



**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, May 7, 2025 – 12:00 PM

Chair
Jessica Binnquist
Alhambra

Vice-Chair
Adam Raymond
Glendora

Past Chair
Dominic Lazzaretto
Arcadia

Northeast Representatives
Ken Domer
La Verne
Adam Pirrie
Claremont

Southeast Representatives
Dan Fox
Diamond Bar
Joshua Nelson
Industry

Central Representatives
Rene Salas
South El Monte
Paulina Morales
West Covina

Southwest Representatives
Mark Lazzaretto
San Gabriel
Bryan Cook
Temple City

Northwest Representatives
Dylan Feik
Monrovia
Kevin Kearney
Bradbury

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.

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. 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@sgvskog.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 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.

TO ADDRESS THE CITY MANAGERS' STEERING COMMITTEE: At a regular meeting, the public may comment on any matter within the jurisdiction of the SGVCOG during the public comment period at the beginning of the agenda, on any item(s) that is on the Consent Calendar prior to action taken on the Consent Calendar, and on any other agenda item prior to the time it is considered by the Committee. 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.**

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.

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.



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 2025-2026 City Managers' Steering Committee Chair
Recommended Action: Elect Adam Raymond (Glendora) to serve as Chair of the City Managers' Steering Committee.
7. FY 2025-2026 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 to the Governing Board for approval:
 - *Northeast: Ken Domer (La Verne), Adam Pirrie (Claremont)*
 - *Southeast: Dan Fox (Diamond Bar), Joshua Nelson (Industry)*
 - *Central: Rene Salas (South El Monte), Paulina Morales (West Covina)*
 - *Southwest: Mark Lazzaretto (San Gabriel), Bryan Cook (Temple City)*
 - *Northwest: Dylan Feik (Monrovia), Kevin Kearney (Bradbury)*
 - *At-Large: Dominic Lazzaretto (Arcadia)*
 - *Past President: Jessica Binnquist (Alhambra)*

PRESENTATION ITEMS

8. Foothill Transit Bus Stop Enhancement Program (BSEP) Presentation: Lourdes Alvarez, Transit Planner, Foothill Transit – **Page 3**
Recommended Action: For information only.
9. Capital Projects Update: Kevin Lai, SGVCOG Director of Capital Projects – **Page 5**
Recommended Action: For information only.

ANNOUNCEMENTS

ADJOURN



**SGVCOG City Managers' Steering Committee Meeting
Unapproved Minutes**

April 2, 2025

12:00 PM – 1333 S. Mayflower Ave., Suite 360, Monrovia, CA 91016

PRELIMINARY BUSINESS

1. Call to Order
Chair J. Binnquist called the meeting to order at 12:02 PM.

2. Roll Call:

Members Present:

Alhambra, J. Binnquist
Arcadia, D. Lazzaretto
Claremont, A. Pirrie
Diamond Bar, D. Fox
Glendora, Adam Raymond
Industry, J. Nelson
La Verne, K. Domer
Monrovia, D. Feik
South El Monte, R. Salas
Temple City, B. Cook
West Covina, P. Morales

Members Absent:

Bradbury, Kevin Kearney
San Gabriel, M. Lazzaretto

Guests:

L. Garcia, Alhambra
E. Rodriguez, SCAG
K. McDonald, West Covina
L. Breceda, Duarte

SGVCOG Staff:

M. Creter; C. Sims; K. Ward; S.
Wong; R. Coronel; S. Pederson; N.
Ryu; J. Talla; P. Meija; B. Salazar; V.
Urenia M. Bolger; K. Lai

3. Public Comment
E. Rodriguez, SCAG Senior Government Relations Officer, made a public comment.
4. Changes to the Agenda Order
There were no changes to the agenda order.

CONSENT CALENDAR

5. City Managers' Steering Committee Minutes
Action: Approve City Managers' Steering Committee Minutes.
6. 15th Amended and Restated Bylaws Preview
Action: For information only.
7. 2nd Quarter Financial Report / Treasurer's Report
Action: Receive and file.
8. FY 2023-2024 Financial Audit
Action: Receive and file.
9. Draft FY 2025-2026 Budget
Action: For information only.

