



# San Gabriel Valley Council of Governments

## AGENDA AND NOTICE OF THE MEETING OF THE SGVCOG EXECUTIVE COMMITTEE

Monday, November 1, 2021 – 10:00 AM\*

Teleconference Meeting

Zoom Link: <https://zoom.us/j/99054606210>

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

Thank you for participating in today's meeting. The Executive Committee encourages public participation and invites you to share your views on agenda items.

President  
Becky Shevlin

1<sup>st</sup> Vice President  
Tim Hepburn

2<sup>nd</sup> Vice President  
Ed Reece

3<sup>rd</sup> Vice President  
April Verlato

Past President  
Margaret Clark

Transportation Chair  
Jason Pu

Homelessness Chair  
Becky Shevlin

EENR Chair  
Denis Bertone

Water Policy Chair  
Gloria Crudgington

ACE Chair  
Nancy Lyons

Ex-Officio  
Tim Sandoval,  
Metro SGVCOG  
Representative

**MEETINGS: Regular Meetings of the Executive Committee are held the first Monday of every month at 10:00 a.m. at the SGVCOG Office (1000 S. Fremont Ave., Building 10, Suite 10210, Alhambra, California 91803).** The Executive Committee agenda packet is available at the San Gabriel Valley Council of Government's (SGVCOG) Office, 1000 South Fremont Avenue, Suite 10210, Alhambra, CA, and on the website, [www.sgvkog.org](http://www.sgvkog.org). Copies are available via email upon request ([sgv@sgvcog.org](mailto:sgv@sgvcog.org)). Documents distributed to a majority of the Committee after the posting will be available for review in the SGVCOG office and on the SGVCOG website. Your attendance at this public meeting may result in the recording of your voice.

**PUBLIC PARTICIPATION:** Your participation is welcomed and invited at all Executive Committee meetings. Time is reserved at each regular meeting for those who wish to address the Executive Committee. SGVCOG requests that persons addressing the Executive Committee refrain from making personal, slanderous, profane or disruptive remarks.

**TO ADDRESS THE EXECUTIVE COMMITTEE:** 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. If several persons wish to address the Board on a single item, the Chair may impose a time limit on individual remarks at the beginning of discussion. **The Executive Committee may not discuss or vote on items not on the agenda.**

**AGENDA ITEMS:** The Agenda contains the regular order of business of the Executive Committee. Items on the Agenda have generally been reviewed and investigated by the staff in advance of the meeting so that the Executive Committee can be fully informed about a matter before making its decision.

**CONSENT CALENDAR:** Items listed on the Consent Calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion on these items unless a 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 Executive Committee.



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**\*MEETING MODIFICATIONS DUE TO THE STATE AND LOCAL EMERGENCY RESULTING FROM THE THREAT OF COVID-19:** AB 361 (Rivas), signed by California Governor Gavin Newsom on September 16, 2021, authorizes local agencies to hold public meetings via teleconferencing and allows for members of the public to observe and address the meeting telephonically or electronically to promote social distancing due to the state and local emergency resulting from the threat of the Novel Coronavirus (COVID-19).

To follow the new provisions in AB 361 and ensure the safety of Committee Members and staff for the purpose of limiting the risk of COVID-19, in-person public participation at the Executive Committee meeting scheduled for November 1, 2021, at 10:00 a.m. will not be allowed. To allow for public participation, the Executive Committee will conduct its meeting through Zoom Video Communications. To participate in the meeting, download Zoom on any phone or computer device and copy and paste the following link into your browser to access the live meeting: <https://zoom.us/j/99054606210>. You may also access the meeting via the livestream link on the front of the agenda page.

Submission of Public Comments: For those wishing to make public comments on agenda and non-agenda items you may submit comments via email or by Zoom.

