-Q1/15
<b>8.5</b>	Prepare Administrative Draft Final EIR	Written Administrative Draft Final EIR	Q2/14-Q1/15
		Digital Administrative Draft Final EIR	Q2/14-Q1/15

<i>Task Number</i>	<i>Task Name</i>	<i>Product(s)</i>	<i>Due Date</i>
8.6	Prepare Finale EIR		
	Written Final EIR		Q2/14-Q1/15
	Digital Final EIR		Q2/14-Q1/15
9.1	Integrate All RE and Conservation Components		
	Final REGPE, ready for adoption		Q1/2015
	Integrated regulatory system components, ready for adop'n		Q1/2015
9.2	Submit Components for Adoption		
	Overview presentation materials, in PowerPoint format		Q1/2015
	BOS adoption documentation		Q1/2015
9.3	Conduct Implementation Training Workshops		
	Training materials: overview of policies, goals, regulations, procedures and tools of the newly adopted REGPE		Q1/2015
			Q1/2015
9.4	Monitor and Adjust		
	Summary report of performance measures, evaluation system, adjustment system and schedule		Q1/2015
	Written CAO mandate to carry on system over time.		Q1/2015

Summary Task Budget		Prime Recipient Reimbursable Costs	Major Subcontractor #1 Reimbursable Costs	Major Subcontractor #2 Reimbursable Costs	Commission Reimbursable Totals	Match Funding Totals	Grand Totals
		County of San Bernardino	To Be Determined	To Be Determined			
		<input type="checkbox"/> SB <input type="checkbox"/> MB <input type="checkbox"/> DVBE <input checked="" type="checkbox"/> None	<input type="checkbox"/> SB <input type="checkbox"/> MB <input type="checkbox"/> DVBE <input checked="" type="checkbox"/> None	<input type="checkbox"/> SB <input type="checkbox"/> MB <input type="checkbox"/> DVBE <input checked="" type="checkbox"/> None			
1.0	Administration	36,145			\$36,145.00	\$0.00	\$36,145.00
2.0	Framework	51,890			\$51,890.00	\$0.00	\$51,890.00
3.0	Exploration	79,336	25,000		\$104,336.00	\$0.00	\$104,336.00
4.0	Discovery	77,836			\$77,836.00	\$0.00	\$77,836.00
5.0	RE Vision	43,013	25,000		\$68,013.00	\$0.00	\$68,013.00
6.0	RE Policy/Regulatory Strategies	51,891			\$51,891.00	\$0.00	\$51,891.00
7.0	RE Element Outreach	110,471	25,000		\$135,471.00	\$0.00	\$135,471.00
8.0	RE Systems Environmental Review	43,013	25,000	150,000	\$218,013.00	\$0.00	\$218,013.00
9.0	Adopt GP RE Element	41,513			\$41,513.00	\$0.00	\$41,513.00
<b>Grand Totals</b>		<b>\$535,108.00</b>	<b>\$100,000.00</b>	<b>\$150,000.00</b>	<b>\$785,108.00</b>	<b>\$0.00</b>	<b>\$785,108.00</b>

RESOLUTION NO. 2013-\_\_\_\_  
CALIFORNIA ENERGY COMMISSION  
RENEWABLE ENERGY AND CONSERVATION PLANNING GRANT APPLICATION

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This resolution will be presented for approval to the County of San Bernardino Board of Supervisors on Tuesday, April 23 2013 and submitted before May 1, 2013.

On Tuesday, April 23, 2013, on motion by \_\_\_\_\_, duly seconded by \_\_\_\_\_, and carried, the following resolution is adopted by the Board of Supervisors of San Bernardino County, State of California.

