



## SGVCOG Governing Board Minutes

Date: February 19, 2015

Time: 6:00 p.m.

Location: Upper San Gabriel Valley Municipal Water District (USGVMWD)  
Offices (602 E. Huntington Drive; Monrovia, CA 91016)

### PRELIMINARY BUSINESS

1. Call to Order  
President Mary Ann Lutz called the meeting to order at 6:05 p.m.
2. Pledge of Allegiance  
Los Angeles County Supervisorial District Alternate Brian Mejia led the Pledge of Allegiance.
3. Roll Call  
A quorum was in attendance.

#### Governing Board Members Present

Alhambra	Barbara Messina
Arcadia	Tom Beck
Azusa	Angel Carrillo
Baldwin Park	Susan Rubio
Claremont	Joseph Lyons, Sam Pedroza*
Covina	Kevin Stapleton
Diamond Bar	Carol Herrera*
Glendora	Gene Murabito
Industry	Tim Spohn
La Canada Flintridge	Don Voss
La Puente	Charlie Klinakis
La Verne	Charlie Rosales
Monrovia	Mary Ann Lutz
Monterey Park	Teresa Real Sebastian
Pasadena	Terry Tornek
Pomona	Elliott Rothman
Rosemead	Margaret Clark
San Dimas	Denis Bertone
San Gabriel	Juli Costanzo
San Marino	Eugene Sun
Sierra Madre	John Harabedian
South Pasadena	Diana Mahmud
Temple City	Fernando Vizcarra
West Covina	Fred Sykes
LA County Supv. District 4	Mike Hughes*
LA County Supv. District 5	Brian Mejia*
SGV Water Districts	Bryan Urias

\*Alternate

#### Absent

Bradbury  
Duarte  
El Monte  
Montebello  
South El Monte  
Walnut  
LA County Supv. District #1

**Staff**

Executive Director	Andrea Miller
ACE Project CEO	Mark Christoffels
Asst. to the Executive Director	Marisa Creter
Jones & Mayer	Dick Jones
SGVCOG Staff	Stefanie Hernandez
SGVCOG Staff	Caitlin Sims

**4. Public Comment**

Sonia Canchola, from the American Postal Workers Union, addressed the Governing Board about the closure of the mail processing plant in Industry. She commented on the impacts of the closure on mail delivery times and asked the Governing Board to urge the United States Postal Service (USPS) to bring complete mail processing back to the Industry plant.

**5. Changes to Agenda Order: Identify emergency items arising after agenda posting and requiring action prior to next regular meeting**

Item #17 was pulled from the consent calendar and moved prior to Item #20.

**PRESENTATIONS**

**6. Coordinated Entry System (CES) & Homeless Family Solutions System (HFSS)**

Rabbi Marvin Gross, CEO of Union Station Homeless Services, and Ryan Izell, Director of Adult Services, gave a presentation on the Coordinated Entry System (CES) and Homeless Family Solutions System (HFSS) that Union Station was leading and gave an overview of the services that would be provided to homeless individuals and families and how cities could utilize the services being provided. Rabbi Gross encouraged cities that work with homeless agencies to have these agencies reach out to Union Station. There was discussion about Union Station's relationship with the San Gabriel Valley Consortium on Housing and Homeless Services. There were also questions about how housing was identified and whether Union Station would be able to do in-service trainings for staff.

**7. San Gabriel Valley Energy Wise Partnership Recognition**

Greg Haney, from Southern California Edison (SCE), and Paulo Morais, from Southern California Gas Company (SCG), gave an overview of the success of the San Gabriel Valley Energy Wise Partnership (SGVEWP) and recognized the Partnership for its continued success in the Local Government Partnership program. They presented an award to the Executive Director and the officers of the Governing Board.

**CONSENT CALENDAR**

**8. Governing Board Meeting Minutes**

*Recommended Action: Adopt January 12, 2015 Governing Board minutes.*

**9. Governing Board Meeting Minutes**

*Recommended Action: Adopt January 29, 2015 Governing Board minutes.*

**10. Monthly Cash Disbursements/Balances/Transfers**

*Recommended Action: Approve Monthly Cash Disbursements/Balances/Transfers.*

11. ACE Board of Directors Minutes  
*Recommended Action: Receive and file.*
12. ACE Monthly Report  
*Recommended Action: Receive and file.*
13. FY 2014-15 Meeting Attendance  
*Recommended Action: Receive and file.*
14. Committee Appointments  
*Recommended Action: Appoint members to the Planners Technical Advisory Committee.*
15. Mid-Year Budget Analysis and Proposed Budget Amendment  
*Recommended Action: Adopt Resolution 15-01 approving Amendment #2 to the FY 2014-15 Budget.*
16. SGVCOG Quarterly Investment Report  
*Recommended Action: Receive and file.*
18. Financial Audit Services  
*Recommended Actions: Approve a contract amendment with Vasquez & Associates to conduct the SGVCOG's financial audit for FY 2013-14.*
19. Strategic Plan Update  
*Recommended Action: Receive and file.*