- Email: Please submit via email your public comment to Katie Ward (kward@sgvcog.org) at least 1 hour prior to the scheduled meeting time. Please indicate in the Subject Line of the email “FOR PUBLIC COMMENT.” Emailed public comments will be read into the record and will be part of the recorded meeting minutes. Public comment may be summarized in the interest of time, however the full text will be provided to all members of the Committee prior to the meeting.
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Any member of the public requiring a reasonable accommodation to participate in this meeting should contact Katie Ward at least 48 hours prior to the meeting at (626) 457-1800 or at [kward@sgvcog.org](mailto:kward@sgvcog.org).

## **PRELIMINARY BUSINESS**

1. Call to Order
2. Roll Call
3. Public Comment *(If necessary, the President may place reasonable time limits on all comments)*
4. Changes to Agenda Order: Identify emergency items arising after agenda posting and requiring action prior to next regular meeting *(It is anticipated that the Executive Committee may take action on these matters)*

## **CONSENT CALENDAR**

5. Executive Committee Meeting Minutes – Page 1  
*Recommended Action: Approve Executive Committee meeting minutes.*
6. Adopt Resolution 21-01-EC Making Specified Findings to Enable the Executive Committee to Continue to Hold Meetings Via Teleconferencing – Page 3  
*Recommendation Action: Adopt Resolution 21-01-EC making certain findings that the existence of a local and state of emergency in California caused by the ongoing COVID-19 pandemic continues to directly impact the ability of the SGVCOG to hold public meetings safely in person thereby necessitating an ability to continue holding meetings via teleconferencing.*
7. Confirm SGVCOG President’s Appointments to Working Group on Redistricting – Page 7  
*Recommendation Action: Confirm SGVCOG President’s appointments to a working group of SGVCOG Board Members to develop written recommendations to Los Angeles County on supervisorial redistricting for consideration by the SGVCOG Governing Board.*

## **ACTION ITEMS**

8. Governing Board Agenda – Page 7  
*Recommended Action: Approve the draft Governing Board agenda.*

## **UPDATE ITEMS** *(It is anticipated that the Executive Committee may take action on the following matters)*

9. 4th Quarter Financial Report / Treasurer’s Report – Page 11  
*Recommended Action: For information only.*
10. Audit Status Report – Page 13  
*Recommended Action: For information only.*
11. SGVCOG Strategic Plan Update – Page 15  
*Recommended Action: For information only.*
12. Legislative Update  
*Recommended Action: For information only.*

## **PRESIDENT’S REPORT**

## **EXECUTIVE DIRECTOR’S REPORT**

## **GENERAL COUNSEL’S REPORT**

## **ANNOUNCEMENTS**

13. Next Executive Committee Meeting  
*Recommended Action: For information only.*

## **ADJOURN**





**SGVCOG**  
**Executive Committee Special Meeting Minutes**  
**September 27, 2021**  
10:00 AM  
Teleconference Meeting via Zoom

**PRELIMINARY BUSINESS**

- 1. Call to Order  
The meeting was called to order at 10:02 AM.

- 2. Roll Call

**Members Present**

- B. Shelvin, President/Homelessness Chair
- T. Hepburn, 1<sup>st</sup> Vice President
- E. Reece, 2<sup>nd</sup> Vice President
- A. Verlato, 3<sup>rd</sup> Vice President
- M. Clark, Past President
- J. Pu, Transportation Chair
- D. Bertone, EENR Chair
- G. Crudgington, Water Chair

**Members Absent**

- N. Lyons, ACE Chair
- T. Sandoval, SGVCOG Metro Representative

**Staff/Guests:**

- M. Creter, SGVCOG Executive Director
- K. Ward; A. Fung; P. Hubler; C. Serrato, SGVCOG Staff
- D. DeBerry, Woodruff, Spradlin & Smart
- T. Egan, Capital Representation Group

- 3. Public Comment  
There were no public comments at this meeting.

- 4. Changes to Agenda Order  
There were no changes to the agenda.