WHEREAS, the Governor of the State of California issued Executive Order S-14-08 to establish a state policy goal of producing 33 percent of the electrical energy needs of the state with renewable energy resources by 2020; and

WHEREAS, the California Energy Commission seeks proposals from qualified counties for Renewable Energy and Conservation Planning Grants (RECPG); and

WHEREAS, the County of San Bernardino is a qualified county, as defined in Section 25619 (a) of the California Public Resources Code; and

WHEREAS, the County of San Bernardino is a plan participant in the Desert Renewable Energy Conservation Plan (DRECP), as defined in Section 2805 (j) (1) of the California Fish and Game Code; and

WHEREAS, on December 4, 2012, the County of San Bernardino entered into a Memorandum of Understanding with the California Energy Commission, committing to a cooperative planning process for preparation of the DRECP; and

WHEREAS, the County of San Bernardino proposes to prepare a Renewable Energy Element for the County General Plan and associated Development Code amendments, consistent with Section 25619 (b) of the California Public Resources Code; and

WHEREAS, the County of San Bernardino proposes to develop or revise rules and policies that facilitate the development of eligible renewable energy resources and the associated electric transmission facilities, and the processing of permits for eligible renewable energy resources;

NOW THEREFORE, BE IT RESOLVED, that the Board of Supervisors hereby declares the following:

**SECTION 1.** That the Board of Supervisors of the County of San Bernardino hereby adopts as true the recitals set forth above.

RESOLUTION NO. 2013-\_\_\_\_  
CALIFORNIA ENERGY COMMISSION  
RENEWABLE ENERGY AND CONSERVATION PLANNING GRANT APPLICATION

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**SECTION 2.** That the Board of Supervisors of the County of San Bernardino hereby authorizes an application to the California Energy Commission for a Renewable Energy and Conservation Planning Grant (RECPG) in the amount of \$700,000.00.

**SECTION 3.** That, consistent with the requirements of the RECPG Program Opportunity Notice, the Board of Supervisors of the County of San Bernardino hereby authorizes the Land Use Services Director of the County of San Bernardino to conduct all negotiations, execute and submit all documents necessary to complete the project(s) resulting from the RECPG application, including, but not limited to, applications, agreements and payment requests.

**SECTION 4.** That the Board of Supervisors of the County of San Bernardino hereby finds that the application and award of the RECPG is not a project as defined by the California Environmental Quality Act (CEQA) because it will not result in any direct or indirect physical changes in the environment, pursuant to section 15378 (b) (5) of the CEQA Guidelines.

**SECTION 5.** PASSED AND ADOPTED by the Board of Supervisors of the County of San Bernardino, State of California, by the following vote:

AYES: SUPERVISORS:

NOES: SUPERVISORS:

ABSENT: SUPERVISORS:

STATE OF CALIFORNIA            )  
  )        ss.  
COUNTY OF SAN BERNARDINO    )

I, **LAURA H. WELCH**, Clerk of the Board of Supervisors of the County of San Bernardino, State of California, hereby certify the foregoing to be a full, true and correct copy of the record of the action taken by the Board of Supervisors, by vote of the members present, as the same appears in the Official Minutes of said Board at its meeting of April 23, 2013.

Approved as to Legal Form  
JEAN-RENE BASLE  
County Counsel

LAURA H. WELCH  
Clerk of the Board of Supervisors

By: \_\_\_\_\_  
Kenneth C. Hardy  
Deputy County Counsel

By \_\_\_\_\_  
Deputy

Date: \_\_\_\_\_

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE CALIFORNIA ENERGY COMMISSION  
AND  
THE COUNTY OF SAN BERNARDINO  
REGARDING  
PARTICIPATION AND ENGAGEMENT IN  
THE DEVELOPMENT OF  
THE DESERT RENEWABLE ENERGY CONSERVATION PLAN  
DECEMBER 4, 2012**

CLERK OF THE  
BOARD OF SUPERVISORS  
13 MAR 19 AM 8:59  
SACRAMENTO, CA

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CALIFORNIA ENERGY  
COMMISSION AND THE COUNTY OF SAN BERNARDINO REGARDING  
PARTICIPATION AND ENGAGEMENT IN THE DEVELOPMENT OF THE DESERT  
RENEWABLE ENERGY CONSERVATION PLAN**

This MEMORANDUM OF UNDERSTANDING is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by and between the California Energy Commission and the County of San Bernardino.

