



San Gabriel Valley Council of Governments

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City Managers' Steering Committee Minutes

Date: February 8th, 2012

Time: 11:00 am

Location: El Monte City Hall

1.0 Preliminary Business

The meeting was called to order at 11:05 p.m.

Members Present:

| | |
|------------|---------------|
| Alhambra | A. Hayashi |
| Covina | D. Parrish |
| El Monte | R. Bobadilla |
| Glendora | C. Jeffers |
| San Marino | M. Ballantyne |
| Walnut | R. Wishner |

Members Absent:

Diamond Bar
La Canada Flintridge
Rosemead
San Dimas
San Gabriel
West Covina

SGVCOG Staff:

N. Conway, Executive Director
M. Creter, Staff

Public:

R. Richmond, ACE
A. Cervantes, Pico Rivera
C. Monroy, ACE
J. Ballas, City of Industry
G. Aguirre

2.0 Public Comment

There were no comments from the public.

3.0 Changes to Agenda Order; Identify Subsequent Need or Emergency Items

The Executive Director stated that items 5.4, 5.5, 5.6, and 5.7 were being pulled and rescheduled for the March 2012 meeting in order to accommodate the attendance of the SGVCOG's accountant/auditor and external auditing firm.

Additionally, a member of the Committee requested that item 5.2., 5.3, and 5.9 be placed on the March 2012 agenda.

4.0 Consent Items

4.1 Revised Minutes from December 7th, 2011 meeting

4.2 Minutes from January 4th, 2012 meeting

The minutes were approved with the following revisions:

- Both minutes were changed as follows: The sentence "There was a motion recommend to the Transportation Committee funding of the top eight projects – after removing project alternatives for the same grade crossing – (Fullerton Road, Montebello-Greenwood, Hamilton Boulevard, Fairway Drive (Alh), Turnbull Cyn Road (LA), Fairway Drive (LA), Puente Ave. (Alh), and Durfee Ave. (LA)) as ranked by the SGVCOG's ACE Phase II Subcommittee; should additional funds be available, from State, Federal or local sources, additional projects should be funded according to the rank order as developed by the Subcommittee (M/S/C: R. Wishner / J. Fuentes / Ayes: Covina, Glendora, Rosemead; Noes: La Canada Flintridge)" was changed to read, "There was a motion recommend to the Transportation Committee funding of the top eight projects – after removing project alternatives for the same grade crossing – (Fullerton Road, Montebello-Greenwood, Hamilton Boulevard, Fairway Drive (Alh), Turnbull Cyn Road (LA), Fairway Drive (LA), Puente Ave. (Alh), and Durfee Ave. (LA)) as ranked by the SGVCOG's ACE Phase II Subcommittee (M/S/C: R. Wishner / J. Fuentes / Ayes: Covina, Glendora, Rosemead; Noes: La Canada Flintridge)."
- Both minutes were changed as follows: The sentence "No action was taken and this item was tabled." was changed to read, "No action was taken."
- The December minutes were revised to reflect the attendance of R. Bobadilla.
(M/S/C: C. Jeffers/R. Wishner/Unanimous; M. Ballantyne – abstain).

5.0 Regular Business Items

5.1 Clarification of City Managers' Steering Committee Recommendation Regarding ACE Phase II

Following the revision to the minutes discussed under items 4.1 and 4.2, there was no further discussion on this item.

5.2 Role of City Managers' Steering Committee in Providing Financial Oversight to SGVCOG and ACE

The Executive Director indicated that items 5.2 and 5.3 were requested by the representative from La Canada Flintridge and would be discussed further at the March meeting.

5.3 Role of SGVCOG's Accountant/Auditor in Providing Financial Oversight to SGVCOG and ACE

There was brief discussion on this item. The Steering Committee requested clarification regarding whether the bylaws needed to be amended to reflect the delegation of day-to-day accounting responsibilities to ACE. The Steering Committee also requested further discussion regarding the SGVCOG/ACE investment policy, specifically related the process for updating the policy and insurance requirements.

5.4 ACE 2nd Quarter Financial Report / Mid-Year Budget Revision

This item was pulled and will be rescheduled for the March 2012 meeting.

5.5 ACE FY 2010-2011 Financial Audit Report and Management Letter

This item was pulled and will be rescheduled for the March 2012 meeting.

5.6 SGVCOG 2nd Quarter Report / Mid-Year Budget Revision

This item was pulled and will be rescheduled for the March 2012 meeting.

5.7 SGVCOG FY 2010-2011 Financial Audit Report and Management Letter

This item was pulled and will be rescheduled for the March 2012 meeting.

5.8 Draft SGVCOG Organization and Operation Review

The Chair provided an overview of the major issues and findings in the report. He indicated that this report was scheduled for review at the February Executive Committee and Governing Board meetings. The Steering Committee requested clarification regarding their role in providing feedback and recommendations regarding the findings and recommendations in the report.

5.9 ACE Financial Advisor Services Contract

This item was pulled and will be rescheduled for the March 2012 meeting.

5.10 Caltrans Audit Appeal

The Executive Director reviewed the proposed settlement with Caltrans and indicated that this item is scheduled for action at the February Governing Board meeting.

5.11 SGVCOG Strategic Plan Update – *Page 112*

The Executive Director briefly reviewed the updated SGVCOG Strategic Plan for January – July 2012, and highlighted the objectives that related to the City Managers' Steering Committee, including those related to redevelopment.

5.12 Ontario Airport

The Executive Director briefly explained this item and indicated that it was being agendized for an upcoming Governing Board meeting.

6.0 New Business items for Next Regular Meeting

7.0 Announcements

8.0 Next Meeting

The next meeting is scheduled for March 7th.

9.0 Adjourn

The meeting was adjourned at 12:10.