**CONSENT CALENDAR**

- 5. Executive Committee Meeting Minutes  
*Recommended Action: Approve Executive Committee minutes*

**There was a motion to approve consent calendar. (M/S: D. Bertone/T. Hepburn)**

**[Motion Passed]**

<b>AYES:</b>	B. Shelvin, T. Hepburn, E. Reece, A. Verlato, J. Pu, D. Bertone, G. Crudgington
<b>NOES:</b>	
<b>ABSTAIN:</b>	

## Unapproved Minutes

<b>ABSENT:</b>	N. Lyons, M. Clark
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### 6. Governing Board Agenda

**There was a motion to approve the draft Governing Board agenda as amended. (M/S: T. Hepburn/J. Pu)**

**[Motion Passed]**

<b>AYES:</b>	B. Shelvin, T. Hepburn, E. Reece, A. Verlato, M. Clark, J. Pu, D. Bertone, G. Crudgington
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	N. Lyons

### UPDATE ITEMS

7. Executive Committee Meeting Schedule  
M. Creter and K. Ward provided an update on this item
8. SB 9 Overview/Legislative Update  
P. Hubler provided an update on this item

### PRESIDENT'S REPORT

- B. Shelvin reported on this item

### EXECUTIVE DIRECTOR'S REPORT

- M. Creter reported on this item

### GENERAL COUNSEL'S REPORT

- D. DeBerry reported on this item

### ANNOUNCEMENTS

9. Next Executive Committee Meeting – November 1, 2021

### ADJOURN

- The meeting was adjourned at 11:03 AM

DATE: November 1, 2021

TO: Executive Committee

FROM: Marisa Creter, Executive Director

**RE: ADOPT RESOLUTION 21-01-EC MAKING SPECIFIED FINDINGS TO ENABLE THE EXECUTIVE COMMITTEE TO CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING**

## **RECOMMENDED ACTION**

Adopt Resolution 21-01-EC making certain findings that the existence of a local and state of emergency in California caused by the ongoing COVID-19 pandemic continues to directly impact the ability of the SGVCOG to hold public meetings safely in person thereby necessitating an ability to continue holding meetings via teleconferencing.

## **BACKGROUND**

Introduced by Assemblymember Robert Rivas (D-Hollister) on February 1, 2021, AB 361 codifies portions of Governor Gavin Newsom's existing Ralph M. Brown Act exemptions pertaining to teleconferencing if a local agency issues an emergency finding, and reissues it every 30 days, that it is unsafe to meet in person. Specifically, the Brown Act exemptions include requirements to provide a public teleconference location, to maintain a member quorum within the agency's jurisdiction and to provide for public comment at each teleconference location, such as a private residence. The legislation expires in December 2024. On September 16, 2021, California Governor Gavin Newsom signed AB 361 into law, effective immediately.

A local agency wishing to rely on the provisions of AB 361 must meet one of the following criteria:

1. The local agency holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; or
2. The local holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
3. The local agency holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

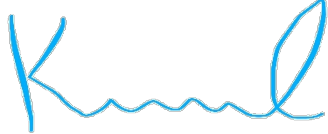
On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California due to the threat of COVID-19 and shortly thereafter issued Executive Order N-29-20 suspending certain Brown Act provisions relating to teleconferencing as public meetings began to be held online.<sup>1</sup> However, this Executive Order expired on September 30, 2021, despite the State of Emergency remaining in place.


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<sup>1</sup> Similarly, on March 4, 2020, the Los Angeles County Board of Supervisors and Los Angeles County Health Officer declared a local and health emergency due to the threat of COVID-19.

