



# San Gabriel Valley Council of Governments

## AGENDA AND NOTICE OF THE MEETING OF THE SGVCOG EXECUTIVE COMMITTEE

**Monday, October 7, 2019 – 12:00 PM**

***SGVCOG Office***

***1000 S. Fremont Ave., Building 10, Suite 10210, Alhambra, California 91803***

Thank you for participating in today's meeting. The Executive Committee encourages public participation and invites you to share your views on agenda items.

President  
**Cynthia Sternquist**

1<sup>st</sup> Vice President  
**Margaret Clark**

2<sup>nd</sup> Vice President  
**Becky Shevlin**

3<sup>rd</sup> Vice President  
**Tim Hepburn**

Past President  
**Vacant**

Transportation Chair  
**John Fasana**

Homelessness Chair  
**Becky Shevlin**

EENR Chair  
**Denis Bertone**

Water Policy Chair  
**Diana Mahmud**

ACE Chair  
**Victoria Martinez-Muela**

**MEETINGS:** *Regular Meetings of the Executive Committee are held the first Monday of every month at 12:00 p.m. at the SGVCOG Office (1000 S. Fremont Ave., Building 10, Suite 10210, Alhambra, California 91803).* The Executive Committee agenda packet is available at the San Gabriel Valley Council of Government's (SGVCOG) Office, 1000 South Fremont Avenue, Suite 10210, Alhambra, CA, and on the website, [www.sgvkog.org](http://www.sgvkog.org). Copies are available via email upon request ([sgv@sgvkog.org](mailto:sgv@sgvkog.org)). Documents distributed to a majority of the Board after the posting will be available for review in the SGVCOG office and on the SGVCOG website. Your attendance at this public meeting may result in the recording of your voice.

**PUBLIC PARTICIPATION:** Your participation is welcomed and invited at all Executive Committee meetings. Time is reserved at each regular meeting for those who wish to address the Board. SGVCOG requests that persons addressing the Executive Committee refrain from making personal, slanderous, profane or disruptive remarks.

**TO ADDRESS THE EXECUTIVE COMMITTEE:** At a regular meeting, the public may comment on any matter within the jurisdiction of the Board during the public comment period and may also comment on any agenda item at the time it is discussed. At a special meeting, the public may only comment on items that are on the agenda. Members of the public wishing to speak are asked to complete a comment card or simply rise to be recognized when the Chair asks for public comments to speak. We ask that members of the public state their name for the record and keep their remarks brief. If several persons wish to address the Board on a single item, the Chair may impose a time limit on individual remarks at the beginning of discussion. **The Executive Committee may not discuss or vote on items not on the agenda.**

**AGENDA ITEMS:** The Agenda contains the regular order of business of the Executive Committee. Items on the Agenda have generally been reviewed and investigated by the staff in advance of the meeting so that the Executive Committee can be fully informed about a matter before making its decision.

**CONSENT CALENDAR:** Items listed on the Consent Calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion on these items unless a Board member or citizen so requests. In this event, the item will be removed from the Consent Calendar and considered after the Consent Calendar. If you would like an item on the Consent Calendar discussed, simply tell Staff or a member of the Executive Committee.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the SGVCOG office at (626) 457-1800. Notification 48 hours prior to the meeting will enable the SGVCOG to make reasonable arrangement to ensure accessibility to this meeting.



**PRELIMINARY BUSINESS**

1. Call to Order
2. Roll Call
3. Public Comment *(If necessary, the President may place reasonable time limits on all comments)*
4. Changes to Agenda Order: Identify emergency items arising after agenda posting and requiring action prior to next regular meeting *(It is anticipated that the Executive Committee may take action on these matters)*

**CONSENT CALENDAR** *(It is anticipated that the Executive Committee may take action on the following matters)*

5. Executive Committee Meeting Minutes – Page 1  
*Recommended Action: Approve Executive Committee minutes.*

**UPDATE ITEMS**

- 4th Quarter Financial Report / Treasurer's Report – Report will be sent separately
- CalPERS Health Insurance Rates – Page 3

**PRESIDENT'S REPORT**

**EXECUTIVE DIRECTOR'S REPORT**

**GENERAL COUNSEL'S REPORT**

**ACTION ITEMS** *(It is anticipated that the Executive Committee may take action on the following matters)*

6. Draft Governing Board Agenda – Page 9  
*Recommended Action: Approve draft Governing Board agenda.*

**ANNOUNCEMENTS**

**ADJOURN**



**SGVCOG**  
**Executive Committee Special Meeting Minutes**  
**September 9, 2019**  
**12:00 PM**  
**SGVCOG Alhambra Office**

**PRELIMINARY BUSINESS**

1. Call to Order

The meeting was called to order at 12:05 P.M.