**I. INTRODUCTION AND BACKGROUND**

The Governor of the State of California issued Executive Order S-14-08 (November 17, 2008) establishing a state policy goal of producing 33 percent of California's electrical needs with renewable energy resources by 2020. The Governor and Legislature subsequently enacted Senate Bill 2 (1x) to establish the 33 percent renewable energy standard in statute, effective December 10, 2011. The Renewable Portfolio Standards (RPS) energy projects, including wind, solar, and geothermal, also contribute to achieving the state's climate change goals of reducing greenhouse gases to 1990 levels by 2020 and to 80 percent of 1990 emissions levels by 2050, making the success and expansion of RPS energy generation a key priority for California's economic and environmental future.

Concurrent with the Governor's Executive Order S-14-08, several state and federal agencies created an inter-agency cooperative effort known as the Renewable Energy Action Team (REAT) through the "Memorandum of Understanding Between the California Energy Commission and the California Department of Fish and Game Regarding the Establishment of the Renewable Energy Action Team" (November 17, 2008). In the Memorandum of Understanding, the California Department of Fish and Game (CDFG), the California Energy Commission (CEC), the Bureau of Land Management (BLM), and the United States Fish and Wildlife Service (USFWS) (REAT Agencies) committed to a cooperative relationship to achieve shared energy policy goals.

The REAT agencies subsequently entered into the "Planning Agreement by and among California Department of Fish and Game, California Energy Commission, United States Bureau of Land Management, and United States Fish and Wildlife Service for the Desert Renewable Energy Conservation Plan" (May 2010) (Planning Agreement). In the Planning Agreement, the REAT agencies committed to work together to develop the Desert Renewable Energy Conservation Plan (DRECP), a multispecies desert energy conservation plan in the Mojave and Colorado Desert Regions. The DRECP will guide solar and other qualified RPS energy project siting in the DRECP Planning Area and ensure the conservation of California's natural resources in the Planning Area. The goals of the DRECP, as provided in Section 2.3 of the Planning Agreement, include the following:

- Provide for the long-term conservation and management of Covered Species within the Planning Area;
- Preserve, restore, and enhance natural communities and ecosystems that support Covered Species within the Planning Area;

- Build on the Competitive Renewable Energy Zones identified by the Renewable Energy Transmission Initiative;
- Further identify the most appropriate locations within the Planning Area for the development of utility-scale renewable energy projects, taking into account potential impacts to threatened and endangered species and sensitive natural communities;
- Provide a means to implement Covered Activities in a manner that complies with the Natural Community Conservation Planning Act (NCCPA), Federal Endangered Species Act (FESA), National Environmental Policy Act (NEPA), California Environmental Quality Act (CEQA), and other relevant laws;
- Provide a basis for the issuance of Take Authorizations allowing the lawful Take of Covered Species incidental to Covered Activities;
- Provide for issuance of Take permits for other species that are not currently listed but which may be listed in the future;
- Provide a comprehensive means to coordinate and standardize mitigation and compensation requirements for Covered Activities within the Planning Area;
- Provide a framework for a more efficient process by which proposed renewable energy projects within the Planning Area may obtain regulatory authorizations and which results in greater conservation values than a project-by-project, species-by-species review would have;
- Provide durable and reliable regulatory assurances, as appropriate, under the NCCPA and the FESA for Covered Activities that occur within the Planning Area; and
- Identify and incorporate climate change adaptation research, management objectives, and/or policies into the final plan document.

Under section 25619 of the Public Resources Code, the Energy Commission may provide up to seven million dollars (\$7,000,000) in grants to qualified counties for the development or revision of rules and policies, including, but not limited to, general plan elements, zoning ordinances, and a natural community conservation plan as a plan participant, that facilitate the development of eligible renewable energy resources, and their associated electric transmission facilities, and the processing of permits for eligible renewable energy resources. For counties within the DRECP Planning Area, the Energy Commission may award a grant to a county only if the county has signed the Planning Agreement as a "plan participant" as defined by California Fish and Game code section 2805(j)(1) or the county enters into a memorandum of understanding with the Energy Commission in which the county agrees to participate in the development of the DRECP for the purpose of ensuring that the DRECP can achieve the goals set forth in the Planning Agreement in a manner that is consistent with the applicable policies of the county.

