



# San Gabriel Valley Council of Governments\*

## AGENDA AND NOTICE OF THE MEETING OF THE SGVCOG PUBLIC WORKS TECHNICAL ADVISORY COMMITTEE

Monday, April 18, 2022 – 12:00 PM

Zoom Link: <https://us06web.zoom.us/j/81701467014>

Livestream Link: <https://www.youtube.com/watch?v=2WSdQWvfbkI>

### Chair

**Rene Guerrero**  
City of Pomona

### Vice Chair

**David Liu**  
City of Diamond Bar

### Immediate Past Chair

**Phil Doudar**  
L.A. County DPW

### Members

*Arcadia*

*Azusa*

*Baldwin Park*

*Diamond Bar*

*El Monte*

*Glendora*

*Industry*

*Irwindale*

*La Verne*

*Monrovia*

*Monterey Park*

*Pasadena*

*Pomona*

*Rosemead*

*San Dimas*

*San Marino*

*South El Monte*

*South Pasadena*

*Temple City*

*Walnut*

*L.A. County DPW*

Thank you for participating in today's meeting. The Public Works Technical Advisory Committee encourages public participation and invites you to comment on agenda items.

**MEETINGS:** *Regular Meetings of the Public Works Technical Advisory Committee are held on the third Monday of each month at 12:00 PM at the Monrovia Community Center – 119 W. Palm Ave., Monrovia, CA 91016.* The Public Works Technical Advisory Committee agenda packet is available at the San Gabriel Valley Council of Government's (SGVCOG) Office, 4900 Rivergrade Road, Suite A120, Irwindale, CA, and on the website, [www.sgvkog.org](http://www.sgvkog.org). A copy of the agenda is also viewable at Alhambra City Hall, 111 S 1st St, Alhambra, CA. Copies are available via email upon request ([sgv@sgvcog.org](mailto:sgv@sgvcog.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.

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

**TO ADDRESS THE PUBLIC WORKS TECHNICAL ADVISORY COMMITTEE:** At a regular meeting, the public may comment on any matter within the jurisdiction of the Committee 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 Committee on a single item, the Chair may impose a time limit on individual remarks at the beginning of discussion. **The Public Works Technical Advisory Committee may not discuss or vote on items not on the agenda.**

**AGENDA ITEMS:** The Agenda contains the regular order of business of the Public Works Technical Advisory Committee. Items on the Agenda have generally been reviewed and investigated by the staff in advance of the meeting so that the 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 Committee 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 Public Works Technical Advisory 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.



**\*MEETING MODIFICATIONS DUE TO THE STATE AND LOCAL EMERGENCY RESULTING FROM THE THREAT OF COVID-19:** AB 361 (Rivas), signed by California Governor Gavin Newsom on September 16, 2021, authorizes local agencies to hold public meetings via teleconferencing and allows for members of the public to observe and address the meeting telephonically or electronically to promote social distancing due to the state and local emergency resulting from the threat of the Novel Coronavirus (COVID-19).

To follow the new provisions in AB 361 and ensure the safety of Committee Members and staff for the purpose of limiting the risk of COVID-19, in-person public participation at the Public Works Technical Advisory Committee meeting will not be allowed. To allow for public participation, the Public Works Technical Advisory Committee will conduct its meeting through Zoom Video Communications. To participate in the meeting, download Zoom on any phone or computer device and copy and paste the following link into your browser to access the live meeting: <https://us06web.zoom.us/j/81701467014>. You may also access the meeting via the livestream link on the front of the agenda page.

Instructions for Public Comments: For those wishing to make public comments on agenda and non-agenda items, but within the SGVCOG's subject matter jurisdiction, you may submit written comments via email or provide a verbal comment by participating through Zoom.

- **Written Comments (Email):** If you wish to submit written public comments to be distributed to the committee members prior to or during the meeting, please submit these materials via email to [Name of committee liaison] at [Email of committee liaison] at least 1 hour prior to the scheduled meeting time. Please indicate in the Subject Line of the email "FOR PUBLIC COMMENT." Emailed public comments will be read into the record and will be part of the recorded meeting minutes. Written public comments may include, but are not limited to letters, reports, and presentations. While there is no page or word count limit for written comments, the time for reading written public comments into the record will be limited to three minutes, which is the same time allotted for verbal comments.
- **Verbal Comments (Zoom):** Through Zoom, you may provide a verbal comment by using the web interface "Raise Hand" feature. Wait to be called upon by staff, and then you may provide verbal comments for up to 3 minutes. Public comment is taken at the beginning of the meeting for items not on the agenda. Public comment is also accepted at the beginning of each agenda item.