2. Roll Call

**Members Present**

C. Sternquist, President  
M. Clark, 1st Vice President  
T. Hepburn, 3rd Vice President  
D. Bertone, EENR Chair  
D. Mahmud, Water Policy Chair  
J. Fasana, Transportation Chair

**Members Absent**

B. Shevlin, 2nd Vice  
President/Homelessness Chair  
V. Martinez-Muela, ACE Chair

**Staff/Guests:**

M. Creter, SGVCOG Executive Director  
K. Ward; M. Ramos; K. McClure; R. Alimoren; Z. Mapes; M. Christoffels; C. Sims; A. Fung,  
SGVCOG Staff  
D. DeBerry, Woodruff, Spradlin & Smart

3. Public Comment

There were no comments from the public.

4. Changes to Agenda Order:

No changes were requested.

**CONSENT CALENDAR**

5. Executive Committee Meeting Minutes

**There was a motion to approve the consent calendar (M/S: T. Hepburn/J. Fasana).**

**[MOTION PASSES]**

<b>AYES:</b>	C. Sternquist, T. Hepburn, D. Mahmud, D. Bertone, M. Clark, J. Fasana,
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	B. Shevlin, V. Martinez-Muela

**UPDATE ITEMS**

- Audit Status Report  
R. Alimoren reported on this item.

**DISCUSSION ITEMS**

- SGVCOG Federal Lobbying Contract  
M. Christoffels reported on this item. He recommended that the current contract expire in June 2020 and resolicit the contract. The Committee asked to bring the item back for additional discussion in November or December to discuss in detail.
- SCAG's Proposed RHNA Allocation Methodologies  
M. Creter reported on this item. She summarized the letter prepared to be submitted to SCAG for feedback, which is due by September 13.
- SGV Regional Housing Trust Fund

C. Sims presented on this item. There was a request to send the presentation to the Executive Committee.

- SGVCOG Regional Forum Series

M. Creter and A. Fung reported on this item. There was a suggestion to have the first forum topic session coincide with the outreach for the SGV Regional Housing Trust Fund. There was a recommendation to start the Forum in January 2020 because of the conflict with the holidays.

#### **PRESIDENT'S REPORT**

C. Sternquist reported on this item.

#### **EXECUTIVE DIRECTOR'S REPORT**

- October Governing Board meeting date and location

M. Creter reported on this item. The October meeting will take place on October 24 at the West Covina Foothill Transit Office.

- Joint Meeting with Gateway COG and Contract Cities

M. Creter reported on this item.

#### **GENERAL COUNSEL'S REPORT**

- D. DeBerry introduced himself as the new SGVCOG General Counsel.

#### **ACTION ITEMS**

6. Draft Governing Board Agenda

M. Creter reported on this item. She recommended that the San Gabriel Mountains Foothills and Rivers Protection Act item action be changed to a receive and file to take no action as a Governing Board.

**There was a motion to approve the Governing Board agenda as amended (M/S: J. Fasana/T. Hepburn).**

**[MOTION PASSES]**

<b>AYES:</b>	C. Sternquist, T. Hepburn, D. Mahmud, D. Bertone, M. Clark, J. Fasana,
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	B. Shevlin, V. Martinez-Muela

#### **ANNOUNCEMENTS**

#### **CLOSED SESSION**

7. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (Two case)  
No action was reported.

#### **ADJOURN**

The meeting adjourned at 2:00 PM.

# REPORT

DATE: October 7, 2019

TO: Executive Committee  
Governing Board

FROM: Marisa Creter, Executive Director

RE: **UPDATE HEALTH INSURANCE BENEFITS**

## **RECOMMENDED ACTION**

Adopt Resolution 19-42 to update the health insurance benefits for all SGVCOG staff.

## **BACKGROUND**

In October 2018, the Governing Board approved a new uniform health insurance benefits program for all SGVCOG employees. The health insurance benefits program is a cafeteria-style flex-plan contribution structure that resulted in savings of 8% per year.<sup>1</sup> The approved and adopted Monthly flex-plan contributions is outlined in Table 1.