The DRECP Planning Area contains extensive lands within the San Bernardino County and under the County's jurisdiction. The construction across the state of RPS generation projects and the electric transmission projects needed to deliver RPS energy to load centers may affect these lands; and in many cases, the lands may provide appropriate sites for such projects. The County supports responsible renewable energy development on lands in the County under its jurisdiction and by this MOU seeks to engage more formally in the development of the DRECP in a way that is consistent with County policies and public needs. The County may also develop or revise County rules and policies that will facilitate the development and permitting

of renewable energy resources and associated transmission facilities and, for that reason, may apply for a grant under section 25619 of the Public Resources Code.

## **II. PARTIES**

This Memorandum of Understanding (MOU) is entered into by and between the Energy Commission and County of San Bernardino (collectively, Parties).

## **III. PURPOSE**

The purpose of this MOU is to form a cooperative relationship between the Parties to effectively plan for and promote renewable energy development in California in a way that advances California's renewable energy development initiatives and the renewable energy policies of the Parties and to develop and implement the DRECP in a manner that is consistent with the planning goals set forth in the Planning Agreement and with the applicable policies of the County. The County's participation in the DRECP planning effort will enhance the development and implementation of the DRECP through the sharing of comprehensive environmental baseline data, environmental analyses, impact assessments, renewable energy development, conservation, and mitigation opportunities throughout the County. The Energy Commission and the County expect that the County's participation in the DRECP planning effort will also inform its development or revision of County rules and policies pertaining to renewable energy and lead to rules and policies that complement the DRECP.

## **IV. AUTHORITY TO ENTER INTO THIS MEMORANDUM OF UNDERSTANDING**

California Energy Commission Authority: Public Resources Code Sections 25218, subds. (d)-(e), 25219, 25302, 25324, and 25500 et seq.

County Authority: California Constitution, Article XI, Section 7; Public Resources Code Section 21000, et seq. (CEQA); County of San Bernardino Greenhouse Gas Emissions Reduction Plan, September 2011.

## **V. PRINCIPLES OF AGREEMENT**

The Parties mutually agree to:

- A. Participate in DRECP meetings, review draft DRECP documents and information, and provide advice and input about accomplishing DRECP planning goals in a manner that is consistent with the County's rules and policies regarding lands within its jurisdiction.
- B. Coordinate, share, and/or combine resources and data in conducting environmental and resource analyses to assist in the development of the DRECP, to the extent appropriate and allowed by law.

- C. Apprise each other, as far in advance as practicable, of any significant actions or issues that pertain to the development of the DRECP or the implementation of the DRECP on lands within the jurisdiction of the County.
- D. Share documents and information related to the preparation of the DRECP, to the extent appropriate and allowed by law.
- E. Provide Geographical Information Systems (GIS) staff, technical expertise, data and products where appropriate and practicable to assist in the development or implementation of the DRECP.
- F. Work together on the development of additional renewable energy resources in California's Mojave and Colorado Desert Regions, including identifying, as far in advance as practicable, those geographic areas and technical and environmental features that merit heightened consideration so that renewable energy project and transmission line development is consistent with both the DRECP's planning goals and the County's rules and policies for lands under its jurisdiction in the DRECP Planning Area.

## VI. GENERAL PROVISIONS

- A. Nothing in this MOU is intended to or shall be construed to limit or affect in any way the authority or legal responsibilities of the Energy Commission or the County, including those related to land use decisions.
- B. Nothing in this MOU binds the Energy Commission or the County to perform any action that is beyond its legal authority.
- C. Nothing in this MOU requires the Energy Commission or the County to assume any financial obligation, or to expend any funds, in excess of available appropriations authorized by law. This MOU does not constitute or imply approval by the Energy Commission of any grant funds under section 25619 of the Public Resources Code or any other law, nor does it constitute or imply application by the County for a grant. Any activities that involve the transfer of money, services, or property between or among the Parties will require execution of separate agreements or contracts.
- D. Nothing in this MOU is intended to or shall be construed to restrict any Party from participating in similar activities or arrangements with other public or private agencies, organizations, or individuals.
- E. Any information furnished between the Parties under this MOU is potentially subject to the California Public Records Act, Gov. Code § 6250, et seq. (CPRA). The Parties agree to consult one another prior to transferring potentially privileged or exempt documents and to cooperate in good faith to assert all such privileges and exemptions permitted by the CPRA.

