



San Gabriel Valley Council of Governments*

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

Monday, November 15, 2021 – 12:00 PM

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

Livestream Link: <https://youtu.be/zxTm0qMpcE>

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, 1000 South Fremont Avenue, Suite 10210, Alhambra, CA, and on the website, www.sgvcog.org. Copies are available via email upon request (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 scheduled for November 15, 2021 at 12:00pm 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 you may submit comments via email or participate by Zoom.

- **Email:** Please submit via email your public comment to SGVCOG Management Aide, Sophia Sousa, at ssousa@sgvcog.org 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. Public comment may be summarized in the interest of time, however the full text will be provided to all members of the Committee prior to the meeting.
- **Zoom:** Through Zoom, you may speak 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.

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 21-02-PWTAC Making Specified Findings to Enable the Public Works Technical Advisory Committee to Continue to Hold Teleconferencing Meetings (**Page 1**)
Recommended Action: Adopt Resolution 21-02-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: 10/18/2021 (**Page 3**)
Recommended Action: Review and approve.

ACTION ITEM

8. FY 2022-2025 Measure M Multi-Year Subregional Program (MSP) Active Transportation, Bus System Improvements, and First/Last Mile Programming Recommendations – Alexander Fung, Senior Management Analyst, SGVCOG (**Page 6**)
Recommended Actions:
 - 1) *Recommend the Governing Board to program \$15,000,000.00 from FY 2022-2025 MSP Active Transportation, Bus System Improvements, and First/Last Mile Funds for the East San Gabriel Valley Sustainable Multimodal Improvement Project.*
 - 2) *Direct staff to work with cities and agencies that submitted applications for Category 2 to refine project scopes that can lead to improvements that would provide regional benefits to the San Gabriel Valley's active transportation, bus system, and first/last mile networks.*

UPDATE ITEM

9. Broadband Resource Guide – Sophia Sousa, Management Aide, SGVCOG (**Page 9**)

ANNOUNCEMENTS

ADJOURN

REPORT

DATE: November 15, 2021

TO: Public Works Technical Advisory Committee

FROM: Marisa Creter, Executive Director

RE: **ADOPTION OF RESOLUTION 21-02-PWTAC MAKING SPECIFIED FINDINGS TO ENABLE THE PUBLIC WORKS TECHNICAL ADVISORY COMMITTEE TO CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING**

RECOMMENDED ACTION

Adopt Resolution 21-02-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.

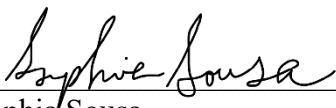
On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California due to the threat of COVID-19 and shortly thereafter issued Executive Order N-29-20 suspending certain Brown Act provisions relating to teleconferencing as public meetings began to be held online.¹

¹ 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 Resolution 21-02-PWTAC 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 21-02-PWTAC](#)



SGVCOG Public Works TAC Meeting Minutes

Date: October 18, 2021
Time: 12:00 PM
Location: Zoom Virtual Meeting

PRELIMINARY BUSINESS

1. Call to Order
R. Guerrero called the meeting to order at 12:00pm.
2. Pledge of Allegiance
R. Guerrero led the Public Works TAC in the Pledge of Allegiance.
3. Roll Call
A quorum was in attendance.

Committee Members Present

Arcadia	P. Wray
Azusa	R. Delgadillo
Baldwin Park	J. Beshay
Diamond Bar	D. Liu
El Monte	L. Torres, L. Ortiz, S. Mendez
Glendora	A. Sweet
Irwindale	D. Co
La Verne	S. Igoe
Monrovia	C. Casitruita
Pasadena	B. Maue
Pomona	R. Guerrero
Rosemead	M. Chung
Temple City	A. Avery
Walnut	M. Rooney
L.A. County DPW	S. Lai, J. Pletyak, S. Ahmed, J. Yang

Absent

Industry
Monterey Park
Pasadena
San Dimas
San Marino
South El Monte
South Pasadena