Any member of the public requiring reasonable accommodation to participate in this meeting should contact SGVCOG Management Aide, Sophia Sousa, at least 48 hours prior to the meeting at (626) 209-9354 or at [ssousa@sgvcog.org](mailto:ssousa@sgvcog.org).

## **PRELIMINARY BUSINESS**

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

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

6. Adoption of Resolution 22-05-PWTAC Making Specified Findings to Enable the Public Works Technical Advisory Committee to Continue to Hold Teleconferencing Meetings **(Page 1)**  
*Recommended Action: Adopt Resolution 22-05-PWTAC making certain findings that the existence of a local and state of emergency in California caused by the ongoing COVID-19 pandemic continues to directly impact the ability of the SGVCOG to hold public meetings safely in-person, thereby necessitating an ability to continue holding meetings via teleconference.*
7. Review Public Works TAC Meeting Minutes: 03/21/2022 **(Page 3)**  
*Recommended Action: Review and approve.*

## **PRESENTATIONS**

8. LATA Grant Assistance – Shayna Englin, 42 COMMS CEO **(Page 5)**  
*Recommended Action: For information only.*
9. Southern California Edison (SCE) Charge Ready Program – Ailsa Yew, SCE Senior Project Manager **(Page 7)**  
*Recommended Action: For information only.*

## **UPDATE ITEMS**

10. Efficient San Gabriel Valley (eSGV) Program **(Page 9)**
11. SGVCOG Wildfire Adaptation and Prevention Outreach Program **(Page 11)**

## **STAFF ANNOUNCEMENTS**

## **ANNOUNCEMENTS**

## **ADJOURN**

# REPORT

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DATE: April 18, 2022

TO: Public Works Technical Advisory Committee

FROM: Marisa Creter, Executive Director

**RE: ADOPTION OF RESOLUTION 22-05-PWTAC MAKING SPECIFIED FINDINGS TO ENABLE THE PUBLIC WORKS TECHNICAL ADVISORY COMMITTEE TO CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING**

## **RECOMMENDED ACTION**

Adopt Resolution 22-05-PWTAC making certain findings that the existence of a local and state of emergency in California caused by the ongoing COVID-19 pandemic continues to directly impact the ability of the SGVCOG to hold public meetings safely in-person, thereby necessitating an ability to continue holding meetings via teleconferencing.

## **BACKGROUND**

Introduced by Assemblymember Robert Rivas (D-Hollister) on February 1, 2021, AB 361 codifies portions of Governor Gavin Newsom's existing Ralph M. Brown Act exemptions pertaining to teleconferencing if a local agency issues an emergency finding, and reissues it every 30 days, that it is unsafe to meet in person. Specifically, the Brown Act exemptions include requirements to provide a public teleconference location, to maintain a member quorum within the agency's jurisdiction and to provide for public comment at each teleconference location, such as a private residence. The legislation expires in December 2024. On September 16, 2021, California Governor Gavin Newsom signed AB 361 into law, effective immediately.

A local agency wishing to rely on the provisions of AB 361 must meet one of the following criteria:

1. The local agency holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; or
2. The local holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
3. The local agency holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California due to the threat of COVID-19 and shortly thereafter issued Executive Order N-29-20 suspending certain Brown Act provisions relating to teleconferencing as public meetings began to be held online.<sup>1</sup>


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<sup>1</sup> Similarly, on March 4, 2020, the Los Angeles County Board of Supervisors and Los Angeles County Health Officer declared a local and health emergency due to the threat of COVID-19.

However, this Executive Order expired on September 30, 2021, despite the State of Emergency remaining in place.

The threat that COVID-19 has presented continues to directly impact the ability of the SGVCOG to conduct Governing Board/committee meetings safely in person. Updated guidelines issued by the Centers for Disease Control and Prevention (CDC) and the Los Angeles County Department of Public Health in July and August 2021 advise governmental entities to refrain from conducting indoor meetings and consider moving operations outdoors, where feasible, to prevent transmission. SGVCOG staff finds it has been unable to find a suitable outdoor space with the requisite audio/visual capabilities at which the monthly committee meetings can be held safely. Similarly, an indoor space with sufficient capacity to accommodate safe social distance practices among members, staff, and the public could not be identified.