The threat that COVID-19 has presented continues to directly impact the ability of the SGVCOG to conduct Governing Board/committee meetings safely in person. Updated guidelines issued by the Centers for Disease Control and Los Angeles Department of Public Health in July and August 2021 advise governmental entities to refrain from conducting indoor meetings and consider moving operations outdoors, where feasible, to prevent transmission. SGVCOG staff finds it has been unable to find a suitable outdoor space with the requisite audio/visual capabilities at which the monthly Committee meetings can be held safely. Similarly, an indoor space with sufficient capacity to accommodate safe social distance practices among members, staff, and the public could not be identified

In order to continue to conduct meetings in a safe manner and to prevent unnecessary COVID-19 exposure to members, staff and the public, staff is recommending that the Executive Committee adopt Resolution 21-01-EC making certain findings that the current local and state of emergency caused by the ongoing COVID-19 pandemic continues to directly impact the ability of the SGVCOG to hold public meetings safely in person thereby necessitating an ability to continue holding meetings via teleconferencing.

Prepared by:   
\_\_\_\_\_  
Katie Ward  
Principal Management Analyst

Approved by:   
\_\_\_\_\_  
Marisa Creter  
Executive Director

**ATTACHMENTS**

[Attachment A – Resolution 21-01-EC](#)

# REPORT

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DATE: November 1, 2021

TO: Executive Committee

FROM: Marisa Creter, Executive Director

RE: **CONFIRM SGVCOG PRESIDENT'S APPOINTMENTS TO WORKING GROUP ON REDISTRICTING**

## **RECOMMENDED ACTION**

Confirm SGVCOG President's appointments to a working group of SGVCOG Board Members to develop written recommendations to Los Angeles County on supervisorial redistricting for consideration by the SGVCOG Governing Board.

## **BACKGROUND**

In 2016, the California Legislature passed Senate Bill 958 requiring Los Angeles (LA) County to assemble an independent commission following the Federal Decennial Census. As a result of this legislation, the LA County Citizens Redistricting Commission (CRC) was formed as an independent commission to draw the boundary lines of the five single-member supervisorial districts in LA County for the next 10 years.

On October 7, the CRC launched its public mapping software for individuals and community groups to submit their redistricting maps. Several supervisorial district maps have been submitted so far, and the CRC will continue to accept map submissions through November. The guidelines for maps include making sure the districts are contiguous, each district is reasonably equal in resident population (~2 million people per district), and that the geographic city, neighborhood council, and community of interest boundaries remain intact as much as feasible. The CRC will host public hearings throughout November to gather feedback on the submitted district maps. After receiving all possible feedback from the November hearings, the CRC must choose which map to adopt by December 15th, 2021.

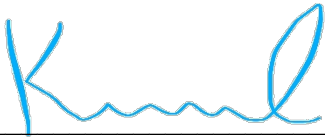
The SGVCOG Governing Board held a Special Meeting on October 28 to discuss the LA County CRC redistricting process and implications on the San Gabriel Valley. As a result of discussion from this meeting, there was interest expressed to form a working group of SGVCOG Governing Board members with the purpose of developing a letter recommending LA County redistricting maps that best represent the San Gabriel Valley. This working group may also provide input on recommendations on the Statewide redistricting maps and process. The final letter with redistricting mapping recommendation would be subject to SGVCOG Governing Board approval, with the goal of submitting to the LA County CRC.


The following Board Members volunteered to serve on the redistricting working group:

- April Verlato, City of Arcadia, SGVCOG Governing Board Delegate
- Michael Allowos, City of Glendora, SGVCOG Governing Board Delegate
- Tim Hepburn, City of La Verne, SGVCOG Governing Board Delegate

- Victor Gordo, City of Pasadena, SGVCOG Governing Board Delegate
- Jason Pu, City of San Gabriel, SGVCOG Governing Board Delegate
- Diana Mahmud, City of South Pasadena, SGVCOG Governing Board Delegate
- Tony Wu, West Covina, SGVCOG Governing Board Delegate

Governing Board members were given until 9 AM on Friday, October 29 to indicate their interest. It is anticipated that the working group's recommendations will go to the Governing Board for consideration and possible action at the Board meeting scheduled on November 10<sup>th</sup> at 2 PM.