**There was a motion to approve consent calendar items 8-16 and 18-19 (M/S: D. Bertone/D. Mahmud).**

**[Motion Passed]**

<b>AYES:</b>	Alhambra, Arcadia, Azusa, Baldwin Park, Claremont, Covina, Diamond Bar, Glendora, Industry, La Puente, La Verne, Monrovia, Monterey Park, Pasadena, Pomona, Rosemead, San Dimas, San Gabriel, San Marino, Sierra Madre, South Pasadena, Temple City, West Covina, LA County Supv. District 4, LA County Supv. District 5, SGV Water Districts
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Bradbury, Duarte, El Monte, Montebello, South El Monte, Walnut, LA County Supervisorial District 1

## **ACTION ITEMS**

### **17. Official Signatures**

Executive Director Andrea Miller reported that Resolution 15-02 that had been provided in the packet referenced prior Governing Board officers. She reported that staff would update the President, First Vice-President, Second Vice-President, and Third Vice-President in Resolution 15-01.

**There was a motion to adopt Resolution 15-02, with the recommended changes, authorizing updated official signatures on financial accounts at commercial financial institutions (M/S: K. Stapleton/D. Mahmud).**

**[Motion Passed]**

<b>AYES:</b>	Alhambra, Arcadia, Azusa, Baldwin Park, Claremont, Covina, Diamond Bar, Glendora, Industry, La Puente, La Verne, Monrovia, Monterey Park, Pasadena, Pomona, Rosemead, San Dimas, San Gabriel, San Marino, Sierra Madre, South Pasadena, Temple City, West Covina, LA County Supv. District 4, LA County Supv. District 5, SGV Water Districts
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**20. Interim Executive Director Agreement with Kelly & Associates Management Group**

Executive Director Andrea Miller reported the changes to the contract between the SGVCOG and Kelly & Associates Management that had been requested at the January 29, 2015, Special Governing Board meeting had been incorporated into the contract.

**There was a motion to authorize the Board President to execute the Management Services Agreement for Interim Executive Director Services with Kelly & Associates Management Group Incorporated (“KAMG”) on behalf of the San Gabriel Valley Council of Governments (M/S: K. Stapleton/D. Mahmud).**

**[Motion Passed]**

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**EXECUTIVE DIRECTOR’S REPORT**

**21. Oral Report**

There was no oral report.

**22. Annual Dues Calculation**

Executive Director Andrea Miller reported the City Managers’ Steering Committee had been looking at the current dues structure of the SGVCOG. There had been no changes to the current structure since 2007, and the City Managers’ Steering Committee was recommending that the SGVCOG make several changes to the structure that allowed for a gradual increase over time.

This included per-capita dues increase of \$0.02 – from \$0.30 to \$0.32 per capita, an increase in the cap, and annual consumer-price index (CPI) adjustments to address CPI-adjusted increases in the SGVCOG's costs. There was discussion as to whether the dues should include an automatic CPI-adjustment. Executive Director Andrea Miller reported that the SGVCOG Bylaws require 30-days notice before a change in the dues structure. This item would be on the March Governing Board agenda for potential action.

**23. Status of Strategic Plan Update**

Executive Director Andrea Miller reported that staff would be taking the consultants' work to the policy committees and the draft 2015-16 Strategic Plan would be presented at the April 2015 Governing Board meeting.

**24. San Gabriel Mountains Community Collaborative**

Executive Director Andrea Miller reported that the SGVCOG had received a request from the National Forest Foundation (NFF) to have a one representative from the SGVCOG serve on the San Gabriel Mountains Community Collaborative. Becky Shevlin, from the City of Monrovia, and Judy Nelson, from the City of Glendora, had previously served on the Committee and wished to continue serving. There was discussion about the process through which the SGVCOG should select a representative. Executive Director Andrea Miller reported that the first meeting of the Community Collaborative would be held on Wednesday, March 4, so there would not be time to go through a formal nomination process and hold a vote prior to that meeting. The Governing Board asked staff to attend the March 4, 2015, meeting of the Community Collaborative. The Governing Board also asked staff to request two representatives on the Community Collaborative.

**There was a motion to solicit nominations from all councilmembers in the San Gabriel Valley to serve on the San Gabriel Mountains Community Collaborative and select a representative at the March 2015 Governing Board meeting (M/S: G. Murabito/C. Rosales).**

**[Motion Passed]**

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**GENERAL COUNSEL'S REPORT**

General Counsel Richard Jones thanked Andrea Miller for her leadership during the difficult time for the SGVCOG and the work she had done in building bridges with all members.

**PRESIDENT'S REPORT**

President Mary Ann Lutz thanked Andrea Miller for her critical role in the SGVCOG's growth over her tenure. She wished her the best of success in the future and stated that she would remain an integral part of the SGVCOG in her new role.

