



SGVCOG Officers

President
Cynthia Sternquist

1st Vice President
Margaret Clark

2nd Vice President
Becky Shevlin

3rd Vice President
Tim Hepburn

Members

Alhambra

Arcadia

Azusa

Baldwin Park

Bradbury

Claremont

Covina

Diamond Bar

Duarte

El Monte

Glendora

Industry

Irwindale

La Cañada Flintridge

La Puente

La Verne

Monrovia

Montebello

Monterey Park

Pomona

Rosemead

San Dimas

San Gabriel

San Marino

Sierra Madre

South El Monte

South Pasadena

Temple City

Walnut

West Covina

*First District, LA County
Unincorporated Communities*

*Fourth District, LA County
Unincorporated Communities*

*Fifth District, LA County
Unincorporated Communities*

SGV Water Districts

AGENDA AND NOTICE OF THE REGULAR MEETING OF THE
SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS GOVERNING BOARD
NOVEMBER 15, 2018 - 6:00 P.M.

**Upper San Gabriel Valley Municipal Water District Office
602 E. Huntington Drive, Suite B, Monrovia, California 91016**

Thank you for participating in tonight's meeting. The Governing Board encourages public participation and invites you to share your views on agenda items.

MEETINGS: *Regular Meetings of the Governing Board are held on the third Thursday of each month at 6:00 PM at the Upper San Gabriel Valley Municipal Water District Office (602 E. Huntington Drive, Suite B, Monrovia, California 91016).* The Governing Board 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.sgvkog.org. Copies are available via email upon request (sgv@sgvcog.org). Documents distributed to a majority of the Board 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 Governing Board meetings. Time is reserved at each regular meeting for those who wish to address the Board. SGVCOG requests that persons addressing the meeting refrain from making personal, slanderous, profane or disruptive remarks.

TO ADDRESS THE GOVERNING BOARD: At a regular meeting, the public may comment on any matter within the jurisdiction of the Board 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. There is a three-minute limit on all public comments. Proxies are not permitted, and individuals may not cede their comment time to other members of the public. **The Governing Board may not discuss or vote on items not on the agenda.**

AGENDA ITEMS: The Agenda contains the regular order of business of the Governing Board. Items on the Agenda have generally been reviewed and investigated by the staff in advance of the meeting so that the Governing Board 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 Board 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 Governing Board.



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

5 MINUTES

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

PRESENTATION

30 MINUTES

6. Collaborative Mosquito and Vector Control Strategies to Protect the Public's Health in the San Gabriel Valley - Jared Dever, District Manager, San Gabriel Valley Mosquito and Vector Control District
Recommended Action: For information only.

LIAISON REPORTS

10 MINUTES

7. Gold Line Foothill Extension Construction Authority
8. Foothill Transit
9. Los Angeles County Metropolitan Transportation Authority
10. San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy
11. San Gabriel Valley Mosquito & Vector Control District
12. Southern California Association of Governments
13. League of California Cities
14. San Gabriel Valley Economic Partnership
15. South Coast Air Quality Management District

CONSENT CALENDAR

5 MINUTES

(It is anticipated that the SGVCOG Governing Board may take action on the following matters)

16. Governing Board Meeting Minutes – Page 1
Recommended Action: Adopt Governing Board minutes.
17. Monthly Cash Disbursements/Balances/Transfers – Attachments provided separately
Recommended Action: Approve Monthly Cash Disbursements/Balances/Transfers.
18. Capital Projects Committee Minutes – Page 7
Recommended Action: Receive and file.
19. Committee Attendance and 2018 Governing Board Attendance – Page 11
Recommended Action: Receive and file.
20. Strategic Plan Update Timeline – Page 23
Recommended Action: Receive and file.
21. Committee/Partner Agency Appointments – Page 29
Recommended Action: Appoint the following members to standing SGVCOG Policy Committees, Technical Advisory Committees and other partner agency assignments:
 - Foothill Gold Line: Tim Sandoval (Pomona), Board/Voting Member; Mendell Thompson (Glendora), Alternate.
 - Capital Projects and Construction Committee: Juli Costanzo (San Gabriel), Alternate to SGVCOG President.
22. Amendment to Executive Director Employment Agreement – Page 31
Recommended Action: Authorize the President to execute an Amendment to the Agreement for Executive Director services with Marisa Creter.

23. 2019 Extension of San Gabriel Valley Energy Wise Partnership (SGVEWP) Contract with Southern California Edison (SCE) and SoCalGas (SCG) – Page 35
Recommended Actions:
1) *Authorize the Executive Director to execute Amendment #9 and future amendments with Southern California Edison (SCE) to extend the San Gabriel Valley Energy Wise Partnership (SGVEWP) through December 31, 2019.*
2) *Authorize the Executive Director to execute Amendment #3 and future amendments with SoCalGas (SCG) to extend the SGVEWP through December 31, 2019.*
24. Update Salary Ranges Resolution – Page 47
Recommended Action: Adopt Resolution 18-60 updating the salary ranges for all SGVCOG positions.
25. Service Delivery Cost Comparison Study Contract – Page 57
Recommended Action: Authorize the Executive Director to execute a contract for an amount not to exceed \$113,500 and future amendments with Management Partners to conduct a municipal service delivery and cost comparison study for participating cities.
26. Contract Amendment with Tetra Tech – Page 73
Recommended Action: Authorize the Executive Director to execute Amendment #1 and future amendments with Tetra Tech to increase the total contract award by \$100,000 and add annual reporting task to the scope of work for the Upper Los Angeles River (ULAR) Enhanced Watershed Management Program (EWMP).
27. SGV Greenway Study and City Active Transportation Plans – Page 81
Recommended Action: Receive and file.
28. Committee Meeting Times – Page 85
Recommended Action: Adopt Resolution 18-61 updating committee meeting times and locations.
29. Cancel December Meeting – Page 89
Recommendation Actions: Adopt Resolution 18-62, taking the following actions: 1) Cancel the SGVCOG December 2018 Governing Board meeting and 2) Authorize the President, in consultation with the other officers, to act on the Governing Board's behalf by undertaking all actions that are necessary for the proper administration and operation of the SGVCOG and that cannot be delayed until the next Regular Meeting of the Governing Board.
30. Measure M MSP Subregional Fund Programming – Proposed Projects List for First Five-Year Programming Plan – Page 93
Recommended Actions: Adopt Resolution 18-63 approving the following: 1) Methodology for prioritizing and selecting projects for MSP programmatic funding and 2) SGVCOG Measure M MSP 5-Year Plan projects and funding proposal.

PRESIDENT'S REPORT

10 MINUTES

31. Recognition of Outgoing Board Members

EXECUTIVE DIRECTOR'S REPORT

5 MINUTES

GENERAL COUNSEL'S REPORT

5 MINUTES

COMMITTEE REPORTS

10 MINUTES

- 32. Transportation Committee – Page 111
- 33. Homelessness Committee – Page 115
- 34. Energy, Environment and Natural Resources Committee – Page 117
- 35. Water Committee – Page 121
- 36. Capital Projects and Construction Committee – Page 123

ANNOUNCEMENTS

CLOSED SESSION

- 37. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION –
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section
54956.9: (Three cases)
Recommended Action: Discuss and provide direction.

ADJOURN



SGVCOG Governing Board Unapproved Minutes

Date: October 18, 2018

Time: 6:00 PM

Location: USGVMWD (602 E Huntington Dr, Monrovia, CA 91016)

PRELIMINARY BUSINESS

1. Call to Order

President Cynthia Sternquist called the meeting to order at 6:08 p.m.

2. Pledge of Allegiance

J. Costanzo led the Governing Board in the Pledge of Allegiance.

3. Roll Call

A quorum was in attendance.

Governing Board Members Present

Alhambra	David Mejia
Arcadia	Peter Amundson
Azusa	Angel Carrillo
Claremont	Sam Pedroza; Joe Lyons
Diamond Bar	Carol Herrera
Duarte	John Fasana
El Monte	Victoria Martinez
Glendora	Judy Nelson
La Cañada Flintridge	Gregory Brown
La Puente	Dan Holloway
Monrovia	Becky Shevlin
Pomona	Tim Sandoval
Rosemead	Margaret Clark
San Dimas	Denis Bertone
San Gabriel	Julie Costanzo
Sierra Madre	John Capoccia
South El Monte	Gloria Olmos
Temple City	Cynthia Sternquist
West Covina	James Toma
LA County District 1	Florencio Briones
LA County District 5	Deborah Mendelsohn
Water Districts	Anthony Fellow

Absent

Baldwin Park
Bradbury
Covina
Industry
Irwindale
La Verne
Montebello
Monterey Park
San Marino
South Pasadena
Walnut
LA County District 4

SGVCOG Staff

Marisa Creter, Executive Director
Kimberly Hall Barlow, General Counsel
Stefanie Hernandez, Staff
Katie Ward, Staff
Christian Cruz, Staff
Peter Duyshart, Staff
Deanna Stanley, Staff
Alexander Fung, Staff
Jan Cicco, Staff

4. Public Comment

C. Herrera of the City of Diamond Bar made a comment in which she complimented the SGVCOG for putting together the Lemon Ave. Ceremony. She also added that she would like to see the SGVCOG do more capital projects in the SGV subregion in the future. She also complimented S. Pedroza for his role in the 57/60 event for Diamond Bar and Industry.

5. Changes to Agenda Order
No changes to the Agenda Order were requested.

LIAISON REPORTS

6. Gold Line Foothill Extension Construction Authority
S. Pedroza reported on this item.
7. Foothill Transit
Y. Igawa reported on this item. She announced that 9 SGV cities will get funding under the Bus Stop Enhancement Program.
8. Los Angeles County Metropolitan Transportation Authority
No report given
9. San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy
D. Bertone reported on this item. He discussed the call for projects processes for Prop. 1 and Prop. 68.
10. San Gabriel Valley Mosquito & Vector Control District
J. Dever provided a report on this item.
11. Southern California Association of Governments
A. San Miguel reported on this item. He discussed the Sustainability Planning Grants, Communities Pilot Program, and the start of the new RHNA process.
12. League of California Cities
J. Quan provided this report. She gave legislative update about which bills Gov. Brown either vetoed or signed into law.
13. San Gabriel Valley Economic Partnership
No report given
14. South Coast Air Quality Management District
R. Yeung reported on this item. She made an announcement about the “Check before you burn” program, which will run from November through February.

CLOSED SESSION

15. CONFERENCE WITH LABOR NEGOTIATORS: Agency designated representatives: Marisa Creter, Kimberly Hall Barlow, Richard D. Jones, Dominic Lazzaretto, Bob Russi, and Brian Saeki; Unrepresented employees: All unrepresented employees pursuant to California Government Code section 54957.6.
Recommended Action: Discuss and provide direction.

Kimberly Hall Barlow, General Counsel, reported that no reportable action was taken.

16. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (Three cases)
Recommended Action: Discuss and provide direction.

Kimberly Hall Barlow, General Counsel, reported that no reportable action was taken.

CONSENT CALENDAR

17. Governing Board Meeting Minutes
Recommended Action: Adopt Governing Board minutes.
18. Monthly Cash Disbursements/Balances/Transfers
Recommended Action: Approve Monthly Cash Disbursements/Balances/Transfers.

19. Capital Projects Committee Minutes
Recommended Action: Receive and file.
20. Committee Attendance
Recommended Action: Receive and file.
21. Committee Appointments
Recommended Action: Appoint the following members to the SGVCOG Committees:
 - EENR: City of Covina
 - Homelessness: City of Alhambra, Ex-Officio (Joe Lyons)
 - Public Works TAC: City of Industry, City of La Verne
22. Correspondence Vasquez & Company LLP
Recommended Action: Receive and file communication to the SGVCOG Governing Board regarding the planned scope and timing of the upcoming audit.
23. Consolidated Health Insurance Benefits
Recommended Action: Adopt Resolution 18-53 to update the health insurance benefits for all SGVCOG staff.
25. “Everyone In” Campaign
Recommended Action: Adopt Resolution 18-55 to support the “Everyone In” Campaign with the common goal of ending homelessness.
26. Investment of Monies in the Local Agency Investment Fund (LAIF)
Recommended Action: Adopt Resolution 18-56 authorizing officers and staff to order the deposit or withdrawal of monies in the Local Agency Investment Fund (LAIF).
27. Committee Meeting Times
Recommended Action: Adopt Resolution 18-57 updating committee meeting times and locations.
28. Capital Projects 5-Year Workplan Update
Recommended Action: Receive and file.
29. Support for White Paper “Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Solutions”
Recommended Action: Adopt Resolution 18-58 to support the Las Virgenes Municipal Water District and Main San Gabriel Basin Watermaster White Paper “Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Solutions.”
31. Contract Extension with County of Los Angeles for Measure H Homelessness Funding
Recommended Action: Authorize Executive Director to execute an amendment and future amendments to the contract with the County of Los Angeles to provide \$158,000 in funding to support Measure H and Homeless Initiative implementation through 2019.
32. Western Riverside Council of Governments (WRCOG) California Home Energy Retrofit Opportunity (HERO) Program Memorandum of Understanding (MOU) Amendment
Recommended Action: Authorize Executive Director to execute MOU amendment and future amendments with WRCOG related to the HERO Program.

C. Herrera asked that Item 20 be amended, to reflect that she was in attendance at the August Governing Board meeting.

Item 24 and Item 30 were pulled by P. Amundson of Arcadia for further discussion.

There was a motion to approve consent calendar items 17-23, 25-29, and 31-32. (M/S: J. Fasana/S. Pedroza).

[Motion Passed]

AYES:	Alhambra, Arcadia, Azusa, Claremont, Diamond Bar, Duarte, Glendora, La Cañada Flintridge, La Puente, Monrovia, Pomona, Rosemead, San Dimas, San Gabriel, Sierra Madre, South El Monte, Temple City, West Covina, LA County District 1, LA County District 5, SGV Water Districts
NOES:	
ABSTAIN:	
ABSENT:	Baldwin Park, Bradbury, Covina, El Monte, Industry, Irwindale, La Verne, Montebello, Monterey Park, San Marino, South Pasadena, Walnut, LA County District 4

24. Contract with CalPERS for Health Insurance and Other Health Contracts

Recommended Actions:

- *Adopt Resolution 18-54 authorizing the Executive Director to execute all necessary agreements and other documents to allow the SGVCOG to join the CalPERS health insurance pool.*
- *Authorize the Executive Director to establish and execute contracts with Delta Dental and VSP for dental and vision benefits.*

There was a motion made to:

- 1.) Adopt Resolution 18-54 authorizing the Executive Director to execute all necessary agreements and other documents to allow the SGVCOG to join the CalPERS health insurance pool, and*
- 2.) Authorize the Executive Director to establish and execute contracts with Delta Dental and VSP for dental and vision benefits.*

(M/S: D. Bertone/T. Sandoval).

[Motion Passed]

AYES:	Alhambra, Arcadia, Azusa, Claremont, Diamond Bar, Duarte, Glendora, La Cañada Flintridge, La Puente, Monrovia, Pomona, Rosemead, San Dimas, San Gabriel, Sierra Madre, South El Monte, Temple City, West Covina, LA County District 1, SGV Water Districts
NOES:	
ABSTAIN:	
ABSENT:	Baldwin Park, Bradbury, Covina, El Monte, Industry, Irwindale, La Verne, Montebello, Monterey Park, San Marino, South Pasadena, Walnut, LA County District 4, LA County District 5

30. H. R. 2 Agriculture Improvement Act of 2018

Recommended Action: Adopt Resolution 18-59 to oppose Section 9101 of H.R. 2, which would preempt local governments' pesticide protection.

There was a motion to adopt Resolution 18-59 to oppose Section 9101 of H.R. 2, which would preempt local governments' pesticide protection.

(M/S: D. Bertone/F. Briones).

[Motion Passed]

AYES:	Alhambra, Azusa, Claremont, Diamond Bar, Duarte, Glendora, La Cañada Flintridge, La Puente, Monrovia, Pomona, Rosemead, San Dimas, San Gabriel, Sierra Madre, South El Monte, Temple City, West Covina, LA County District 1, SGV Water Districts
NOES:	Arcadia
ABSTAIN:	
ABSENT:	Baldwin Park, Bradbury, Covina, El Monte, Industry, Irwindale, La Verne, Montebello, Monterey Park, San Marino, South Pasadena, Walnut, LA County District 4, LA County District 5

PRESIDENT'S REPORT

C. Sternquist provided the President's Report.

EXECUTIVE DIRECTOR'S REPORT

M. Creter provided the Executive Director's Report. She gave announcements about the SGVCOG's upcoming General Assembly in April, SCAG Sustainable Communities Planning grants, the Caltrans/SB 1 Sustainable Communities Competitive Grants, and the SGVCOG's ongoing efforts on the LA County Measure H Homeless Implementation Plans.

GENERAL COUNSEL'S REPORT

K. Hall Barlow provided this report. She discussed how AB 1912 was signed by the Governor at the end of September, and she described the effect that this bill will have on JPAs in the State of California.

COMMITTEE REPORTS

33. Transportation Committee
J. Fasana provided this report.
34. Homelessness Committee
J. Lyons provided this report.
35. Energy, Environment and Natural Resources Committee
D. Bertone provided this report.
36. Water Committee
J. Nelson provided this report.
37. Capital Projects and Construction
J. Costanzo provided this report.

PROJECT REPORTS

38. Homeless Coordination Efforts
No report was given.
39. San Gabriel Valley Energy Wise Partnership
No report was given.

BOARD MEMBER ITEMS

ANNOUNCEMENTS

V. Martinez of El Monte spoke about Domestic Violence Awareness Month, which is the month of October. She stressed how it is very important to raise resources for victims and survivors of domestic violence. Martinez invited all COG members to a Domestic Violence Awareness event and fundraiser on October 25, which will take place at El Monte City Hall. The event will feature a resource fair, a short walk around the City Hall area, and will provide an opportunity for attendees to purchase a fundraiser t-shirt. She also wants to develop an SGV Coalition to end domestic violence.

CLOSED SESSION

40. Closed Session Pursuant to California Government Code Section 54957(B)(1) – Performance Evaluation. Position: Executive Director
Recommended Action: Discuss and provide direction.

Kimberly Hall Barlow, General Counsel, reported that no reportable action was taken.

ADJOURN

President Cynthia Sternquist adjourned the meeting at 8:31 p.m.

SGVCOG Capital Projects & Construction Committee September 24, 2018 Meeting Minutes

Chairperson Costanzo called the meeting of the San Gabriel Valley Capital Projects and Construction Committee to order at 12:03PM at the City of West Covina Community Center.

1. **Pledge of Allegiance** – Committee member Becky Shevlin lead the pledge of allegiance.

2. **Roll Call:**

In attendance was:

Juli Costanzo, Chair, City of San Gabriel

Barbara Messina, City of Alhambra

Becky Shevlin, City of Monrovia

Cory Moss, City of Industry

Jack Hadjinian, City of Montebello

Nancy Lyons, City of Diamond Bar

Staff:

Mark Christoffels, Chief Engineer

Gregory Murphy, Burke Williams & Sorensen, legal counsel

Deanna Stanley

Amy Hanson

Charles Tsang

Nathan Bocanegra

Paul Hubler

Phil Balmeo

Rachel Korkos

Ricky Choi

Mark Mendoza

Guests:

Greg Jaquez, MNS Engineers

Vik Bapna, CWE

Natasha Debe, Ghirardelli

Joshua Nelson, CNC/COI

Cindy Marian, OSM

Bob Magys, CH2MHill/Jacobs

Tim Smith, CH2MHill/Jacobs

Art Corret, LA County DPW

3. **Public Comments** – There were no public comments.
4. **Approval of the Capital Projects and Construction Committee Meeting Minutes of August 27, 2018** – A motion was made by member Hadjinian to approve the minutes of August 27, 2018. The motion was seconded by member Messina.
M/S/C/Hadjinian/Messina/Passed Abstentions: Sandoval, Moss
5. **Chairman's Remarks** – Chairperson Costanzo thanked the staff for the successful celebration of the San Gabriel Trench's completion. The Chairman also announced that the closed session item was being pulled.
6. **Member Comments** – Jack Hadjinian reported that a Pico Rivera resident who was affected by the Durfee Avenue grade separation project approached Assemblywoman's office to discuss the process in which ACE handles property takes. He indicated he met with the property owner.
7. **Chief Engineers Monthly Report** – Mark Christoffels reported staff had a call with DOT to discuss the unsuccessful application for additional funding. He indicated DOT did not agree with the methodology used.

Mr. Christoffels indicated it since there was not an adequate number of members of the Committee to approve a Resolution of Necessity, hold the hearings on the amended resolutions so those items would be held until next month. Mr. Murphy explained those items required eight affirmative votes to pass and there were only six members present, therefore all four items would be pulled.
8. **Project Construction Progress Reports** – Charles Tsang reviewed the nearly complete Lemon Avenue eastbound ramps of the SR-60 freeway. He showed grading and reported the eastbound ramps will be open by late October. Victoria Butler reviewed the widening of Fullerton Road and the construction of a large private drain to service Industry in connection with the Fullerton Road Grade Separation Project.
9. **Hearing on Resolution of Necessities No. 13-11, 13-14, 13-15 & 13-16** – Mr. Murphy announced that due to lack of the required votes to adopt Resolutions of Necessity, the four items were pulled and hearings will be held at the October Committee agenda. He indicated if an additional member arrived the items would be heard.
10. **Approval of Contract Amendment with CH2M Hill for Design Support Services During Construction for the Fairway Drive Grade Separation Project** – Mr. Christoffels reminded the committee that once a design contract is awarded for a project the designer is responsible through construction to assist with any design changes. He reminded the Committee that the initially approved \$1.8M for design support through construction. He reported that the project is now 50% complete acknowledged there were many significant design issues that needed to be addressed. He stated he talked to members individually who concurred that drastic measures should be taken to keep the project moving forward. This involved significant additional design effort from the designer. He acknowledged reviewed prior amendments and stated approval of this amendment in the amount of \$492,307 would

carry the design contract through the completion of the project and bring the total contract value to \$8,321,611.

A motion was made to authorize the Chief Engineer to amend the contract with CH2MHill to add \$492,307 for additional design support during construction and design revisions for the Fairway Drive grade separation project, for a new total contract value of \$8,321,611

M/S/C/Hadjinian/Shevlin/Unanimous

11. **Approval of Contract award to CWE for Preliminary Engineering and Final Design Services During Construction for the Fairway Drive Grade Separation Project** – Mr. Christoffels reminded the Committee that this was the first non-ACE related contract and would benefit eight San Gabriel Valley cities along with parts of Unincorporated LA County. He reviewed the scope of the work in Phase I. There were no questions.

A motion was made to authorize the Chief Engineer to execute a design services contract with California Watershed Engineering Corporation (CWE) and issue Task Order No. 1 for preliminary design services for \$249,394 for the Load Reduction Strategy Projects for the Rio Hondo River Tributaries.

M/S/C/Messina/Lyons/Unanimous

Mr. Christoffels confirmed that the Resolutions of Necessity would be placed on the October Committee meeting agenda. He reviewed the process for eminent domain.

12. **Adjournment** – The meeting was adjourned at 12:36PM. The next meeting will be held on October 22, 2018.