In order to continue to conduct meetings in a safe manner and to prevent unnecessary COVID-19 exposure to members, staff and the public, staff is recommending that Public Works Technical Advisory Committee adopt a resolution making certain findings in order to be able to continue teleconferencing for its meetings.

Prepared by:   
Sophia Sousa  
Management Aide

Approved by:   
Marisa Creter  
Executive Director

## **ATTACHMENTS**

[Attachment A – Resolution 22-05-PWTAC](#)



**SGVCOG Public Works TAC Special Meeting Minutes**  
**Unapproved Minutes**  
**March 21, 2022**  
**11:45 AM – Via Zoom/Teleconference**

**PRELIMINARY BUSINESS**

**1. Call to Order**

R. Guerrero called the meeting to order at 11:52 am.

**2. Pledge of Allegiance**

R. Guerrero led the Public Works TAC in the Pledge of Allegiance.

**3. Roll Call:**

**Members Present:**

Azusa	M. Cabanas
Diamond Bar	D. Liu, H. Chafari, F. Aoun
Irwindale	D. Co
La Verne	S. Igoe
Pasadena	B. Maue
Pomona	R. Guerrero
Temple City	A. Avery
Walnut	M. Rooney
L.A. County DPW	J. Pletyak, J. Yang

**Members Absent:**

Arcadia  
Baldwin Park  
El Monte  
Glendora  
Industry  
Monrovia  
Monterey Park  
Rosemead  
San Dimas  
San Marino  
South El Monte  
South Pasadena

**SGVCOG Staff:**

S. Sousa

**4. Public Comment**

No public comment was received for the meeting.

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

There were no requested changes to the agenda order.

**CONSENT CALENDAR**

**6. Adoption of Resolution 22-04-PWTAC Making Specified Findings to Enable the Public Works Technical Advisory Committee to Continue to Hold Teleconference Meetings**

*Action: Adopt Resolution 22-04-PWTAC making certain findings that the existence of a local and state of emergency in California caused by the ongoing COVID-19 pandemic continues to directly impact the ability of the SGVCOG to hold public meetings safely in-person, thereby necessitating an ability to continue holding meetings via teleconference.*

**7. Public Works TAC Meeting Minutes: 02/28/2022**

*Action: Review and approve.*

**There was a motion to approve consent calendar items 6 and 7. (M/S: M. Throne/D. Liu)**



## Unapproved Minutes

### SGVCOG Public Works TAC **Special** Meeting Minutes

Unapproved Minutes

March 21, 2022

11:45 AM – Via Zoom/Teleconference

[Motion Passed]

<b>AYES:</b>	Azusa, Diamond Bar, Irwindale, La Verne, Pasadena, Pomona, Temple City, Walnut, L.A. County DPW
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Arcadia, Baldwin Park, El Monte, Glendora, Industry, Monrovia, Monterey Park, Rosemead, San Dimas, San Marino, South El Monte, South Pasadena

#### STAFF ANNOUNCEMENTS

On May 2, 2022, the CPUC is hosting a Local Agency technical Assistance (LATA) Grant Program Workshop to prepare local agencies to successfully apply for funding and resources.

The upcoming committee meeting is scheduled for Monday, April 18, 2022 at 12:00pm. Subsequent teleconference meetings may be rescheduled in order to comply with AB 361 requirements.

#### ANNOUNCEMENTS

R. Guerrero announced that he will be attending the upcoming League of California Cities Public Works Conference in Monterey.

#### ADJOURN

R. Guerrero adjourned the Public Works Technical Advisory Committee meeting at 12:00pm.



# REPORT

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DATE: April 18, 2022

TO: Public Works Technical Advisory Committee

FROM: Marisa Creter, Executive Director

RE: **LATA GRANT ASSISTANCE PRESENTATION**

## **RECOMMENDED ACTION**

For information only.

## **BACKGROUND**

To assist local agencies to be prepared with applying for funding and securing resources needed to complete broadband projects and close the digital divide, existing legislation directed the California Public Utilities Commission (CPUC) to administer the Local Agency Technical Assistance (LATA) Grant Program. The Program is specifically designed to encourage information gathering, planning, and creative problem-solving at the local level.

Any agency of local government authorized by law to provide broadband internet access service is eligible for LATA grant funding. This includes cities, counties, community services districts, public utility districts, joint powers authorities, local educational agencies, tribal governments, and electronical cooperatives. Eligible activities include:


- The preparation of environmental, feasibility, and engineering design studies or reports;
- Assistance in the development of needs assessments, market studies, broadband strategic plans, or business plans;
- Costs incurred in pursuit of forming a Joint Powers Authority for the purposes of the provision of broadband service to unserved and underserved communities; and
- Consultant and community-based organization services secured to complete reimbursable work product.