	Employees Hired Prior to 1/1/19	Employees Hired after 1/1/19
Employee Only	\$700	\$700
E+1	\$1,300	\$1,300
Family	\$1,600	\$1,300

**Table 1. Adopted SGVCOG Monthly Flex-Plan Health Insurance Contributions**

Congruently, the SGVCOG also joined the CalPERS health insurance pool, which offered employees a wider range of health insurance options with improved benefits. The adopted health insurance Resolution 18-53 indicated CPI adjustments to the monthly health benefit flex-plan contribution would be considered and approved as part of the annual fiscal year budgeting process. The SGVCOG FY budget is adopted in May, while CalPERS updated health insurance rates for the coming calendar year are not released until late June. The adopted SGVCOG's FY 2019-2020 included a 5% increase in the monthly flex-plan contributions for all employees. However, updating the health insurance benefits resolution was held pending the release of the 2020 rates.

To address this misalignment in timing, staff is recommending that the health insurance benefits resolutions provide for an automatic increase in the flex-plan contribution unless acted upon otherwise by the Governing Board. Staff is recommending flex-plan contribution would increase a maximum of 5% annually, based on the Kaiser premium for the CalPERS Los Angeles region rates.<sup>2</sup> For example, if the Kaiser premium increases 3%, the SGVCOG will fully contribute the 3% increase. However, if the Kaiser premium increases 7%, the SGVCOG will contribute 5% of

<sup>1</sup> Previously, 100% of any monthly health premiums increases were paid by the agency for ACE employees, with employees paying a maximum of \$50 per month.

<sup>2</sup> Generally, the CalPERS Los Angeles region rates for Kaiser range from 3.9% to 7.9% annually.

the increase. Additionally, if the Kaiser premium rate decreases, the SGVCOG will contribute no percentage increase for that year. The increase will go into effect automatically January 1 of each year, unless acted upon otherwise by the SGVCOG Governing Board.

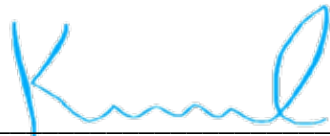
As a result, with the 2020 Kaiser rate increasing by 7.39%, the new monthly contributions amounts are outlined in Table 2.

	Employees Hired Prior to 1/1/19	Employees Hired after 1/1/19
Employee Only	\$735	\$735
E+1	\$1,365	\$1,365
Family	\$1,680	\$1,365

**Table 2. Updated 2020 SGVCOG Monthly Flex-Plan Health Insurance Contributions**


As previously mentioned, the proposed changes were included in the adopted FY 2019-2020 budget. The exact cost of the increase will vary based on the number of dependents covered by the employee (i.e. employee only, E+1 or family) and date of hire. However, the annual increase in cost per employee would range \$420-\$960 and there are currently 27 full-time employees. The full cost of salaries and benefits for approximately 23 FTE are fully reimbursed through capital projects and other grant-funded programs.

Prepared by:



Katie Ward  
Senior Management Analyst

Approved by:



Marisa Creter  
Executive Director

## **ATTACHMENTS**

Attachment A – Resolution 19-42

**RESOLUTION NO. 19-42**

**A RESOLUTION OF THE GOVERNING BOARD OF THE SAN  
GABRIEL VALLEY COUNCIL OF GOVERNMENTS (SGVCOG)  
REGARDING EMPLOYEE HEALTH BENEFITS**

**WHEREAS**, Resolution 18-53 established health insurance benefits for all employees of the SGVCOG.

**NOW, THEREFORE**, the Governing Board of the SGVCOG does hereby resolve, declare, determine and order as follows:

**SECTION 1.** Resolution No. 18-53 is superseded in its entirety by the provisions of this Resolution.

**SECTION 2.** The SGVCOG will contribute monthly flex-plan contributions to all full-time SGVCOG employees hired prior to January 1, 2019 to be used toward health, vision and dental insurance premiums as follows:

- Employee Only: Up to \$700
- E+1: Up to \$1,300
- Family: Up to \$1,600

The SGVCOG shall allow all existing employees the option to opt out with proof of insurance. Existing employees would be eligible for a maximum cash-out of \$400 per month. This cash-out would be considered taxable income.

**SECTION 3.** All SGVCOG employees hired or that change status (from part-time to full-time) after January 1, 2019 will receive a flat flex-plan contribution to be used toward health, vision and dental insurance premiums as follows:

- Employee Only: Up to \$700
- E+1 or Family: Up to \$1,300/month

Employees hired after January 1, 2019 are not eligible for the flex-plan contribution cash-out option in lieu of participating in the health benefit program.