X 

Deanna Stanley
Clerk

Governing Board Attendance

	2017						2018					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Alhambra	D	D	D	D	D	D	D	D	D	D	D	D
Arcadia	D	D	D	D	D	D		D	D	D	A	D
Azusa	D	D	D		D		D	D	D			
Baldwin Park		D		D	D	D				D	D	
Bradbury		D										
Claremont	D	D	D	D	D	D	D	D	A	D	D	A
Covina	D	D	D	D	D		D	D	D	D		
Diamond Bar	D	A	D	D			D	D	D	D		D
Duarte	D	D	D	D	D	D	D	D	D	D	D	D
El Monte	D		D		A		D	A	A	A		D
Glendora	D	D	D	D	D			D	D	D		D
Industry												
Irwindale												
La Canada Flintridge		D		D	D	D	D			D	D	D
La Puente		D	D		D	D	D	D	D	D	D	D
La Verne	D	D	D		D	D	D	D	D			D
Monrovia	D	D	D	D	D	D	D	D	D	D	D	D
Montebello	D		D	D	D	D	D	D	D			D
Monterey Park	D	D	D	D	D		D	D		D		D
Pasadena	D	D				D	D					
Pomona	D		D		D	D		D	D		D	D
Rosemead	D	D	D	D	D	D	D	A	D	D	D	D
San Dimas	D	D	D	D	D	D	D	D			D	
San Gabriel	D	A		D	D	D		D	D		D	D
San Marino							D					
Sierra Madre	D	A	D	D	D	D	D		D	D	D	
South El Monte	D			D	D	A		D	D	D		
South Pasadena	D	A	D	D	D	D	D	D	D	D	A	D
Temple City	D	D	D	D	D	D	D	D	A	D	D	D
Walnut		D				D	D	D	D	D		
West Covina	D	D	D	D	D	D	D	D	D	D	D	D
LA County District 1	D		D	A		D	D	D	A	D	A	D
LA County District 4		D				D	D	D	D	D	D	
LA County District 5	D	D	D	D	D	D	D	D	D	D	A	D
SGV Water Agencies	D	D	D		D	D	D	D	D	D	D	A

Major Action Items and Presentations

July

AB 1645 (Rubio)
LACCE JPA
Metro Open Streets Grant Program

August

Salary Resolution
ACE/SGVCOG Integration

September

Interim Executive Director Contract
Amendment to Legal Services
Financial Policies Modification
Contract for Metro Board Support Services
Measure H Homelessness Funding Contract
4th Quarter Financial Report
SB 242

JPA and Bylaws Update

October

California Voting Rights Act
4th Amendment to the JPA
9th Amendment to the SGVCOG Bylaw
FY 2017-18 Budget Amendment #1
Ad Hoc Legislative Committee

November

Executive Director Job Description
9th Amendment to the SGVCOG Bylaw

December

City Homeless Planning MOUs
Salary Resolution
9th Amendment to the SGVCOG Bylaws

January

Regional Housing Needs
Committee Appointments
Chief Engineer
Homeless Plan Grant Contract
Stormwater Legislative Priorities
Safe, Clean Water Program Elements
Extension of Office Lease
Construction Committee Election Process
Compensation Study
Director of Finance
Upper LA River Integrated Monitoring
Governing Board Stipends

February

Committee Appointments
Committee Meeting Times
City Managers' Steering Committee Election Process
Basin Plan
Measure M Public Participation Plan
Executive Director Interviews

February

March

San Dimas Traffic Management Plan
Treasurer Contract Renewal
SB 168 (Wieckowski)
AB 1795 (Gipson)
SB 827 (Wiener)
Committee Meeting Times
Legal Services Update
Employment Agreement for Executive Director
Measure M Administrative Funds
Rio Hondo Load Reduction Strategy Agreement

April

Retirement Benefit Options RFP
SB 623 Monning
Prop 69
Employment Handbook
AB 1971 (Santiago)
Salary Resolution
AB 2538 (Rubio)
Mutual Termination of Employment Agreement
Extension of Office Lease
May
Elections/Appointments
Finance Manual
Project Review
Capital Project Budget/Approval of FY 18-19 Budget

May

Reducing Crime and Keeping California Safe Act of 2018
SB 1133 (Portantino)
S. 2800 Americas Water Infrastructure Act of 2018
Tax Fairness, Transparency and Accountability Act of 2018
Voter Approval for Increases in Gas and Car Tax Initiative
Southern California Association of Governments (SCAG) Election

Governing Board Attendance

	2018						2019					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Alhambra	D	D		A								
Arcadia	A	D		A								
Azusa				D								
Baldwin Park		D										
Bradbury												
Claremont	D	A		D								
Covina		D										
Diamond Bar	D	D		A								
Duarte	D			D								
El Monte		D		D								
Glendora	D	D		D								
Industry												
Irwindale												
La Cañada Flintridge		D		D								
La Puente	D	D		D								
La Verne	D	D										
Monrovia	D	D		D								
Montebello	D	D										
Monterey Park												
Pomona	D	D		D								
Rosemead	D	D		D								
San Dimas	D	D		D								
San Gabriel	D			D								
San Marino												
Sierra Madre	D			D								
South El Monte				D								
South Pasadena	D	D										
Temple City	D	D		D								
Walnut	D											
West Covina	D			D								
LA County District 1	D	D		D								
LA County District 4												
LA County District 5	A	D		D								
SGV Water Agencies		D		D								

Major Action Items and Presentations

July

HR 113 (Rubio)
 Service Delivery and Cost Comparison
 Guiding Principles on Homeless Programs
 Measure M Subregional Administrative Fund
 Bikes Share RFP
 180-Day Waiting Period Exception and App
 Proposition 6 (Measure to Repeal the Gas Tax)

August

State Route 57-*60 Confluence Chokepoint
 Service Delivery MOU
 Safe Clean Water Program
 Coordinated Integrated Monitoring Program
 Retirement Benefit Study

October

Contract with CalPERA for Health Insurance
 H.R. 2: Agriculture Improvement Act of 2018 (Oppose in part)
 "Everyone In" Campaign (support)
 Support for White Paper "Tapping into Avail:
 WRCOG HERO MOU Amendment
 Contract extension with LA County for Meas:

Capital Projects and Construction

	2018						2019					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Central District	✓	✓		✓								
COG President	✓	✓		✓								
Industry	✓		✓	✓								
LA County		✓		✓								
Montebello	✓	✓	✓	✓								
Northeast District	✓	✓		✓								
Northwest District	✓	✓	✓	✓								
Pomona				✓								
San Gabriel		✓	✓									
Southeast District	✓	✓	✓	✓								
Southwest District	✓	✓	✓	✓								

Agenda Topics

July

Approval of Plans, Specifications and Estimates for the Durfee Project
 Approval of Project Definition Report and Initiation of Property Acquisition Activities for the Maple Project
 Approval of the Declaration of Surplus Property located at 204 S. 3rd Street, La Puente, CA in connection with the Puente Avenue Project

Aug

Approval of Contract Amendment for Design Support Services for the Durfee Avenue Grade Separation Project with URS Corporation
 Approval of Selection of CWE for Preliminary Engineering and Final Design Services for the Loan Reduction Strategy Projects for the Rio Hondo River and Tributaries

Sep

Approval of Contract Amendment with CH2M Hill for Design Support Services During Construction for the Fairway Drive Grade Separation Project –

Approval of Contract award to CWE for Preliminary Engineering and Final Design Services During Construction for the Fairway Drive Grade Separation Project

Oct

Approval of Task Order 2 for Construction Management Services for the Durfee Avenue Grade Separation Project with PreScience Corporation
 Hearing on Amended Resolution of Necessity No. 13-16 for the Fairway Drive Grade Separation

Transportation Committee Attendance

	2018						2019					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Alhambra	✓											
Claremont	✓			✓								
Diamond Bar	✓			✓								
Duarte	✓			✓								
El Monte												
Glendora	✓											
La Cañada Flintridge				✓								
LA County District 1				✓								
LA County District 5	✓											
Pomona	✓			✓								
San Gabriel				✓								
South El Monte				✓								
South Pasadena												
Temple City	✓			✓								
Walnut												

Agenda Topics

July

LA Metro's NextGen Bus Study

SGV Bike Share Expansion RFP Update

October

Measure M MSP Subregional Fund Programming: Proposed Projects List

LA and San Bernardino Inter-County Transit and Rail Connectivity Study

Metrolink SCORE Program: Follow-up

EENR Committee Attendance

	2018						2019					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Claremont	✓											
Duarte	✓		✓	✓								
Rosemead	✓		✓	✓								
San Dimas	✓		✓	✓								
Sierra Madre												
West Covina	✓			✓								

Agenda Topics

July

Highway 39 Tour

September

East Fork/Cattle Canyon Improvement Plan

Prop 68 Update

Homelessness Committee Attendance

	2018						2019					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Alhambra												
Baldwin Park	✓											
Claremont	✓			✓								
Monrovia	✓			✓								
Pomona	✓			✓								
Rosemead	✓			✓								
West Covina	✓											
LA County Dist 1	✓			✓								

Agenda Topics

July

LAHSA Homeless Count
State Housing Package

October

2017-2018 California Homelessness Legislation Update
LA HOP Outreach Request Tool
November Election of Homelessness Committee Chair, Vice Chair and Ex-officio
Updates , Strategies and SGVCOG Support for the 2018 City Implementation RFP

November

Election, Chair/Vice Chair
Union Station Homeless Services New Leadership
Supportive Housing Overview and Discussion
LAHSA 2019 Point in Time Homeless Count
County Homeless Initiative Updates

Water Policy Committee

	2018						2019					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Claremont												
Glendora	✓		✓	✓								
Monrovia	✓		✓	✓								
Rosemead	✓		✓	✓								
Sierra Madre	✓		✓	✓								
South Pasadena	✓		✓	✓								
West Covina	✓											
LAC #1												
USGVMWD			✓	✓								

Agenda Topics

July (Joint Meeting with Water TAC)

- Safe Clean Water Update
- Integrated Planning and Federal Water Legislation
- Legislative Update

September (Joint Meeting with Water TAC)

- Legislative Summary 17-18
- Las Virgenes MWD White Paper Presentation
- Meeting with Regional Water Board Recap

October (Joint Meeting with Water TAC)

- Support for Las Virgenes MWD White Paper
- Legislative Update
- Prop 3 Presentation

Water TAC Attendance

	2018						2019					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Alhambra			✓	✓								
Arcadia			✓	✓								
Bradbury	✓			✓								
Covina			✓	✓								
Monrovia	✓		✓	✓								
Pomona	✓											
Sierra Madre	✓		✓	✓								
LA County DPW			✓	✓								
San Gabriel Valley Municipal Water District	✓		✓	✓								
Upper San Gabriel Valley Municipal Water District	✓		✓	✓								
<i>Ex-Officio</i>												
LA County Sanitation Districts	✓		✓	✓								
Main San Gabriel Basin Watermaster	✓		✓	✓								

Agenda Topics

July (Joint Meeting with Water Committee)

- Safe Clean Water Update
- Integrated Planning and Federal Water Legislation
- Legislative Update

September (Joint Meeting with Water Committee)

- Legislative Summary 17-18
- Las Virgenes MWD White Paper Presentation
- Meeting with Regional Water Board Recap

October (Joint Meeting with Water Committee)

- Support for Las Virgenes MWD White Paper
- Legislative Update
- Prop 3 Presentation

City Managers' Steering Committee

	2018						2019					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Arcadia	✓	✓			✓							
Alhambra	✓	✓	✓	✓								
Azusa				✓	✓							
Baldwin Park	✓	✓	✓	✓	✓							
Covina	✓		✓		✓							
Duarte		✓		✓								
La Canada Flintridge		✓		✓	✓							
La Verne			✓	✓	✓							
Monrovia		✓		✓	✓							
Pomona	✓	✓	✓	✓								
San Dimas	✓		✓		✓							
Temple City		✓	✓	✓	✓							
West Covina		✓	✓		✓							

Agenda Topics

Jul

Service Delivery RFP
 Measure M Admin Funds Contract
 Safe Clean Water Update

Aug

Safe Clean Water Position
 Benefits Study Contract
 Measure H Funding Update

Sep

Appoint Northeast Rep
 Vector Control Presentation

Oct

LA County Fire Issue Discussion
 Measure M MSP Subregional Fund
 Service Delivery Update

Nov

Regional Coyote Management Plan
 Service Delivery Contract

	2018						2019					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Alhambra	✓		✓									
Arcadia			✓									
Azusa												
Baldwin Park												
Claremont												
Covina			✓									
Diamond Bar	✓		✓									
Duarte			✓									
El Monte	✓											
Glendora	✓		✓									
Irwindale			✓									
La Verne	✓		✓									
Monrovia	✓		✓									
Montebello	N/A	N/A										
Monterey Park	✓		✓									
Pomona												
Rosemead	✓											
San Dimas			✓									
San Gabriel												
Sierra Madre												
South El Monte	N/A	N/A	✓									
South Pasadena	✓											
Temple City	✓											
Walnut												
West Covina			✓									
LA County DRP	✓		✓									

Agenda Topics**July**

AT&T's 5G Cell sites and Technology

Update on Measure M MSP Funding

LA County Fire Dept. Update

September

SCAG Bottom-Up Local Input and Envisioning Process & SCAG Sustainable Communities Program Grants

Measure M MSP Subregional Fund Programming -- Proposed Projects List for First 5-Year Programming Plan

SB 1 Sustainable Communities Grants

Public Works TAC Attendance

	2018						2019					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Arcadia	✓		✓									
Azusa			✓	✓								
Claremont	✓		✓									
Diamond Bar	✓		✓	✓								
El Monte	✓		✓									
Glendora			✓	✓								
Industry	N/A	N/A	N/A	N/A								
Irwindale	✓			✓								
La Verne	N/A	N/A	N/A	N/A								
Monrovia	✓		✓	✓								
Pomona	✓		✓	✓								
San Dimas	✓		✓	✓								
San Gabriel												
South El Monte	✓		✓	✓								
South Pasadena	N/A	N/A	✓									
Temple City	✓		✓	✓								
West Covina			✓									
LA County	✓		✓	✓								

Agenda Topics

July

MSRC Local Government Partnership Funding Program
AT&T: 5G Cell-sites and Technology

September

Save California Streets 2018 Study -- Findings
Measure M MSP Subregional Fund Programming -- Proposed Projects List for First 5-Year Programming Plan
SB 1 Local and Municipal Education and Engagement Strategies

October

Renewable Natural Gas and SoCalGas' Innovative Tariff Services
Metro Congestion Management Program (CMP) Opt-Out
SB 1/CalTrans Sustainable Communities Grants
SCAG Sustainable Communities Program Grants

DATE: November 15, 2018

TO: City Managers' Steering Committee
Governing Board Delegates and Alternates

FROM: Marisa Creter, Executive Director

RE: **STRATEGIC PLAN UPDATE**

RECOMMENDED ACTION

Receive and file.

BACKGROUND

The last comprehensive update to the SGVCOG Strategic Plan was approved in April 2016. This document serves as a roadmap for the organization. Numerous major milestones have occurred since this update, most notably the integration and expansion of ACE, and therefore, staff is proposing to update the Strategic Plan. This memo provides an overview of the proposed process and various issues for the Governing Board to consider. Staff is not requesting any action at this time, and this memo is only intended to serve as a briefing document. Additionally, please note that all staff recommendations are being provided as a way to initiate discussion, and there will be a robust input process for all member agencies to guide the Strategic Plan update.

It is anticipated that the Strategic Plan Workshop will occur as a part of the January 2019 Governing Board meeting.

MISSION STATEMENT

The SGVCOG's current mission statement, which was adopted in October 2013, is as follows:

“The SGVCOG is a unified voice to maximize resources and advocate for regional and member interests to improve the quality of life in the San Gabriel Valley.”

According to best practices, a mission statement should clearly identify the following:

- Does it clearly state what business you are in?
- Does it answer the questions: “who we are, what we do, for whom (or to whom) we do it, and why it’s important?”
- Is the ultimate rationale for existence clear?
- Is the mission broad enough to accommodate current times?
- Can the mission survive changes in administration?
- Is it easily understandable to anyone who reads it?
- Can we justify the dollars we spend on executing the mission?

In reviewing the SGVCOG's current mission statement, staff believes that all these items are addressed with the exception of the first item ("Does the mission statement clear state what business you are in?"). Therefore, staff is recommending a minor modification to the mission statement as follows (changes are underlined):

"The SGVCOG is a sub-regional joint powers authority that serves as a unified voice to maximize resources and advocate for regional and member interests to improve the quality of life in the San Gabriel Valley."

CORE VALUES

Previously the SGVCOG Governing Board adopted the following core values:

- Reflecting the Diversity of our Member Agencies
- Accountability
- Mutual Respect
- Integrity
- Unity of Common Goals & Objectives
- Collaboration
- Fiscal Responsibility
- Transparency
- Being Proactive
- Creativity

Staff is not recommending any modifications to this list of core values.

VISION STATEMENT

A vision statement is an aspirational declaration of an organization's objectives and is intended to guide its internal decision-making. It differs from a mission statement in that it identifies an objective, near-time goal.

The SGVCOG's current vision statement, which was adopted in October 2013, is as follows:

"The San Gabriel Valley Council of Governments will be recognized as a leader in advocating for and achieving sustainable solutions for transportation, housing, economic growth, and the environment."

Staff is recommending that the vision statement be updated to specifically reflect the integration of ACE while broadening the scope to address any member agency goals and priorities that may be identified. The revised proposed vision statement is as follows:

"By 2021, the SGVCOG will serve as a model subregional agency in Southern California by continuing its existing support of member agency goals and priorities while leveraging the new opportunities provided by the extension and expansion of ACE."

CURRENT STRATEGIC GOALS

The current strategic plan identifies goals across five different areas as follows:

- **Legislative & Regulatory Advocacy**

Goal: Advocate for San Gabriel Valley priorities and interests on the County-wide, State and Federal level.

- **Homelessness**

Goal: Serve as a clearinghouse to member agencies for resources related to homelessness and advocate for resources to address homelessness in the San Gabriel Valley.

- **Large Capital Transportation Projects**

Goal: Ensure the timely implementation of regional priority transportation projects.

- **Water Quality & Stormwater**

Goal: Assist cities in addressing stormwater MS-4 permit requirements, with an emphasis on securing long-term funding and identifying regional solutions.

- **Active Transportation**

Goal: Create a regional active transportation network that increases safety for bicyclists and pedestrians and enhances access to transit.

Over the past two and half years, enormous progress has occurred on all of these goals. Key highlights by issue area are as follows:

- **Legislative & Regulatory Advocacy**

- Formed an ad hoc Legislative Committee to develop a process and workflow to track, analyze and recommend positions on legislation. Those recommendation were unanimously approved by the Governing Board.
- Developed a legislative workplan that assigns all area related legislation to corresponding Policy Committees, with overall legislative tracking assigned to that the Executive Committee
- Developed and adopted legislative platforms that resulted in 7 bills being introduced into the State legislature

- **Homelessness**

- Formed Homelessness Committee in July 2017.
- Developed legislative policy priorities and workplan for the Homelessness Committee.
- Secured funding through Measure H and hired a full-time SGVCOG Regional Homelessness Coordinator.
- Assisted 20 cities in securing a total of \$890,000 in funding to develop city-level homelessness plans.
- Assisted 17 cities in developing homelessness plans.
- Hosted regional homelessness summit in August 2018.
- Developed homelessness white paper for cities to adopt.
- Successfully negotiated with the County of Los Angeles to increase funding for city plan implementation from \$3 million to \$12 million (\$9M Measure M + \$3M HEAP).

- **Large Capital Transportation Projects**

- In partnership with Gateway COG, secured \$34 million in funding for the environmental and final project approval phases of the 605/60 improvement project.
- Approved direction for integration of COG and ACE and expansion of ACE's authority to take on capital projects across the San Gabriel Valley.
- Adopted bylaws amendment and majority of member agencies approved JPA amendment to implement integration and expansion of ACE.

- Assigned three new capital projects to the new ACE (Rio Hondo LRS, Bike Share and 57/60).
- Developed 5-year plan for Measure M MSP funds, which is being presented for adoption at November 2018 Governing Board.
- **Water & Quality Stormwater**
 - Developed a Stormwater Policy and Legislative Platform, which resulted in 7 bills being introduced into the State Legislature.
 - Conducted extensive outreach on stormwater, including COG staff leading Congresswoman Napolitano and staff on a tour of the County Flood Control system and conducting an information brief for Senator Harris' staff.
 - Actively participated in redefining the definition and jurisdictional reach of Waters of the United States.
 - Informed the California State Auditor's review of the Regional Water Board permitting processes.
 - Participated actively on County-wide Safe, Clean Waters Stakeholder Advisory Committee that resulted in nearly all the COG's recommendations to be incorporated in the final Measure W program. The SGVCOG Governing Board adopted a position of support for Measure W in August 2018.
- **Active Transportation**
 - In partnership with 10 cities, awarded \$798K in funding for 5 projects submitted under SCAG's Sustainability Planning Grant program (i.e. Greenway Network Feasibility Plan; Arrow Highway Demonstration Project; Bike Friendly Business District – El Monte/South El Monte; Bike Friendly Business District - Baldwin Park; and First/Last Mile Planning - El Monte).
 - Completed ATP Cycle 1 Grant to undertake Greenway Network Feasibility Study, which will complete Greenway Network Feasibility Study and Active Transportation Plans for 5 cities (Glendora, Monrovia, La Puente, Irwindale and Montebello).
 - Coordinating a Regional Bike Share Expansion with 15 SGV Cities.
 - Launched a Bicycle-Friendly Business District Pilot with Glendora and South Pasadena.
 - Hosted a 6-mile Open Street event in partnership with the cities of San Dimas, La Verne, Pomona and Claremont in April 2018.
 - Supported development of four open streets applications under the Cycle 3 of the Metro Open Streets Program that were awarded funding for \$1,272,000 which represent 28.6% of the funding.

PROPOSED UPDATED STRATEGIC GOALS

Staff is recommending some minor modifications to the existing goals, as follows (changes are underlined):

- **Transportation (*including Active Transportation*)**
 - Goal: Ensure the timely implementation of regional priority transportation projects and support regional transportation planning efforts.
 - Explanation: Large capital projects and active transportation were originally bifurcated to reflect the need to focus on addressing the future of ACE. Now that the Governing Board has taken action to address that issue, staff recommends combining

these two strategic areas. Staff also recommends adding language to this goal to reflect regional planning efforts.

- **Water (*expanded beyond water quality & MS-4*)**
 - Goal: Support regional water resiliency and assist cities in addressing stormwater MS-4 permit requirements, with an emphasis on securing long-term funding and identifying regional solutions.
 - Explanation: Staff recommends expanding this goal to include additional water-related issues by adding the concept of “water resiliency”. This reflects the concept of water as a resource and is in keeping with the direction and focus of the Water Committee.
- **Homelessness**
 - Goal: Support member agencies’ effort to implement programs and projects that address homelessness in their communities and advocate for resources to address homelessness in the San Gabriel Valley.
 - Explanation: This goal was developed prior to the passage of Measure H. Since that time, significant resources have been made available to address homelessness, and the majority of member agencies have developed homelessness plans. This goal has been made more specific to reflect these new opportunities.

Staff is recommending the elimination of the “Legislative and Regulatory Advocacy” goal because legislative and regulatory advocacy is more appropriately treated as a strategy to support the other goals. As has occurred over the past two years, legislative and regulatory advocacy will be incorporated into all of the policy committee workplans.

Staff is recommending two additional goals:

- **Sustainability**
 - Goal: Support Member agencies in advancing sustainability efforts in the region while balancing needs associated with quality of life, and enriching the future for SGV residents, and businesses.
 - Explanation: Staff recommendation of this goal is to reflect the current committee structure (which includes the EENR Committee) and the significant work that the SGVCOG does related to the San Gabriel Valley Energy Wise Partnership and other sustainable planning efforts.
- **Member Networking and Communications**
 - Goal: Sustain and strengthen Board and partner agency commitment to SGVCOG and its initiatives.
 - Explanation: One of the unique strengths and challenges of the SGVCOG is the size and diversity of our member agencies. The SGVCOG can serve a valuable forum to share information and best practices and coordinate regional efforts. This goal is intended to reflect that organizational strength.

PROCESS AND SCHEDULE

Staff recommends gathering initial input on the proposed revised goals and proposed areas of focus via an online survey. This survey will be sent to all Governing Board members and City Managers. Staff anticipates distributing this survey in late November. Next, a comprehensive Strategic Plan workshop will be held as part of the January Governing Board meeting. The purpose of this workshop

will be to present the results of the survey, as well as provide an engaging forum for discussing “big picture.” Proposed questions include the following:

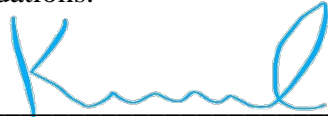
- What types of activities should the SGVCOG be engaged in to achieve goals? What are the SGVCOG’s unique strengths and capacities?
- What issues, challenges and opportunities are on the horizon in the next 10+ years that the SGVCOG should be working on to assist member agencies?
- What are some big, bold initiatives the SGVCOG should undertake in the next three years?

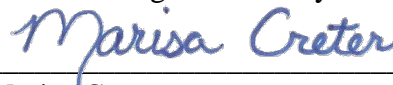
Staff is also recommending the workshop be facilitated by a hired consultant to ensure a guided and neutral discussion. This would allow for input to be evaluated by a third-party with no vested interest in the outcome of the workshop. Based on the results of the workshop, staff would then work to prepare and present a draft revised strategic plan at the February Governing Board meeting. Staff will then revise and present the updated Strategic Plan for adoption at the March Governing Board meeting. Table 1 provides a summary of the timeline for the proposed Strategic Plan update.

Date	Activity
November, 2018	Distribute survey to gather input on revised strategic goals to Governing Board members and City Managers.
December, 2018	Secure consultant to assist with planned Strategic Plan workshop.
January, 2019	Comprehensive workshop held on Strategic Plan update at January Governing Board meeting.
February, 2019	Draft Strategic Plan update presented at February Governing Board meeting.
March, 2019	Incorporate feedback on draft Strategic Plan and present Strategic Plan for adoption at the March Governing Board meeting.
May, 2019	Adopt FY 2019-2020 budget that includes elements and strategic goals outlined in Strategic Plan

Table 1.
Strategic Plan Timeline.

Based on this timeline, the Fiscal Year 2019-2020 budget will incorporate the updated goals and priorities identified in the updated Strategic Plan. The Executive Committee was presented with the proposed draft Strategic Plan outline/process at the November 5 meeting and expressed support for staff recommendations.

Prepared by: 
Katie Ward
Senior Management Analyst

Approved by: 
Marisa Creter
Executive Director

REPORT

DATE: October 18, 2018

TO: Governing Board Delegates and Alternates

FROM: Marisa Creter, Executive Director

RE: **SGVCOG COMMITTEE APPOINTMENTS**

RECOMMENDED ACTION

Appoint the following members to standing SGVCOG Policy Committees, Technical Advisory Committees and other partner agency assignments:

- Foothill Gold Line: Tim Sandoval (Pomona), Board/Voting Member; Mendell Thompson (Glendora), Alternate
- Capital Projects and Construction Committee: Juli Costanzo (San Gabriel), Alternate to SGVCOG President

BACKGROUND

The SGVCOG Bylaws provide for the creation of technical advisory committees (TACs) and policy committees to provide technical support and policy recommendations to the Governing Board. There are currently 5 policy committees (Transportation; Energy, Environment, and Natural Resources (EENR); Water; Homelessness and Capital Projects and Construction) and 4 TACs: the City Managers' TAC, the Planning TAC, the Transportation TAC and the Public Works TAC. The Bylaws also provide for the creation of a City Managers' Steering Committee, to aid and support to the full City Managers' TAC, the Governing Board, and/or the Executive Committee. The SGVCOG Bylaws allow for the creation of additional TACs and policy committees as needed.

Additionally, the Governing Board confirms appointments for representatives of the following partner agencies:

- Foothill Gold Line
- League of California Cities
- San Gabriel and Lower LA River Mountains Conservancy
- Southern California Association of Governments (SCAG)

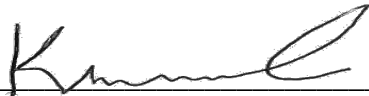
APPOINTMENTS

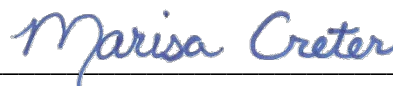
Individuals from partner agencies that indicated interest in being appointed to the SGVCOG's committees, TACs and partner agencies in the months of October and November are outlined in Table 1. There was a request by the SGVCOG President to appoint an alternate to President's seat on the Capital Projects and Construction Committee. Additionally, the Foothill Gold Line JPA Board met on October 18th to consider a recommendation to the SGVCOG for a replacement of the current SGVCOG representatives. The JPA Board's unanimous recommendation was to appoint Pomona Mayor, Tim Sandoval as Voting/Board Member and Glendora Mayor, Mendell Thompson as the Alternate. These appointments will be effective December 12, 2018, which will

allow currently appointed Board members to attend the one last meeting of the Foothill Gold Line Board on December 11, 2018 at 12:00 pm.

<u>Capital Projects and Construction Committee</u>	
SGVCOG President	<ul style="list-style-type: none">• Juli Costanzo (San Gabriel) – Alternate
<u>SGVCOG Appointments to External Agencies</u>	
Foothill Gold Line	<ul style="list-style-type: none">• Tim Sandoval (Pomona) – Board/Voting Member• Mendell Thompson (Glendora) – Alternate

Table 1. SGVCOG Appointments

Prepared by: 
Katie Ward
Senior Management Analyst

Approved by: 
Marisa Creter
Executive Director

DATE: November 15, 2018

TO: Governing Board

FROM: Kimberly Hall Barlow, General Counsel

RE: **AMENDMENT TO EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT**

RECOMMENDED ACTION

Authorize the President to execute an Amendment to the Agreement for Executive Director services with Marisa Creter.

