



**SGVCOG City Managers' Steering Committee Approved Minutes**  
**July 12, 2017**  
**12:00 Noon**  
**Foothill Transit**

1. Call to order. The meeting was called to order at 12:07 PM.
2. Pledge of Allegiance.
3. Roll Call

**Members Present:**

Arcadia, D. Lazzaretto  
 Baldwin Park, S. Yauchzee  
 Claremont, T. Ramos  
 Duarte, K. Herrera  
 Glendora, C. Jeffers  
 Pomona, L. Lowry  
 West Covina, C. Freeland

**Members Absent:**

Azusa  
 Alhambra  
 Covina  
 La Verne  
 Monrovia  
 Temple City

**SGVCOG Staff/Guests:**

Phil Hawkey, Executive Director  
 M. Creter, Staff  
 E. Wolf, Staff  
 K. Kearney, Bradbury

C. Cruz, Staff  
 M. Christoffels, ACE  
 K. Ward, Staff

4. Public Comment.  
 There were no public comments.
5. Changes to Agenda Order.  
 Items 10 and 11 were removed from the agenda.

**CONSENT CALENDAR**

6. City Managers' Steering Committee Minutes  
 There was a motion to approve the consent calendar (M/S: C. Jeffers/T. Ramos).

**[MOTION PASSED]**

<b>AYES:</b>	Arcadia, Baldwin Park, Claremont, Duarte, Glendora, Pomona, West Covina
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Alhambra, Azusa, Covina, La Verne, Monrovia, Temple City

**ACTION ITEMS**

7. Extension of Lease.  
 P. Hawkey reviewed this item.  
 There was a motion to recommend Governing Board authorize Executive Director to execute a six-month extension of the SGVCOG's office lease, through June 30, 2018 (M/S: T. Ramos/L. Lowry).

**[MOTION PASSED]**

<b>AYES:</b>	Arcadia, Baldwin Park, Claremont, Duarte, Glendora, Pomona, West Covina
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Alhambra, Azusa, Covina, La Verne, Monrovia, Temple City

8. Contract with San Gabriel Valley Economic Partnership (SGVEP)  
P. Hawkey described the contract. M. Creter confirmed that every SGV city will receive the benefits of the contract irrespective of whether they are members of the Economic Partnership.  
**There was a motion to recommend Governing Board authorize Executive Director to execute a one year contract with the SGVEP for an amount not to exceed \$100,000 to support Commercial Property Assessed Clean Energy (PACE) outreach (M/S: C. Jeffers/T. Ramos)**

[MOTION PASSED]

<b>AYES:</b>	Arcadia, Baldwin Park, Claremont, Duarte, Glendora, Pomona, West Covina
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Alhambra, Azusa, Covina, La Verne, Monrovia, Temple City

9. Metro Open Streets Grant Program  
P. Hawkey described the grant.  
**There was a motion to recommend Governing Board authorize the Executive Director to execute the following agreements: 1) contract with the Los Angeles County Metropolitan Transportation Authority (Metro) for \$596,000 to execute an open streets event on April 22, 2018; 2) contract with Ciclavia in an amount not to exceed \$325,000 for production of the event; and 3) Memorandums of Understanding (MOUs) with the cities of San Dimas, La Verne, Pomona and Claremont for public safety, traffic controls and other support services (M/S: C. Jeffers/T. Ramos)**

[MOTION PASSED]

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<b>NOES:</b>	
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10. Salary Resolution  
Removed from agenda.
11. Contract for Metro Board of Director Support Services  
Removed from agenda.

**DISCUSSION ITEMS**

12. Ad Hoc ACE/ Large Capital Projects Committee Report  
P. Hawkey related the decision of the Executive Committee to reconvene the ACE Ad Hoc Committee on August 7<sup>th</sup> in order to consider the differences between the Committee’s final report and the Executive Committee’s alternate recommendations.
13. Los Angeles Community Choice Energy (LACCE) JPA  
M. Creter highlighted the six-month timeline for initial entry into the JPA, beginning on June 27<sup>th</sup> and ending on December 27, 2017. Members wanted to know how much notice a city must give if they want to exit the JPA. Staff will research the answer.

**UPDATE ITEMS**

14. ACE Construction Authority – Oral Report  
There was no report.

15. Executive Director's Monthly Report – Oral Report  
The ED gave an update on plans for the General Assembly.  
E. Wolf announced his resignation.  
C. Jeffers asked that the City Managers be given an opportunity to present their concerns regarding crime and Propositions 47/57, AB 109 to the Governing Board.

**CLOSED SESSION**

16. PUBLIC EMPLOYMENT: Titles: Executive Director, Assistant Executive Director pursuant to California Government Code section 54957  
The committee discussed the positions of Executive Director and Assistant Executive Director, job descriptions and the need to determine how to fill the Executive Director position at the conclusion of the current director's contract term, as well as method and timing for recruitment. The Committee discussed the Executive Committee's direction to the Chair and General Counsel regarding negotiating a contract for ED services, subject to approval by the Board, pending determination by the Board regarding the ACE merger and direction regarding recruitment for the ED position. The Committee concurred with the direction of the Executive Committee and recommendation to the Board. Compensation was not discussed in closed session.

**COMMITTEE MEMBER ITEMS**

**ANNOUNCEMENTS**

**ADJOURN**

The meeting adjourned at 1:25 P.M.