Prepared by:   
Katie Ward  
Principal Management Analyst

Approved by:   
Marisa Creter  
Executive Director



AGENDA AND NOTICE OF THE MEETING OF THE  
SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS GOVERNING BOARD  
**THURSDAY, NOVEMBER 18, 2021 - 4:00 P.M.\***  
**Teleconference Meeting**  
**Zoom Link: <https://zoom.us/j/94370146127>**  
**Livestream Available at:**

**SGVCOG Officers**

President  
Becky Shevlin

1<sup>st</sup> Vice President  
Tim Hepburn

2<sup>nd</sup> Vice President  
Ed Reece

3<sup>rd</sup> Vice President  
April Verlato

**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  
Pasadena  
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

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 4:00 PM at the Foothill Transit Office (100 South Vincent Avenue, West Covina, CA 91790).** 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](http://www.sgvkog.org). Copies are available via email upon request ([sgv@sgvcog.org](mailto: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.

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To follow the new provisions in AB 361 and ensure the safety of Board Members and staff for the purpose of limiting the risk of COVID-19, in-person public participation at the Governing Board meeting scheduled for November 18, 2021, at 4:00 p.m. will not be allowed. To allow for public participation, the Governing Board will conduct its meeting through Zoom Video Communications. To participate in the meeting, download Zoom on any phone or computer device and copy and paste the following link into your browser to access the live meeting: <https://zoom.us/j/94370146127>. You may also access the meeting via the livestream link on the front of the agenda page.

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**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

**CONSENT CALENDAR**

**5 MINUTES**

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

6. Governing Board Meeting Minutes  
*Recommended Action: Adopt Governing Board minutes.*
7. Monthly Cash Disbursements/Balances/Transfers  
*Recommended Action: Approve Monthly Cash Disbursements/Balances/Transfers.*
8. Committee/TAC/Governing Board Attendance  
*Recommended Action: Receive and file.*
9. Adopt Resolution 21-48 Making Specified Findings to Enable the Governing Board to Continue to Hold Meetings Via Teleconferencing  
*Recommendation Action: Adopt Resolution 21-48 making certain findings that the existence of a local and state of emergency in California caused by the ongoing COVID-19 pandemic continues to directly impact the ability of the SGVCOG to hold public meetings safely in person thereby necessitating an ability to continue holding meetings via teleconferencing.*
10. SGVCOG Strategic Plan Update  
*Recommendation Action: Receive and file.*
11. 4th Quarter Financial Report / Treasurer's Report  
*Recommendation Action: Receive and file.*
12. California Workforce Development Board (CWDB) Agreement  
*Recommendation Action: Authorize the Executive Director to execute an agreement with the California Workforce Development Board (CWDB) for the implementation of a workforce development program in the San Gabriel Valley for an amount up to \$1,000,000.*
13. Safe, Clean Water Program Transfer Agreements for Alhambra Wash Dry-Weather Diversion, Eaton Wash Dry-Weather Diversion, and Rubio Wash Dry-Weather Diversion Infrastructure Projects  
*Recommendation Action: Authorize the Executive Director to execute and negotiate transfer agreements for an amount up to \$7,113,480 with the Los Angeles County Flood Control District to undertake Alhambra Wash Dry-Weather Diversion, Eaton Wash Dry-Weather Diversion, and Rubio Wash Dry-Weather Diversion Infrastructure Projects.*
14. Resolution to Approve Submittal of San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) Grant Application  
*Recommendation Action: Adopt Resolution 21-49 approving the submittal of an application to the RMC Wildfire Prevention Grant Program.*
15. Procurement/Contract Quarterly Summary Report  
*Recommendation Action: Receive and file.*
16. Procurement Manual Update  
*Recommendation Action: Adopt Resolution 21-50 updating the SGVCOG Procurement Manual.*