BACKGROUND

The Governing Board appointed Marisa Creter as Executive Director at its meeting on March 15, 2018 and approved her Employment Agreement which extends to March 15, 2021. The compensation provided for in the Employment Agreement is \$13,167 per month, or \$158,004 annually. The Governing Board conducted an evaluation of the Executive Director's performance in closed session at its meeting on October 18, 2018, and provided direction to General Counsel to bring back an amendment to the contract for consideration in open session at its November meeting.

DISCUSSION

The attached draft amendment to the agreement provides that Ms. Creter's compensation will increase to \$14,583 per month (for an annual salary of \$175,000), effective December 1, 2018. Her benefits will remain unchanged. All other terms of the Employment Agreement will remain in effect.

Prepared by: Kimberly Hall Barlow, General Counsel

ATTACHMENTS

Attachment A – Draft Amendment to Employment Agreement

SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

AMENDMENT TO EMPLOYMENT AGREEMENT

This document ("Amendment") amends the Employment Agreement dated March 15, 2018 ("Agreement"), and is entered into effective as of the 15th day of November, 2018 (the "Effective Date"), between the San Gabriel Valley Council of Governments (hereinafter referred to as the "SGVCOG" or the "COG") and Marisa Creter hereinafter referred to as "Executive Director" or the "Employee"). The COG and Employee are sometimes referred to in this Amendment as "Party" and collectively as "Parties." The above named Parties hereby mutually agree and promise as follows:

1. Salary.

Paragraph 2 of the Agreement is hereby amended to read:

Employee's monthly salary shall be Fourteen Thousand Five Hundred Eighty Three Dollars (\$14,583) effective December 1, 2018.

2. Other terms of Agreement.

Except as modified herein, the remaining terms and conditions of the Agreement shall remain in full force and effect.

3. Acknowledgement.

Employee acknowledges that she has had an opportunity to consult legal counsel in regard to this Amendment, that she has read and understands this Amendment, that she is fully aware of its legal effect, and that she has entered into it freely and voluntarily and based on her own judgment and not on any representations or promises other than those contained in this Agreement.

IN WITNESS WHEREOF, the parties have executed this Amendment on the _____ day of _____ 2018.

EMPLOYEE

San Gabriel Valley Council of Governments

Marisa Creter

Cynthia Sternquist
President

APPROVED AS TO FORM:

Kimberly Hall Barlow
General Counsel

DATE: November 15, 2018

TO: Governing Board

FROM: Marisa Creter, Executive Director

**RE: CONTRACTS WITH SOUTHERN CALIFORNIA EDISON AND
SOCALGAS FOR EXTENSION OF SAN GABRIEL VALLEY ENERGY
WISE PARTNERSHIP**

RECOMMENDED ACTIONS

1. Authorize the Executive Director to execute Amendment #9 and future amendments with Southern California Edison (SCE) to extend the San Gabriel Valley Energy Wise Partnership (SGVEWP) through December 31, 2019.
2. Authorize the Executive Director to execute Amendment #3 and future amendments with SoCalGas (SCG) to (1) extend the SGVEWP through December 31, 2019.

BACKGROUND

Since 2009, the SGVCOG has served as the local government partner for the SGVEWP. This program is funded by the California Public Utilities Commission (CPUC) Local Government Partnerships Program and is co-managed by SCE and SCG

The three primary objectives of SGVEWP have been as follows:

1. Identify opportunities for municipal building energy efficiency retrofits and assist cities in implementing these projects and accessing SCE financial incentives and technical resources;
2. Leverage the COG's communication infrastructure to inform member agencies about existing SCE energy efficiency, conservation and demand response programs and encourage participation; and
3. Develop specialized energy efficiency offerings to local governments as well as residential and business customers.

Over the past six years, through participation in the program, San Gabriel Valley cities have received over \$2 million in cash incentive payments.

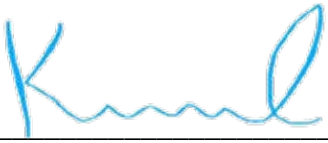
STATUS

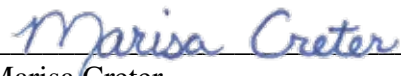
The SGVCOG has been under a contract with SCE since 2009 and then entered into a separate contract with SCG in 2013 to expand the Partnership. In 2015, the CPUC issued their decision to move to "rolling" portfolios, which are ten-year program cycles. While the program cycles are longer, the utilities are still determining how to structure long-term agreements with local governments partners. While these long-term agreements are being determined, these amendments will extend the SCE contract an additional year and the contract with SCG an additional year. Table 1 summarizes the goals, and budgets of each contract, all other terms remain the same.

	Energy Savings Goals (Annual)	Budget (Annual)
SCE	1,461,662 kWh	\$119,500
SCG	20,000 Therms	\$141,000

Table 1. 2019 SCE and SCG Amendment Summary

The total annual budget for the SGVEWP in 2019 is \$260,500. This amount includes SGVCOG staff time and expenses.

Prepared by: 
Katie Ward
Senior Management Analyst

Approved by: 
Marisa Creter
Executive Director

ATTACHMENTS

Attachment A – SCE Contract Amendment #9
Attachment B – SCG Contract Amendment #3

NINTH AMENDMENT

THIS NINTH AMENDMENT (“NINTH AMENDMENT”) TO THE AGREEMENT TO JOINTLY DELIVER THE 2010-2012 SAN GABRIEL VALLEY ENERGY WISE ENERGY LEADER PARTNERSHIP PROGRAM (the “Agreement”) dated January 1, 2010 is effective as of January 1, 2019 (the “Ninth Amendment Effective Date”) by and between SOUTHERN CALIFORNIA EDISON COMPANY (“SCE”), AND SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTNS (“SGVCOG”). Terms not otherwise defined herein shall have the meaning ascribed to them in the Agreement. SCE may be referred to individually herein as the “Utility”. The Utility and SGVCOG may be referred to herein individually as a “Party” or collectively as the “Parties”.

RECITALS

WHEREAS, the Parties previously executed the Agreement effective January 1, 2010 and subsequently amended the Agreement eight times to, among other things, extend its term in accordance with the applicable decisions of the California Public Utilities Commission (“Commission”);

WHEREAS, on October 28, 2015, the Commission issued its Decision for Energy Efficiency Goals for 2016 and Beyond and Energy Efficiency Rolling Portfolio Mechanics (the “D.15-10-028”) which authorized the Energy Efficiency Program rolling portfolio mechanics for 2016 and beyond, and continuation of energy efficiency programs, consistent with the terms and conditions set forth in the Agreement, except as otherwise provided in this Ninth Amendment; and

WHEREAS, the Parties desire to further amend the Agreement as necessary to set forth the 2019 program budget to extend the Amendment through the end of the program cycle beginning January 1, 2019 and ending December 31, 2019 (“2019 Program”).

NOW THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. To the extent applicable, any reference in the Agreement, as amended, to the “2010-2012 Program” shall also hereby include the 2019 Program.
2. Section 1.15 of the Agreement is hereby deleted in its entirety and replaced with the following, and all references to “PIP” or “Program Implementation Plan” in the Agreement shall be changed to “IP” or “Implementation Plan”.

1.15: IP or Implementation Plan: The Implementation Plan, as may be amended from time to time, specific to this Partnership, together with the SCE Energy Leader Partnership Master IP, which include the anticipated scope of the Program in SCE’ service territory, as approved by the Commission. The Implementation Plan is incorporated into this Agreement by reference hereto and will be provided to Program Participant upon written request.

3. Section 10.1.3 of the Agreement is hereby deleted in its entirety and replaced with the following:

10.1.3. SGVCOG Budget Adjustment and Fully Burdened Labor Rate Change

The Parties acknowledge that this Program is offered in furtherance of the Commission’s strategic energy efficiency goals for California and is based on SGVCOG’s agreement to help achieve such goals for the Partnership. The Partner Budget for SGVCOG is set forth in Exhibits B, which exhibits

may be modified in the sole discretion of SCE, without formal amendment to the Agreement (notwithstanding Section 24 hereof), consistent with Section 10.1.1 and 10.1.3 hereof. SCE will provide at least 30 days' notice to SGVCOG of the final Partner Budget and any modifications thereto, and any such notice will include a copy of the modified Partner Budget and the effective date of any such modified Partner Budget. Pursuant to this Section, any such amended Exhibit B shall automatically be incorporated into this Agreement and take effect on the effective date stated in the notice from SCE to SGVCOG.

SGVCOG, in its discretion, may request changes to the Joint Fully Burdened Labor Rate Table to modify the maximum fully burdened labor rate for each title, subject to SCE's approval. If SCE approves the amended Joint Fully Burdened Labor Rate Table, it will issue a new Joint Fully Burdened Labor Rate Table to be incorporated into the Agreement without requiring a formal amendment executed by both Parties, notwithstanding Section 24 hereof.

4. Section 11 of the Agreement is hereby deleted in its entirety and replaced with the following:

11. END DATE FOR PROGRAM AND ADMINISTRATIVE ACTIVITIES

Unless this Agreement is terminated pursuant to Section 25 below, or unless otherwise agreed to by the Parties or so ordered by the Commission, the Parties shall complete all Program Administrative activities (as defined in the IP) and all reporting requirements by no later than March 31, 2020, and all Direct Implementation and Marketing & Outreach activities by no later than December 31, 2019.

5. Section 12 of the Agreement is hereby deleted in its entirety and replaced with the following:

12. FINAL INVOICES

SGVCOG must submit final invoices to the Utility no later than March 31, 2020.

6. Section 25.1 of the Agreement is hereby deleted in its entirety and replaced with the following:

25.1. Term. This Agreement shall be effective as of the Effective Date. Subject to Section 37, the Agreement shall continue in effect until June 30, 2020 unless otherwise terminated in accordance with this Agreement, as amended.

7. Exhibit B (ENERGY LEADER PARTNERSHIP PROGRAM 2017-2018 GOALS & PARTNER BUDGET) of the Agreement is hereby deleted in its entirety and replaced with the version of Exhibit B (ENERGY LEADER PARTNERSHIP PROGRAM 2019 GOALS & PARTNER BUDGET FOR SGVCOG) attached to this Ninth Amendment, which attached versions are incorporated herein by reference and made a part of the Agreement. The Parties acknowledge and agree that if a Commission decision or order alters the amount approved for the 2019 Program budget(s), as set forth in Exhibit B, SCE shall amend Exhibit B to reflect the approved 2019 Program budget in any such Commission decision or order, in accordance with Section 30 of this Agreement.

8. Section 26 of the Agreement is hereby deleted in its entirety and replaced with the following:

26. WRITTEN NOTICES

Any written notice, demand, or request required or authorized in connection with this Agreement, shall be deemed properly given if delivered in person or sent by electronic mail,

nationally recognized overnight courier, or first class mail, postage prepaid, to the address specified below, or to another address specified in writing by a Party as follows:

SGVCOG:

Marisa Creter
Executive Director
1000 S. Fremont Avenue, Unit 42, Suite 10-210
Alhambra, CA 91803
Email: mcreter@sgvcog.com
Phone: (626) 457-1800

SCE:

Southern California Edison Company
Joanna Chang, Program Manager
1515 Walnut Grove Avenue
Rosemead, CA 91770
Email: Joanna.Chang@sce.com
Phone: (626) 302-0644

Notices shall be deemed received (a) if personally or hand-delivered, upon the date of delivery to the address of the person to receive such notice if delivered before 5:00 p.m. PST (or PDT, as applicable), or otherwise on the Business Day following personal delivery; (b) if mailed, three (3) Business Days after the date the notice is postmarked; (c) if by electronic mail, upon electronic confirmation of transmission; or (d) if by overnight courier, on the Business Day following delivery to the overnight courier within the time limits set by that courier for next-day delivery.

9. This Ninth Amendment may be executed in one or more counterparts and delivered by electronic means, each of which shall be deemed to be an original, but all of which together shall be deemed to be one and the same instrument.
10. General. From and after the Ninth Amendment Effective Date, any reference to the Agreement contained in any notice, request, certificate or other instrument, document or agreement shall be deemed to mean the Agreement, as amended by any prior amendments to the Agreement, and this Ninth Amendment. In the event of any conflict between the Agreement, as amended, and this Ninth Amendment, this Ninth Amendment shall prevail. All remaining provisions of the Agreement shall remain unchanged and in full force and effect. Each party is fully responsible for ensuring that the person signing this Ninth Amendment on that party's behalf has the requisite legal authority to do so.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the Parties hereto have caused this Ninth Amendment to be executed by their duly authorized representatives as of the Ninth Amendment Effective Date.

SGVCOG:

SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

By: _____

Name Printed: Marisa Creter

Title: Executive Director

Date: _____

SCE:

SOUTHERN CALIFORNIA EDISON COMPANY

By: _____

Name Printed: Jill C. Anderson

Title: Vice President, Customer Programs and Services

Date: _____

EXHIBIT B

ENERGY LEADER PARTNERSHIP PROGRAM 2019 GOALS & PARTNER BUDGET FOR SGVCOG

Budget Category	2019 Budget and Goal ⁽¹⁾
Administrative	\$11,950
Marketing & Outreach	\$38,240
Direct Implementation⁽²⁾	\$69,310
Partner Budget Total Not To Exceed	\$119,500
Technical Assistance⁽³⁾	\$22,325
Energy Savings (kWh)	1,461,662
Demand Reduction (kW)	0

Footnotes:

- (1) Budget and Savings Goal are subject to be revised or provided upon CPUC Approval for the funding year.
- (2) Direct Implementation does not include Technical Assistance, Strategic Plan, or Incentives.
- (3) Technical Assistance (T/A) fund is administrated by SCE for SCE approved T/A projects.
- (4) Reported savings are the value used to align partner goals with SCE goals. The values are also used to determine budget based on the budget metrics tool and whether or not savings goals are met.
- (5) Reported Savings Calculation:

To determine reported savings, multiply the gross savings value by the realization rate. Depending on the methodology used to determine savings, the following scenarios will apply:

- Any project that utilizes workpaper values to determine savings (i.e., Express, Direct Install, Midstream) must use a realization rate of 1.0. The reported savings and gross savings will match.
- Any project that utilizes the calculated approach to determine savings (i.e., Custom, RCx, New Construction) must use a realization rate of 0.9. The reported savings will be 90% of the gross approved savings for these projects.

If the Energy Division selects a project for the Ex Ante Review process, the savings and realization rate will be determined by the Energy Division.

Exhibit B Continued

Fully Burdened Labor Rate Table

The rates in below table are fully burdened (see footnotes) and serve as maximum billing rates for actual costs incurred for each labor title.

Position	Fully Burdened Rates
Senior Consultant	\$200
Executive Director	\$220.88
Project Assistant	\$65.08
Management Analyst	\$70.75
Intern	\$46.86
Assistant Executive Director	\$135.85
Senior Management Analyst	\$106.12

Footnotes:

- (1) Fully burdened hourly rates set forth herein which include all related cost including, but not limited to, actual wages, statutory taxes, benefits, insurance, office supplies, office printing, and overhead. Overhead includes, but not limited to, rent, technology, equipment, software, phone, internet, audit services and legal services.
- (2) Any reimbursable expenses, including any and all subcontractor expenses, shall be reimbursed at actual cost **without markup**. All reimbursable expenses require written approval, in advance, by the SCE Representative referenced in this contract.
- (3) For avoidance of doubt, the fully burdened hourly rates apply to SGVCOG's staff and Contractors, as applicable.

THIRD AMENDMENT
TO
JOINTLY DELIVER THE 2013-2014
ENERGY EFFICIENCY PARTNERSHIP PROGRAM

This THIRD AMENDMENT TO THE AGREEMENT TO JOINTLY DELIVER THE 2013-2014 ENERGY EFFICIENCY PARTNERSHIP PROGRAM (this “Third Amendment”) is effective as of January 1, 2019 (“Third Amendment Effective Date”), is entered into by and between SOUTHERN CALIFORNIA GAS COMPANY (“SCG” or “Utility”) and THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS (“SGVCOG”). SCG and San Gabriel Valley Council of Governments are sometimes referred to herein individually as a “Party” or collectively as the “Parties”. Initially capitalized terms used but do not define herein shall have the meaning ascribed to them in the Agreement (as defined below).

RECITALS

WHEREAS, the Parties entered into that certain Agreement to Jointly Deliver the 2013-2014 San Gabriel Valley Council of Governments Energy Efficiency Partnership Program effective as of January 1, 2013, as amended by that certain First Amendment effective as of January 1, 2015 and that certain Second Amendment effective as of January 1, 2016 (collectively, the “Agreement”);

WHEREAS, on October 28, 2015, the Commission issued Decision D.15-10-028 approving the continuation of the Energy Efficiency Partnership Programs, including continuation of the SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS Partnership Program for 2016 and beyond; and

WHEREAS, the Parties desire to amend the Agreement (1) to extend its term through December 31, 2019, (2) to provide an authorized budget for the 2019 Program, and (3) to otherwise update the Agreement as required to reflect the extended 2019 Program cycle.

NOW THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. To the extent applicable, any reference in the Agreement, as amended, to the “2013-2014 Program” shall also hereby include the 2019 Program.
2. Section 11 of the Agreement is hereby deleted in its entirety and replaced with the following:

“11. END DATE FOR PROGRAM AND ADMINISTRATIVE ACTIVITIES

Unless this Agreement is terminated pursuant to Section 25 below, or unless otherwise agreed to by the Parties or so ordered by the Commission, the Parties shall complete all Program Administrative activities (as defined in the PIP) and all reporting requirements by no later than March 31, 2020, and all Direct Implementation and Marketing & Outreach activities by no later than December 31, 2019.”

3. Section 12 of the Agreement is hereby deleted in its entirety and replaced with the following:

“12. FINAL INVOICES

SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS must submit final invoices to Utility no later than March 31, 2020.”

4. Section 25.1 of the Agreement is hereby deleted in its entirety and replaced with the following:

“25.1 TERM

This Agreement shall be effective as of the Effective Date. Subject to Section 37 (as defined in the PIP), the Agreement shall continue in effect until March 31, 2020 unless otherwise terminated in accordance with the provisions of Section 25.2 or 30 (as defined in the PIP.)”

5. Section 26 of the Agreement is hereby deleted in its entirety and replaced with the following:

“26. WRITTEN NOTICES

Any written notice, demand or request required or authorized in connection with the Agreement, shall be deemed properly given if delivered in person or sent by nationally recognized overnight courier, or first class mail, postage prepaid to the address specified below, or to another address specified in writing by a Party as follows:

SAN GABRIEL VALLEY COG

Katie Ward
1000 S. Fremont Ave., Unit #42
Alhambra, CA 91803
Tel: 626-457-1800
Email: KWard@sgvcog.org

SOUTHERN CALIFORNIA GAS COMPANY

Jeannie Kong
555 W. Fifth Street, GT20B4
Los Angeles, CA 90013
Tel: 213-244-4815
Email: JKong@semptrautilities.com

Notices shall be deemed received (a) if personally or hand-delivered, upon the date of delivery to the address of the person to receive such notice if delivered before 5:00 p.m. PST (or PDT, as applicable), or otherwise on the Business Day following personal delivery; (b) if mailed, three (3) Business Days after the date the notice is postmarked; (c) if by electronic mail, upon electronic confirmation of transmission; or (d) if by overnight courier, on the Business Day following delivery to the overnight courier within the time limits set by that courier for next-day delivery.”

6. Exhibit B to the Agreement is hereby deleted in its entirety and replaced with the version of Exhibit B attached to this Third Amendment, which attached version is incorporated herein by reference and made a part of the Agreement.
7. This Third Amendment may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall be deemed to be one and the same instrument.
8. From and after the Third Amendment Effective Date, any reference to the Agreement contained in any notice, request, certificate or other instrument, document or agreement shall be deemed to mean the Agreement, as amended by any prior amendments to the Agreement, and this Third Amendment. In the event of any conflict between the Agreement, as amended, and this Third Amendment, this Third Amendment shall prevail. All remaining provisions of the Agreement shall remain unchanged and in full force and effect. Each party is fully responsible for ensuring that the person signing this Third Amendment on that party's behalf has the requisite legal authority to do so.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the Parties hereto have caused this Third Amendment to be executed by their duly authorized representatives as of the Third Amendment Effective Date.

THE PARTY:

THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS:

By: _____

Name: Marisa Creter

Title: Executive Director

Date: _____

By: _____

Name: Kimberly Hall Barlow

Title: Jones & Mayer, General Counsel

Date: _____

SOUTHERN CALIFORNIA GAS COMPANY

By: _____

Name: Daniel J. Rendler

Title: Director, Customer Programs & Assistance

Date: _____

By: _____

Name: Sharon Tomkins

Title: Vice President, Customer Solutions & Strategy

Date: _____

EXHIBIT B

SAN GABRIEL VALLEY COG and SOUTHERN CALIFORNIA GAS COMPANY PARTNERSHIP

2013 – 2019 GOALS & PROGRAM BUDGET

Natural Gas Therm Savings Target:

	2013 - 2018	2019
SCG	180,000 Therms	20,000 Therms

Other non-resource goals are contained in the SCG PIP in Exhibit B.

Estimated Allocations for SGVCOG Partnership Authorized Budget

	2013 – 2018	2019
Administration	\$84,000	\$10,500
Marketing & Outreach	\$84,000	\$10,500
Direct Implementation	\$840,000	\$120,000
Total Budget	\$1,008,000	\$141,000

REPORT

DATE: November 15, 2018

TO: Governing Board Delegates and Alternates

FROM: Marisa Creter, Executive Director

RE: **UPDATE SALARY RANGES**

RECOMMENDED ACTION

Adopt Resolution 18-60 updating the salary ranges for all SGVCOG positions.

BACKGROUND

In January 2018, the SGVCOG Governing Board approved a contract with Reward Strategy Group (RSG) to complete a comprehensive compensation and classification study for the newly integrated SGVCOG. The intent of the study was to develop recommendations for a long-term compensation and classification structure that would serve the agency past the completion of the current ACE Project. While current staff working on the ACE Project are managing complex construction projects with a high dollar value, it is anticipated that the newly expanded role of ACE will include management of numerous smaller projects with a lower dollar value. Therefore, the proposed structure includes lower level future-use positions and salary ranges that are more comparable to those of local governments and other non-terminus agencies.

In developing the proposed compensation structure, data from six local governments and six special districts was used, as shown in Table 1.¹

Special Districts	Local Governments
South Bay Cities Council of Governments	City of Arcadia
Southern California Association of Govts	City of Azusa
Western Riverside Council of Governments	City of Glendora
County of Los Angeles	City of Pomona
Foothill Transit	City of Rosemead
LA Metro	City of San Dimas

Table 1.
List of Benchmark Agencies.

This list includes agencies included in the request for proposals (RFP), which was approved by the Governing Board, as well as additional local governments identified by the City Managers' Steering Committee. For the following positions, which are more highly specialized and therefore had more limited data available, additional comparative data from both the private sector and a wider array of public sector agencies was collected:

- Director of Capital Projects/ Chief Engineer
- Director of Government and Community Relations

¹ Because the SGVCOG is currently reviewing retirement benefits as part of a separate study effort, salary-only data was used for comparative purposes. With the exception of South Bay Cities COG, all agencies surveyed had employer-based contributions for retirement benefits that were equal to or greater than that of the SGVCOG. Therefore, excluding this aspect of compensation from the study data only resulted in slightly understating benchmark agency total compensation as compared to the SGVCOG.

REPORT

- Capital Projects Program Manager
- Senior Project Manager
- Project Manager

For these positions, additional agencies surveyed included Orange County Transportation Authority; San Bernardino County Transportation Authority; Riverside County Transportation Commission; and San Diego Association of Governments (SANDAG). While the compensation structures and retirement benefits of the private sector are significantly different, that data was used only to affirm that the proposed compensation for these positions was not significantly below the private sector market as that was a concern identified by the Governing Board early in the process.

Based on the data collected from benchmark agencies, as well as internal reporting relationships, RSG developed the following compensation structure:

Grade ²	Range Min	Range Max	Classification Title
100	161,600	232,300	Executive Director
99	146,909	211,182	Director of Capital Projects/Chief Engineer
98	133,554	191,983	Director of Finance Director of Regional Planning Senior Project Manager Capital Projects Program Manager Director of Government & Community Relations
97	124,236	178,589	
96	115,568	166,130	
95	107,505	154,539	
94	100,005	140,632	Administrative Services Manager Audit Manager Contracts Manager Project Manager
93	93,028	130,821	Principal Management Analyst
92	86,538	121,694	Senior Contracts Auditor Sr. Contracts Administrator/Labor Compliance Officer
91	80,500	113,203	
90	74,884	105,305	Senior Management Analyst
89	69,659	97,959	Senior Accountant Contracts Auditor
88	64,799	91,124	IT Analyst
87	60,279	82,883	Management Analyst Accountant Executive Assistant Engineering Technician
86	56,073	77,100	
85	52,161	71,721	Senior Administrative Assistant
84	48,522	66,718	Accounting Technician Administrative Assistant
83	45,137	60,370	
82	41,988	56,158	Office Assistant
81	39,058	52,240	
80	36,333	48,596	

Table 2.

² Grades with no positions listed may be used in the future if new or modified positions are created.

Proposed Compensation Structure.

The proposed compensation structure was reviewed by the City Managers' Steering Committee and Executive Committee in September and the Governing Board in October. The Governing Board directed staff to provide a salary resolution that reflects the updated salary structure, positions and ranges.

Based on the proposed compensation structure, six incumbents have salaries that are over the proposed maximums for their positions, as shown in Table 3.

Title	Current Salary	Proposed Maximum	Amount Over
Chief Engineer	\$254,541	\$211,182	\$43,359 (20.5%)
Sr. Projects Manager	\$201,212	\$191,983	\$9,229 (4.8%)
Sr. Projects Manager	\$194,470	\$191,983	\$2,486 (1.3%)
Dir. of Govt. & Cmty. Relations	\$214,160	\$191,983	\$22,177 (11.6%)
Administrative Assistant	\$69,159	\$66,718	\$2,441 (3.7%)
Administrative Assistant	\$66,872	\$66,718	\$154 (.002%)

Table 3.
Salaries of Incumbents that Exceed Proposed Maximums.

