San Gabriel Valley Council of Governments

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Joint City Managers' Steering Committee and
City Managers' Technical Advisory Committee Meeting
Minutes

Date: September 10th, 2012
Time: 12:00 noon
Location: El Monte City Hall

Preliminary Business

The meeting was called to order at 12:05 p.m.

Members Present:		**Members Absent:**
Alhambra	J. Keating	Diamond Bar
Arcadia	D. Lazzaretto	Montebello
Azusa	J. Makshanoff	Monterey Park
Baldwin Park	V. Singhal	San Marino
Claremont	C. Tudor	Sierra Madre
Covina	D. Parrish	Temple City
Duarte	D. George, K. Herrera	Walnut
El Monte	D. Keller, J. Gomez	
Glendora	C. Jeffers	
La Canada Flintridge	M. Alexander	
La Puente	B. Plumlee	
La Verne	B. Russi	
Monrovia	L. Lile	
Pasadena	J. Gutierrez	
Pomona	L. Lowry	
Rosemead	J. Allred	
San Dimas	B. Michaelis	
San Gabriel	M. Marlowe	
South El Monte	A. Ybarra	
South Pasadena	S. Gonzalez	
West Covina	A. Pasmant	

SGVCOG Staff:
F. Delach, Interim Executive Director
M. Creter, Staff

Public:
R. Richmond, ACE
M. Christoffels, ACE
G. Aguirre

1.0 Public Comment
There were no comments from the public.

2.0 Changes to Agenda Order; Identify Subsequent Need or Emergency Items
There was a request to reverse the order of the two agenda items.

3.0 Consent Items

3.1 Minutes from August 8th, 2012
Staff indicated that the August minutes incorrectly reflected the City of Walnut as present. There was a motion to approve the minutes with that revision (M/S/C: C. Jeffers / D. Parrish / Unanimous).

Regular Business Items

4.0 Operation and Organization Review Ad Hoc Committee Recommendations

The Interim Executive Director reported on this item. He reviewed the four staffing options that had been developed by the Governing Board's ad hoc committee: 1) In-house Executive Director/Contracted staff (Ad hoc committee's recommendation); 2) Part-time Contracted Executive Director / In-house staff; 3) All in-house staff; and 4) All contract staff. He reviewed the estimated costs for each of the four options. There was extended discussion on potential long-term implications of each option, including possible PERS obligations.

There was a motion to recommend to the Governing Board the "in-house" staffing option, for both the Executive Director and core staff, with further analysis of the proposed staffing structure as it relates to the SGVCOG's entire budget and future discussion regarding staffing needs related to any new or extended duties (i.e. grants and special projects) (M/S/C: C. Jeffers / M. Alexander / Unanimous).

5.0 ACE Independent Agency Feasibility Analysis and Draft Project Transfer Agreement

The Interim Executive Director reported on this item. He indicated that an ad hoc subcommittee of the City Managers Steering Committee, including representatives from the cities of Glendora, La Canada Flintridge, Alhambra and San Gabriel, developed a draft list of policy questions related to the possible ACE separation to be submitted to the Governing Board for review and consideration. If approved by the Governing Board, these questions would be transmitted to ACE for response. The CEO of ACE indicated that the language in the draft JPA that allowed for the addition of new transportation projects that had been removed.

There was a motion to submit the questions to the SGVCOG Governing Board for review (M/S/C: C. Jeffers / J. Keating / Unanimous).

New Business items for Next Regular Meeting / Announcements

6.0 Upcoming SGVCOG Strategic Planning Session – November 30th, 2012

The Interim Executive Director encouraged the Committee to attend this event.

Next Meeting

The next City Managers' Steering Committee is scheduled for October 3rd.

Adjourn

The meeting was adjourned at 1:15 pm.