**SECTION 3.** The SGVCOG will contribute \$350 per month for a monthly flex-plan for all eligible part-time employees to be used toward health, vision and dental insurance premiums. Eligible part-time employees must work an average of 30 hours or more over the previous quarter. Part-time employees are not eligible for the cash-out of monthly flex-plan contributions.

**SECTION 4.** If an employee's health insurance costs are less than his or her flex-plan allowance, employees will not receive the difference in cash; however, the difference may be added to employees' Flexible Spending Account.

**SECTION 5.** The SGVCOG will increase the flex-plan contribution, up to an additional 5% annually, based on the Kaiser premium for the CalPERS Los Angeles region rates. For example, if the Kaiser premium increases 3%, the SGVCOG will fully contribute the 3% increase. However, if the Kaiser premium increases 7%, the SGVCOG will contribute 5% of the increase. Additionally, if the Kaiser premium rate decreases, the SGVCOG will contribute no percentage increase. This

increase will go into effect automatically January 1 of each year, unless acted upon otherwise by the SGVCOG Governing Board.

**SECTION 6.** The SGVCOG reserves the right, in its sole discretion, at any time and from time to time, and upon a non-discriminatory basis, to amend or rescind any provision of this Resolution or any health benefit provisions, or to terminate any benefits provisions. Such changes may apply to current and/or future employees. All benefits in this Resolution are subject to meet and confer guidelines and shall be reviewed at least annually in their entirety.

**SECTION 7.** The Executive Director shall certify to the adoption of this Resolution and shall enter this Resolution into the official book of resolutions. This Resolution is effective upon its adoption.

**PASSED AND ADOPTED** by the Governing Board of San Gabriel Valley Council of Governments, in the County of Los Angeles, State of California, on the 24th day of October 2019.

San Gabriel Valley Council of Governments

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Cynthia Sternquist, President



Attest:

I, Marisa Creter, Executive Director and Secretary of the Board of Directors of the San Gabriel Valley Council of Governments, do hereby certify that Resolution 19-42 was adopted at a regular meeting of the Governing Board held on the 24th day of October 2019 by the following vote:

<b>AYES:</b>	
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

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Marisa Creter, Secretary





AGENDA AND NOTICE OF THE REGULAR MEETING OF THE  
SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS GOVERNING BOARD  
**OCTOBER 24, 2019 - 5:30 P.M.**  
Foothill Transit Office  
100 S. Vincent Ave., Suite 200, West Covina, CA

**SGVCOG Officers**

President  
Cynthia Sternquist

1<sup>st</sup> Vice President  
Margaret Clark

2<sup>nd</sup> Vice President  
Becky Shevlin

3<sup>rd</sup> Vice President  
Tim Hepburn

**Members**

Alhambra  
Arcadia  
Azusa  
Baldwin Park  
Bradbury  
Claremont  
Covina  
Diamond Bar  
Duarte  
El Monte  
Glendora  
Industry  
Irwindale  
La Cañada Flintridge  
La Puente  
La Verne  
Monrovia  
Montebello  
Monterey Park  
Pomona  
Rosemead  
San Dimas  
San Gabriel  
San Marino  
Sierra Madre  
South El Monte  
South Pasadena  
Temple City  
Walnut  
West Covina

First District, LA County  
Unincorporated Communities

Fourth District, LA County  
Unincorporated Communities

Fifth District, LA County  
Unincorporated Communities

SGV Water Districts

Thank you for participating in tonight's meeting. The Governing Board encourages public participation and invites you to share your views on agenda items.

**MEETINGS:** *Regular Meetings of the Governing Board are held on the third Thursday of each month at 5:30 PM at the Upper San Gabriel Valley Municipal Water District Office (602 E. Huntington Drive, Suite B, Monrovia, California 91016).* The Governing Board agenda packet is available at the San Gabriel Valley Council of Government's (SGVCOG) Office, 1000 South Fremont Avenue, Suite 10210, Alhambra, CA, and on the website, [www.sgvkog.org](http://www.sgvkog.org). Copies are available via email upon request ([sgv@sgvcog.org](mailto:sgv@sgvcog.org)). Documents distributed to a majority of the Board after the posting will be available for review in the SGVCOG office and on the SGVCOG website. Your attendance at this public meeting may result in the recording of your voice.