Based on the proposed compensation structure, one incumbent's salary is below the proposed minimums for that positions, as shown in Table 4.

Title	Current Salary	Proposed Minimum	Amount Under
Senior Management Analyst	\$71,119	\$74,884	\$3,765 (5.0%)

Table 4.
Salaries of Incumbents that are Below Proposed Minimums.

IMPLEMENTATION

Staff is recommending that the proposed compensation structure be implemented on January 1, 2019. This is concurrent with implementation of the proposed consolidated health benefits program and consolidation of all employees onto a single payroll and employer identification number (EIN).

All six positions that exceed the proposed salary maximums are assigned to the ACE Unit. For the continuity of the ACE Project, which is expected to be completed in 4-5 years, it is recommended that all those positions be y-rated.³ Staff recommended that the y-rating remain in place until at least July 1, 2021, which will allow the majority of the ACE Projects to be completed or near completion and to allow for transition planning to manage the remaining work associated with the Project should the incumbents choose to leave the organization. Additionally, as staff in positions that are primarily funded by the ACE Project leave the organization, staff will continue to assess whether there are opportunities to consolidate positions or contract out for that work. There was extensive discussion about the proposed July 1, 2021 deadline at the October Governing Board meeting. Some Governing Board members expressed that the deadline should extend until the anticipated full completion of the ACE Project (~2023). There was general concurrence to leave the deadline at July 1, 2021, but to

³ The Chief Engineer position is currently a contract position. Therefore, this position is not subject to any deadlines regarding ending its y-rated status and no changes to the salary of that position would be made without re-negotiation of that contract.

REPORT

have staff regularly reassess that deadline to determine if it should be extended. The draft salary resolution attached to this report reflects that direction.

The sole incumbent position that has a salary below the proposed salary minimums is assigned to the “COG” unit. The total cost of bringing this position to the salary minimums is \$4,077, which can be incorporated into the SGVCOG’s budget without impacting dues. Staff is recommending that \$1,767⁴ in funding be added into the merit pool for FY 2019-20 to allow for the incumbent’s salary to be increased to the range minimums pending a satisfactory annual performance evaluation. The new salary would be effective July 1, 2019.

In addition to the compensation and classification study, staff is working with Urban Futures to develop a retirements benefits study. That study will include options and recommendations related to possible alternative retirement benefits offerings as well as addressing the employee-share of these costs. It is anticipated that draft findings and recommendations will be presented in the coming months.

Prepared by: Marisa Creter
Marisa Creter
Executive Director

ATTACHMENTS

Attachment A – Resolution 18-60

⁴ Typically, the merit pool is calculated based on 3% salary increases across all positions. This additional funding reflects the net difference between a 3% adjustment to the incumbent’s current salary and a 5% increase to bring the position to the range minimum.

RESOLUTION NO. 18-60

**A RESOLUTION OF THE GOVERNING BOARD OF THE SAN
GABRIEL VALLEY COUNCIL OF GOVERNMENTS (SGVCOG)
REGARDING SALARY RATES FOR ALL CLASSES OF
EMPLOYMENT**

WHEREAS, on May 29, 2014, the Governing Board adopted Ordinance No. 100 which established an Administrative Code that created a personnel system; and

WHEREAS, prior to action taken by the Governing Board on August 17, 2017, the SGVCOG functioned as two separate units, the SGVCOG unit and the Alameda Corridor-East Construction Authority (ACE) unit with differing personnel and salary structures; and

WHEREAS, on September 18, 2014, the Governing Board adopted Resolution No. 14-23 establishing the salary rates for all classes of employment assigned to the SGVCOG unit; and

WHEREAS, on August 17, 2017, the Governing Board voted to fully integrate the Alameda Corridor-East Construction Authority (ACE) into the SGVCOG and thereafter adopted Resolution No. 17-34 to approve a proposed revision to the Joint Powers Authority Agreement governing the SGVCOG, to be considered by each Member Agency and the revision was approved by a majority of the Members; and

WHEREAS, given the changes to the organization, the Governing Board is reviewing current practices and developing systems that reflect best industry practices and afford the greatest level of transparency and protection to the SGVCOG, its member agencies, the communities, and the employees, including practices and policies related to the administrative and financial functions of the organization; and

WHEREAS, there is a need to update and integrate the compensation structure that reflects a unified system for the SGVCOG and its employees; and

WHEREAS, an integrated system will enhance employee morale and productivity by clearly defining employee salaries, as well as comply with existing law; and

NOW, THEREFORE, the Governing Board of the SGVCOG does hereby resolve, declare, determine and order as follows, which supersedes Resolutions No. 14-23, 15-13, and 15-22, 16-16, 17-29, 17-39, and 18-21 in their entirety:

SECTION 1. Effective January 1, 2019, the following table reflects annual compensation and grade structure assigned to the full-time classes of employment:

Grade	Range Min	Range Max	Classification Title
100	161,600	232,300	Executive Director
99	146,909	211,182	Director of Capital Projects/Chief Engineer
98	133,554	191,983	Director of Finance Director of Regional Planning Senior Project Manager Capital Projects Program Manager Director of Government & Community Relations

97	124,236	178,589	
96	115,568	166,130	
95	107,505	154,539	
94	100,005	140,632	Administrative Services Manager Audit Manager Contracts Manager Project Manager
93	93,028	130,821	Principal Management Analyst
92	86,538	121,694	Senior Contracts Auditor Sr. Contracts Administrator/Labor Compliance Officer
91	80,500	113,203	
90	74,884	105,305	Senior Management Analyst
89	69,659	97,959	Senior Accountant Contracts Auditor
88	64,799	91,124	IT Analyst
87	60,279	82,883	Management Analyst Accountant Executive Assistant Engineering Technician
86	56,073	77,100	
85	52,161	71,721	Senior Administrative Assistant
84	48,522	66,718	Accounting Technician Administrative Assistant
83	45,137	60,370	
82	41,988	56,158	Office Assistant
81	39,058	52,240	
80	36,333	48,596	

SECTION 2. The following table designates the full-time position titles as non-exempt or exempt under the Fair Labor Standards Act (FLSA). All hourly position listed in Section 4 of this Resolution are designated as non-exempt. Position titles listed as non-exempt are compensated overtime for hours worked in excess of 40 hours per workweek. Position titles designated as exempt are not eligible for overtime compensation under the FLSA and will not receive overtime compensation for hours worked in excess of 40 hours per workweek.

Position Title	Exempt/Non-Exempt Status	Position Category
Executive Director	Exempt	Executive
Director of Capital Projects/Chief Engineer	Exempt	Executive
Director of Finance	Exempt	Executive
Director of Regional Planning	Exempt	Executive
Director of Government & Community Relations	Exempt	Executive
Administrative Services Manager	Exempt	Executive
Senior Project Manager	Exempt	Administrative
Capital Projects Program Manager	Exempt	Administrative
Audit Manager	Exempt	Administrative
Contracts Manager	Exempt	Administrative
Project Manager	Exempt	Administrative
Principal Management Analyst	Exempt	Administrative
Senior Contracts Auditor	Exempt	Administrative
Sr. Contracts Administrator/Labor Compliance Officer	Exempt	Administrative
Senior Management Analyst	Exempt	Administrative
Senior Accountant	Exempt	Administrative
Contracts Auditor	Exempt	Administrative

IT Analyst	Exempt	Administrative
Management Analyst	Exempt	Administrative
Accountant	Exempt	Administrative
Executive Assistant	Exempt	Administrative
Engineering Technician	Non-Exempt	Administrative
Senior Administrative Assistant	Non-Exempt	Administrative
Accounting Technician	Non-Exempt	Administrative
Administrative Assistant	Non-Exempt	Administrative
Office Assistant	Non-Exempt	Administrative

SECTION 3. The SGVCOG shall provide the following benefits:

A. Retirement.

- 1) The SGVCOG shall provide a tax-qualified governmental defined benefit plan through the California Public Employees Retirement System (CalPERS) for all full-time miscellaneous classes of employees, based on the following:
 - a. Employees Hired Before January 1, 2013: 2% @ 55 retirement formula, the SGVCOG shall pay the cost of the employee' member contribution to CALPERS.
 - b. Employees Hired On or After January 1, 2013 (Classic): 2% @ 55, employees are responsible for paying the employee portion of the CalPERS retirement contribution.
 - c. Employees Hired After January 1, 2013 - California Public Employees' Pension Reform Act (PEPRA): 2% @ 62, employees are responsible for paying the employee portion of the CalPERS retirement contribution.

B. Insurances.

- 1) The SGVCOG shall provide a short-term disability program for all full-time employees. The SGVCOG shall also provide a long-term disability program for full-time employees to work in concert with the short-term disability program.
- 2) In accordance with the California Labor Code, the SGVCOG pays the premium for unemployment insurance for employees.
- 3) Under the Workers' Compensation Insurance Law of California, any employee injured on the job in the course of employment is entitled to disability compensation and medical care. Full-time employees may utilize sick leave during the period of absence due to a work-related illness or injury. However, when payment of workers' compensation benefits is received by the employee:
 - a. He/she must endorse the check over to the SGVCOG;
 - b. The SGVCOG will convert the dollar amount of the check to sick leave hours (Total amount of the check divided by the hourly wage); and
 - c. The SGVCOG will credit the employee's sick leave account by that number of hours. Employees who do not wish to cover this absence with sick leave or who lack adequate sick leave hours may keep the check from workers' compensation.

C. Miscellaneous Benefits.

- 1) Automobile allowance may be provided on a monthly basis, at the discretion of the Executive Director based on the following:

Position Title	Amount
Director of Capital Projects/Chief Engineer	\$500
Project Manager/Senior Project Manager	\$333.33
Director of Government & Community Relations	\$333.33
Senior Contracts Administrator/Labor Compliance Officer	\$196.92

Contract positions may receive an automobile allowance based on the discretion of the Governing Board.

- 2) Cell phone allowance may be provided on a monthly basis, at the discretion of the Executive Director based on the following:

Position Title	Amount
Director of Capital Projects/Chief Engineer	\$50
Project Manager/Senior Project Manager	\$50

SECTION 4. Hourly employees shall be compensated at a fixed rate pursuant to the following schedule:

Position Title	Hourly Rate
Project Assistant	\$25
Office Assistant	\$18
Intern (Graduate Student)	\$18
Intern (Undergraduate Student)	\$16

The Executive Director may hire, on an hourly basis, positions identified as full-time according to the current salary resolution. Such positions shall only be hired when filling in temporarily for an existing full-time position.

SECTION 5. The SGVCOG may consider any CPI adjustment to salary ranges as part of the annual budgeting process.

SECTION 6. Any incumbents whose current salaries exceed the maximum salary for their position will be y-rated. Their salaries will remain at the same amount and they will not be eligible for merit increases. The y-rating will remain in effect until July 1, 2021. After that date, the salary of any incumbent that exceeds that maximum salary for a position will be reduced to be within range. The July 1, 2021 deadline will regularly be assessed to determine if the deadline should be extended and evaluated.

SECTION 7. The SGVCOG reserves the right, in its sole discretion, at any time and from time to time, and upon a non-discriminatory basis, to amend or rescind any provision of this Resolution or any salary provisions, or to terminate any salary provisions. Such changes may apply to current and/or future employees. All salaries in this Resolution are subject to meet and confer guidelines and shall be reviewed at least annually in their entirety.

SECTION 8. The Executive Director shall certify to the adoption of this Resolution and shall enter this Resolution into the official book of resolutions. This Resolution is effective upon its adoption.

PASSED AND ADOPTED by the Governing Board of San Gabriel Valley Council of Governments, in the County of Los Angeles, State of California, on the 15th day of November 2018.

San Gabriel Valley Council of Governments

Cynthia Sternquist, President

Resolution No. 18-60

Page 6 of 6

Attest:

I, Marisa Creter, Executive Director and Secretary of the Board of Directors of the San Gabriel Valley Council of Governments, do hereby certify that Resolution 18-60 was adopted at a regular meeting of the Governing Board held on the 15th day of November 2018 by the following roll call vote:

AYES:	
NOES:	
ABSTAIN:	
ABSENT:	

Marisa Creter, Secretary

REPORT

DATE: November 15, 2018

TO: Governing Board
City Managers' Steering Committee

FROM: Marisa Creter, Executive Director

RE: **SERVICE DELIVERY COST COMPARISON STUDY CONTRACT**

RECOMMENDED ACTION

Authorize the Executive Director to execute a contract for an amount not to exceed \$113,500 and future amendments with Management Partners to conduct a municipal service delivery and cost comparison study for participating cities.

BACKGROUND

In July, the Governing Board authorized the release of a request for proposal (RFP) for a consultant to conduct a municipal service delivery and cost comparison study for participating cities. This study is modeled after a similar completed study with seven cities in the Gateway Cities Council of Governments. Through an online survey, 16 cities responded with interest to this study. The interested cities agreed to proceed with the following services areas to proceed with as a component of the study:

- Animal Control
- Sidewalk Repair
- HVAC Maintenance
- Janitorial Services
- Median Landscaping
- Park Landscaping
- Plan Checking and Inspections (Building Department)
- Tree Trimming & Maintenance
- Street Sweeping

In support of this effort, the interested cities proposed undertaking a joint procurement effort, managed by the SGVCOG, to secure consultant(s) to conduct the study. For cities interested in participating in a joint procurement, SGVCOG staff developed a memorandum of agreement (MOA) that identifies roles, responsibilities, scope of work, and fee structure. The MOA was approved by the Governing Board in August. The SGVCOG anticipates charging a 5% admin fee of the overall cost to manage the consultant.

RECOMMENDED FIRM

The RFP was sent to 18 firms and posted on the SGVCOG website. Initially, no proposals were received for the original timeline of the RFP. Additional follow-up was conducted by staff to selected firms deemed qualified to participate in the analysis. Through this directed outreach, staff received a proposal from Management Partners. Management Partners successfully completed a similar service delivery study for the Gateway Cities Council of Governments and have conducted similar studies of communities across the country on service sharing. Since 1994, Management Partners has worked with over 900 jurisdictions in 42 states.

After evaluating the proposal, staff is recommending proceeding with the proposal submitted by Management Partners (Attachment A). The proposed cost per service area is \$1,500. Management Partners has indicated that at least 8 to 10 cities need to commit jointly to a single service area to provide valid information. The scope of work proposed by Management Partners includes the following:

- Gathering information through interviews, an examination of background documents, a service delivery questionnaire and best practices research.
- Analyzing and comparing the costs of the programs for the participating SVGCOG cities.
- Compiling and normalizing data and confirming this information with the cities.
- Providing a detailed briefing about our observations, with an emphasis on opportunities for improving cost-efficiency and service delivery.
- Preparing a draft report for SVGCOG review, followed by a final report that considers comments provided by the cities.

FISCAL IMPACT

Based on follow-up conducted by staff, and discussion from the City Managers' Steering Committee, 13 cities have indicated interest in moving forward with participating in the study. In order to keep costs at a minimum, up to seven service areas will be pursued and include the following:

- Sidewalk Repair
- Street Sweeping
- Janitorial Services
- Median Landscaping
- Park Landscaping
- Tree Trimming and Maintenance
- HVAC Maintenance

Staff is still working with the committed cities to finalize which service area studies that each city will participate in. That may adjust the final cost. Based on the pricing provided by Management Partners, the approximate cost for the contract will not exceed \$113,500. The participating cities will fully fund the amount of the contract and there will be no cost for the SGVCOG.

Prepared by: _____



Katie Ward
Senior Management Analyst

Approved by: _____



Marisa Creter
Executive Director

ATTACHMENTS

Attachment A – Management Partners Service Delivery Cost Comparison Proposal



October 12, 2018

Ms. Katie Ward
Senior Management Analyst
San Gabriel Valley Council of Governments
1000 S. Fremont Avenue
Alhambra, CA 91803

Dear Ms. Ward:

Thank you for the opportunity to submit a proposal to provide a service delivery cost comparison study for 17 of the 30 partner cities of the San Gabriel Valley Council of Governments (SGVCOG). This proposal includes information that we learned from the request for proposals and from our conversations, and it relies on our extensive experience in analyzing service delivery models for numerous government agencies.

A unified voice and a shared mission “to maximize resources and advocate for regional and member interests to improve the quality of life in the San Gabriel Valley” has led a group of member cities to seek this study on the financial impacts and demands for providing a set of municipal services across the participating cities. They wish to analyze comparative data, and best practices for the nine identified programs to evaluate options for alternative methods of service delivery.

This process will contribute two primary results: it will yield analysis that leaders of member cities can use to lower costs and improve performance in their governments, and it will identify those programs and services that would benefit from research into alternative operations and/or service delivery. Moreover, the collaboration about best practices will help elected and appointed officials alike raise the bar of effective government operations.

Our proposed activities are detailed in the proposal. In summary, they involve the following.

- » Gathering information through interviews, an examination of background documents, a service delivery questionnaire and best practices research.
- » Analyzing and comparing the costs of the programs for the participating SVGCOG cities.
- » Compiling and normalizing data and confirming this information with the cities.
- » Providing a detailed briefing about our observations, with an emphasis on opportunities for improving cost-efficiency and service delivery.
- » Preparing a draft report for SVGCOG review, followed by a final report that considers comments provided by the cities.

Management Partners has worked with many governments in a variety of different circumstances to identify the true costs of service delivery to enable them to take advantage of improvements. We have worked with dozens of communities across the country on service sharing, which often is the stimulus for analyzing comparative service delivery techniques and costs.

Major service sharing initiatives include:

- » Southern California communities of Burbank, Gateway Cities COG, Glendale and Pasadena;
- » Las Vegas and North Las Vegas;
- » Hampton Roads communities in Virginia; and
- » Large-scale local governmental consolidation involving the City of Louisville and Jefferson County, Kentucky.

Helping these jurisdictions has given us an unparalleled understanding of how analyzing current methods and costs of service delivery can result in savings and efficiency gains, and where it will not. This study will also establish a baseline understanding of the costs of programs and services throughout the region that other governments can draw on, uncover changes to help member cities operate more effectively, and identify which functions would benefit from further in-depth investigation into alternative modes of service delivery.

About Management Partners

Management Partners was founded in 1994 with a specific mission to help local government leaders improve their service to the public. Since then we have worked with cities, counties, towns, and special districts of all sizes across the United States to help them work more effectively and run more efficiently.

During more than two decades of service, Management Partners has earned a national reputation by delivering quality, actionable work products to our clients. We bring extensive experience to this engagement, along with first-hand knowledge of local government operations. We are distinguished by the fact that each team we assign is led and staffed by associates who have actual experience in direct public service and experience working together as a team. The work we do is not an academic exercise; it is grounded in the real world of customer service and accomplishment in the public sector. As a result, we have a bias for producing value-added work for each client that will be actionable and will be implemented.

The firm is staffed with 80 professionals who are experienced public service managers as well as qualified management consultants. This group includes generalists as well as subject-matter experts in all areas of local government. Management Partners has worked with over 900 jurisdictions in 42 states. The firm's experience in this diverse array of local governments will be useful to the San Gabriel Valley Council of Governments as a source of best practice information.



We have completed organizational staffing and improvement projects in virtually every type of local government service, including reviews of entire governments and selected studies of individual departments and functional activities. We are specialists in performance management and led the creation of the International City/County Management Association's (ICMA) Center for Performance Measurement. In addition, we have supported many local governments (cities, counties and towns) in the design and implementation of jurisdiction-specific performance management programs. Staff development and training is always a priority, especially in the area of performance measurement, where we have trained well over 100 jurisdictions throughout North America.

The lingering effects of the Great Recession have challenged everyone to find new ways of providing public services at reduced cost. The solid foundation of cooperation that already exists among the SGVCOG is an extraordinary base to build on, taking intergovernmental service delivery integration to a new level.

We offer a balance of perspectives with a practitioner's bias and a proven track record of successful consulting engagements. This experience gives us a sensitivity that produces positive outcomes. We are proud to say that as a result of our quality work, many of our clients ask us to complete subsequent assignments.

- » *We Know Local Government.* Our associates have served in local governments, so we have a deep understanding of the operating and political environments in which you work.
- » *We Take a Collaborative Approach.* We consider ourselves part of your team and strive to ensure our work supports your overall corporate strategy and goals.
- » *We Have Extensive Experience.* Each of our more than 80 associates is an expert in one or more service areas, and our firm has assisted hundreds of jurisdictions in 42 states.
- » *We Have Developed Proven Methodologies.* We understand the importance of a holistic approach to improving organizations, using field-tested techniques for each aspect of the work.
- » *Our Work Plan is Tailored to Your Needs.* Each of our projects is individually tailored to our client's unique needs, starting with a careful learning process.
- » *We Take Pride in the Quality of Our Work.* Our internal processes ensure first-rate, complete staff work and adherence to the highest of ethical standards in public service.
- » *We Are Focused on Implementation.* As practitioners, our recommendations make practical sense and are able to be implemented.
- » *We Provide a Full Suite of Services.* Management Partners' services include everything required to support local government leaders, including organization assessments, performance management, process improvement, strategic planning, and financial planning, budgeting and analysis.

Proposed Plan of Work

Based on our experience and our understanding of the needs of SGVCOG as outlined in the RFP, we have prepared a plan of work to analyze the nine program areas in the 17 cities as listed below.

1. Animal Control
2. Sidewalk Repair
3. HVAC Maintenance
4. Janitorial Services
5. Median Landscaping
6. Park Landscaping
7. Plan Checking and Inspections (Building Department)
8. Tree Trimming and Maintenance
9. Street Sweeping

We will begin the reviews in early December of this year. We will produce several work products as part of this engagement as detailed below.

Key Project Deliverables
A. Kickoff meeting materials (agenda, work plan and schedule)
B. Questionnaire for each city about service levels and costs
C. Profiles explaining the scope of each program area
D. Outline of observations for discussion with city leaders
E. Draft report that summarizes the results of the study for discussion with city leaders
F. Final report, following staff comments on the draft report

Activity 1 – Start Project

Management Partners will begin the project with a kickoff meeting with representatives of each of the participating cities and the assigned project managers. The project start-up activity forms the foundation of the relationship between Management Partners' team and the cities. During this initial meeting, we will confirm project deliverables and due dates to ensure the project is completed on time and on budget and that our proposed scope of work is aligned precisely to meet the goals.

We understand that the work associated with the reviews is in addition to the normal work of the organizations. Our goal is to integrate our activities in a manner that is thoughtful and minimizes disruptions. We will have provided a data request prior to this meeting and will review the material collected by staff to identify any other data needs.

Activity 2 – Gather Information

During this activity, Management Partners will use the following techniques to gather information.

- » **Review Documents and Information.** We will seek a variety of documents such as budgets, service agreements and performance metrics for the targeted services.
- » **Implement a Service Delivery Questionnaire.** We will then prepare and administer a questionnaire to be given to managers and employees in each city responsible for providing the identified programs and services. Our initial challenge will be to use the data to understand the cost of each of the nine services to each city.
- » **Conduct Focused Program Area Workshops.** Management Partners will conduct up to four program area workshops where the initial program analysis identifies gaps in the information or where the most significant opportunities for service sharing are evident.

Once the data from the questionnaire are compiled and analyzed, we will conduct follow-up information gathering to clarify our understanding of the actual costs and the benefits received for each service.

Our team has considerable experience identifying, analyzing and assisting with the application of common measurement data among jurisdictions. Each type of service is unique and producing quality service for the cities participating in this study demands individual consideration of the best techniques available, conceptually and locally.

Activity 3 – Compile and Analyze Data

Once we have gathered the necessary data to understand the profile of each service offered by each city, we will compile data in a way that clarifies and simplifies a comparison of service delivery costs. As we compile and normalize the data, we will be looking for differences and similarities that will allow an understanding and comparison of costs in a way that is helpful in making future decisions. By normalizing, we mean to create a common comparative framework for the costs and benefits of each service, to equalize the benefits and actual costs for each.

For example, street sweeping might be done by one city using inhouse staff, by another city through a contract for arterial streets and by yet another through a contract for arterial and residential streets. Frequency of sweeping and other variables will make it challenging to “normalize” the data and assumptions so that we can provide information that compares apples to apples. While it is impossible to do this perfectly, Management Partners is experienced in this work. We know how to frame assumptions to allow reasonably comparable and transparent analysis so managers and policy-makers alike will find the results useful for decision-making.

We will prepare a document containing the results of the comparative analytical work and our thoughts about best practices in the nine program areas for discussion with city managers. This will include the following:

- » Whether there are alternative service delivery options,
- » Opportunities for sharing services, and
- » Other uses of the study results that would be worth further examination by the cities.

As a result of working with a variety of local governments to help them best use their resources, our team members have extensive knowledge about best practices in jurisdictions throughout the country. We will combine our own knowledge of local government best practices (including reforms that have been implemented or considered in other cities) with additional research tailored specifically to each program or service. Although there are not established standards for every city function, there are several sources in addition to our own work on which we will draw.

We will review our initial analysis and recommendations with the client cities for feedback before beginning the process of preparing the project report.

Activity 4 – Report Results

Once we have received feedback on our initial analysis, we will prepare a draft report containing the analysis and any resulting recommendations. Reports prepared by Management Partners are rich in detail, with recommendations supported by quality analysis. We take pains to ensure that our observations and subsequent recommendations are organized in an easy to understand format and presented in a positive manner.

We take several discrete steps to ensure quality control. The first is to prepare a draft report for management to review so that facts are accurate, and ideas are presented clearly. To ensure that the analysis in our project deliverables is thorough and set forth in clear, understandable language, each deliverable is subjected to a rigorous internal peer review within the company prior to being delivered to the client. Of course, Management Partners retains responsibility for its professional recommendations, but we expect that vetting the draft report with management improves its utility.

At the conclusion of the review period we will consider all changes and suggested revisions and prepare the final report. Management Partners is committed to recommending actions that result in cost savings and meaningful operational improvements and can be implemented in the real world.

Once the project report is completed, we will be available to present the results to the elected officials of the participating cities at a joint meeting, if desired, to offer ideas about implementation actions.

Our Experience and Qualifications

To give you an idea about the breadth of Management Partners' experience, we have included a list of clients our California offices have assisted in the last three years, many of whom have hired us for more than one project. Many of these projects have included organization or financial analyses to improve processes and service delivery as well as comparative performance analysis. In addition to the references below, our website, managementpartners.com, has information about our past clients, and you are welcome to contact any of them about our performance.





