



**SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS  
AGENDA AND NOTICE OF THE REGULAR MEETING OF THE  
CITY MANAGERS' STEERING COMMITTEE  
SGVCOG Monrovia Office  
1333 South Mayflower Avenue, Suite 360, Monrovia, CA 91016  
Wednesday, June 3, 2026 – 12:00 PM**

**Chair**  
Adam Raymond  
Glendora

Thank you for participating in the City Managers' Steering Committee meeting. The City Managers' Steering Committee encourages public participation and invites you to share your views on agenda items.

**Vice-Chair**  
Mark Lazzaretto  
San Gabriel

**MEETINGS: Regular Meetings of the City Managers' Steering Committee are held on the first Wednesday of each month at 12:00 noon at the SGVCOG Monrovia Office (1333 South Mayflower Avenue, Suite 360, Monrovia, CA 91016).** The City Managers' Steering Committee agenda packet is available at the SGVCOG Monrovia Office (1333 South Mayflower Avenue, Suite 360, Monrovia, CA 91016), and on the website, [www.sgvkog.org](http://www.sgvkog.org). A copy of the agenda is also viewable to the public at the entrance of the SGVCOG Monrovia Office Building. Copies are available via email upon request ([sgv@sgvkog.org](mailto:sgv@sgvkog.org)). Documents distributed to a majority of the Committee 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.

**Past Chair**  
Jessica Binnquist  
Alhambra

**Northeast Representatives**  
Ken Domer  
La Verne  
Adam Pirrie  
Claremont

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

**Southeast Representatives**  
Dan Fox  
Diamond Bar  
Joshua Nelson  
Industry

**Central Representatives**  
Rene Salas  
South El Monte  
Vacant

**TO ADDRESS THE CITY MANAGERS' STEERING COMMITTEE:** All public comments will be taken during the public comment portion of the agenda. At a regular meeting, the public may comment on any agenda item as well as on any matter within the subject matter jurisdiction of the SGVCOG that is not on the agenda during the public comment period at the beginning of the agenda. At a special meeting, the public may only comment on items that are on the agenda. Members of the public are requested to state their name prior to speaking, and comments are limited to a maximum of three minutes per person. The Committee Chair may impose additional time limits if comments become repetitious, an individual member of the public seeks to speak on numerous items, or a large number of members of the public seek to speak on an item. **The Committee may not take action on items not on the agenda and is restricted in discussing items on the agenda.**

**Southwest Representatives**  
Bryan Cook  
Temple City  
Raul Alvarez  
Montebello

**Northwest Representatives**  
Dylan Feik  
Monrovia  
Kevin Kearney  
Bradbury

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

**At-Large Representatives**  
Dominic Lazzaretto  
Arcadia

**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 Committee member so requests. In this event, the item will be removed from the Consent Calendar and considered after the Consent Calendar.



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.



City Managers' Steering Committee Regular Meeting  
Wednesday, June 3, 2026  
12:00 PM

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### **PRELIMINARY BUSINESS**

1. Call to Order
2. Roll Call
3. Public Comment
4. Changes to the Agenda Order

### **CONSENT CALENDAR**

5. City Managers' Steering Committee Minutes – **Page 1**  
*Recommended Action: Approve City Managers' Steering Committee Minutes.*
6. FY 2024-2025 Financial Audit – **Page 3**  
*Recommended Action: Receive and file.*
7. SGVCOG Reserve/Fund Balance Policy – **Page 5**  
*Recommended Action: Recommend the Governing Board approve the proposed Reserve/Fund Balance Policy.*
8. SGVCOG FY 2026-2027 Budget – **Page 7**  
*Recommended Action: Receive and file.*
9. FY 2026-2027 City Managers' Steering Committee Chair  
*Recommended Action: Elect Adam Raymond (Glendora) to serve as Chair and Mark Lazzaretto (San Gabirel) to serve as Vice Chair of the City Managers' Steering Committee.*
10. FY 2026-2027 Appointments to City Managers' Steering Committee  
*Recommended Action: Appoint the following regional representatives and at-large members to the City Managers' Steering Committee and submit the appointments to the Governing Board for approval to be effective July 1, 2026:*
  - *Northeast: Ken Domer (La Verne), Adam Pirrie (Claremont)*
  - *Southeast: Joshua Nelson (Industry), Christopher Marcarello (Covina)*
  - *Central: Rene Salas (South El Monte), Milan Mrakich (West Covina)*
  - *Southwest: Raul Alvarez (Montebello), Bryan Cook (Temple City)*
  - *Northwest: Dylan Feik (Monrovia), Kevin Kearney (Bradbury)*
  - *At-Large: Dominic Lazzaretto (Arcadia), Brad McKinney (San Dimas)*
  - *Past President: Jessica Binnquist (Alhambra)*

### **PRESENTATION**

11. Public Safety Power Shutoff and Wildfire Mitigation Plan: SoCal Edison – **Page 9**  
*Recommended Action: For information only.*

