



**SGVCOG City Managers' Steering Committee Meeting Approved Minutes**  
**January 8, 2020**  
**12:00 Noon**  
**Foothill Transit Center**

1. Call to Order  
B. Russi called the meeting to order at 12:03 PM.
2. Pledge of Allegiance.  
B. Russi led the Pledge of Allegiance.
3. Roll Call

**Members Present:**

Arcadia, D. Lazzaretto  
Azusa, S. Gonzalez  
Baldwin Park, S. Yauchzee  
La Canada Flintridge, M. Alexander  
La Verne, B. Russi

**Members Absent:**

Alhambra, J. Binnquist  
El Monte, Alma Martinez  
Glendora, A. Raymond  
Monterey Park, R. Bow  
Rosemead, G. Molleda  
San Marino, M. Marlowe  
Temple City, B. Cook

**SGVCOG Staff:**

M. Creter, Executive Director  
C. Sims, Staff  
A. Fung, Staff

**Guests:**

D. Fox, City of Diamond Bar  
R. Barbosa, City of South El Monte  
B. Kim, City of Rosemead  
T. Schultz, City of Claremont  
G. Sorial, Office of Senator Susan Rubio  
D. Mendoza, Office of Senator Susan Rubio

4. Public Comment.  
No public comment was provided.
5. Changes to Agenda Order.  
No changes were requested.

**CONSENT CALENDAR**

6. City Managers' Steering Committee Minutes  
*Recommended Action: Approve City Managers' Steering Committee Minutes.*
7. Appointment of Southeast Representative to the City Managers' Steering Committee  
*Recommended Action: Appoint Dan Fox (Diamond Bar) to serve on the City Managers' Steering Committee.*

**There was a motion to approve the consent calendar (M/S: D. Lazzaretto/S. Yauchzee).**

[MOTION PASSED]

|                 |  |
|-----------------|--|
| <b>AYES:</b>    | Arcadia, Azusa, Baldwin Park, La Canada Flintridge, La Verne                   |
| <b>NOES:</b>    |  |
| <b>ABSTAIN:</b> |  |
| <b>ABSENT:</b>  | Alhambra, El Monte, Glendora, Monterey Park, Rosemead, San Marino, Temple City |

**ACTION ITEMS**

8. Regional Housing Trust Fund Joint Powers Agreement and Board Selection Process  
Caitlin Sims, SGVCOG Principal Management Analyst, provided a presentation on the proposed Regional Housing Trust Fund Joint Powers Agreement and Board Selection Process. The presentation covered proposed staffing structures, membership types, membership structures, and board appointment process of the JPA. The Committee was comfortable with the proposed administrative fee structure for full members. After a thorough discussion on the affiliate fee administrative fee structure, the committee provided several recommendations to modify the JPA’s administrative fee structure for affiliate members.

**There was a motion to direct staff to distribute the proposed Regional Housing Trust Joint Powers Agreement to interested cities, incorporating the modifications to the JPA’s affiliate membership administrative fee structure as outlined below, and recommend the Governing Board approve the proposed Regional Housing Trust Board composition and selection process.**

| <b>Population Size</b> | <b>Administrative Fee</b> |
|------------------------|---------------------------|
| Up to 30,000           | \$2,000                   |
| 30,001 to 60,000       | \$3,000                   |
| 60,001 to 100,000      | \$4,000                   |
| Over 100,001           | \$5,000                   |
| County (Per District)  | \$5,000                   |

(M/S: S. Yauchzee/M. Alexander)

[MOTION PASSED]

|                 |  |
|-----------------|--|
| <b>AYES:</b>    | Arcadia, Azusa, Baldwin Park, La Canada Flintridge, La Verne                   |
| <b>NOES:</b>    |  |
| <b>ABSTAIN:</b> |  |
| <b>ABSENT:</b>  | Alhambra, El Monte, Glendora, Monterey Park, Rosemead, San Marino, Temple City |

**UPDATE ITEMS**

9. Service Delivery Study  
No updates were provided.
10. Executive Director’s Monthly Report

No updates were provided.

**ADJOURN**

The meeting adjourned at 12:46 PM