- F. All cooperative work under the provisions of this MOU will be accomplished without discrimination against any employee because of race, sex, creed, color, or national origin.
- G. If any legal issue arises under this MOU, California law shall apply.
- H. Any loss, damage or injury suffered by any Party in connection with the performance of this MOU will be borne exclusively by it.
- I. Amendments or supplements to this MOU may be proposed by the Energy Commission or the County and shall become effective upon written approval of both Parties.
- J. Either the Energy Commission or the County may terminate this MOU thirty (30) days after providing written notification of termination to the other Party.
- K. This MOU shall become effective as of the later date shown below on the signatures page. This MOU may be executed in one or more counterparts, each of which will be considered an original document.
- L. This MOU shall remain in effect for three (3) years after the effective date of this MOU.
- M. This MOU is intended only to reflect the mutual understanding of the Parties. It is not a contract for acquisition of supplies or services; it is not legally enforceable; and it does not create any legal obligation of either of the Parties or create any private right or cause of action for or by any person or entity.

## VII. CONTACTS

The primary points of contact for carrying out the provisions of this Memorandum of Understanding are:

- California Energy Commission: Roger Johnson, Deputy Director
- San Bernardino County Land Use Services Department: Christine Kelly

**VIII. APPROVALS**

**CALIFORNIA ENERGY COMMISSION**

▶   
\_\_\_\_\_  
Robert P. Oglesby, Executive Director

Dated: 12-27-12

Address: 1516 Ninth Street  
Sacramento, CA 95814

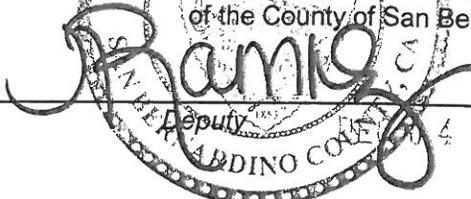
**COUNTY OF SAN BERNARDINO**

▶   
\_\_\_\_\_  
Josie Gonzales, Chair, Board of Supervisors

Dated: Jan 01-18-13

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD

Laura H. Welch  
Clerk of the Board of Supervisors  
of the County of San Bernardino

By  \_\_\_\_\_  
Deputy  
S. BERNARDINO COUNTY 4 2012



## CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) WORKSHEET

The California Environmental Quality Act (CEQA) (Public Resources Code §§ 21000 et seq.) requires public agencies to identify the significant environmental impacts of their actions and to avoid or mitigate them, if feasible.<sup>1</sup> Under CEQA, an activity that may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment is called a “project.” (Public Resources Code § 21065.) Approval of a contract, grant, or loan may be a “project” under CEQA if the activity being funded may cause a direct physical change or a reasonably foreseeable indirect physical change in the environment. Agencies must comply with CEQA before they approve a “project.” This can include preparing a Notice of Exemption or conducting an Initial Study and preparing a Negative Declaration, a Mitigated Negative Declaration, or, if there are significant impacts, an Environmental Impact Report.

The Lead Agency is the public agency that has the greatest responsibility for preparing environmental documents under CEQA, and for carrying out, supervising, or approving a project. Where the award recipient is a public agency, the Lead Agency is typically the recipient. Where the award recipient is a private entity, the Lead Agency is the public agency that has greatest responsibility for supervising or approving the project as a whole.<sup>2</sup> When issuing contracts, grants or loans, the Energy Commission is typically a “Responsible Agency” under CEQA, which means that it must make its own CEQA findings based on review of the Lead Agency’s environmental documents. If the Energy Commission is the only public agency with responsibility for approving the project, then the Energy Commission must act as the Lead Agency and prepare its own environmental documents before approving the project.