**PRESENTATION**

**30 MINUTES**

17. Los Angeles County Chief Executive Officer Update: Fesia Davenport, Chief Executive Officer, Los Angeles County.  
*Recommended Action: For information only.*

**PRESIDENT'S REPORT**

**5 MINUTES**

18. Los Angeles County Blue Ribbon Commission on Homelessness

**EXECUTIVE DIRECTOR'S REPORT**

**10 MINUTES**

19. SB 9 Update
20. SGVCOG Tiny Home Updates/Tour

**GENERAL COUNSEL'S REPORT**

**5 MINUTES**

**COMMITTEE/BOARD REPORTS**

**10 MINUTES**

21. Capital Projects and Construction Committee
22. Energy, Environment and Natural Resources Committee
23. Homelessness Committee
24. San Gabriel Valley Regional Housing Trust Board
25. Transportation Committee
26. Water Committee

**LIAISON REPORTS**

**10 MINUTES**

27. Foothill Transit
28. Gold Line Foothill Extension Construction Authority
29. League of California Cities
30. Los Angeles County Metropolitan Transportation Authority
31. San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy
32. San Gabriel Valley Economic Partnership
33. San Gabriel Valley Mosquito & Vector Control District
34. South Coast Air Quality Management District
35. Southern California Association of Governments

**ANNOUNCEMENTS**

36. Next Governing Board Meeting – December 16, 2021

**GOVERNING BOARD MEMBER COMMENTS**

**ADJOURN**

# REPORT

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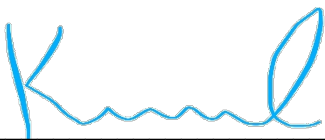
DATE: November 1, 2021  
TO: Executive Committee  
FROM: Marisa Creter, Executive Director  
RE: **4TH QUARTER FINANCIAL REPORT / TREASURER'S REPORT**


## **RECOMMENDED ACTION**

For information only.

## **BACKGROUND**

The full 4th Quarter Financial Reports for the SGVCOG and the ACE Project are included as attachments to the Treasurer's report. The Treasurer's report was prepared by the SGVCOG's Treasurer Renee Graves from CliftonLarsonAllen LLP. Renee Graves from CliftonLarsonAllen will present on this item.

Prepared by:   
Katie Ward  
Principal Management Analyst

Approved by:   
Marisa Creter  
Executive Director

## **ATTACHMENT**

[Attachment A – 4th Quarter Financial Report/Treasurer's Report](#)



# REPORT

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DATE: November 1, 2021  
TO: Executive Committee  
FROM: Marisa Creter, Executive Director  
RE: **AUDIT STATUS REPORT**

## **RECOMMENDED ACTION**

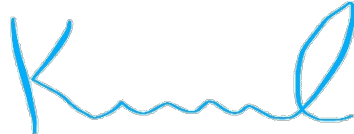
For information only.

## **BACKGROUND**

The SGVCOG maintains an active audit function under the direction of the Executive Director, with responsibility to report its activities to the Governing Board through the Executive Committee. On an ongoing basis, the SGVCOG conducts audits on the agency's professional services contracts to verify that billable rates are being billed correctly. When discrepancies are discovered, audit staff will withhold disputed amounts from future progress or final retention payments on these contracts. Attachment A summarizes the activities by SGVCOG audit staff through September 30, 2021.

Simba Mandizvidza, the SGVCOG Audit Manager, will provide an update on this item.

Prepared by:



Katie Ward  
Principal Management Analyst

Approved by:



Marisa Creter  
Executive Director

## **ATTACHMENT**

[Attachment A – Audit Status Report](#)



DATE: November 1, 2021

TO: Executive Committee

FROM: Marisa Creter, Executive Director

RE: **2022 STRATEGIC PLAN UPDATE**

## **RECOMMENDED ACTION**

For information only.