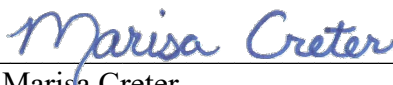
Given the complexity of applying for municipal broadband planning grants, the Los Angeles Digital Equity Action League (LA DEAL) and the California Community Foundation (CCF) are partnering with the SGVCOG to host a LATA Grant Program Briefing on Thursday, May 4, 2022 at 9:00am. The Briefing will cover details and updates on the existing broadband funding landscape and the LATA Grant Program. Discussions will be held to discuss reimbursable work products and technical assistance activities. Additionally, templates and other materials relevant to the LATA Grant application requirements will be provided. The SGVCOG recommends cities to designate public works or community development/planning directors and staff to attend the Briefing to receive information and technical support to prepare LATA grant applications. Interested individuals can register for the Briefing at <https://www.sgvkog.org/lata-workshop>.

Members of LA DEAL and the CCF will be providing a brief and short presentation at this meeting to inform committee members of the LATA grant opportunity. Additional details regarding the



Grant Program will be shared at the Briefing on May 4, 2022.

Prepared by:   
Alexander P. Fung  
Senior Management Analyst

Approved by:   
Marisa Creter  
Executive Director

# REPORT

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DATE: April 18, 2022

TO: Public Works Technical Advisory Committee

FROM: Marisa Creter, Executive Director

RE: **SOUTHERN CALIFORNIA EDISON (SCE) CHARGE READY PROGRAM**

## **RECOMMENDED ACTION**

For information only.


## **BACKGROUND**


In support of California's greenhouse gas (GHG)-reduction goal and local air-quality requirements, Southern California Edison's (SCE) Charge Ready program assists public agencies and business/property owners by reducing their cost for the purchase and installation of required electric vehicle (EV) charging infrastructure, as well as providing rebates to offset the cost of charging stations for certain eligible customers. The program encourages widespread adoption of electric vehicles by increasing accessibility to electric vehicle charging stations through infrastructure upgrades, installation support, and charging station rebates.

The Charge Ready program has \$436 million in funding available to support EV charging infrastructure for light-duty electric vehicles. This funding is expected to support 30 to 40 thousand charging ports, with a target of 50% in Disadvantaged Communities (DAC) and 30% amongst multi-family properties. The program consists of three different offerings, designed to assist a variety of applicants:

- Charging Infrastructure & Rebate
  - Available to multi-family, commercial, and public sector properties
- Turn-Key Installation
  - Available only to multi-family properties located in DACs
- New Construction Rebate
  - Available to newly constructed multi-family properties

Applicants must be non-residential SCE customers, own/lease/manage or be the customer of record of the charging site, and have the project site located within the SCE service area. Representatives of SCE will provide a presentation on the Charge Ready program to further discuss program offerings and application logistics. Agencies interested in applying for assistance through the Charge Ready program can contact their SCE Account manager for application guidance or visit [www.sce.com/chargeready](http://www.sce.com/chargeready) for more information.

Prepared by:   
Sophia Sousa  
Management Aide

Approved by:   
Marisa Creter  
Executive Director

DATE: April 18, 2022

TO: Public Works Technical Advisory Committee

FROM: Marisa Creter, Executive Director

RE: **EFFICIENT SAN GABRIEL VALLEY (eSGV) PROGRAM LAUNCH**

## **RECOMMENDED ACTION**

For information only.

## **BACKGROUND**

The SGVCOG has launched the Efficient San Gabriel Valley (eSGV) pilot program to provide no-cost home energy assessments to San Gabriel Valley residents. This program is an updated and rebranded version of the EASY program following its sunset with the San Gabriel Valley Energy Wise Partnership in December 2021. eSGV is currently presented in partnership with the Southern California Regional Energy Network (SoCalREN), a service of the County of Los Angeles that aims to reduce energy use throughout Southern California.

To support energy efficiency in the San Gabriel Valley, eSGV assists residents with identifying behavioral changes and household retrofit opportunities that can reduce energy usage and save money on energy bills. Additionally, the eSGV program informs homeowners about available incentives, rebates, and savings programs that can aid in the implementation of energy efficiency projects.