This worksheet will help the Energy Commission determine what kind of CEQA review, if any, is necessary before it can approve the award, and which agency will be performing that review as a Lead Agency. Please answer all questions as completely as possible. It may also help you to think through the CEQA process necessary for your proposed project. The Energy Commission may request additional information in order to clarify responses provided on this worksheet.

**1. What are the physical aspects of the project? (Check all that apply and provide brief description of work, including any size or dimensions of the project).**

Type of Project	Yes	No	Project Description
Construction (including grading, paving, etc.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	General Plan Renewable Energy Element and associated Code amendments.
Trenching	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

<sup>1</sup> For a brief summary of the CEQA process, please visit <http://ceres.ca.gov/ceqa/summary.html>.

<sup>2</sup> 14 C.C.R. §§ 15050, 15051. The Lead Agency typically has general governmental powers (such as a city or county), rather than a single or limited purpose (such as an air pollution control district).

New or replaced pipelines	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Modification or conversion of a facility	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
New or modified operation of a facility or equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
On-road demonstration	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Paper study (including analyses on economics, feedstock availability, workforce availability, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Laboratory research	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Temporary or mobile structures (skid-mounted)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Design/Planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other (describe and add pages as necessary)	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Where is the project located or where will it be located? (Attach additional sheets as necessary.)**

Address	County	Type of Work to Be Completed at Site
	San Bernardino	General Plan Renewable Energy Element, a policy document, and associated Code amendments.

**3. Will the project potentially have environmental impacts that trigger CEQA review?  
(Check a box and explain for each question.)**

Question	Yes	No	Don't Know	Explanation
Is the project site environmentally sensitive?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Is the project site on agricultural land?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Is this project part of a larger project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Renewable Energy Element will be part of the County General Plan.
Is there public controversy about the proposed project or larger project?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will historic resources or historic buildings be impacted by the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Is the project located on a site the Department of Toxic Substances Control and the Secretary of the Environmental Protection have identified as being affected by hazardous wastes or cleanup problems?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will the project generate noise or odors in excess of permitted levels?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Will the project increase traffic at the site and by what amount?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**4. Will the project require discretionary permits or determinations, as listed below?**

Type of Permit	No	Modified	New	Approving Agency	Reason for Permit, Summary of Process, and Anticipated Date of Issuance
Air Quality Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Water Quality Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Conditional Use Permit or Variance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Building Expansion Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Hazardous Waste Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rezoning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Authority to Construct	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Other Permits (List types)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

**5. Of the agencies listed in #4, have you identified and contacted the public agency who will be the lead CEQA agency on the project?**

**Yes.** Provide the name of and contact information for the lead agency.

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**No.** Explain why no contact has been made and/or a proposed process for making contact with the lead agency.

The County will be the lead CEQA agency for the project.

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6. Has the public agency prepared environmental documents (e.g., Notice of Exemption, Initial Study/Negative Declaration/Mitigated Negative Declaration, Environmental Impact Report, Notice of Determination) under CEQA for the proposed project?

Yes.

Please complete the following and attach the CEQA document to this worksheet. (For "Not a project," the title of the document may be an e-mail, resolution, or letter.)

Type of Environmental Review	Title of Environmental Document	State Clearinghouse Number	Completion Date	Planned Completion Date (must be before approval of award)
"Not a project"	See authorizing resolution.	N/A	April 23, 2013	N/A
Exempt (Resolution of public agency or Agenda Item approving Exemption)		N/A		N/A
Exempt (Notice of Exemption)		N/A		
Initial Study				
Negative Declaration				
Mitigated Negative Declaration				
Notice of Preparation				
Environmental Impact Report				

Master Environmental Impact Report				
Notice of Determination				

**No.** Explain why no document has been prepared. Propose a process for obtaining lead agency approval and estimated date for that approval (must occur before the Energy Commission will approve the award).

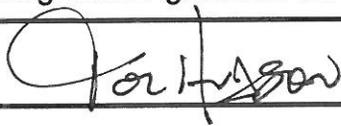
Approval of the proposed grant funding is not a project because it will not result in any direct or indirect physical changes in the environment, pursuant to section 15378 (b) (5) of the State CEQA Guidelines.