Guests

Caltrans	J. Newman
City of La Canada Flint.	J. Dodd
City of San Gabriel	C. Hernandez
Ghirardelli Associates	N. DeBenon
HDR/WKE	D. Cadena
MNS Engineers	G. Jaquez
SA Associates	S. Ahmad
SoCalGas	H. Romero Shaw
Transtech	B. Janka

SGVCOG Staff

A. Fung, Staff
K. Ward, Staff
E. Shen, Staff
S. Sousa, Staff

4. Public Comment
There were no public comments at this meeting.

5. Changes to Agenda Order
There were no changes to the Agenda Order.

CONSENT CALENDAR

6. Adoption of Resolution 21-01-PWTAC Making Specified Findings to Enable the Public Works Technical Advisory Committee to Continue to Hold Teleconference Meetings
Action: Adopt Resolution 21-01-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: 09/20/2021
Action: Review and approve.

There was a motion to approve consent calendar item 6. (M/S: M. Rooney/P. Wray)
[Motion Passed]

AYES:	Arcadia, Azusa, Baldwin Park, Diamond Bar, El Monte, Glendora, Irwindale, La Verne, Monrovia, Pomona, Rosemead, Temple City, Walnut, L.A. County DPW
NOES:	
ABSTAIN:	
NO VOTE RECORDED:	
ABSENT:	Industry, Monterey Park, Pasadena, San Dimas, San Marino, South El Monte, South Pasadena

There was a motion to approve consent calendar item 7. (M/S: P. Wray/M. Rooney)
[Motion Passed]

AYES:	Arcadia, Azusa, Baldwin Park, Diamond Bar, El Monte, Glendora, Irwindale, La Verne, Monrovia, Pomona, Temple City, Walnut, L.A. County DPW
NOES:	
ABSTAIN:	Rosemead
NO VOTE RECORDED:	
ABSENT:	Industry, Monterey Park, Pasadena, San Dimas, San Marino, South El Monte, South Pasadena

UPDATE ITEMS

8. Legislative Updates: SB 619 (Laird)
SGVCOG Senior Management Analyst, Alexander Fung, provided updates on this item.
9. 2021 San Gabriel Valley Energy Champion Awards Progress Updates
SGVCOG Management Aide, Sophia Sousa, provided updates on this item.

10. SGVCOG Capital Projects Updates

SGVCOG Director of Capital Projects/Chief Engineer, P.E., PTP, Eric Shen, provided updates on this item.

STAFF ANNOUNCEMENTS

11. Committee Meeting Schedule

The upcoming committee meeting is scheduled for Monday, November 15, 2021 at 12:00pm. Subsequent teleconference meetings may be rescheduled in order to comply with AB 361 requirements.

ANNOUNCEMENTS

There were no additional announcements.

ADJOURN

R. Guerrero adjourned the Public Works Technical Advisory Committee meeting at 12:44pm.

REPORT

DATE: November 15, 2021

TO: Public Works Technical Advisory Committee

FROM: Marisa Creter, Executive Director

RE: **FY 2022-2025 MEASURE M MULTI-YEAR SUBREGIONAL PROGRAM (MSP) ACTIVE TRANSPORTATION, BUS SYSTEM IMPROVEMENTS, AND FIRST/LAST MILE PROGRAMMING RECOMMENDATIONS**

RECOMMENDED ACTIONS

- 1) Recommend the Governing Board to program \$15,000,000.00 from FY 2022-2025 MSP Active Transportation, Bus System Improvements, and First/Last Mile Funds for the East San Gabriel Valley Sustainable Multimodal Improvement Project¹.
- 2) Direct staff to work with cities and agencies that submitted applications for Category 2 to refine project scopes that can lead to improvements that would provide regional benefits to the San Gabriel Valley's active transportation, bus system, and first/last mile networks.

SUMMARY

Funding application for the FY 2022-2025 MSP active transportation, bus system improvements, and first/last mile projects was recently released to provide eligible cities and agencies an opportunity to apply for funding to support regional transportation projects. This cycle of MSP funds prioritizes multi-jurisdictional corridor projects that can maximize regional transportation benefits. Cities and agencies were able to submit funding applications between September 20, 2021 and October 18, 2021.