- » Alameda County Health Care Services Agency
- » Alameda County StopWaste, California
- » Alameda County, California
- » Alameda, California
- » Albany, California
- » Alhambra, California
- » American Canyon, California
- » Aptos-La Selva Fire Protection District, California
- » Arcadia, California
- » Atherton, California
- » Barstow, California
- » Bay Area Rapid Transit, California
- » Belmont, California
- » Benicia, California
- » Berkeley, California
- » Beverly Hills, California
- » Brea, California
- » Brentwood, California
- » Burbank, California
- » Burlingame, California
- » Cooperative Agricultural Support Services Authority, California
- » Cayucos Elementary School District, California
- » Chula Vista, California
- » Coastside County Water District, California
- » Concord, California
- » Contra Costa Transportation Authority, California
- » Costa Mesa, California
- » Culver City, California
- » Cypress, California
- » Dallas, Texas
- » Danville, California
- » Davis, California
- » Del Mar, California
- » Dublin, California
- » El Cerrito, California
- » El Monte, California
- » El Paso de Robles, California
- » El Segundo, California
- » Elk Grove Water District, California
- » Encinitas, California
- » Fairfield, California
- » First 5 Santa Clara County, California
- » Fremont, California
- » Fullerton, California
- » Gallup, New Mexico
- » Garden Grove, California
- » Gateway Cities Council of Governments, California
- » Gilroy, California
- » Grover Beach, California
- » Half Moon Bay, California
- » Hayward Area Recreation District, California
- » Hayward, California
- » Healdsburg, California
- » Hercules, California
- » Hillsborough, California
- » Huntington Beach, California
- » Indian Wells, California
- » Josephine County, Oregon
- » Laguna Beach, California
- » Lake Forest, California
- » Las Vegas, Nevada
- » Livermore, California
- » Local Government Hispanic Network
- » Lomita, California
- » Los Altos Hills, California
- » Los Angeles, California
- » Los Banos, California
- » Los Gatos, California
- » Management Partners
- » Manhattan Beach, California
- » Manteca, California
- » Maricopa County, Arizona
- » Martinez, California
- » Mercer Island, Washington
- » Metropolitan Transportation Commission, California
- » Midpeninsula Reg Open Space District, California
- » Millbrae, California
- » Milpitas, California
- » Mission Viejo, California
- » Modesto, California
- » Monte Sereno, California
- » Monterey County, California
- » Moraga, California

- » Morgan Hill, California
- » Morro Bay, California
- » Napa, California
- » Newport Beach, California
- » Oakland, California
- » Ojai, California
- » Orange County Employees Retirement System
- » Orange County LAFCO, California
- » Orinda, California
- » Oxnard, California
- » Pacifica, California
- » Palo Alto, California
- » Palos Verdes Estates, California
- » Pasadena, California
- » Perris, California
- » Pleasant Hill, California
- » Pleasanton, California
- » Redwood City, California
- » Richmond, California
- » Riverside, California
- » Rolling Hills Estates, California
- » Roseville, California
- » Ross, California
- » Sacramento Area Council of Governments, California
- » Sacramento, California
- » San Bernardino, California
- » San Carlos, California
- » San Clemente, California
- » San Jose Public Library, California
- » San Jose, California
- » San Juan Capistrano, California
- » San Leandro, California
- » San Mateo County, California
- » San Mateo, California
- » San Pablo, California
- » San Ramon, California
- » Sand City, California
- » Santa Barbara County, California
- » Santa Clara County Housing Authority, California
- » Santa Clara County, California
- » Santa Clara Valley Water District, California
- » Santa Clara, California
- » Santa Clarita, California
- » Santa Cruz, California
- » Santa Maria, California
- » Santa Monica, California
- » Santa Rosa, California
- » Saratoga, California
- » Scotts Valley, California
- » Simi Valley, California
- » South Gate, California
- » South San Francisco, California
- » South San Luis Obispo Sanitation District, California
- » SRCSD and SASD, California
- » Stockton, California
- » Tracy, California
- » Truckee, California
- » Vallejo, California
- » Ventura County General Services Agency, California
- » Walnut Creek, California
- » West Cities Police Communications, California
- » West Sacramento, California
- » Woodland, California
- » Yuma County, Arizona

Examples, Past Projects and References

Below are four examples/references of relevant projects that Management Partners recently conducted. In addition, we have worked with the cities of Alhambra, Arcadia, Claremont, Glendora, La Puente, Monrovia and Pomona.

Gateway Cities Council of Governments, California – Service Delivery Cost Study

Management Partners was engaged by the cities of Downey, La Mirada, Norwalk, Pico Rivera, Santa Fe Springs, South Gate, and Whittier of the Gateway Cities Council of Governments to conduct service delivery benchmarking cost comparisons for ten service areas. The ten program areas were financial auditing services; heating, ventilation, and air conditioning (HVAC);

janitorial services; median landscaping; park landscaping; plan check and inspections; solid waste recycling; street sweeping; towing; and tree maintenance. The report provided detailed information on each of the program areas and set forth a defined program scope common across all jurisdictions, suggested program metrics, major observations, options for improvements or change, cited best practices and provided data tables. The results served as a basis for discussion about best practices and proposed performance measures to use going forward.

Client Contact:

Mr. Mike Flad, City Manager,
City of South Gate
8650 California Avenue
South Gate, CA 90280
(323) 563-9501
mflad@sogate.org

Sacramento Area Council of Governments, California – Staffing Analysis and Strategic Planning

The Sacramento Area Council of Governments (SACOG) also serves as Metropolitan Planning Authority for the greater Sacramento region. SACOG has been a leader in implementing California's Greenhouse Gas reduction legislation. To ensure that the organization was properly planning for staff development and succession, SACOG retained Management Partners to complete a staffing analysis. The results included recommendations for career development, retention and succession planning. Following this work Management Partners completed a strategic plan for SACOG.

Client Contact:

Mr. Kirk Trost, Chief Operating Officer/General Counsel
1415 L Street, Suite 300
Sacramento, CA 95814
(916) 340-6210
ktrost@sacog.org

Burbank, California – Public Works Management Services

Management Partners was engaged to provide expert public works consulting to the City of Burbank. The engagement included conducting an organizational assessment of the Public Works Department, advising and assisting with recruitments, developing a project service delivery and project management tracking system, providing coaching and mentoring to public works staff, and providing advice to the City Manager and City Council. The organizational assessment identified recommendations to improve efficiency and effectiveness in the department.



Client Contact:

Mr. Ron Davis, City Manager
City of Burbank
Office of the City Manager, City Hall
275 East Olive Avenue
Burbank, CA 91510-6459
(818) 238-5800
Rdavis@burbankca.gov

Las Vegas and North Las Vegas, Nevada – Analysis of Services

Management Partners conducted an analysis of the services for these two neighboring jurisdictions. Both cities had previously explored and implemented a variety of individual operational changes and resulting expenditure reductions to balance their budgets. The cities selected Management Partners to assist them in a comprehensive review of government services to identify their comparative costs and the most beneficial opportunities for service sharing and cost reductions between the two cities. Subsequent to the initial government-wide scan, Management Partners completed analyses of seven selected service areas: workers' compensation, recreational programming, purchasing, radio maintenance, detention center services, fire plan check/fire code enforcement and traffic operations. The study was launched in February 2011 and concluded in October of that year. The recommendations yielded estimated annual savings through service sharing, service consolidation, alternative service delivery and service aggregation that range from \$4.2 million to \$5.6 million. Management Partners created implementation action plans for several service sharing opportunities. Subsequent to this analysis the cities implemented shared jail operations in 2012. This initiative saved the City of North Las Vegas an estimated \$11 million per year in 2014 and resulted in increased revenues of \$5.2 million per year for the City of Las Vegas in the same year, according to a March 8, 2015 report in the *Las Vegas Review Journal*.

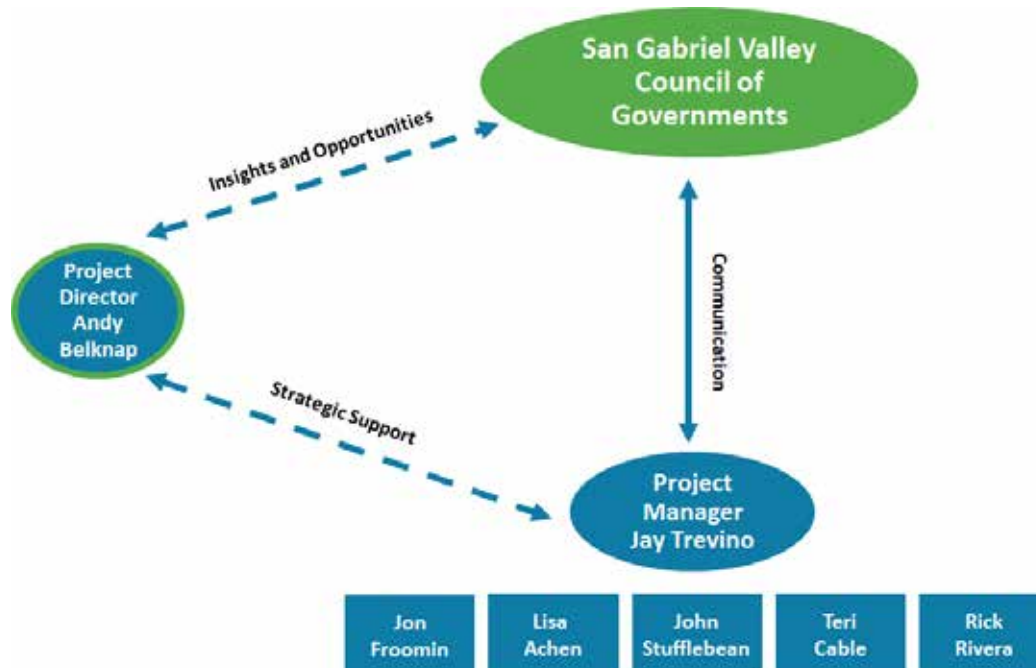
Client Contact:

Ms. Elizabeth Fretwell
(Former City Manager, City of Las Vegas)
Switch
7135 S. Decatur Blvd
Las Vegas, NV 89118
(702) 786-3614
betsy@switch.com

Project Team

Management Partners has a strong project team that is well qualified to complete this work. Andy Belknap will serve as project director. His role is to provide strategic direction to the project manager and also set context and provide useful insights to SCVCOG, based on his hundreds of local government consulting assignments and deep knowledge of industry best

practices. Jay Trevino will serve as project manager and will be responsible for the day-to-day management of the project. They will be supported by Jon Froomin, Lisa Achen, John Stufflebean, Teri Cable and Rick Rivera, as shown in the following graphic.



Andrew Belknap, Regional Vice President

Andrew is responsible for Management Partners' western operations, based in San Jose and Costa Mesa, California. He has more than 20 years of local government experience, including service as a city manager, public works director, and consultant to California municipalities, counties and special districts. His areas of expertise include fiscal and budget analysis, municipal restructuring, governance models and developing service delivery partnerships and functional consolidations to take advantage of economies of scale in public sector service delivery. With Management Partners, Andy has served well over 100 California local governments, many on multiple occasions, including 17 of the largest 20 cities. A trained economist, Andy brings a special expertise to fiscal analysis and public finance issues. His blend of quantitative skills, coupled with a practitioner's understanding of public services and management systems, adds value to all types of organizational and policy analysis.

Jay Trevino, AICP, Special Advisor

Jay spent more than 31 years in California local government, serving four cities in various executive and management roles and developing expertise in all aspects of planning and development services, policy development and organizational leadership. He is skilled at building effective teams, strategic planning, managing for performance, community outreach and process improvement. As a consultant, Jay helps government leaders in improving inter-departmental collaboration and using performance measurement to improve effectiveness. He

also provides management services to clients for special projects or to augment management capacity. His consulting work has focused in numerous areas of government, including organizational assessments and executive recruitment, police, fire, public works, library, finance, community services and community development. Since joining Management Partners, Jay has assisted the client cities of Los Angeles, Santa Monica, Beverly Hills, Pasadena, Manhattan Beach, San Jose, Morgan Hill, South Gate, Downey, Whittier, Santa Fe Springs, Huntington Beach, Perris, Newport Beach, Pico Rivera, La Mirada, Norwalk, Costa Mesa, Chula Vista, Seal Beach, Cypress, Garden Grove, Los Alamitos and Fullerton. Jay worked for the cities of Santa Monica and Brea and served as the executive director of the Planning and Building Agency for the City of Santa Ana before retiring in 2013.

Jon Froomin, Special Advisor

Jon joined Management Partners with 35 years of California law enforcement experience. He worked his way from a youth volunteer to Chief of Police. He served his first 30 years with the Foster City Police Department, serving his last eight years there as a Police Captain. He was hired by the City of Coronado in 2013 to serve as the beach community's Chief of Police where he served in that capacity for five years. Jon has a depth of experience in a wide range of police services and is known for his fiscal management, creative problem solving, and community engagement. Jon played a vital role in organizational change within law enforcement to respond to changing internal and external environments and expectations, including workforce expansion, downsizing, new program development and implementation, and departmental reorganization.

Lisa Achen, Special Advisor

Lisa has nearly 30 years of experience working in public sector human resources organizations. For 20 years she served as assistant human resources director for the City of Roseville, California, where she helped oversee the delivery of programs and services to more than 1,100 regular and over 600 seasonal and/or volunteer staff. She has also worked for the County of Sacramento, the Rural Community Assistance Corporation in Sacramento, and the City of Lodi. Her extensive background overseeing all areas of human resources emphasizes organizational development work, including strategic planning, competency development, and training and professional development. She is a member of the California Public Employers Labor Relations Association (CALPELRA), among other professional associations, and her professional certifications include the CALPELRA Labor Relations Academy Master Certification and a Green Belt in Six Sigma Methodology.

John Stufflebean, Special Advisor

John has more than 36 years of experience in local government, including 24 years as a department head, primarily in water and environmental management. John served as director of environmental services for the cities of Sunnyvale and San Jose, California, where he oversaw wastewater collection and treatment, water supply, watershed protection, waste management, environmental policy, and the business administration of the utilities. John supervised a staff of



more than 500 employees in San Jose and an annual budget of \$250 million. In Sunnyvale he supervised a staff of 115 with an annual budget of \$125 million. John also served as director of environmental management for the City of Kansas City, Missouri; director of solid waste management in Maricopa County, Arizona; and solid waste manager in Pima County, Arizona. After retiring from the City of Sunnyvale in 2016, he served as a sustainability consultant to four organizations in Australia. He is a registered professional engineer and belongs to numerous professional organizations.

Teri Cable, Senior Management Advisor

Teri has more than 30 years of analytical, budget, grants management and outsourcing experience. Prior to joining Management Partners, Teri was the administrative and enterprise services manager for the City of Santa Ana Public Works Agency where she developed special expertise negotiating and managing complex contracts for services such as refuse hauling, landscape maintenance and street lighting. She established a track record for developing effective, long-term private sector partnerships to provide quality public services in an efficient manner. She also directed the development and implementation of the agency's \$117 million annual budget, and managed operations of the Santa Ana Regional Transportation Center and various real property leases. Teri's experience also includes management positions with the City of Orange and the Orange County Health Care Agency, and policy making experience as an elected director of the East Orange County Water District from 1994 to 1999. Since joining Management Partners, Teri has assisted the cities of Long Beach, Seal Beach, Irvine, Newport Beach, and San Bernardino, among others.

Rick Rivera, Management Analyst

Rick conducts research and analyses in the areas of operations, finance, organizational design, and strategic planning on behalf of Management Partners' clients. He has an extensive background in project management, strategic planning, and operations support. His training includes financial forecasting, regression and statistical analysis, communications and marketing, and local government planning and regulation. Rick has a bachelor of arts in English from the University of Puerto Rico, as well as both an MBA and masters' in public policy from the Mills College Lorry I. Lokey School of Business and Public Policy in Oakland, California. He is fluent in Spanish.

Cost Proposal

Management Partners anticipates devoting 1,539 (approximately 91 hours per city) hours of our staff time to complete the plan of work described above. The total cost of this project with full participation as described in this proposal is \$229,500, which includes all fees and expenses (\$13,500 per city). Because of the number of services being studied and the number of cities the aggregated cost for the project may seem high, but we would like to point out that the cost is only \$1,500 per service per city, for the information gathering and analysis, which shows the value gained by working together. To maintain this rate, the project would have to have at least 12 cities participating in all service areas.

The ultimate test of a quality project is that the client is pleased with the results, and we are committed to achieving that goal.

Activity	Hours	Cost
1 – Start Project	26	\$ 4,548
2 – Gather Information	540	\$ 80,726
3 – Compile and Analyze Data	893	\$128,548
4 – Report Results	80	\$ 15,678
TOTALS	1,539	\$229,500

Conclusion

We look forward to working with you on this important project. Please let me know if we can provide any additional information.

Sincerely,



Gerald E. Newfarmer
President and CEO

Accepted for the SVGCOG by:

Name: _____

Title: _____

Date: _____

DATE: November 15, 2018

TO: Governing Board

FROM: Marisa Creter, Executive Director

**RE: UPPER LOS ANGELES RIVER COORDINATED INTEGRATED
MONITORING ANNUAL REPORTING**

RECOMMENDED ACTION

Authorize the Executive Director to execute Amendment #1 and future amendments with Tetra Tech to increase the total contract award by \$100,000 and add annual reporting task to the scope of work for the Upper Los Angeles River (ULAR) Enhanced Watershed Management Program (EWMP).

BACKGROUND

In 2012, the Los Angeles Regional Water Quality Control Board (Regional Board) issued new Municipal Separate Storm Sewer System (MS4) permits. Under this permitting structure, local agencies (permittees) were allowed to form Enhanced Watershed Management Programs (EWMP), consisting of multiple permittees within a watershed, for the purpose of consolidating their compliance efforts. The Upper Los Angeles River (ULAR) EWMP consists of nineteen permittees¹, ten of which are members of the San Gabriel Valley Council of Governments (SGVCOG) as follows:

- City of Alhambra
- City of La Canada Flintridge
- City of Montebello
- City of Monterey Park
- City of Rosemead
- City of San Gabriel
- City of San Marino
- City of South El Monte
- City of South Pasadena
- City of Temple City


EXISTING CIMP MOAS AND FUNDING


In October 2017, the Governing Board authorized the Executive Director to execute Memorandums of Agreement with participating agencies to administer contracts related to the ULAR Coordinated Integrated Monitoring Program (CIMP). The CIMP scope of work includes program development, establishing monitoring stations at key waterbody outfalls, measuring pollutants and constituents at receiving waters, monitoring stormwater and non-stormwater outfalls, developing and tracking studies, and annual reporting to the Regional Board. There are both technical and managerial aspects of the CIMP function, including regular laboratory work such as water testing, and administrative interaction with the Regional Board. Members of the EWMP meet monthly to review the CIMP program and other aspects of the EWMP.

¹ The other eight members of the ULAR CIMP are: Los Angeles County Flood Control District, County of Los Angeles, City of Los Angeles, City of Burbank, City of Calabasas, City of Glendale, City of Hidden Hills, City of Pasadena and City of San Fernando.

ANNUAL REPORTING TASK

In August, the Governing Board authorized the execution of an agreement with Tetra Tech to prepare adaptive management plans for the ULAR EWMP. Annual reporting tasks, which the ULAR Watershed Management Group are required to submit, were not included in the original authorization and contract. The ULAR Watershed Management Group has since identified that oversight and requested that the SGVCOG amend the contract with Tetra Tech to include this task. The existing MOA budgets \$100,000 for annual reporting for FY 18-19 so there will be no financial impact to the SGVCOG. Attachment A outlines the amendment request to incorporate the scope of work and budget for Tetra Tech to undertake the annual reporting task. This contract is paid using the funds provided by cities to the SGVCOG via the CIMP MOA and is included in the adopted FY 18-19 budget. The City of LA provides technical oversight of the contract.

Prepared by: 
Katie Ward
Senior Management Analyst

Approved by: 
Marisa Creter
Executive Director

ATTACHMENTS

Attachment A – Contract Amendment with Tetra Tech



November 7, 2018

OFFICERS

President
Cynthia Sternquist

1st Vice President
Margaret Clark

2nd Vice President
Becky Shevlin

3rd Vice President
Tim Hepburn

MEMBERS

Alhambra
Arcadia
Azusa
Baldwin Park
Bradbury
Claremont
Covina
Diamond Bar
Duarte
El Monte
Glendora
Industry
Irwindale
La Cañada Flintridge
La Puente
La Verne
Monrovia
Montebello
Monterey Park
Pomona
Rosemead
San Dimas
San Gabriel
San Marino
Sierra Madre
South El Monte
South Pasadena
Temple City
Walnut
West Covina

First District, LA County
Unincorporated Communities

Fourth District, LA County
Unincorporated Communities

Fifth District, LA County
Unincorporated Communities

SGV Water Districts

Mr. Chad Helmle, P.E
Vice President
Tetra Tech
9444 Balboa Ave., Suite 215
San Diego, CA 92123

RE: CONTRACT AMENDMENT #1

Dear Mr. Helmle,

On August 16, 2018, the San Gabriel Valley Council of Governments (SGVCOG) authorized the execution of a contract with you for preparation of the Upper Los Angeles River (ULAR) Watershed Management Area Adaptive Management plan. Per Section 2 of the contract, additional services and compensation may be authorized by the SGVCOG in advance and in writing. Annual reporting tasks required by the ULAR Watershed Management Group were not included in the original authorization and contract. The existing MOA budgets \$100,000 for annual reporting for FY 18-19. This letter is to confirm that the SGVCOG is seeking to incorporate the scope of work and budget outlined in Exhibit A for the annual reporting task, pending approval by the SGVCOG Governing Board on November 15. All other terms and conditions of the contract remain the same.

Sincerely,

Marisa Creter
Executive Director
San Gabriel Valley Council of Governments

ATTACHMENTS

Exhibit A - Scope of Work for Upper Los Angeles River EWMP Annual Report

November 6, 2018

Scope of Work for
UPPER LOS ANGELES RIVER EWMP ANNUAL REPORT

1.0 INTRODUCTION

The Upper Los Angeles River (ULAR) Enhanced Watershed Management Program (EWMP) was approved by the LA Regional Water Quality Control Board on April 20, 2016. Per the conditions of specified in the EWMP approval letter and the MS4 Permit, the ULAR Watershed Management Group (WMG) must track their progress towards improving water quality by generating annual reports; additionally, the ULAR WMG is required to implement an adaptive management process every two years.

The Tetra Tech Team--including Tetra Tech and Wood Environment & Infrastructure Solutions Inc. (Wood)--will work with the ULAR WMG to develop the permit-required Annual Report submittals. Services will include coordination and development of watershed-based reporting and assessment with the WMG, along with providing guidance and assistance with data standardization and the data submittal process.

2.0 TECHNICAL APPROACH

The following approach will satisfy the annual reporting requirements of the MS4 Permit.

TASK 1: ANNUAL REPORT

The Annual Report will be developed in coordination with the WMG to meet the requirements of Provision VI and Attachment E of the Permit (Order No. R4-2012-0175 as amended by R4-2012-0175-A01). The Annual Report will include a concise 20-page document with a short executive summary that summarizes the highlights of the watershed's achievements with the remaining permit required documents to be included as attachments.

The Annual Report will demonstrate the progress of Watershed Management Programs and the monitoring related to the Storm Water Control Measures, Total Maximum Daily Load (TMDL) data and reports, and other watershed data specific to the Permit assessment requirements and those specified in the Watershed Management Programs. The report will include a discussion on progress to achieving goals and the implementation of strategies based on the information provided in each jurisdiction's WRAMPS submittal. All data will be provided by the WMG in electronic format such as Excel, Word, etc. that is readable for compilation into the draft Annual Report. The Wood Team will provide consolidated information for review by the WMG to ensure completeness of information. Finally, the status of the adaptive management of the Watershed Management Programs will be detailed.

The Annual Report development budget includes the following assessments to be conducted by Wood:

1. Rainfall Summary based on Rain Gauge 375.
2. Annual Flow Statistics based on flow at eleven LACDPW flow gages in the ULAR WMG area.
 - a. Permit required statistics.
 - b. Comparison to Reasonable Assurance Analysis (RAA) critical condition.
3. Wet Weather Receiving Water (RW) Trend Analysis at 4 Waterbody/Locations

- a. Summary of Toxicity and results of TIE and/or follow up. Assume toxicity found in 2 samples. Assume no TIEs.
 - b. Of the 275 Category 1, 2, and 3 wet weather waterbody pollutant combinations (WBPCs) identified in the EWMP, 26 met the criteria to conduct the trend analysis in the 16-17 annual report. Assume no toxicity found in samples.
 - c. No bed sediment or tissue analysis data reviewed; only water column.
4. Dry Weather RW Trend Analysis (Used for Effectiveness of Non-stormwater Control Measures)
 - a. Of the 325 Category 1, 2, and 3 wet weather waterbody pollutant combinations (WBPCs) identified in the EWMP, 107 met the criteria to conduct the trend analysis in the 16-17 annual report
5. Stormwater Outfall Trend Analysis for 6 Outfall Locations along with any newly established Phase III stormwater outfall monitoring sites.
 - a. Given that this is 3rd year of monitoring and 3 annual wet weather events, review data to determine if trend analysis with Mann Kendell is possible with 9 available data points.
 - b. Phase I initiated in 2015-2016 had 3 outfall monitoring sites, Phase II initiated in 2016-2017 included 3 additional monitoring sites.
6. Non-Stormwater Program Outfall Summary
 - a. Loading rate reduction (LAR) strategies performed by another consultant. One LAR will be summarized (9/23/17 due date).
7. Identification of Exceedances
 - a. The City will provide identification of exceedances from Larry Walker Associates (LWA). Assume they will be looking at receiving water exceedances (wet and dry weather) and outfalls (wet and dry weather). RWLs, WQBELs, non-stormwater action levels, municipal action levels, and aquatic toxicity thresholds. Wood will perform a 10% Quality Assurance (QA) and summarize.
 - b. Assess if the MS4 is contributing to RW exceedances based on available data.
8. Efforts to Address Exceedances
 - a. Summarize information provided in WRAMPs.
9. TMDL and EWMP Milestones – assume no assessments by Wood; summary only.
 - a. Summarize progress on 2017 30% Pollutant Reduction EWMP milestones. Wood is not responsible for agency coordination.
 - b. TMDL (Based on deadlines provided in Attachment N of Permit)
 - i. LA River Nitrogen Compounds and Related Effects– Wood to assess compliance
 - ii. Legg Lake Trash TMDL – Updates will be provided in individual WRAMPs. Wood will summarize for presentation in the annual report
 - iii. LA River Trash – Updates will be provided in individual WRAMPs. Wood will summarize for presentation in the annual report.
 - iv. LA River Metals – Updates will be provided in individual WRAMPs. Wood to assess trends and compliance.
 - v. LA River Bacteria TMDL – The City will provide from Paradigm. Wood to assess trends and compliance.
 - vi. Dominguez Channel Toxics Pollutants– Summarize report from Greater Harbors Regional Monitoring Coalition Report.
 - vii. LA Area Lakes
 1. Lake Calabasas Nutrient TMDL – City Provide Information
 2. Echo Park Lake Nutrient TMDL – The City will provide from LWA
 3. Echo Park Lake PCB TMDL – The City will provide from LWA
 4. Echo Park Lake Chlordane TMDL – The City will provide from LWA
 5. Echo Park Lake Dieldrin TMDL – The City will provide from LWA
 6. Echo Park Lake Trash TMDL – The City will provide from LWA
 7. Legg Lake System Nutrient TMDL – The City will provide from LWA

Report Components and Notes

1. Assume no changes in the EWMP and in the watershed summary information provided in the EWMP.
2. Assume information provided in Section 2 Storm Water Control Measures of the 16/17 Report will be summarized in the WRAMP Forms.
3. 2-3 page Executive Summary for Agency Management Use
4. Annual Report based on In Design Format provided by Tt, 20 page report.
5. Appendices
 - a. Permit Requirement Crosswalk
 - b. CIMP Approval Letter Summary
 - c. Jurisdictional WRAMP Forms
 - d. Watershed WRAMP Form
 - e. Excel Data Submittal
 - f. QA/QC Summary Report
 - g. Trend Analysis Summary
 - h. Identification of Exceedances and Actions to Address
 - i. TMDL and EWMP Milestone Progress Assessment
 - j. Adaptive Management Assessment (Developed by Tt)
 - k. Chronic Toxicity Tests
6. Assume one round of consolidated comments from all jurisdictions. Wood to attend a WMG meeting to discuss Draft report.