## **COMMITTEE REPORTS**

### **Transportation Committee**

Transportation Committee Vice-Chair Sam Pedroza reported that at the Transportation Committee meeting held prior to the Governing Board meeting, there had been a presentation and discussion on the I-10 ExpressLanes Project that the San Bernardino Association of Governments (SANBAG) was currently exploring. He also reported that there would be a Special Transportation Committee meeting on Wednesday, March 4, 2015, to consider and make recommendations to the Governing Board on the Mobility Matrix and it would be on the March 2015 Governing Board agenda.

### **Housing, Community, and Economic Development (HCED) Committee**

HCED Committee Chair Joe Lyons reported that the Committee was excited that the Coordinated Entry System (CES) and Homeless Family Solutions System (HFSS) programs had rolled out, and the Committee was focusing its efforts on encouraging cities to utilize the CES and HFSS services.

### **Energy, Environment, and Natural Resources (EENR) Committee**

EENR Committee Chair Denis Bertone reported that Edward Beldon, from the National Forest Foundation, would be presenting at the February EENR Meeting, which would be held on Wednesday, February 25, 2015, at 3:00 p.m. at the Monrovia Community Center, on the National Monument Designation and the San Gabriel Mountains Community Collaborative. He encouraged all interested councilmembers and others to attend.

### **Water Committee**

Water Committee Chair Mary Ann Lutz reported that the County of Los Angeles had released a draft Program Environmental Impact Report (PEIR) on the Enhanced Watershed Management Plans (WMPs/EWMPs). These program EIRs would assist cities in preparing their project EIRs for projects that the supported the EWMPs. She also reported that the Committee would be considering legislation carried by Senator Ed Hernandez at its March meeting that would allow the County of Los Angeles Sanitation Districts to assist cities in completing projects that treat stormwater.

## **PROJECT REPORTS**

### **The ACE Project**

ACE CEO Mark Christoffels reported that the Baldwin Avenue grade separation would open on Tuesday, March 3, 2015. He reported that the groundbreaking ceremony for the Fairway Drive Grade Separation Project would be held on Thursday, April 2, 2015.

### **MS4 Permit Implementation and Funding Efforts**

There was no report.

**San Gabriel Valley Energy Wise Partnership**

SGVCOG staff Marisa Creter reported that the City of Pomona had moved up to Gold in the Energy Leader Model and would be recognized at a Gold Level Celebration on Thursday, February 26, 2015. Pomona Mayor Elliott Rothman thanked the Energy Wise Partnership for its recognition.

**California HERO**

There was no report.

**LIAISON REPORTS**

**Gold Line Foothill Extension Construction Authority**

Gold Line Foothill Extension Construction Authority Vice-Chair Sam Pedroza reported that Gold Line Construction was 85% complete and that testing was underway. The Gold Line Foothill Extension Construction Authority Phase 2B cities were currently discussing artwork for the future stations and public meetings were being held. He reported that the Construction Authority planned to turn operation of the Gold Line over to the Los Angeles Metropolitan Transportation Authority (Metro) in September 2015.

**San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC)**

SGVCOG-Foothills representative on the RMC Denis Bertone reported that the RMC would be receiving \$130 million through the Water Bond and was currently determining how the money would be allocated. After that process is determined, the SGVCOG and the RMC will have a workshop to assist cities in accessing that money.

**Southern California Association of Governments (SCAG)**

There was no report.

**South Coast Air Quality Management District (AQMD)**

AQMD Boardmember Michael Cacciotti reported that the AQMD would be holding a backpack leaf blower exchange, which would provide professional landscapers with up to 10 electric leaf blowers, worth \$200. He also reported there would be an electric lawnmower exchange in the City of Arcadia.

**BOARD MEMBER ITEMS**

President Mary Ann Lutz thanked those Boardmembers who were attending their last meeting due to the upcoming elections. It was the last meeting of La Canada Flintridge Delegate Don Voss and Temple City Delegate Fernando Vizcarra. Don Voss introduced his successor Terry Walker, who would be La Canada Flintridge's new delegate.

**ANNOUNCEMENTS**

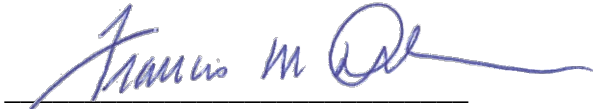
**ADJOURN**

The meeting adjourned at 7:30 p.m. in honor of outgoing Executive Director Andrea Miller, outgoing La Canada Flintridge Delegate Don Voss, and outgoing Temple City Delegate Fernando Vizcarra.

**BOARD APPROVED**

March 23, 2015

Date

A handwritten signature in blue ink, appearing to read "Francis M. Delach", is written over a horizontal line.

Francis M. Delach, Secretary