Based on the Funding Guidelines (Attachment A) adopted by the Governing Board, the \$22 million in available funding will be divided in two categories of awards, with Category 1 awarding projects for design and construction activities and Category 2 awarding projects for design activities. After reviewing the submitted applications, SGVCOG staff suggested proceeding with the following recommendations:

- Awarding \$15,000,000.00 for the East San Gabriel Valley Sustainable Multimodal Improvement Project in Category 1; and
- Working with cities and agencies that submitted applications for Category 2 to refine project scopes that can lead to improvements that would provide regional benefits to the San Gabriel Valley's active transportation, bus system, and first/last mile networks.

¹ The Governing Board recently made the recommendation to program \$1,000,000.00 from the FY 2022-2025 MSP Highway Efficiency Funds for the Diamond Bar Blvd. SR-60 Eastbound On-ramp Improvement Project.

EAST SAN GABRIEL VALLEY SUSTAINABLE MULTIMODAL IMPROVEMENTS

The East San Gabriel Valley Sustainable Multimodal Improvement Project includes various active transportation, bus system, and first/last mile improvements in the Cities of Azusa, Claremont, Covina, Glendora, La Verne, Pomona, and San Dimas near Arrow Highway and the existing and future Gold Line stations in East San Gabriel Valley. Based on the proposed timeline, improvements funded by the \$15 million will be completed by August 2025. Specifically, the proposed \$15 million award would provide funding to support the following:

- Design Activities:
 - Azusa – San Gabriel/Azusa Avenues Complete Streets and First/Last Mile Improvements
 - Claremont – Arrow Highway and First/Last Mile Improvements
 - Covina – Grand Avenue Conceptual Plan and Improvements
 - Glendora – Glendora People Movement Project (First/Last Mile and Urban Trails), Little Dalton, Big Dalton, and San Dimas Washes first/last mile projects
 - La Verne – Pedestrian Bridge and first/last mile projects
 - Pomona – Arrow Highway and first/last mile improvements
 - San Dimas – Conceptual plans for 3 east/west connections
- Construction Activities:
 - Claremont – Arrow Highway and First/Last Mile Improvements
 - Covina – Wayfinding Signages along Grand and Glendora Avenues
 - Glendora – San Dimas and Little Dalton Wash Urban Trail, Glendora Avenue, Foothill Blvd.
 - La Verne – Pedestrian Bridge and first/last mile improvements
 - Pomona – First/last mile improvements

The project scope of East San Gabriel Valley Sustainable Multimodal Improvement Project also includes elements of other individual MSP funding applications submitted by Pomona, Covina, and Azusa. Additionally, this project has met all of the stated requirements for Category 1 projects, which include demonstrating 20% local funding matches and achieving a minimum of 25% design completion. The Project also was identifiable in at least one participating agency's five-year Capital Improvements Plan and has demonstrated strong evidence of a community-based public participation process and community support. Aside from meeting all of the stated requirements, this project strongly demonstrates a multi-jurisdictional project scope that can achieve regional transportation benefits across the San Gabriel Valley as intended by the funding guidelines. As a result, the East San Gabriel Valley Sustainable Multimodal Improvement Project scored very highly and is recommended for award.

JOINT PROJECT SCOPE DEVELOPMENT

Aside from receiving a funding application for the East San Gabriel Valley Sustainable Multimodal Improvement Project, SGVCOG staff also received funding applications for several competitive single-jurisdictional or subregional projects; however, these projects would not be able to achieve the regional transportation benefits that are as intended by the funding guidelines approved by the Governing Board on their own.

As a result, SGVCOG staff are currently working with these selected applicants to facilitate discussions and support the applicants to develop joint project scopes that can lead to improvements that provide regional benefits to San Gabriel Valley's active transportation, bus system, and first/last mile networks.

Once the selected applicants develop their respective regional project scopes and re-submit their applications, the SGVCOG will review the re-submitted applications and decide whether the joint project scopes should be recommended to receive MSP funding. If recommended for funding, the joint project scopes will also follow the adopted SGVCOG MSP Public Outreach Plan (Attachment B) to allow members of the public and relevant SGVCOG committees to comment prior to being presented to the Governing Board for approval.