San Gabriel Valley residents may request an assessment through the eSGV website or by phone. At this time, eSGV offers residents the choice of in-person or virtual appointments to maximize accessibility to the program. Each assessment applies a "whole house" approach to energy efficiency by evaluating building materials, heating and cooling, household appliances, electricity usage, and water usage. During the assessment, a team of trained assessors guide residents through potential energy efficiency actions using the eSGV checklist and presentation. Following their appointment, residents receive a thorough post-assessment report with a series of tailored energy efficiency recommendations, as well as extensive resources for savings opportunities.

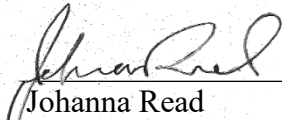
In conjunction with the program's launch, SGVCOG staff is promoting eSGV and providing energy efficiency education at a variety of community events throughout the San Gabriel Valley. Cities or agencies participating in the San Gabriel Valley Energy Champion Awards may contribute to their progress by hosting eSGV at a community event or completing an eSGV marketing campaign. For more information about the eSGV program, visit <https://www.sgvkog.org/esgv>.

SGVCOG Project Assistant, Johanna Read, will provide updates on this item.


# REPORT

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Prepared by:

  
Johanna Read  
Project Assistant

Approved by:

  
Marisa Creter  
Executive Director

# REPORT

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DATE: April 18, 2022

TO: Public Works Technical Advisory Committee

FROM: Marisa Creter, Executive Director

RE: **SGVCOG WILDFIRE ADAPTATION AND PREVENTION UPDATES**

## **RECOMMENDED ACTION**

For information only.

## **DEMONSTRATED NEED**

In 2020, the Bobcat Fire burned over 115,000 acres in the San Gabriel Mountains over a span of 3 months. It triggered mandatory evacuation orders in several San Gabriel Valley cities and is known as the second largest fire recorded in Los Angeles County to date. An estimated 6,000 structures were threatened and 27 residential homes and 83 other structures were destroyed. The Bobcat Fire had convinced several insurance companies to cease coverage in certain zip codes and counties, while other insurers have increased prices. Acknowledging that the San Gabriel Valley lacks a comprehensive regional wildfire prevention framework or program, San Gabriel Valley cities and agencies have approached the SGVCOG to explore the possibility of developing a regional model for wildfire adaptation.

In a survey that was conducted by the SGVCOG last year, the majority of cities expressed support for the development of a wildfire prevention planning program that is led by the SGVCOG. Additionally, cities shared that they were interested in joining a regional effort to provide evacuation planning, structure hardening, hazardous fuel reduction, brush mitigation, and community education support.

## **ONGOING EFFORTS**

Acknowledging that there is interest for the SGVCOG to implement regional wildfire adaptation and prevention efforts, SGVCOG staff are currently seeking grant funds to implement comprehensive outreach and planning efforts for San Gabriel Valley cities and communities that are located in High Fire Hazard Severity Zones.

In November 2021, the SGVCOG successfully secured a grant from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) to implement an 18-month Wildfire Adaptation and Prevention Outreach Program. The grant specifically focuses on outreach and education efforts for High Fire Hazard Severity Zones. The Program, which staff began work for in February 2022, includes the implementation of wildfire prevention workshops, community pop-up events, and social media marketing campaigns, with the goal of providing information for communities to create and maintain defensible space and structural hardening, prepare for possible evacuations, develop and implement wildfire action plans, understand evacuation terminologies, and protect themselves in the event of being trapped by wildfires.

SGVCOG staff have developed program content on maintaining and creating defensible space, structural/home hardening, evacuation preparation, and protection strategies in the event of being trapped. Additionally, staff have created templates for creating your own Household Wildfire Action Plan and Neighborhood Wildfire Action Plan. These contents are being reviewed by wildfire experts from the California Department of Forestry and Fire Protection (CAL FIRE), the Los Angeles County Fire Department, and SGVCOG member city fire departments located in High Fire Hazard Severity Zones. Staff will use the program content to create brochures, mailers, social media posts, and other outreach and education materials.

SGVCOG staff are currently identifying future community events to participate in during the time period of July 2022 to August 2023. Cities that are interested in inviting the SGVCOG to host a wildfire adaptation and prevention booth at a local community event or provide a wildfire adaptation and prevention presentation can contact SGVCOG staff at [msharkey@sgvcog.org](mailto:msharkey@sgvcog.org).

SGVCOG Management Analyst, Meredith Sharkey, will provide updates on this item.

Prepared by: Meredith Sharkey  
Meredith Sharkey  
Management Analyst

Approved by: Marisa Creter  
Marisa Creter  
Executive Director