Deliverables:

- Draft Final Annual Report
- Final Annual Report

TASK 2 (OPTIONAL): TREND ANALYSIS AND ADDITIONAL WRAMPS DOWNLOADS

Scope includes re-running trend tests with the updated historical dataset received, and providing assessments for the Dominguez Channel/Harbor Toxics TMDL and the ULAR Lake TMDLs. Also providing a summary of applicable water quality objectives that may have not been used for the identification of exceedances. Additional downloads of Individual and Watershed forms from WRAMPs after the 9/1/18 deadline.

SCHEDULE AND BUDGET

Work will be performed according to the schedule below. The proposed price to complete the scope of work is \$45,000. The proposal is made on a firm fixed price basis according to the payment schedule tabulated below. The notice to proceed (NTP) is assumed to be July 27, 2018 – actual schedule will be adjusted upon NTP.

Task	Task Description	Deliverable/Milestone	Schedule
NTP (assumed)			7/27/2018
1	Annual Report	Data Management and Analysis	Ongoing
		Jurisdictional Data and WRAMPS Forms submitted to Wood	9/1/18
		Draft Watershed Form to WMG for review	10/10/18
		Comments from WMG to Wood	10/31/18
		Draft Final Annual Report	11/14/18
		Receive WMG Comments	12/5/18
		Final Annual Report to WMG	12/12/18

Payment Schedule

Milestone	Date	Amount
Draft Submittal of Annual Report to ULAR WMG	11/14/2018	\$38,299
Final Submittal of Annual Report	12/12/2018	\$6,701
Optional Task 2 Trend Analysis and WRAMPS Downloads	12/12/2018	\$4,500
TOTAL PRICE		\$45,000
TOTAL PRICE INCLUDING OPTIONAL TASK 2		\$49,500

REPORT

DATE: November 15, 2018

TO: Governing Board

FROM: Marisa Creter, Executive Director

RE: **SGV GREENWAYS STUDY & CITY ACTIVE TRANSPORTATION PLANS**

RECOMMENDED ACTION

Receive and file the SGV Greenway Study and the Active Transportation Plans for five cities.

BACKGROUND

In 2014, the SGVCOG was awarded funding under the Active Transportation Program (ATP) Cycle 1 grant program to conduct a greenway feasibility study and develop active transportation plans for the cities of Glendora, Irwindale, La Puente, Monrovia, and Montebello. The grant requires that all work be completed by December 2018 and that the implementing agency (SGVCOG) receive and file the final report.

THE GREENWAY FEASIBILITY STUDY

The SGVCOG's consultant, Alta Planning + Design, was tasked with preparing the feasibility study for the San Gabriel Valley Greenway Network. This work was reviewed by the SGVCOG's Greenway TAC, which included broad representation from member agencies. That group met four times in the last fiscal year to hear updates on, and review, the findings of the greenway feasibility study.

In order to score and then consequently rank the various greenway corridors, Alta established an evaluation methodology which was consistently applied to all project corridors. The methodology criteria utilized scoring metrics which are meant to reflect the expected scoring for ATP Cycle 4 grant applications. A corridor can receive a possible score of 32 to 115 points, and each Greenway segment received a segment score based on the scoring methodology. The components and criteria are as follows:

- I) Disadvantaged Community (0 or 10 points)
 - a) Cal Enviro Screen Percentile
 - b) Median Household Income
 - c) Percentage of students eligible for free or reduced priced school meals
- II) Need (7-50 points)
 - a) School Enrollment
 - b) Parks Need
 - c) Transit Adjacency
 - d) Destinations
 - e) Population Density
 - f) Zero Vehicle Households
 - g) Bikeway Gap Area

- h) Bikeway Connectivity
- III) Safety (22-30 points)
 - a) Collisions
 - b) Schools
- IV) Public Participation (0-10 points)
 - a) Previously Planned
 - b) Dedicated Outreach
- V) Feasibility (3-15 points)
 - a) Constructability
 - b) Cost
 - c) Land Ownership

The Greenway TAC was able to review Alta's corridor descriptions, and the scoring results of the evaluations and analyses. While this ranking system provides information and context about each greenway corridor, it does not take into account possible right-of-way acquisition or permission hurdles for some of the corridors, as the rights of way for these greenway segments are owned and/or operated by LA County Flood Control District, SCE, or a railroad. Additionally, while this study did consider and score connectivity, as well as nearby accessible schools and parks for each greenway segment, the study did not project or analyze potential ridership figures for each corridor.

At its June 2018 meeting, the Greenway TAC approved a motion which generally approved of the progress of the SGV Greenway Corridor Study and Results. The motion also stipulated that the item be moved to the Transportation Committee for further review, analysis, and direction. The Greenway Corridor Study was then presented to the Transportation Committee at its meeting on June 21, 2018. At this meeting, members of this committee were able to provide input and feedback on the report and were able to provide comments on which greenway corridors are the most practical and needed in their respective communities. Staff from Alta Planning + Design received these comments and were going to consider them as they worked to prepare the final draft of this report.

ACTIVE TRANSPORTATION PLANS

Alta Planning + Design, Inc. has also been working with five San Gabriel Valley cities to develop specifically tailored active transportation master plans for each of the five respective cities. Alta Planning + Design, Inc. has been drafting these detailed plans for the cities of Glendora, Irwindale, La Puente, Monrovia, and Montebello. The final drafts of these municipal plans include, among other items:

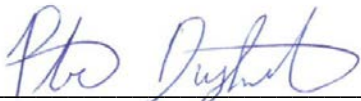
- 1.) Proposed Bikeway Networks
- 2.) Pedestrian Recommendation Maps
- 3.) Comprehensive Lists of Recommended Projects
- 4.) Prioritization Strategies


Note, that while the primary SGV Greenway and Active Transportation Plan Report document has been completed, the Appendix items are not fully finished yet, and will be inserted into the report at a later date.

REPORT

SGVCOG staff is recommending that the Governing Board receive and file the SGV Greenway Study and the five City Active Transportation Master Plans.

Note, due to the large size of the file, the SGV Greenway Study and the Active Transportation Plans will be sent out separately.

Prepared by: 
Peter Duyshart
Project Assistant

Approved by: 
Marisa Creter
Executive Director

ATTACHMENTS:

Attached Separately

REPORT

DATE: November 15, 2018

TO: Governing Board

FROM: Marisa Creter, Executive Director

RE: **COMMITTEE MEETING TIMES**

RECOMMENDED ACTION

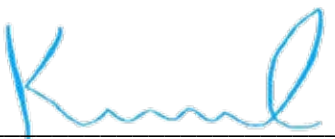
Adopt Resolution 18-61 updating committee meeting times and locations.

BACKGROUND


In 2013, the Governing Board adopted a practice of affirming via resolution Governing Board, Policy Committee and TAC meeting dates, times and locations. This was done to increase transparency and make it easier for members of the public to attend meetings.

Resolution 18-61 provides an updated list of regularly scheduled meeting dates, time, and locations for SGVCOG Governing Board, Policy Committees, and TACs. The resolution reflects the change of the Homelessness Committee start time to 8:30 AM and updating the Governing Board start time to 5:30 PM.

Prepared by: _____


Katie Ward
Senior Management Analyst

Approved by: _____


Marisa Creter
Executive Director

ATTACHMENTS

Attachment A – Resolution 18-61

RESOLUTION NO. 18-61

**RESOLUTION OF THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS
CONFIRMING MEETING DATES, TIME, AND LOCATIONS FOR THE SGVCOG
GOVERNING BOARD, POLICY COMMITTEES, AND TECHNICAL ADVISORY
COMMITTEES.**

WHEREAS, the San Gabriel Valley Council of Governments holds regular meetings to evaluate matters of importance to the SGVCOG and the San Gabriel Valley; and

WHEREAS, Governing Board Representatives and Alternate Governing Board Representatives perform essential duties for the SGVCOG by their attendance at the regular scheduled meetings of the Governing Board and Policy Committees; and

WHEREAS, City staff representatives perform essential duties for their respective cities by their attendance at the regular scheduled meetings of SGVCOG's Policy and Technical Advisory Committees; and

WHEREAS, to ensure regular attendance at these meetings, SGVCOG wishes to confirm the meeting dates, time, and locations for the SGVCOG Governing Board, Policy Committee, and Technical Advisory Committees.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board hereby confirms the regularly scheduled meetings for the Governing Board, Policy Committees, and Technical Advisory Committees as follows:

1. Governing Board on the third Thursday of every month at 5:30 p.m. at Upper San Gabriel Valley Municipal Water District Offices (602 E. Huntington Drive, Suite B, Monrovia, California 91016).
2. Executive Committee on the first Monday of every month at 12:00 p.m. at the SGVCOG Office (1000 S. Fremont Ave., Building 10, Suite 10210, Alhambra, California 91803)
3. Transportation Policy Committee on the third Thursday of every month at 4:30 p.m. at Upper San Gabriel Valley Municipal Water District Offices (602 E. Huntington Drive, Suite B, Monrovia, California 91016).
4. Energy, Environment, and Natural Resources (EENR) Policy Committee on the third Wednesday of every month at 12:30 p.m. at Upper San Gabriel Valley Municipal Water District Offices (602 E. Huntington Drive, Suite B, Monrovia, California 91016).
5. Homelessness Committee on the first Wednesday of every month at 8:30 a.m. at Baldwin Park Arts and Recreation Center (14403 B East Pacific Avenue, Baldwin Park, CA 91706).

6. Water Policy Committee on the second Tuesday of every month at 10:00 a.m. at Upper San Gabriel Valley Municipal Water District Offices (602 E. Huntington Dr., Monrovia, California 91016).
7. Capital Projects Construction Committee on the fourth Monday of every month at 12:00 p.m. at West Covina City Hall (1444 W Garvey Ave S, West Covina, CA 91790).
8. City Managers Technical Advisory Committee (TAC) on the third Wednesday of every month at the Monrovia Restaurant (534 S. Myrtle Avenue, Monrovia, California 91016).
9. City Managers' Steering Committee on the first Wednesday of every month at 12:00 p.m. at Foothill Transit Office (100 S Vincent Ave #200, West Covina, CA 91790).
10. Public Works Technical Advisory Committee (TAC) on the third Monday of every month at 12:00 p.m. at Upper San Gabriel Valley Municipal Water District Offices (602 E. Huntington Drive, Suite B, Monrovia, California 91016).
11. Planning and Community Development Technical Advisory Committee (TAC) on the fourth Thursday of every month at 12:00 p.m. at Upper San Gabriel Valley Municipal Water District Offices (602 E. Huntington Drive, Suite B, Monrovia, California 91016).
12. Transportation Technical Advisory Committee (TAC) on the first Thursday of every month at 9:00 a.m. at The ACE Project Offices (4900 Rivergrade Road, Irwindale, California 91706).

This resolution supersedes Resolution No. 18-57 in its entirety.

PASSED AND ADOPTED by the Governing Board of San Gabriel Valley Council of Governments, County of Los Angeles, State of California, on the 15th day of November 2018.

San Gabriel Valley Council of Governments

Cynthia Sternquist, President

Attest:

I, Marisa Creter, Executive Director and Secretary of the Board of Directors of the San Gabriel Valley Council of Governments, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Governing Board held on the 15th day of November, 2018, by the following roll call vote:

AYES:	
NOES:	
ABSTAIN:	
ABSENT:	

Marisa Creter, Secretary

REPORT

DATE: November 15, 2018

TO: Governing Board Representatives and Alternates

FROM: Marisa Creter, Executive Director

RE: CANCELLATION OF THE DECEMBER MEETING AND AUTHORIZING OFFICERS TO TAKE NECESSARY ACTIONS

RECOMMENDED ACTIONS

Adopt Resolution 18-62, taking the following actions:

- 1) Cancel the SGVCOG December 2018 Governing Board meeting.
- 2) Authorize the President, in consultation with the other officers, to act on the Governing Board's behalf by undertaking all actions that are necessary for the proper administration and operation of the SGVCOG and that cannot be delayed until the next Regular Meeting of the Governing Board.

BACKGROUND AND ANALYSIS

It is customary for the Governing Board to cancel its Regular Meeting for the month of December to encourage participation at other regional events. Between the regular Governing Board meetings, there may be actions that must be undertaken on behalf of the SGVCOG. In prior years, the Governing Board has authorized the President to undertake such actions as may be necessary, and which cannot be delayed until the next regularly scheduled meeting, after consulting with the other Officers. Additionally, the President retains the discretion to call a Special Meeting of the Governing Board as identified in Article III, Section B of the Bylaws.

Prepared by: _____


Katie Ward
Senior Management Analyst

Approved by: _____


Marisa Creter
Executive Director

ATTACHMENTS

Attachment A – Resolution 18-62

RESOLUTION NO. 18-62

**RESOLUTION OF THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS
CANCELLING THE REGULAR DECEMBER 2018 GOVERNING BOARD MEETING
AND AUTHORIZING THE PRESIDENT TO UNDERTAKE NECESSARY ACTIONS**

WHEREAS, the San Gabriel Valley Council of Governments holds regular meetings to evaluate matters of importance to the SGVCOG and the San Gabriel Valley; and

WHEREAS, Governing Board Representatives and Alternate Governing Board Representatives perform essential duties for the SGVCOG by their attendance at the regular scheduled meetings of the Governing Board; and

WHEREAS, regular meetings of the Governing Board are held on the third Thursday of every month at 6 PM at the Upper San Gabriel Valley Municipal Water District Offices (602 E. Huntington Drive, Monrovia, California 91016); and

WHEREAS, the San Gabriel Valley Council of Governments member agencies host several events that benefit their local communities during the month of December and that require the attendance of Governing Board representatives and alternates, making it difficult for a quorum of Governing Board members to attend the December meeting.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board hereby takes the following actions:

1. Cancels SGVCOG December 2018 Governing Board meeting
2. Authorizes the President, in consultation with the other officers, to act on the Governing Board's behalf by undertaking all actions that are necessary for the proper administration and operation of the SGVCOG and that cannot be delayed until the next Regular Meeting of the Governing Board.

PASSED AND ADOPTED by the Governing Board of San Gabriel Valley Council of Governments, in the County of Los Angeles, State of California, on the 15th day of November 2018.

San Gabriel Valley Council of Governments

Cynthia Sternquist, President

Attest:

I, Marisa Creter, Executive Director and Secretary of the Governing Board of the San Gabriel Valley Council of Governments, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Governing Board held on the 15th day of November 2018, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Marisa Creter, Secretary

DATE: November 15, 2018

TO: Governing Board

FROM: Marisa Creter, Executive Director

RE: **MEASURE M SUBREGIONAL FUNDS; INITIAL FIVE-YEAR PROGRAMMING PLAN AND PROJECTS LIST**

RECOMMENDED ACTION

Adopt Resolution 18-63 approving the following: 1) Methodology for prioritizing and selecting projects for MSP programmatic funding and 2) SGVCOG Measure M MSP 5-Year Plan projects and funding proposal.

BACKGROUND

In June 2017, the Metro Board of Directors adopted the Measure M guidelines, establishing a process by which subregional funds under Measure M will be programmed by the subregional entities, including the SGVCOG, through the development of five-year subregional fund programming plans. In accordance with these guidelines, five-year project specific programming plans will have to be submitted to the Metro Board of Directors for adoption, which will subsequently guide the flow of funding to various specific projects that fall within each program.

In December 2017, the SGVCOG Governing Board adopted Resolution 17-37 to allocate the programming of the initial five-year Measure M subregional funds across four programs as follows¹ and directed staff to initiate the project selection process to create a full five-year MSP project specific plan:

- **Active Transportation:** \$14,531,832
- **Bus System Improvement²:** \$500,000
- **First/Last Mile & Complete Streets:** \$17,295,455
- **Highway Efficiency Program³:** \$5,300,000

MSP PROJECT SELECTION PROCESS

SGVCOG staff recently completed a call for projects process for both Active Transportation and First/Last Mile projects through which cities were able to submit qualifying transportation projects to the COG for funding consideration for the next. This process was designed to be simple for

¹ All MSP funding totals include .5% administrative fee that Metro has authorized subregions to use to offset the costs associated with developing the five-year MSP plans.

² Due to the limited funding in the Bus System Improvement category, Foothill Transit is proposing to use this funding for conceptual design work and a transit study.

³ The Governing Board previously took action to allocate the \$5.3 million in Highway Efficiency Program funds to the Lemon Avenue project.

cities to participate in. Agencies could submit projects through standard email, and provide only a project title, brief description, and project cost.

The COG received 58 projects from a total of 17 San Gabriel Valley agencies (cities and LA County). The COG also follows up with all agencies that did not submit projects and confirmed that they did not have any eligible projects at this time. The total cost of all qualifying projects which were submitted to the SGVCOG for Measure M MSP subregional funding consideration was approximately \$160,062,498. Out of the approximately \$160 million, SGV local agencies requested about \$144,520,352 in Measure M MSP subregional dollars to fund their respective projects. Attachment A provides a complete list of all submitted and qualifying Active Transportation and First/Last Mile and Complete Streets projects.

Given that the combined total amount of funding available between the Active Transportation and the First-Last Mile programs for the current MSP 5-Year Plan is \$31,827,287, only a small portion of submitted projects across the SGV subregion will be able to receive funding over the next few fiscal years. Staff proposed that an equitable way to program the initial MSP funds is to award funding, at the very minimum for design⁴, for each local agency's top priority project. When considering only each agency's highest priority project, the total amount of MSP-requested funds is reduced from \$144,520,352 to \$31,827,200. Table 2 contains a list of the 17 projects which are being recommended for partial or full MSP funding for the current MSP funding cycle, and Attachment B is a more detailed list of these projects. Additionally, Table 3 summarizes the funding breakdown of how much funding is available per MSP sub-program, and how much of the total subregional funding will actually be awarded

Active Transportation Program Projects

<i>Implementing Agency</i>	<i>Project Name</i>	<i>Recommended Funding through FY 21-22 (Proposed)</i>
City of Alhambra	Lit Crosswalk Traffic Control Devices	\$640,000
City of Industry	City of Industry East-West Bikeway Project	\$1,500,000
Los Angeles County	Huntington Drive Bike Lanes	\$4,300,000
City of Monrovia	Monrovia Active Community Travel Vinculum	\$4,000,000
City of Pomona	San Jose Creek Multi-Use Bikeway	\$1,436,057
City of Rosemead	Mission Drive: Pedestrian Hybrid Beacon System	\$390,500
Temple City	Eaton Canyon Wash Bike Trail	\$2,000,000
City of El Monte	El Monte Class II Bike Lane / Sharrows Project	\$585,000 ⁵
TOTAL:		\$14,851,557

First Last Mile & Complete Streets Program Projects

⁴ Two of the larger projects (San Jose Creek Multi-Use Bikeway and La Verne Gold Line TOD Pedestrian Bridge) have not yet completed design and the majority of construction activity for these two projects would not take place until at least FY 22-23, which would be part of the 2nd MSP funding cycle and 5-Year Plan. Therefore, staff is only including the design costs for these projects be funded under this cycle. This will allow for more detailed costs to be included under the next MSP cycle and prevent funds being deobligated by Metro. Only the funds that will actually be expended in FY 18-22 are included in the totals referenced in this report.

⁵ In previous staff reports to SGVCOG policy committees and TACs, this project was inadvertently omitted.

REPORT

<i>Implementing Agency</i>	<i>Project Name</i>	<i>Recommended Funding through FY 21-22 (Proposed)</i>
City of Arcadia	Arcadia Gold Line Station Pedestrian Access Corridors	\$1,750,000
City of Baldwin Park	Baldwin Park Transit Center FLM	\$656,256
City of Claremont	College Avenue Pedestrian and Bike Improvements	\$690,397
City of Covina	Citrus Ave. Complete Streets Enhancements	\$1,750,000
City of Diamond Bar	Diamond Bar Blvd. Complete Streets Project	\$3,000,000
City of Duarte	Duarte Gold Line Station Pedestrian Access and Bicyclist Safety Improvements	\$1,629,000
City of La Verne	Gold Line Transit Oriented Development Pedestrian Bridge	\$900,000
City of San Dimas	San Dimas Ave. Pedestrian & Bikeway Improvement Project from Gold Line Station to Avenida Loma Vista	\$900,000
City of South El Monte	Santa Anita Avenue Walkability Project	\$5,700,000
TOTAL:		\$16,975,643
COMPREHENSIVE TOTAL:		\$31,827,200

Table 2.
Proposed Selected Priority Projects for First MSP 5-Year Plan.⁶

Funding Type	\$ Amount
Total AT Available Funds	\$14,531,832
Total Recommended AT Funds	\$14,851,557⁷
Total FLM Available Funds	\$17,295,455
Total Recommended FLM Funds	\$16,975,643
Total AT/FLM Available Funds	\$31,827,287
Total Recommended AT/FLM Funds	\$31,827,200
Remaining Funds	\$87

Table 3.
Measure M MSP 5-Year Recommended Funding Allocation (\$ in millions).

PREVIOUS SGVCOG COMMITTEE ACTION

⁶ Please note that these funding amounts are *exclusive* of the 0.5% administrative costs fee for the SGVCOG to administer the programming of these funds as authorized by the Measure M Guidelines and from previous Governing Board action. This administrative fee will be deducted from the award amounts shown above when projects are formally submitted to Metro and will be reflected in the final funding agreements which are executed with Metro.

⁷ Even though the total amount of recommended Active Transportation Funds is higher than the amount of available Active Transportation Funds, the SGVCOG's proposed programming of MSP funds is still under the total combined threshold of \$31,668,151 for both Active Transportation and First-Last Mile funds. Since some projects, including the El Monte project, have elements of both Active Transportation and Complete Streets, COG staff will be able to allocate the funds to recommended projects within the bounds of the Measure M guidelines.

REPORT

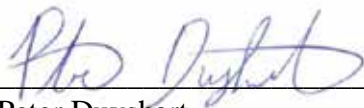
Over the past two months, the proposed funding recommendations were reviewed by the Public Works TAC, Planning TAC, City Managers' Steering Committee, Transportation Committee and Executive Committee and were unanimously recommended for adoption.

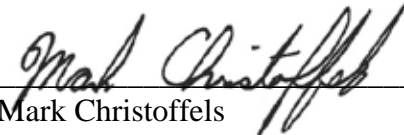
NEXT STEPS

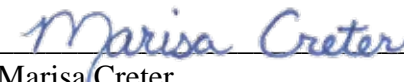
COG staff is recommending that the Governing Board adopt Resolution 18-63, which approves the following:

- 1) Methodology for prioritizing and selecting projects for MSP programmatic funding and
- 2) SGVCOG Measure M MSP 5-Year Plan projects and funding proposal.

If approved by the Governing Board, staff will submit the MSP project list to Metro. Project lists must be accepted by Metro no later than February 2019 in order to allow funds to be made available by FY 19-20. Additionally, each local agency which will need to complete forms pertaining to project readiness and project financing and expenditure plans. These forms will need to be submitted to LA Metro, and Metro will review the information provided on the forms to draft a master funding agreement with each local agency which is awarded with funds.