Staff's recommendations have previously been reviewed and unanimously recommended for approval by the City Managers' Steering Committee.

SGVCOG Senior Management Analyst, Alexander Fung, will provide a presentation at this meeting.

Prepared by: 
Alexander P. Fung
Senior Management Analyst

Approved by: 
Marisa Creter
Executive Director

ATTACHMENTS

[Attachment A – FY 2022-2025 MSP Funding Distribution Guidelines](#)

[Attachment B – SGVCOG Measure M MSP Public Outreach Plan \(Resolution 18-11\)](#)

REPORT

DATE: November 15, 2021

TO: Public Works Technical Advisory Committee

FROM: Marisa Creter, Executive Director

RE: **BROADBAND RESOURCE GUIDE**

BACKGROUND

As societal operations become increasingly online, broadband infrastructure has become comparable to water, sewage, and transportation infrastructure, highlighting how essential widespread high-speed internet access is to social equity and economic and environmental prosperity. Still, millions of Californians do not have access to high-speed internet, revealing a “digital divide” among communities. This divide has been exacerbated by the COVID-19 pandemic, as remote learning and work-from-home practices have increased due to public health concerns. The divide is especially present among disadvantaged communities, further contributing to social equity issues they may already face.

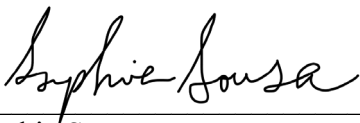
Valley Vision, a civic leadership organization that seeks to improve the quality of life in the Sacramento region, worked in partnership with the California Emerging Technology Fund, a non-profit corporation in accordance with the California Public Utilities Commission whose mission is to deploy broadband to communities in need, to create a resource guide on broadband deployment. Getting Connected: A Broadband Deployment and Adoption Resource Guide for Local and Regional Government Leaders (Attachment A) outlines a series of recommendations and broadband deployment case studies across the State of California. After reviewing the resource guide, SGVCOG staff developed the following list of recommendations, consisting of recommendations from the guide as well as suggestions by SGVCOG staff, for local jurisdictions interested in addressing this issue:


- Create a Broadband Master Plan
 - Broadband Master Plans should include an in-depth assessment of the community’s broadband capability and accessibility, as well as a comprehensive inventory of assets.
- Adopt policies that reduce barriers for the implementation of broadband infrastructure
 - Policies should include permit process streamlining and/or standards of inclusion of broadband infrastructure in construction projects.
- Adopt a “Dig Once, Dig Smart” policy
 - This type of policy encourages public works projects with excavation elements to install fiber or conduit at the project site.
- Provide free digital literacy education
 - The digital divide is not only a gap in infrastructure availability, but also a gap in digital literacy. As society moves essential operations online, it is important that all community members are able to easily navigate the internet.
- Implement designated free internet use zones or “digital hubs” in existing public spaces with quality, high-speed internet availability

- Digital hubs can serve as a temporary solution for those in communities where broadband infrastructure is being developed or for those who are unable to afford Internet services.
- Use the app CalSPEED to help generate more data for the purposes of mapping broadband availability

Within Valley Vision and the California Emerging Technology Fund's resource guide, there is a sample policy (Attachment B) and a sample resolution (Attachment C) available for use by local governments. Finally, the Local Government Checklist for Digital Equity (Attachment D) serves as a resource for local governments to assess their progress toward digital equity.

SGVCOG Management Aide, Sophia Sousa, will provide updates on this item.

Prepared by: 
Sophia Sousa
Management Aide

Approved by: 
Marisa Creter
Executive Director

ATTACHMENTS

[Attachment A – Getting Connected a Broadband Deployment and Adoption Resource Guide for Local and Regional Government Leaders](#)

[Attachment B – Sample Model Policy to Bring Broadband in Underserved Communities](#)

[Attachment C – Sample Broadband Access Resolution](#)

[Attachment D – Local Government Checklist for Digital Equity](#)