### **DISCUSSION ITEM**

12. Potential for Supplemental Measure A Funded Renter Protection and Education Programs in FY 26-27  
*Recommended Action: For information only.*

### **ANNOUNCEMENTS**

13. Next City Managers' Steering Committee Meeting – Wednesday, September 2, 2026, at 12:00 PM

### **ADJOURN**



**SGVCOG City Managers’ Steering Committee Regular Meeting  
Unapproved Minutes  
April 1, 2026  
12:00 PM – 1333 S. Mayflower Ave., Suite 360, Monrovia, CA 91016**

**PRELIMINARY BUSINESS**

1. Call to Order  
Chair A. Raymond called the meeting to order at 12:04 PM.

2. Roll Call:

**Members Present:**

Alhambra, J. Binnquist  
Diamond Bar, D. Fox  
Glendora, A. Raymond  
Industry, J. Nelson  
La Verne, K. Domer  
Montebello, R. Alvarez  
South El Monte, R. Salas  
Temple City, B. Cook

**Members Absent:**

Arcadia, D. Lazzaretto  
Bradbury, K. Kearney  
Claremont, A. Pirrie  
Monrovia, D. Feik  
San Gabriel, M. Lazzaretto

**SGVCOG Staff:**

M. Creter, Executive Director;  
C. Sims; K. Ward; M. Rosen; J. Talla; E.  
Lowe; R. Lansing; D. Dalan; R.  
Alimoren

**Guests:**

R. Hembree, Alhambra  
L. Miller, LACDPW  
M. Bruchner, Sierra Madre  
B. Villalobos, Duarte  
M. Lopez, Glendora

3. Public Comment
4. Changes to the Agenda Order

**CONSENT CALENDAR**

5. City Managers’ Steering Committee Minutes  
*Action: Approve City Managers’ Steering Committee Minutes.*
6. 1st Quarter Financial Report  
*Action: Receive and file.*
7. Draft FY 2026-2027 Budget  
*Action: Recommend the Governing Board adopt a resolution amending the FY 25-26 Budget.*

**There was a motion to approve consent calendar items 5-7. (M/S: Montebello/Diamond Bar)**

<b>AYES:</b>	Alhambra, Diamond Bar, Glendora, Industry, La Verne, Montebello, South El Monte, Temple City
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Arcadia, Bradbury, Claremont, Monrovia, San Gabriel

**[MOTION PASSED UNANIMOUSLY BY VOICE VOTE]**

**PRESENTATION ITEM**

8. Regional Early Action Planning (REAP) 2.0 Regional Objective Design Standards  
Philip Burns from the Arroyo Group presented this item.

**DISCUSSION ITEMS**

9. Potential Coordinated Uses of Opioid Settlement Funds  
Enya Lowe, SGVCOG Management Analyst, presented on this item.
10. SB 827 Local Agency Officials Training: City Implementation Efforts Discussion  
Katie Ward, SGVCOG Administrative Services Manager, presented on this item.

**ANNOUNCEMENTS**

Katie Ward, SGVCOG Administrative Services Manager, announced that the City Managers' Steering Committee would go dark for May and plan to return at the standard June time.

**ADJOURN**

The meeting was adjourned at 12:39 PM.

# REPORT

DATE: June 3, 2026

TO: Executive Committee  
City Managers' Steering Committee  
Governing Board

FROM: Marisa Creter, Executive Director


RE: **FY 2024-2025 FINANCIAL AUDIT**

## **RECOMMENDED ACTION**

Receive and file.

## **BACKGROUND**

The SGVCOG's auditors Badawi & Associates completed a comprehensive audit of the financial statements for the SGVCOG and SGVRHT for the fiscal year ending June 30, 2025. Attachment A contains the auditor's full report for the agency. Representatives from Badawi & Associates prepared the annual financial audit for the City Managers' Steering Committee to review.

Prepared by:  \_\_\_\_\_

Katie Ward  
Administrative Services Manager

Approved by:  \_\_\_\_\_

Marisa Creter  
Executive Director

## **ATTACHMENT**

[Attachment A – SGVCOG Audited Financial Statements Year Ending June 30, 2025](#)



# REPORT

DATE: June 3, 2026

TO: Executive Committee

FROM: Marisa Creter, Executive Director

RE: **SGVCOG RESERVE/FUND BALANCE POLICY**

## **RECOMMENDED ACTION**

Recommend the Governing Board approve the proposed Reserve/Fund Balance Policy.

## **BACKGROUND**

The SGVCOG maintains reserves and fund balances to ensure fiscal stability, manage unforeseen expenditures, support cash flow needs, and maintain continuity of operations during periods of economic uncertainty.

The proposed Reserve/Fund Balance Policy establishes guidelines for maintaining adequate financial reserves and fund balances to ensure the agency's financial stability, liquidity, and operational continuity. The policy provides a framework for the accumulation, use, replenishment, and reporting of reserve funds.