Prepared by: 
Peter Duyshart
Project Assistant

Prepared by: 
Mark Christoffels
Chief Engineer

Approved by: 
Marisa Creter
Executive Director

ATTACHMENTS:

- Attachment A – List of all Submitted Measure M Projects
- Attachment B – FY 18-22 Proposed Project List and Programming Plan
- Attachment C – Resolution 18-63

**Measure M MSP Project
All Projects Submitted**

Attachment A

Active Transportation

Project Name	Description¹
South El Monte Santa Anita Avenue walkability project (SEM 1)	Includes the installation of two mid-block crossings with refuge medians and pedestrian signals, all new street paving, bulb-outs, and high visibility crosswalks with stop bars, pedestrian countdown signals, ADA compliant driveways and wheelchair ramp upgrades, as well as signage.
South El Monte Merced Avenue Green Street project (SEM 3)	Install parkway tree wells, curb cuts, bio-retention areas, treatment planters, pervious pavement systems, protected bike lanes, lighting, cross walks and all new street paving
City of Industry bikeway project on the San Jose Creek r/w (Ind. 1)	Design and construct a Class I bike path along the San Jose Creek right of way which meanders through Industry's city limits
City of Industry bikeway project on the UPRR r/w (Ind. 2)	Design and construct a bike path along the UPRR (Alhambra Subdivision) right of way from Azusa Avenue to the Metrolink station at Brea Canyon Road
Claremont Cambridge Ave bikeway project (Cl. 2)	Develop a bicycle connection between the Citrus Regional Bikeway and the regional corridor of Arrow Highway. This project includes class II bikeways throughout.
Temple City Sidewalk Network Expansion	Sidewalk gap closures at various locations
South El Monte Rosemead Revitalization Project (SEM 2)	Construct active transportation elements such as protected bike lanes, sidewalks, drought tolerant landscaped medians, and ADA ramps, and new street paving
Monrovia Active Community Travel Vinculum (Monrovia)	Two-way protected Class I bicycle lanes along Primrose Avenue and Ivy Avenue in Old Town will couple with Class IV cycle tracks along Central Avenue connecting to safer freeway under crossings
LA County Puente Creek Bike Path (LAC 4)	Construct Class I Bike Path: 7th Ave. (San Jose Creek) to Temple Ave.; from Hacienda Blvd. to Rimgrove Ave.
LA County Colima Rd. Bike Lanes (LAC 2)	Construct Class II Bike Lanes: Larkvane Rd. to Fullerton Rd.; Fullerton Rd. to Brea Canyon Cutoff Rd.; Casino Dr. to Allenton Ave.
LA County Huntington Dr. Bike Lanes (LAC 1)	Construct Class II Bike Lane; San Gabriel Boulevard to Michillinda Ave.
LA County Vincent and Citrus Communities Safe Routes to School (LAC 3)	Installation of new sidewalks, and street crossing improvements such as ADA compliant curb ramps, bulbouts, pedestrian activated warning systems (PAWS), enhanced crosswalks with advanced stop bars, audible push buttons and pedestrian countdown signals
LA County Emerald Necklace East-West Connectors (Quarry Clasp) (LAC 5)	Construct Class I Bike Path: Rio Hondo Bike Trail to San Gabriel Bike Trail
Temple City Eaton Canyon Wash Bike Trail (TC1)	Complete a bike trail along the Eaton Canyon Wash which traverses through Northeast Pasadena, San Gabriel and Temple City
Arcadia Citywide Bike Facilities (Arcadia 3)	In the coming year, the City will administer an ATP Grant-funded project to add bike lanes, and make associated street and traffic signal improvements to City streets to establish a network of bike routes radiating out from the Arcadia Gold Line Station and connecting with other important activity centers. The City of Sierra Madre is a partner in this project, and some routes will extend into Sierra Madre and connect with their activity centers. The City of Arcadia is planning to pursue a bike share program and is in need of bike parking facilities at these activity centers. The Citywide Bike Facilities Project is intended to provide amenities to encourage and accommodate bike riders to ride to these locations, either with their own bikes or utilizing a bike share program.
San Jose Creek Multi-use Bikeway (Pomona 1)	Construct and complete a 3.5 mile Class I off-road bike and pedestrian greenway adjacent to the San Jose Creek channel in between Temple Ave and I-10 (Casa Vista Drive). This greenway trail would connect residents to about a dozen parks and K-12 schools, as well as Cal Poly Pomona
Diamond Bar Blvd. Complete Streets Project	From SR 60 to Golden Springs Drive, To create a complete streets corridor with both the Green Street and Complete Streets elements. These improvements include enhanced crosswalks/pedestrian walkways/green bicycle lanes, ADA ramps, and bioswales and/or infiltration trenches for stormwater treatment to encourage increased/safe use of biking and walking. Design is currently underway.
City Wide Bike Plan Roll Out (Alhambra) (2)	The City with the adoption of the General Plan Update anticipates the adoption and roll out of a City wide Bike Plan. Funds will be used to install bike lanes, sharrows, signage and publicity. Funding would be for construction as per the bike plan.

**Measure M MSP Project
All Projects Submitted**

Attachment A

Lit Crosswalk Traffic Control Devices (Alhambra) (1)	The City would install a pedestrian push button signal at nine intersections that have an uncontrolled crosswalk. Funding would be for construction.
Mission Drive: Ped Hybrid Beacon System (Rosemead 1)	Installation of PHB System at intersections of Newby Ave. and Lomas Ave.
Valley Blvd.: Traffic Signalization and Synchronization and Analysis (Rosemead 9)	Intersections of Rio Hondo Ave. and Temple City Blvd. along Valley Blvd.: Traffic signal analysis, capacity and safety analysis, upgrade and coordination
Valley Blvd.: Street Corridor Improvements (Rosemead 7)	From Easterly City Limit to Westerly City Limit: ITS transportation system, traffic signal upgrades, pedestrian improvements, lighting improvements, paving, storm water and bike lanes
Garvey Ave.: Street Corridor Improvements (Rosemead 8)	From Easterly City Limit to Westerly City Limit: ITS transportation system, traffic signal upgrades, pedestrian improvements, storm water, lighting, bike improvements and bike facilities.
Walnut Grove Ave.: Street Corridor Improvements (Rosemead 2)	From Northerly City Limit to San Gabriel Blvd.: ITS transportation system, traffic signal upgrades, pedestrian improvements, lighting improvements, paving, storm water and bike lanes
San Gabriel Blvd.: Street Corridor Improvements (Rosemead 3)	From I-10 Freeway to South City Limit: ITS transportation system, traffic signal upgrades, pedestrian improvements, lighting improvements, paving, storm water and bike lanes
Del Mar Ave.: Street Corridor Improvements (Rosemead 4)	From I-10 Freeway to South City Limit: ITS transportation system, traffic signal upgrades, pedestrian improvements, lighting improvements, paving, storm water and bike lanes
Temple City Blvd.: Street Corridor Improvements (Rosemead 5)	From I-10 Freeway to Northerly City Limit: ITS transportation system, traffic signal upgrades, pedestrian improvements, lighting improvements, paving, storm water and bike lanes
El Monte: DESIGN for 4 Active Transportation projects	Design work for Mountain View Road Bike Lane, Elliot Ave. sharrows projects, and Tyler Avenue Bike Lane projects.
El Monte: Mountain View Road Bike Lane (El Monte 1)	Install a Class II Bike Lane (and other related work) on Mountain View Road from Rush Street to Valley Boulevard
El Monte: Elliot Ave. Sharrows work 1 (El Monte 2)	Install sharrows (and other related work) on Elliot Avenue from Merced Avenue to Mountain View Road.
El Monte: Elliot Ave. Sharrows work 2 (El Monte 3)	Install sharrows (and other related work) on Elliot Avenue from Mountain View Road to N. Brookside.
El Monte: Tyler Avenue Bike Lane (El Monte 4)	Install a Class II Bike Lane (and other related work) on Tyler Avenue from Klingerman Street to Garvey Avenue.
Marchant Park -- DeLancy Street - Green Street Project (San Dimas 9)	Install parkway tree wells, curb cuts, bio-retention areas, treatment planters, previous pavement systems, protect bike lanes, lighting, cross walks, park landscape, and all new street paving
Puente Street Green Street Project (San Dimas 6)	Between Avenida Monte Vista and Via Esperanza: Install parkway tree wells, curb cuts, bio-retention areas, treatment planters, previous pavement systems, protect bike lanes, lighting, cross walks, park
San Dimas Complete Street Study (San Dimas 8)	Evaluate the streets in San Dimas and highlight the streets that would offer the connections needed between La Verne and Glendora
Multi-Use Trail from Cypress St. to Avenida Loma Vista (San Dimas 2)	Design and construct a multi-use trail "Canyon Vista Trail" from Cypress Street adjacent from the high school to connect to the Via Verde community to the south at Avenida Loma Vista
Civic Park Improvements -- Walkability Project (San Dimas 5)	Includes the design and construction of sidewalks along Iglesia Street, 2nd Street, and Library parking lot
Bikeway Project on San Dimas Canyon Road (San Dimas 7)	Evaluate, design, and construct a bike path along San Dimas Canyon from Arrow Hwy. to San Dimas Canyon Regional Park
W. Covina Blvd. sidewalk project connection to medical services (San Dimas 4)	Includes design and construction of a sidewalk from Charter Oaks Estates, a Senior mobile home park, going west to connect to an already installed sidewalk approx. 890 feet
Bikeway Project from proposed Gold Line station to Bonelli (San Dimas 3)	Design and construct a bike path along north side of San Dimas Avenue from Proposed Gold Line station to Bonelli Park via. Puddingstone Street

**Measure M MSP Project
All Projects Submitted**

Attachment A

San Dimas Avenue Pedestrian and Bikeway Improvement Project from Gold Line Station to Avenida Loma Vista (San Dimas 1)	Design and construct a pedestrian and bike path along north side of San Dimas Avenue from the proposed Gold Line Station to Avenida Loma Vista, approx. 1.35 miles.			
Citrus Avenue Complete Streets Enhancements (Covina)	This project will add active transportation elements on Citrus Avenue that help to connect the existing Metrolink Covina Station with the new Foothill Transit Center/Park & Ride Facility and other business/civic destinations in the City of Covina.			
List the estimated cost of each project and funding sources:				
Project Name	Cost Estimate	MSP \$ Amount	Non-MSP \$	Notes/Comments (e.g., Funding Sources)
South El Monte Santa Anita Avenue walkability project (SEM 1)	\$ 5,700,000	\$ 5,700,000		Design: \$700,000 / Construction: \$5,000,000
South El Monte Merced Avenue Green Street project (SEM 3)	\$ 4,700,000	\$ 4,000,000	\$ 700,000	Design: \$700,000 (Already funded) / Construction: \$4,000,000 (not funded)
City of Industry bikeway project on the San Jose Creek r/w (Ind. 1)	\$ 3,317,600	\$ 1,500,000	\$ 1,817,600	Design: \$250,000 / Construction: \$3,050,000
City of Industry bikeway project on the UPRR r/w (Ind. 2)	\$ 2,461,799	\$ 2,461,799	\$ 961,799	Design: \$339,558.50 / Construction (incl. 25% Contingency): \$2,122,240.63
Claremont Cambridge Ave bikeway project (Cl. 2)	\$ 659,295	\$ 659,295	\$ 65,930	Construction only (Claremont contribution to go toward Design)
Temple City Sidewalk Network Expansion (TC 2)	\$ 1,000,000	\$ 1,000,000		Design: \$100,000 / Construction: \$900,000
South El Monte Rosemead Revitalization Project (SEM 2)	\$ 8,200,000	\$ 8,200,000		Design: \$1,200,000 / Construction: \$7,000,000
Monrovia Active Community Travel Vinculum	\$ 13,124,563	\$ 4,000,000	\$ 9,124,563	[Design: \$1,192,869 / Construction: \$2,807,131 / TOTAL: \$4,000,000] (FY 19-20: Design and Construction: \$1,192,869 / TOTAL: \$2,807,131)
LA County Puente Creek Bike Path (LAC 4)	?	?	?	Design and construction (Will not have cost estimate until completion of SGVCOG
LA County Colima Rd. Bike Lanes (LAC 2)	\$ 11,000,000	\$ 11,000,000		Construction only (No Design)
LA County Huntington Dr. Bike Lanes (LAC 1)	\$ 4,300,000	\$ 4,300,000		Construction only (No Design)
LA County Vincent and Citrus Communities Safe Routes to School (LAC 3)	\$ 6,900,000	\$ 6,900,000		Design: \$1,400,000 / Construction: \$5,500,000
LA County Emerald Necklace East-West Connectors (Quarry Clasp) (LAC 5)	\$ 14,200,000	\$ 14,200,000		Design: \$7,700,000 (\$6,200,000 for land acquisition) / Construction: \$6,500,000
Temple City Eaton Canyon Wash Bike Trail (Temple City) (TC 1)	\$ 2,000,000	\$ 2,000,000		Design: \$200,000 / Construction: \$1,800,000
Arcadia Citywide Bike Facilities (Arcadia 3)	\$ 230,000	\$ 230,000		Design: \$30,000 / Construction: \$200,000
San Jose Creek Multi-use Bikeway (Pomona 1)	\$ 9,409,535	\$ 9,409,535		Design: \$1,436,057 (Pomona: \$60,000) / Construction: \$7,973,478
Diamond Bar Blvd. Complete Streets Project	\$ 5,200,000	\$ 3,000,000	\$ 2,200,000	Design/PS&E: \$200,000 (already funded) / Construction: \$5,000,000 (\$3,000,000 in MSP
City Wide Bike Plan Roll Out (Alhambra) (2)	\$ 200,000	\$ 200,000		Construction only
Lit Crosswalk Traffic Control Devices (Alhambra) (1)	\$ 640,000	\$ 640,000		Construction only (Will submit LOI for COG to provide engineering design services for this
Mission Drive: Ped Hybrid Beacon System (Rosemead 1)	\$ 390,500	\$ 390,500		Design: \$35,500 / Construction: \$355,000

**Measure M MSP Project
All Projects Submitted**

Attachment A

Valley Blvd.: Traffic Signalization and Synchronization and Analysis (Rosemead 9)	\$ 3,500,000	\$ 3,500,000		Design: \$350,000 / Construction: \$3,145,000
Valley Blvd.: Street Corridor Improvements (Rosemead 7)	\$ 6,500,000	\$ 6,500,000		Design: \$650,000 / Construction: \$5,850,000
Garvey Ave.: Street Corridor Improvements (Rosemead 8)	\$ 6,500,000	\$ 6,500,000		Design: \$650,000 / Construction: \$5,850,000
Walnut Grove Ave.: Street Corridor Improvements (Rosemead 2)	\$ 2,500,000	\$ 2,500,000		Design: \$250,000 / Construction: \$2,250,000
San Gabriel Blvd.: Street Corridor Improvements (Rosemead 3)	\$ 2,500,000	\$ 2,500,000		Design: \$250,000 / Construction: \$2,250,000
Del Mar Ave.: Street Corridor Improvements (Rosemead 4)	\$ 2,500,000	\$ 2,500,000		Design: \$250,000 / Construction: \$2,250,000
Temple City Blvd.: Street Corridor Improvements (Rosemead 5)	\$ 1,500,000	\$ 1,500,000		Design: \$150,000 / Construction: \$1,350,000
El Monte: DESIGN for 4 Active Transportation projects	\$ 165,000	\$ 165,000		Design: \$165,000
El Monte: Mountain View Road Bike Lane (El Monte 1)	\$ 582,908	\$ 582,908		Design: \$165,000 (Combined for all 4 projects) / Construction: \$582,908
El Monte: Elliot Ave. Sharrows work 1 (El Monte 2)	\$ 393,660	\$ 393,660		Design: \$165,000 (Combined for all 4 projects) / Construction: \$393,660
El Monte: Elliot Ave. Sharrows work 2 (El Monte 3)	\$ 359,100	\$ 359,100		Design: \$165,000 (Combined for all 4 projects) / Construction: \$359,100
El Monte: Tyler Avenue Bike Lane (El Monte 4)	\$ 315,765	\$ 315,765		Design: \$165,000 (Combined for all 4 projects) / Construction: \$315,765
Marchant Park -- DeLancy Street -- Green Street Project (San Dimas 9)	\$ 2,700,000	\$ 2,700,000		Design: \$270,000 / Construction: \$2,430,000
Puente Street Green Street Project (San Dimas 6)	\$ 150,000	\$ 150,000		Design only
San Dimas Complete Street Study (San Dimas 8)	\$ 50,000	\$ 50,000		Study only
Multi-Use Trail from Cypress St. to Avenida Loma Vista (San Dimas 2)	\$ 2,700,000	\$ 2,700,000		Design: \$270,000 / Construction: \$2,430,000
Civic Park Improvements -- Walkability Project (San Dimas 5)	\$ 120,000	\$ 120,000		Design: \$18,000 / Construction: \$102,000
Bikeway Project on San Dimas Canyon Road (San Dimas 7)	\$ 200,000	\$ 200,000		Study, Design: \$30,000 / Construction: \$170,000
W. Covina Blvd. sidewalk project connection to medical services (San Dimas 4)	\$ 100,000	\$ 100,000		Design: \$15,000 / Construction: \$85,000
Bikeway Project from proposed Gold Line station to Bonelli (San Dimas 3)	\$ 700,000	\$ 700,000		Design: \$70,000 / Construction: \$630,000
San Dimas Avenue Pedestrian and Bikeway Improvement Project from Gold Line Station to Avenida Loma Vista (San Dimas 1)	\$ 1,050,000	\$ 900,000		Design and PS&E: \$100,000 / Construction Engineering: \$50,000 / Construction: \$810,000
Citrus Avenue Complete Streets Enhancements (Covina)	\$ 1,750,000	\$ 1,750,000		Design: \$150,000 / Construction: \$1,600,000
ATP TOTAL:	\$ 130,469,725	\$ 116,477,562		

**Measure M MSP Project
All Projects Submitted**

Attachment A

First/Last Mile and Complete Streets Program	
List each project, the location, relationship to MSP name/type, and description:	
Project Name	Description¹
Baldwin Park Baldwin Park Transit Center FLM	Improve pedestrian infrastructure by providing safe and efficient nonmotorized connections to and from public transit facilities and destinations within the Downtown Baldwin Park district
Arcadia Gold Line Station Pedestrian Access Corridors (Arcadia 1)	Improvements include pedestrian lighting, decorative treatments to the pavement surfaces, raised pavement “speed humps” for pedestrian crossings, bollards and railings, landscape nodes and signage.
Arcadia Colorado Street Complete Streets Project (Arcadia 2)	Colorado Street between Michillinda Avenue and Colorado Boulevard is an important east/west roadway connection. This project proposes to widen the street by at least four feet to accommodate bike lanes in both directions. The project also proposes to construct a meandering sidewalk on the south side of the street to fit within the parkway and avoid the mature trees. Also included are enhancements to the bus stops. The Bike Lanes are identified in the City’s General Plan Circulation Element and are on the US Bike Route 66 through Arcadia. The bike lanes would connect the gap between Pasadena and Monrovia. The sidewalk would also connect a gap between Altura Rd. and Harvard Dr.
Duarte Gold Line Station Pedestrian Access and Bicyclist Safety Improvements	Improve pedestrian and bicycle infrastructure connections to and from the Gold Line Station in Duarte
Claremont College Ave Ped and Bike Improvements (Cl. 1)	First/Last Mile improvements enhancing Pedestrian and Bicycle safety and providing complete streets infrastructure. This project includes ADA features and the relocation of the traffic signal from College at Kirkwood to College at Green Street.
Claremont First Street Bus Turnout (Cl. 5)	Multi-modal improvements accommodating bus pickup and drop off area adjacent to the future Gold Line platform. Includes ADA and Pedestrian path of travel improvements.
Claremont Rideshare Improvements on First Street at Harvard Ave (Cl. 6)	First/Last Mile Improvements focusing on rideshare accommodations adjacent to the future Gold Line Station. In addition to rideshare pick-up/drop-off area, the project includes ADA and pedestrian lighting improvements.
Claremont College Ave improvements (Cl. 3)	First/Last Mile Improvements enhancing bicycle safety by widening the roadway to accommodate dedicated bike lanes, leading to the Gold Line and Metrolink stations. This project includes widening of the roadway to accommodate installation of class II bikeways, featuring green bikeway paint.
Claremont Bonita Ave Complete Street Project (Cl. 4)	Creating a complete streets corridor to accommodate bicycle and pedestrian connections to mass transit from College Avenue leading to both Metrolink and Gold Line stations. This project includes ADA
La Verne Transit Pedestrian Improvements (LV 2)	This project will remove and replace existing sidewalks with Americans with Disabilities Act (ADA) compliant sidewalks and handicap ramps. The project also includes the construction of new ADA compliant sidewalks and ramps where none exist today along White Avenue, Arrow Highway, and E
La Verne Transit Connections Lighting and Landscaping (LV 3)	Installation of coordinated, decorative street lighting and pedestrian scale lighting and landscaping, with emphasis on a) creating a unified transit oriented development district, and b) highlighting pedestrian path of travel from Gold Line Station to major uses including new transit oriented developments, Fairplex, University of La Verne, and Old Town La Verne.
La Verne Gold Line Connectivity to Old Town Improvements (LV 4)	This project would add ADA compliant sidewalks to define that link. Project would also include adjoining landscaping and lighting. These improvements are also to include construction of pavement and landscaping on the proposed “North Plaza” on First Street, north of the Gold Line platform area.
La Verne Gold Line TOD Pedestrian Bridge (LV 1)	The City proposes to initiate this improvement that will serve as a critical connector and identifier to visitors that they are in the core of the La Verne TOD area. The bridge is expected to span Arrow Highway and the Metrolink railroad track, connecting La Verne’s Gold Line Station to the northern edge of the Fairplex property.
La Verne: Installation of Bicycle Friendly Video Detection Systems (LV 5)	To improve access to the Gold Line station, this project will replace existing traffic detection systems at localized intersections with enhanced video detection systems that are capable of detecting bicyclists as well as pedestrians.
Easterly Gold Line Pomona Station Platform (at-grade) Access (Pomona 2)	At-grade pedestrian rail crossing related improvements for the easterly end of the Pomona Gold Line Station platform, with associated connecting pedestrian sidewalk, signal, lighting, access, etc. improvements
Pomona Gold Line Associated First Last Mile, ATP, et. Al. (Pomona 3)	First Last Mile, Active Transportation Program, and other Gold Line Phase 2B associated improvements

**Measure M MSP Project
All Projects Submitted**

Attachment A

List the estimated cost of each project and funding sources:				
Baldwin Park Transit Center FLM	\$ 1,477,705	\$ 656,256	\$ 821,449	Design: \$78,750 / Construction: \$1,398,955 (Non-MSP money: \$656,256 from Metro,
Arcadia Gold Line Station Pedestrian Access Corridors (Arcadia 1)	\$ 1,750,000	\$ 1,575,000	\$ 175,000	Design: \$150,000 / Construction: \$1,600,000
Arcadia Colorado Street Complete Streets Project (Arcadia 2)	\$ 2,847,000	\$ 2,847,000		Design: \$220,000 / Construction: \$2,627,000
Duarte Gold Line Station Pedestrian Access and Bicyclist Safety Improvements	\$ 1,810,000	\$ 1,629,000	\$ 181,000	Design: \$210,000 / Construction: \$1,600,000
Claremont College Ave Ped and Bike Improvements (Cl. 1)	\$ 767,096	\$ 690,387	\$ 76,709	Construction only (Claremont contribution to go toward design)
Claremont First Street Bus Turnout (Cl. 5)	\$ 328,865	\$ 295,999	\$ 32,866	Construction only (Claremont contribution to go toward design)
Claremont Rideshare Improvements on First Street at Harvard Ave (Cl. 6)	\$ 262,999	\$ 236,700	\$ 26,299	Construction only (Claremont contribution to go toward design)
Claremont College Ave Improvements (Cl. 3)	\$ 1,006,848	\$ 906,164	\$ 100,684	Construction only (Claremont contribution to go toward design)
Claremont Bonita Ave Complete Street Project (Cl. 4)	\$ 1,359,760	\$ 1,223,784	\$ 135,976	Construction only (Claremont contribution to go toward design)
La Verne Transit Pedestrian Improvements (LV 2)	\$ 862,500	\$ 862,500		Design: \$112,500 / Construction: \$750,000
La Verne Transit Connections Lighting and Landscaping (LV 3)	\$ 1,495,000	\$ 1,495,000		Design: \$195,000 / Construction: \$1,300,000
La Verne Gold Line Connectivity to Old Town Improvements (LV 4)	\$ 1,150,000	\$ 1,150,000		Design: \$150,000 / Construction: \$1,000,000
La Verne Gold Line TOD Pedestrian Bridge (LV 1)	\$ 6,900,000	\$ 6,900,000		[Design: \$900,000 / Construction: \$6,000,000] (FY 19-20: \$35,000 Environmental); (FY 20-21:
La Verne: Installation of Bicycle Friendly Video Detection Systems (LV 5)	\$ 575,000	\$ 575,000		Design: \$75,000 / Construction: \$500,000
Easterly Gold Line Pomona Station Platform (at-grade) Access (Pomona 2)	\$ 1,000,000	\$ 1,000,000		Design and construction
Pomona Gold Line Associated First Last Mile, ATP, et. Al. (Pomona 3)	\$ 6,000,000	\$ 6,000,000		Design and construction
FLM TOTAL:	\$ 29,592,773	\$ 28,042,790		
AGGREGATE TOTAL:	\$ 160,062,498	\$ 144,520,352		

Measure M Multi-year Subregional Program - Active Transportation Program
SGVCOG Recommended Projects

Attachment B

ACTIVE TRANSPORTATION PROJECTS

Project Name	Description	Proposed Award
Temple City Eaton Canyon Wash Bike Trail	Complete a bike trail along the Eaton Canyon Wash which traverses through Northeast Pasadena, San Gabriel and Temple City	\$ 2,000,000
City of Industry East-West bikeway project	Design and construct a Class I bike path which runs East-West near the San Jose Creek and BNSF right-of-ways, as well as near Valley Blvd.	\$ 1,500,000
Monrovia Active Community Travel Vinculum	Two-way protected Class I bicycle lanes along Primrose Avenue and Ivy Avenue in Old Town will couple with Class IV cycle tracks along Central	\$ 4,000,000
LA County Huntington Dr. Bike Lanes	Construct Class II Bike Lane; San Gabriel Boulevard to Michillinda Ave.	\$ 4,300,000
San Jose Creek Multi-use Bikeway	Construct and complete a 3.5 mile Class I off-road bike and pedestrian greenway adjacent to the San Jose Creek channel in between Temple Ave and I-10 (Casa Vista Drive). This greenway trail would connect residents to about a dozen parks and K-12 schools, as well as Cal Poly Pomona	\$ 1,436,057
Lit Crosswalk Traffic Control Devices (Alhambra)	The City would install a pedestrian push button signal at nine intersections that have an uncontrolled crosswalk.	\$ 640,000
Mission Drive: Ped Hybrid Beacon System (Rosemead)	Installation of PHB System at intersections of Newby Ave. and Lomas Ave.	\$ 390,500
El Monte Elliot Ave. from Merced to N. Brookside	Install sharrows (and other related work) on Elliot Avenue from Merced Ave. to N. Brookside	\$ 585,000
Total Costs:		\$ 14,851,557

Note: Proposed funding amounts include 0.5% administrative costs that Metro has allocated to the SGVCOG to administer the MSP process. Those costs will be deducted when Metro prepares individual funding agreements with participating agencies.