10. Management Audit Services Progress Update
Action: Receive and file.

There was a motion to approve consent calendar items 5-10 (M/S: Arcadia, Claremont)

[MOTION PASSED BY VOICE VOTE]

PRESENTATION ITEM

11. Measure A Local Solutions Fund (LSF) Update
SGVCOG Director of Planning, C. Sims, presented on this item.
12. Prep SGV Program Update & City Services
Item 12 was postponed to a future meeting.

ANNOUNCEMENTS

SGVCOG Principal Management Analyst S. Wong informed Committee Members that those members nearing the end of their membership term will have the opportunity to renew for another term. It was also announced that the Committee will be accepting self-nominations for Vice Chair of the City Managers' Steering Committee.

ADJOURN

The meeting was adjourned at 12:46 PM.

REPORT

DATE: May 7, 2025
TO: City Managers' Steering Committee
FROM: Marisa Creter, Executive Director
RE: **FOOTHILL TRANSIT BUS STOP ENHANCEMENT PROGRAM**

RECOMMENDED ACTION

For information only.

BACKGROUND

Foothill Transit developed the Bus Stop Enhancement Program (BSEP) to offer financial assistance to member cities, class pass participating colleges, counties, and the state for improving bus stops serviced by Foothill Transit. The program provides up to \$40,000 per project, reimbursing applicants after project completion. Its goals are to enhance safety, upgrade current transit amenities, improve bus stop technology, strengthen community identity, and attract new transit users.

Participation in this program would help improve the comfort, safety, and appeal of local transit facilities while supporting broader community and transportation goals. Eligible improvements include but are not limited to:

- Shelters and benches (without advertising)
- Trash cans
- Real-time arrival signage
- Solar lights
- Bike racks
- Tree grates
- Bus pads (only when combined with other improvements)

To apply, entities must submit a detailed application that includes a cover letter, current bus stop conditions, improvement descriptions, plans and photos, an estimated cost breakdown, and a construction timeline. Applicants must also comply with all federal procurement and construction guidelines and meet Foothill Transit's contract and subrecipient requirements.

Lourdes Alvarez, Transit Planner at Foothill Transit will provide a presentation on this item.

Prepared by: *Natalie Arreaga*
Natalie Arreaga
Management Aide

Approved by: Marisa Creter
Marisa Creter
Executive Director

ATTACHMENT

[Attachment A – BSEP Fast Facts](#)

REPORT

DATE: May 7, 2025
TO: City Managers' Steering Committee
FROM: Marisa Creter, Executive Director
RE: **CAPITAL PROJECTS UPDATE**

RECOMMENDED ACTION

For information only.

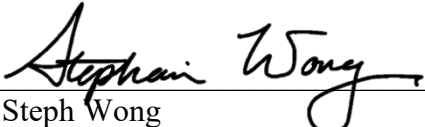
BACKGROUND

The Alameda Corridor-East (ACE) Construction Authority was established in 1998 by the San Gabriel Valley Council of Governments (SGVCOG) as a single-purpose construction authority. ACE's main focus has been to implement a construction program that mitigates vehicle delays and collisions at rail-roadway crossings resulting from growing freight rail traffic in the San Gabriel Valley. In 2017, the SGVCOG was restructured and established the SGVCOG Capital Projects and Construction Committee, as a successor to the ACE Construction Authority with full responsibility for implementing the ACE Project.

The ACE Project is a comprehensive program of constructing grade separations, where the road goes over or under the railroad, at 19 crossings (resulting in the elimination of 23 at-grade crossings) and safety and mobility upgrades at 53 crossings. Construction has been completed on fourteen rail-roadway grade separations. Three grade separations are under construction with another two grade separations and eight crossing safety projects in the design phase. Jump Start safety improvements have been completed at 40 at-grade crossings.

In recent years, SGVCOG's staff of engineers, project management support staff, accountants, auditors, and outreach specialists have also begun developing and implementing other capital improvement projects to benefit member agencies in the San Gabriel Valley. These include the SR 57/60 Confluence Chokepoint Relief Project, the I-605 at Valley Blvd. Improvements Project, active transportation and first-last mile projects that will complement new Metro A Line stations, and the Bus Corridor Transit Improvements Project. SGVCOG is seeking to maximize the benefit of its construction authority to help realize significant projects for our member agencies.

Kevin Lai, SGVCOG Director of Capital Projects, and project management staff will provide an update on current and upcoming projects.

Prepared by: 
Steph Wong
Principal Management Analyst

Approved by: Marisa Creter
Marisa Creter
Executive Director