The policy is intended to align with best practices recommended by the Government Finance Officers Association (GFOA) and Government Accounting Standards. Establishing formal reserve targets will improve transparency, strengthen fiscal planning, and enhance SGVCOG's ability to respond to emergencies, revenue fluctuations, and unanticipated expenditures.

The policy categorizes fund balance in accordance with Governmental Accounting Standard Board (GASB) guidance and defines the purpose and target levels for operating reserves, emergency reserves, and other designated funds. It also outlines conditions under which reserve funds may be utilized and establishes expectations for replenishment following any drawdowns.

The policy proposes a minimum fund balance for unassigned funds as three months of operating expenditures (approximately \$250,000) and a target goal of six months of operating expenditures (approximately \$500,000). Based on the most recent audit of the previous fiscal year (ending June 30, 2025), the SGVCOG's fund balances are listed below:

- Unassigned Fund Balance for Planning: \$3,700,000
- Restricted Fund Balance for Capital Projects: \$17,000,000
- Unassigned Fund Balance for Capital Projects: \$11,000,000

The proposed policy supports prudent fiscal management practices and provides consistency in financial planning and budgeting processes. Adoption of the policy will assist in maintaining financial flexibility while promoting accountability and transparency. Staff is recommending the Executive Committee recommend the Governing Board approve the proposed Reserve/Fund

Balance Policy to demonstrate the SGVCOG's commitment to sound financial management and support long-term organizational sustainability.



Prepared by: \_\_\_\_\_  
Rey Alimoren  
Director of Finance

Approved by: *Marisa Creter*  
\_\_\_\_\_  
Marisa Creter  
Executive Director

**ATTACHMENT**

[Attachment A - Reserve/Fund Balance Policy](#)

# REPORT

DATE: June 3, 2026

TO: City Managers' Steering Committee  
Governing Board

FROM: Marisa Creter, Executive Director

RE: **SGVCOG FY 2026-2027 BUDGET**

## **RECOMMENDED ACTION**

Receive and file.

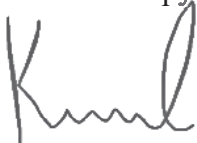
## **BACKGROUND**

In accordance with the SGVCOG’s bylaws, the Governing Board shall adopt the annual agency budget prior to July 1 of each calendar year. In April, the draft budget was presented to the Executive Committee, City Managers’ Steering Committee and the Governing Board for review and feedback. Following this initial review and feedback, the budget has been modified as needed and was presented to the Executive Committee prior to final adoption on May 21. The budget is organized by sections to highlight the work of all SGVCOG departments as follows:

- Administrative Services/Executive
- Capital Projects
- Finance
- Government & Community Relations
- Planning & Programs

Each department section outlines key accomplishments from the previous year and upcoming fiscal year objectives.

Attachment B provides a copy of the complete SGVCOG FY 2026-2027 budget.

Prepared by:   
 \_\_\_\_\_  
 Katie Ward  
 Administrative Services Manager

Approved by:   
 \_\_\_\_\_  
 Marisa Creter  
 Executive Director

## **ATTACHMENTS**

- [Attachment A – Resolution 26-16](#)
- [Attachment B – SGVCOG FY 2026-2027 Budget](#)



# REPORT

DATE: June 3, 2026

TO: City Managers’ Steering Committee

FROM: Marisa Creter, Executive Director

RE: **PUBLIC SAFETY POWER SHUTOFF AND WILDLIFE MITIGATION PLAN**

## **RECOMMENDED ACTION**

For information only.

## **BACKGROUND**

A Public Safety Power Shutoff (PSPS) is when an electric utility – such as Southern California Edison (SCE) – temporarily shuts off power for a period of time to reduce the risk of a wildfire caused by utility equipment. Dangerous fire weather conditions such as strong winds, dry vegetation and low humidity, drive PSPS events.

On May 16, 2025, SCE filed the 2026-28 Wildfire Mitigation Plan with the California Utilities Commission (CPUC), which outlines actions it is taking to lower the risk of electrical system-associated wildfires in high fire risk areas. State and Federal regulations require utilities to trim trees or vegetation that could cause an outage, spark a fire or put the public at risk.

At the City Managers’ Steering Committee meeting, Southern California Edison will present an overview of their PSPS strategy and their Wildfire Mitigation Plan. More specifically, they plan to provide an overview of SCE’s Wildfire Mitigation Plan and key activities underway in the San Gabriel Valley; explain PSPS decision-making, notification timelines, and restoration processes; discuss customer and community support resources available before, during, and after PSPS events; address questions or concerns and ensure continued coordination with cities in the San Gabriel Valley; and solicit feedback and input.

Prepared by: Michael Rosen  
 Michael Rosen  
 Management Analyst

Approved by: Marisa Creter  
 Marisa Creter  
 Executive Director