**Measure M Multi-year Subregional Program - Active Transportation Program
SGVCOG Recommended Projects**

Attachment B

FIRST-LAST MILE & COMPLETE STREETS PROJECTS

Project Name	Description	Proposed Award
South El Monte Santa Anita Avenue walkability project	Includes the installation of two mid-block crossings with refuge medians and pedestrian signals, all new street paving, bulb-outs, and high visibility crosswalks with stop bars, pedestrian countdown signals, ADA compliant driveways and wheelchair ramp upgrades, as well as signage.	\$ 5,700,000
Diamond Bar Blvd. Complete Streets Project	From SR 60 to Golden Springs Drive, To create a complete streets corridor with both the Green Street and Complete Streets elements. These improvements include enhanced crosswalks/pedestrian walkways/green bicycle lanes, ADA ramps, and bioswales and/or infiltration trenches for stormwater treatment to encourage increased/safe use of biking and walking. Design is currently underway.	\$ 3,000,000
Citrus Avenue Complete Streets Enhancements (Covina)	This project will add active transportation elements on Citrus Avenue that help to connect the existing Metrolink Covina Station with the new Foothill Transit Center/Park & Ride Facility and other business/civic destinations in the City of Covina.	\$ 1,750,000
Baldwin Park Transit Center FLM	Improve pedestrian infrastructure by providing safe and efficient nonmotorized connections to and from public transit facilities and destinations within the Downtown Baldwin Park district	\$ 656,256
Arcadia Gold Line Station Pedestrian Access Corridors	Improvements include pedestrian lighting, decorative treatments to the pavement surfaces, raised pavement “speed humps” for pedestrian crossings, bollards and railings, landscape nodes and signage.	\$ 1,750,000
Duarte Gold Line Station Ped. Access and Bicyclist Safety Improvements	Improve pedestrian and bicycle infrastructure connections to and from the Gold Line Station in Duarte	\$ 1,629,000
Claremont College Ave Ped and Bike Improvements	First/Last Mile improvements enhancing Pedestrian and Bicycle safety and providing complete streets infrastructure. This project includes ADA features and the relocation of the traffic signal from College at Kirkwood to College at Green Street.	\$ 690,387
La Verne Gold Line TOD Pedestrian Bridge	The City proposes to initiate this improvement that will serve as a critical connector and identifier to visitors that they are in the core of the La Verne TOD area. The bridge is expected to span Arrow Highway and the Metrolink railroad track, connecting La Verne’s Gold Line Station to the northern edge of the Fairplex property.	\$ 900,000
San Dimas Ave Pedestrian and Bikeway Improvement Project from Gold Line Station to Avenida Loma	Design and construct a bike path along north side of San Dimas Avenue from the proposed Gold Line Station to Avenida Loma Vista, approx. 1.35 miles.	\$ 900,000
Total Costs:		\$ 16,975,643

Note: Proposed funding amounts include 0.5% administrative costs that Metro has allocated to the SGVCOG to administer the MSP process. Those costs will be deducted when Metro prepares individual funding agreements with participating agencies.

SGVCOG Recommended Projects

HIGHWAY EFFICIENCY FUNDS

Project Name	Description	Proposed Award
SR-60 Lemon Ave. Ramps Project	The State Route 60/Lemon Avenue Interchange and Ramps Project is a	\$ 5,300,000
Total Costs:		\$ 5,300,000

Measure M Multi-year Subregional Program - Active Transportation Program
SGVCOG Recommended Projects

Attachment B

BUS SYSTEM IMPROVEMENT FUNDS

Project Name	Description	Proposed Award
Foothill Transit Bus Rapid Transit Study	Includes the installation of two mid-block crossings with refuge medians and pedestrian signals, all new street paving, bulb-outs, and high visibility	\$ 500,000
Total Costs:		\$ 500,000

TOTAL AGGREGATE MSP 5-YEAR PLAN FUNDING AWARDED	\$ 37,627,200
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Note: Proposed funding amounts include 0.5% administrative costs that Metro has allocated to the SGVCOG to administer the MSP process. Those costs will be deducted when Metro prepares individual funding agreements with the implementing agencies.

RESOLUTION NO. 18-63**RESOLUTION OF THE SAN GABRIEL VALLEY
COUNCIL OF GOVERNMENTS (SGVCOG) APPROVING THE SGVCOG MEASURE
M MSP 5-YEAR SUBREGIONAL PROGRAMMING PLAN AND PROJECTS LIST**

WHEREAS, Measure M, a ½ cent sales tax for Countywide transportation improvements, was approved by voters in November 2016; and

WHEREAS, Measure M is projected to fund \$3.3 billion in transportation improvements in the San Gabriel Valley over the next 40 years; and

WHEREAS, the Los Angeles County Metropolitan Transportation Authority (Metro) adopted the Measure M guidelines to establish a process by which subregional funds under Measure M will be programmed by the subregional entities through the development of five-year subregional fund programming plans; and

WHEREAS, the Governing Board of the San Gabriel Valley Council of Governments (SGVCOG) has adopted guiding principles for the development of Measure M Guidelines pertaining to planning and a subregional call for projects; and

WHEREAS, San Gabriel Valley Council of Governments (SGVCOG) Staff has received from Metro the projected five-year cash flow for each subregional fund in the San Gabriel Valley subregion; and

WHEREAS, the SGVCOG Governing Board adopted Resolution 17-37 in December 2017 to approve the interfund borrowing of Measure M programming funds to allocate funds to various programs as follows:

- Active Transportation: \$14,531,832
- Bus System Improvement: \$500,000
- First/Last Mile and Complete Streets: \$17,295,455
- Highway Efficiency Program: \$5,300,000

WHEREAS, SGVCOG Staff conducted an extensive, thorough, and transparent call for projects process in order to select projects; and

WHEREAS, the proposed Measure M MSP 5-Year Plan projects list with selected projects were reviewed and approved unanimously by the SGVCOG Public Works TAC, Planning TAC, City Managers' Steering Committee, and Transportation Committee; and

WHEREAS, pursuant to the Measure M guidelines, the SGVCOG Governing Board approved the Executive Director to execute a contract with Metro which would enable the SGVCOG to be reimbursed for an amount not to exceed \$188,136, or 0.5% of the total amount of available MSP 5-Year Plan Programming funds, for subregional administrative and development work pertaining to developing the MSP 5-Year Programming Plan. All proposed funding amounts are exclusive of this administrative fee, which will be deducted from the award amounts for each project when agreements are developed between Metro and the implementing agency.

NOW THEREFORE, BE IT RESOLVED that the Governing Board does hereby approve the SGVCOG Measure M MSP 5-Year Programming Plan and Projects List for FY 2017-2018 through FY 2021-2022 The SGVCOG Measure M MSP 5-Year Programming Plan and Projects List for FY 2017-2018 through FY 2021-2022 is as follows:

Active Transportation Program Projects

<i>Implementing Agency</i>	<i>Project Name</i>	<i>Recommended Funding through FY 21-22</i>
City of Alhambra	Lit Crosswalk Traffic Control Devices	\$640,000
City of Industry	City of Industry East-West Bikeway Project	\$1,500,000
Los Angeles County	Huntington Drive Bike Lanes	\$4,300,000
City of Monrovia	Monrovia Active Community Travel Vinculum	\$4,000,000
City of Pomona	San Jose Creek Multi-Use Bikeway	\$1,436,057
City of Rosemead	Mission Drive: Pedestrian Hybrid Beacon System	\$390,500
Temple City	Eaton Canyon Wash Bike Trail	\$2,000,000
City of El Monte	El Monte Class II Bike Lane / Sharrows Project	\$585,000
TOTAL:		\$14,851,557

First Last Mile & Complete Streets Program Projects

<i>Implementing Agency</i>	<i>Project Name</i>	<i>Recommended Funding through FY 21-22</i>
City of Arcadia	Arcadia Gold Line Station Pedestrian Access Corridors	\$1,750,000
City of Baldwin Park	Baldwin Park Transit Center FLM	\$656,256
City of Claremont	College Avenue Pedestrian and Bike Improvements	\$690,397
City of Covina	Citrus Ave. Complete Streets Enhancements	\$1,750,000
City of Diamond Bar	Diamond Bar Blvd. Complete Streets Project	\$3,000,000
City of Duarte	Duarte Gold Line Station Pedestrian Access and Bicyclist Safety Improvements	\$1,629,000
City of La Verne	Gold Line Transit Oriented Development Pedestrian Bridge	\$900,000
City of San Dimas	San Dimas Ave. Pedestrian & Bikeway Improvement Project from Gold Line Station to Avenida Loma Vista	\$900,000
City of South El Monte	Santa Anita Avenue Walkability Project	\$5,700,000
TOTAL:		\$16,975,643

Highway Efficiency Program Projects

<i>Implementing Agency</i>	<i>Project Name</i>	<i>Recommended Funding through FY 21-22</i>
SGVCOG & ACE Construction Authority	SR-60 Lemon Ave. Ramps Project	\$5,300,000
TOTAL:		\$5,300,000

Bus System Improvement Program Project

<i>Implementing Agency</i>	<i>Project Name</i>	<i>Recommended Funding through FY 21-22</i>
Foothill Transit	Foothill Transit Bus Rapid Transit Study	\$500,000
TOTAL:		\$500,000
COMPREHENSIVE TOTAL:		\$37,627,200

Furthermore, the Governing Board hereby directs SGVCOG Staff to work with local SGV agencies which have been awarded funding for an MSP project to refine the scope, schedule, and funding of the respective project, and to work with Metro on getting funding agreements executed for each of the agencies.

PASSED AND ADOPTED by the Governing Board of San Gabriel Valley Council of Governments, County of Los Angeles, in the County of Los Angeles, State of California, on the 15th day of November 2018.

Cynthia Sternquist, President
San Gabriel Valley Council of Governments

Attest:

I, Marisa Creter, Executive Director and Secretary of the Board of Directors of the San Gabriel Valley Council of Governments, do hereby certify that Resolution 18-63 was adopted at a regular meeting of the Governing Board held on the 15th day of November 2018, by the following roll call vote:

AYES:	
NOES:	
ABSTAIN:	
ABSENT:	

Marisa Creter, Secretary

REPORT

DATE: November 15, 2018

TO: SGVCOG Governing Board Delegates & Alternates

FROM: John Fasana, Chair, Transportation Committee

RE: **MONTHLY REPORT**

OCTOBER MEETING RECAP

On Thursday, October 18th, 2018, the Transportation Committee convened its October meeting, which was the Committee's first meeting since July 19th. There were three main agenda items for this meeting:

Measure M MSP Subregional Fund Programming – The first primary item on the agenda was a presentation by Marisa Creter and Mark Christoffels of the SGVCOG. In June 2017, the Metro Board of Directors adopted the Measure M guidelines, establishing a process by which subregional funds under Measure M will be programmed by the subregional entities, including the SGVCOG, through the development of five-year subregional fund programming plans. The SGVCOG has a total of \$31,827,287 to program for the first 5-Year MSP Programming period. After reviewing the nearly \$158,096,065 in requested funds for projects, staff is recommending funding 16 projects for a total of \$31,242,200; 16 SGVCOG member-agencies submitted at least one transportation project for consideration, and the SGVCOG is proposing funding the top priority project of each agency which submitted a project for Measure M funding. COG staff sought direction and input from the Transportation Committee regarding the following staff recommendations:

- i. *Approve SGVCOG Staff's methodology for prioritizing and selecting projects for MSP programmatic funding.*
- ii. *Approve SGVCOG Staff's recommended Measure M MSP 5-Year Plan projects and funding proposal.*
- iii. *Direct SGVCOG Staff to work with local SGV agencies which have been awarded funding for an MSP project to refine the scope, schedule, and funding of the project.*

Members of the Transportation Committee unanimously concurred with COG staff's three recommendations pertaining to Measure M MSP subregional programming and project selection.

Los Angeles and San Bernardino Inter-County Transit and Rail Connectivity Study – Steve Fox a Senior Regional Planner with SCAG, provided the Transportation Committee with the results, findings, and recommendations of the LA and San Bernardino Inter-County Transit and Rail Connectivity Study. The purpose of the Los Angeles and San Bernardino Inter-County Transit and Rail Connectivity Study is to determine the optimum mix and service levels of commuter rail, light rail, hybrid rail, Bus Rapid Transit (BRT), and express bus for the inter-county corridor between eastern Los Angeles County and western San Bernardino County. The study has been a joint effort of the Southern California Association of Governments (SCAG), San Bernardino County Transportation Authority (SBCTA), and the Los Angeles Metropolitan Transportation Authority (Metro). The objectives of the Los Angeles and San Bernardino County Transit and Rail Inter-Connectivity Study were to:

- Assess the market for transit and rail travel in the corridor, including the geographic distribution of origins for employee and passenger trips to Ontario International Airport (ONT).
- Estimate potential ridership, travel and economic benefits, and capital/operating costs associated with transit and rail alternatives in the corridor
- Recommend a path forward for cost-effective transit and rail service to best serve communities along the corridor and to/from ONT, with a focus on coordinating plans for Gold Line, Metrolink, and transit access to ONT.

Follow-up Presentation on Metrolink's SCORE Program – At the June 2018 Transportation Committee meeting, Alex Davis, the Government Relations Manager of Metrolink and the Southern California Regional Rail Authority (SCRRA), gave the Committee an overview presentation about Metrolink's proposed Southern California Optimized Rail Expansion (SCORE) program. SCORE is a capital improvement plan which has been developed by Metrolink/SCRRA in order to provide improved and increased Metrolink service throughout Southern California, including the SGV. SCORE would incorporate safety enhancements and crossing and signal improvements, and would eliminate some single-track sections, among other projects. At last month's meeting, in October, Metrolink representatives provided the Committee with a follow-up presentation in which they went more in-depth about strategies to implement the SCORE program and how to raise the funds necessary to do so.

NOVEMBER MEETING SUMMARY

Earlier today, on Thursday, November 15, 2018, the Transportation Committee held its November meeting. There were three primary agenda items which were presented on and discussed at the meeting. First, planning associates from Alta Planning + Design, Inc. presented the final results and recommendations of the SGV Greenway Study and the City Active Transportation Plans for five SGV cities. The region-wide SGV greenway study includes recommendations and scores for which greenway corridors make the most sense from a cost-benefit perspective and provide the most connectivity benefits to the respective communities which would be served by these greenway corridors. The majority of studied greenway corridors consist of storm drain, wash, and creek rights-of-way, while a minority of corridors are thoroughfares which run along utility corridors. Utility corridors, and especially waterway rights-of-way are under-utilized stretches of land which can be converted into protected Class I pathways for pedestrians and bicyclists, and are safer than on-road Class II bike lanes since these Class I bikeways are completely separated from streets. Additionally, the Alta planners briefly discussed each of the Municipal Active Transportation plans for five SGV cities, too. At today's Governing Board meeting, the Board will consider and potentially adopt these active transportation and greenway plans and results through a receive and file action.

Moreover, a Principal Transportation Planner from LA Metro's Office of Extraordinary Innovation, gave a presentation to the Committee on Metro's new upcoming El Monte Bus Station Rideshare and Shared Mobility Program, which will launch in February. The program will offer an Uber-style or Lyft-like service which connects Metro riders to and from the Metro El Monte Bus Station, which is the busiest bus-only station west of Chicago. Riders will be eligible to use this service if their destination or origin point is within the cities of El Monte, South El Monte, Rosemead, and a couple adjacent unincorporated neighborhoods.

REPORT

Also, a Metro Executive Office of Congestion Reduction gave a presentation and led a discussion on Metro's Express Lanes Interfund Loan Principles and Policies, and addressed motions that were made on this matter by two Metro Board of Directors members.

The Transportation Committee's next meeting will take place on Thursday, January 17, 2019.

REPORT

DATE: November 8, 2018

TO: Governing Board Members & Alternates

FROM: Joe Lyons, Chair, Homelessness Committee

RE: **MONTHLY REPORT**

MONTHLY REPORT

Homelessness Committee Meeting: On November 7, the Homelessness Committee held its monthly meeting. Union Station Homeless Services (USHS) announced the selection of Anne Miskey as its new Chief Executive Officer in April 2018. USHS is the lead agency for the Coordinate Entry System (CES) in the San Gabriel Valley. The CES is the portal for homeless housing and services in the County of Los Angeles. Ms. Miskey presented her vision for USHS and homeless housing and services in the region.

Supportive housing is housing, including housing units and group quarters, that has a supportive environment and includes a planned service component. Over the past year, the Homelessness Committee has received presentations that addressed or referred to supportive housing. At each meeting, questions have arisen that have called for a deeper dive into this subject matter.

Research has shown that supportive housing has positive effects on housing stability, employment, mental and physical health, and school attendance. People in supportive housing live more stable and productive lives. Cost studies in six different states and cities found that supportive housing results in tenants' decreased use of shelters, hospitals, emergency rooms, jails and prisons. Further evidence shows that supportive housing benefits communities by improving the safety of neighborhoods, beautifying city blocks with new or rehabilitated properties, and increasing or stabilizing property values over time. It combines affordable housing with services that help people who face the most complex challenges to live with stability, autonomy and dignity.

The Committee screened a video featuring a supportive housing tenant. Mr. William (Bill) Huang, provided an overview of supportive housing and facilitated a committee discussion on the topic.

REPORT

DATE: November 15, 2018

TO: SGVCOG Governing Board Delegates & Alternates

FROM: Denis Bertone, Chair, EENR Committee

RE: MONTHLY REPORT

OCTOBER MEETING RECAP

On October 17th, 2018, the Energy, Environment, and Natural Resources (EENR) Committee convened its October meeting. There were three main agenda items for this meeting, including one action item and two presentations:

H.R. 2: The Agriculture and Improvement Act of 2018 – The first primary item on the agenda was a presentation by staff. The presentation covered the background of H.R. 2 and the resulting impact of the bill. H.R. 2 is a federal bill that provides for the reform and continuation of agricultural programs and other related programs of the Department of Agriculture. Particularly, H.R. 2 amends and extends major programs for income support, food and nutrition, land conservation, trade promotion, rural development, research, forestry, horticulture, and other miscellaneous programs administered by the U.S. Department of Agriculture (USDA) for five years through FY 2023. H.R. 2 would reauthorize most existing programs and provides continuity with the existing framework of farm and food programs. On June 21, 2018, the House voted 213-211 to approve H.R. 2. Section 9101 of H.R. 2, which was passed by the House of Representatives in June, would preempt cities, counties, and communities from adopting their own pesticide regulations. After a brief discussion, the EENR Committee unanimously passed a motion to recommend the Governing Board to oppose Section 9101 of H.R. 2.

WRCOG Commercial PACE Program Update – Western Riverside Council of Governments (WRCOG) Programs Manager Mike Wasgatt and Greenworks Lending Head of New Markets and Partnerships Genevieve Sherman provided the second presentation of the meeting. This presentation seeks to provide updates on WRCOG's PACE Program. This program provides financing opportunities to property owners to implement energy saving, renewable energy, and water conservation improvements to their homes and businesses. Financing is paid back through a lien placed on the property tax bill. The WRCOG HERO Program was initiated in December 2011 and has been expanded (an effort called "California HERO") to allow for jurisdictions throughout the state to join WRCOG's program and allows property owners in these jurisdictions to participate. To date, a total of 86,392 projects have been completed under the WRCOG PACE Program since its inception. These projects amount to a total project value of \$1,828,970,854. In the San Gabriel Valley, the California HERO PACE Program launched in 2014 and has funded 5,747 projects ever since. These projects have created 1,275 jobs in the region and reduced 10,115 tons of CO₂, annually.

2017-2018 California EENR Legislation Update – Staff provided a recap of legislation EENR has been tracking. The California legislative session concluded on August 31, 2018. With Governor Jerry Brown's deadline of September 30, 2018 to sign legislation into law, staff prepared

REPORT

a legislative update report for bills which may be of interest to the EENR Committee. The following bills were covered in the presentation:

- **SB 100 (De Leon):** “California Renewables Portfolio Standard Program: Emissions of Greenhouse Gases”: This bill advances the state’s existing Renewables Portfolio Standard, which establishes how much of the electricity system should be powered from renewable energy sources. This bill also sets a 100 percent clean electricity goal for the state by December 31, 2045. This bill was signed into law by Governor Brown on September 10, 2018.
- **SB 212 (Jackson):** This bill requires entities that sell drugs or sharps to individuals or entities develop and implement a statewide home-generated drug stewardship plan, or a home-generated sharps waste stewardship plan, or both for the collection and proper disposal of home-generated drug and sharps waste. This bill also requires the Department of Resources Recycling and Recovery (CalRecycle) to oversee and enforce each stewardship plan. This bill was signed into law by Governor Brown on September 30, 2018.
- **SB 1335 (Allen):** This bill requires CalRecycle to adopt regulations to establish a process and develop criteria for determining the types of food service packaging that are reusable, recyclable, or compostable by June 1, 2021. The bill also defines “food service packaging” as a product used for serving or transporting prepared ready-to-consume food or beverages. This bill was signed into law by Governor Brown on September 20, 2018.
- **AB 2411 (McCarty):** This bill requires CalRecycle to develop and implement a plan to maximize the use of compost for slope stabilization and for establishing vegetation in the course of providing debris removal services following a wildfire by December 31, 2019. The bill also requires CalRecycle and the Department of Transportation to identify best practices regarding cost-effective use of compost along roadways. This bill was signed into law by Governor Brown on August 28, 2018.
- **SB 473 (Hertzberg):** “California Endangered Species Act”: This bill allows the Department of Fish and Wildlife (DFW) to develop and implement recovery plans for threatened and endangered species and requires the listing of endangered or threatened species by the Fish and Game Commission (FGC) to be based solely upon the best available scientific information. This bill was signed into law by Governor Brown on September 10, 2018.
- **AB 2061 (Frazier):** “Near-Zero-Emission and Zero-Emission Vehicles”: This bill authorizes a near-zero-emission vehicle or a zero-emission vehicle to exceed the weight limits on the vehicle’s power unit by up to 2,000 pounds. The bill also increases the weight limit for a near-zero-emission or zero-emission vehicle from 80,000 pounds to 82,000 pounds. This bill was signed into law by Governor Brown on September 20, 2018.
- **SB 1110 (Bradford):** This bill provides local publicly owned electric utilities (POUs) with additional flexibility in complying with the state’s requirements to procure renewable energy. Specifically, the bill authorizes POU’s to mitigate against the loss of public revenues if complying with the state’s Renewable Portfolio Standard would lead to decreased generation from a power plant with outstanding public indebtedness that meets specified criteria. This bill was signed into law by Governor Brown on September 20, 2018.
- **AB 1933 (Maienschein):** “Greenhouse Gas Reduction Fund: Recycling Infrastructure Projects”: This bill revises CalRecycle’s organic waste and recycling grant program funded by the Greenhouse Gas Reduction Fund (GGRF) to include the recovery of food for human

consumption and food waste prevention. This bill was signed into law by Governor Brown on September 27, 2018.

- **AB 2063 (Aguiar-Curry):** “California Financing Law: PACE Program Administrators”: This bill establishes additional requirements for Property Assessed Clean Energy (PACE) administrators, solicitors, and consumers. These additional requirements only apply to residential PACE improvements. This bill was signed into law by Governor Brown on September 27, 2018.
- **AB 3036 (Cooly):** This bill prohibits a county, city, district, or local governmental agency from subjecting the hauling of certain byproducts from the processing of food or beverages to an exclusive franchise, contract, license, or permit. This bill was unanimously passed in both Assembly and Senate and was signed into law by Governor Brown on September 27, 2018.

The upcoming EENR Committee meeting is scheduled to be on **Wednesday, December 5th, 2018.**

REPORT

DATE: November 15, 2018

TO: Governing Board Members & Alternates

FROM: Judy Nelson, Chair, Water Policy Committee

RE: **MONTHLY REPORT**

MONTHLY REPORT

Water Committee Meeting: On October 17, the Water Policy Committee and Water TAC held their monthly meeting. Tony Zampello, Executive Officer of the Main San Gabriel Basin Watermaster presented on the three-year projection of its Supplemental Water purchases. Supplemental Water is defined as Nontributary water imported through a Responsible Agency and reclaimed water or water obtained from other available sources when water is not available in a timely fashion from a Responsible Agency. The Committee and TAC also recommended that the Governing Board support the Las Virgenes Municipal Water District and Main San Gabriel Basin Watermaster White Paper titled “Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Solutions.” The strategies outlined in the White Paper encourage exploring the opportunity for controlled and strategic integration of the region’s existing stormwater and wastewater systems to achieve multiple benefits, such as enhancing the quality of receiving waters in Los Angeles County, and increasing water supplies available for recycling.

Additionally, the Committee also received an overview presentation of the Proposition 3 ballot initiative that would authorize 8.9 billion in general obligation bonds for various water infrastructure projects. Funding is allocated into six broad categories: Watershed Lands, Water Supply, Fish and Wildlife Habitat, Water Facility Upgrades, Groundwater, and Flood Protection. The Committee also discussed potential workshop topics for the Los Angeles Regional Water Quality Control Board to consider.



MEMO TO: SGVCOG Governing Board Members & Alternates

FROM: Juli Costanzo, Chair, Capital Projects and Construction Committee

DATE: November 7, 2018

SUBJECT: Monthly Report

The following are items of note since the last meeting:

SB 1 Media Briefing – We held a press conference and media briefing on October 31 to highlight the role of the new state SB 1 transportation revenues in delivering the San Gabriel Valley's high-priority highway, light rail and ACE rail-roadway grade separation projects. We were pleased to welcome as special guest speakers U.S. Representatives Grace Napolitano and Judy Chu, State Senator Connie Leyva and Los Angeles County Supervisor Hilda Solis in addition to members of the Construction and Capital Projects Committee and councilmembers from COG cities.

Community Outreach Update – Staff conducted the following project outreach activities:

- Provided staff support for the Lemon Avenue Ramp Opening Press Conference;
- Distributed updated construction alert notices regarding an 8-week closure of the Fairway Drive and Walnut Drive North intersection and Fairway Drive on-and off-ramps on State Route 60 for the Fairway Drive project;
- Distributed construction alert notices regarding the opening of the new State Route 60 eastbound on-ramp at Lemon Avenue and the permanent closure of the eastbound on-ramp at Brea Canyon road; and
- Conducted ongoing community outreach and support activities for the San Gabriel Trench, Fairway Drive, Fullerton Road, Durfee, and Montebello grade separation projects.