**NOTE:** Upon CEC approval of the award, the County will commence work on a Renewable Energy Element of the County General Plan, which is a project requiring environmental review under CEQA. Adoption of a general plan element is a discretionary action requiring approval by the County Board of Supervisors. The CEC grant award would allow a planning process to commence, but it would not authorize any action that would cause a direct or indirect change in the physical environment.

**Certification:** I certify to the best of my knowledge that the information contained in this worksheet is true and complete. I further certify that I am authorized to complete and sign this form on behalf of the proposing organization.

Name: Tom Hudson

Title: Designated Agent and Director of Land Use Services

Signature: 

Phone Number: (909) 252-5105

Email: Tom.Hudson@lus.sbcounty.gov

Date: April 8, 2013

## Contacts List

<p><b>Commission Grant Manager:</b></p> <p>(Project Manager)          California Energy Commission          1516 Ninth Street, MS - 23          Sacramento, CA 95814          Phone: (916)XXX-XXXX          Fax: (916) 654-4368          e-mail: <a href="mailto:XXXXXX@energy.state.ca.us">XXXXXX@energy.state.ca.us</a></p>	<p><b>Grantee Program Director:</b></p> <p>Tom Hudson          County of San Bernardino          385 N. Arrowhead Ave, 1<sup>st</sup> Floor          San Bernardino, CA 92415-0187          Phone: (909) 252-5105          Fax: (909) 387-3223          e-mail: <a href="mailto:tom.hudson@lus.sbcounty.gov">tom.hudson@lus.sbcounty.gov</a></p>
<p><b>Commission Grant's Officer:</b></p> <p>Andrew Ferrin          California Energy Commission          1516 Ninth Street, MS - 18          Sacramento, CA 95814          Phone: (916) 654-4921          Fax: (916) 654-4404          e-mail: <a href="mailto:andrew.ferrin@energy.ca.gov">andrew.ferrin@energy.ca.gov</a></p>	<p><b>Grantee Project Manager:</b></p> <p>Terri Rahhal          County of San Bernardino          385 N. Arrowhead Ave, 1<sup>st</sup> Floor          San Bernardino, CA 92415-0187          Phone: (909) 252-5105          Fax: (909) 387-3223          e-mail: <a href="mailto:terri.rahhal@lus.sbcounty.gov">terri.rahhal@lus.sbcounty.gov</a></p>
<p><b>Commission Accounting Officer:</b></p> <p>Kathy Jones          California Energy Commission          1516 Ninth Street, MS - 2          Sacramento, CA 95814          Phone: (916) 654-4377          Fax: (916) 653-1435          e-mail: <a href="mailto:kathy.jones@energy.ca.gov">kathy.jones@energy.ca.gov</a></p>	<p><b>Grantee Administrator:</b></p> <p>Tricia Munoz          County of San Bernardino          385 N. Arrowhead Ave, 1<sup>st</sup> Floor          San Bernardino, CA 92415-0187          Phone: (909) 252-5105          Fax: (909) 387-3223          e-mail: <a href="mailto:tricia.munoz@lus.sbcounty.gov">tricia.munoz@lus.sbcounty.gov</a></p>
<p><b>Commission Legal Notice:</b></p> <p>Tatyana Yakshina          Grants and Loans Manager          1516 9th Street, MS-18          Sacramento, CA 95814-5512          Phone: (916) 654-4204          Fax: (916) 654-4076          e-mail: <a href="mailto:tatyana.yakshina@energy.ca.gov">tatyana.yakshina@energy.ca.gov</a></p>	<p><b>Grantee's Accounting Officer:</b></p> <p>Josue Palos          County of San Bernardino          385 N. Arrowhead Ave, 1<sup>st</sup> Floor          San Bernardino, CA 92415-0187          Phone: (909) 252-5105          Fax: (909) 387-3223          e-mail: <a href="mailto:josue.palos@lus.sbcounty.gov">josue.palos@lus.sbcounty.gov</a></p>