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**PRELIMINARY BUSINESS**

**5 MINUTES**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment (*If necessary, the President may place reasonable time limits on all comments*)
5. Changes to Agenda Order: Identify emergency items arising after agenda posting and requiring action prior to next regular meeting

**PRESENTATION**

**30 MINUTES**

6. San Bernardino County Transportation Authority (SBCTA) Gold Link Hybrid Rail Project  
*Recommended Action: For information only.*

**LIAISON REPORTS**

**10 MINUTES**

7. Gold Line Foothill Extension Construction Authority
8. Foothill Transit
9. Los Angeles County Metropolitan Transportation Authority
10. San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy
11. San Gabriel Valley Mosquito & Vector Control District
12. Southern California Association of Governments
13. League of California Cities
14. San Gabriel Valley Economic Partnership
15. South Coast Air Quality Management District

**PRESIDENT'S REPORT**

**5 MINUTES**

**EXECUTIVE DIRECTOR'S REPORT**

**5 MINUTES**

**GENERAL COUNSEL'S REPORT**

**5 MINUTES**

**COMMITTEE REPORTS**

**10 MINUTES**

16. Transportation Committee
17. Homelessness Committee
18. Energy, Environment and Natural Resources Committee
19. Water Committee
20. Capital Projects and Construction Committee

**CONSENT CALENDAR**

**5 MINUTES**

*(It is anticipated that the SGVCOG Governing Board may take action on the following matters)*

21. Governing Board Meeting Minutes  
*Recommended Action: Adopt Governing Board minutes.*
22. Monthly Cash Disbursements/Balances/Transfers  
*Recommended Action: Approve Monthly Cash Disbursements/Balances/Transfers.*
23. Committee/TAC/Governing Board Attendance  
*Recommended Action: Receive and file.*
24. 4th Quarter Financial and Treasurer Reports  
*Recommended Action: Receive and file.*
25. Contract Extension with County of Los Angeles for Measure H Homelessness Funding  
*Recommended Action: Authorize Executive Director to execute an amendment and future amendments to the contract with the County of Los Angeles to provide \$158,000 in funding to support Measure H and Homeless Initiative implementation through 2020.*

26. Update Health Insurance Benefits  
*Recommended Action: Adopt Resolution 19-42 to update the health insurance benefits for all SGVCOG staff.*
27. Metro Open Streets Program – Heart of the Foothills  
*Recommended Action: Authorize the Executive Director to execute the following:*
  - 1) Contract with the Los Angeles County Metropolitan Transportation Authority (Metro) for an open streets event on April 19, 2020;
  - 2) Negotiate and execute a contract for traffic control for the event;
  - 3) Negotiate and execute a contract with ActiveSGV for production of the event; and
  - 4) Memorandums of Understanding (MOUs) with the cities of San Dimas, La Verne, and Pomona for event planning, public safety, traffic controls and other support services.
28. I-605 Corridor Aesthetics Master Plan  
*Recommended Action: Adopt Resolution 19-43 to support the I-605 Corridor Aesthetics Master Plan.*
29. San Gabriel Mountains Community Collaborative  
*Recommended Action: Appoint Jennifer Stark (Claremont) to serve as a SGVCOG representative on the San Gabriel Mountains Community Collaborative.*
30. Committee Meeting Times  
*Recommended Action: Adopt Resolution 19-44 updating committee meeting times and locations.*
31. Electronic Signature Policy  
*Recommended Action: Adopt Resolution 19-45 establishing an electronic signature policy for the SGVCOG.*
32. Regionwide Swimming Pool Ordinance  
*Recommended Action: Adopt Resolution 19-46 to encourage cities to adopt a regionwide swimming pool ordinance template.*
33. LACMTA Technical Advisory Committee Representative Appointment  
*Recommended Action: Appoint Josh Nelson (Industry) as the SGVCOG representative to the Los Angeles County Metropolitan Transportation Authority (LACMTA) Technical Advisory Committee.*
34. Contract with SoCalGas  
*Recommended Action: Authorize the Executive Director to execute a contract with SoCalGas (SCG) to extend the San Valley Energy Wise Partnership (SGVEWP) through December 31, 2020.*

**PRESENTATION**

**30 MINUTES**

35. 2019 Legislative Recap: Tim Egan, SGVCOG Legislative Consultant, Capital Representation Group; Paul Hubler, Director of Government and Community Relations, SGVCOG  
*Recommended Action: For information only.*

**ADJOURN**