## **BACKGROUND**

The previous comprehensive update to the SGVCOG Strategic Plan was adopted in March 2019. The Strategic Plan serves as a roadmap for the agency and identifies the priorities and actions that the agency undertakes. Since 2019, the SGVCOG has achieved numerous major milestones, including the establishment of the San Gabriel Valley Regional Housing Trust, the securing of additional funds to implement regional homelessness, water, energy, and transportation projects, and the creation of a regional coyote management framework.

As this year concludes, staff proposes to update the Strategic Plan to identify priorities and actions that are more relevant for the agency to undertake to support member agencies. This report provides an overview of the proposed process and various topics for the Governing Board to consider. This report is intended to serve as a briefing document, as there will be a robust input process for all member agencies to guide the SGVCOG Strategic Plan Update.

**It is anticipated that a draft of the Strategic Plan Update will be presented at the January 2022 Governing Board meeting for member agencies' feedback.**

## **MISSION STATEMENT**

The SGVCOG's current mission statement, which was revised in the previous Strategic Plan Update, is as follows:

“The SGVCOG is a sub-regional government 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.”

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 following 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 statement survive changes in administration?

- Is it easily understandable to any individual who reads it?
- Can we justify the dollars we spend on executing the mission?

Staff is not recommending any modifications to the SGVCOG Mission Statement.

## CORE VALUES

Previously, the SGVCOG Governing Board adopted the following core values:

- Reflecting the Diversity of our Member Agencies
- Accountability
- Mutual Respect
- Upholding the Highest Ethical Standards
- Integrity
- Unity of Common Goals & Objectives
- Collaboration
- Fiscal Responsibility
- Transparency
- Being Proactive and Results-Oriented
- Creativity

Staff is not recommending any modifications to the SGVCOG 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 revised in the previous Strategic Plan Update, 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.”

Acknowledging that the former Alameda Corridor-East (ACE) Construction Authority has fully integrated with the agency, the SGVCOG began managing and implementing capital improvement projects in addition to supporting the existing grade separation projects. As a result, staff recommends that the Vision Statement be revised as follows:

“The SGVCOG will serve as a model subregional agency in Southern California by continuing its existing support of member agency goals and priorities while committing to enhancing a San Gabriel Valley where every individual who visits, works, and lives can thrive.”

## CURRENT STRATEGIC GOALS

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

- **Transportation**  
*Goal:* Secure funding for and ensure the timely implementation of regional priority transportation projects and support regional transportation planning efforts.

- **Homelessness**  
*Goal:* Support member agencies' efforts to implement programs and projects related to homelessness and advocate for resources to address homelessness in the San Gabriel Valley.
- **Water**  
*Goal:* Support regional water resiliency and assist cities in addressing stormwater MS-4 permit requirements, with an emphasis on Measure W implementation and identification of regional solutions.
- **Environment**  
*Goal:* Support environmental efforts in the region, specifically related to energy, open space, and air quality.
- **Member Support & Communications**  
*Goal:* Strengthen Board and partner agency commitment to the SGVCOG and provide leadership on emerging issues.

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

- **Transportation/Capital Projects**
  - Developed unanimous consensus on the Governing Board to allocate \$126 million in Measure M subregional equity program funds to the Gold Line Foothill Extension to allow the project to be built to Pomona.
  - Supported efforts by San Gabriel Valley representatives on the Metro Board of Directors to secure unanimous support for a motion that protects \$635.3M of Measure R funds for transportation projects along the SR-60 corridor.
  - Established the San Gabriel Valley Regional Vehicles Miles Travelled (VMT) Model to assist member agencies to comply with SB 743 mandates.
  - Approved and supported the I-605 Corridor Aesthetics Master Plan to provide a uniform approach to future highway improvements along the I-605 freeway.
  - Initiated the San Gabriel Valley Transit Study to plan for mobility improvement alternatives in lieu of the Eastside Gold Line extension along the SR-60 corridor.
  - Developed planning guidelines to distribute and allocate Measure M Multi-Year Subregional Program (MSP) funds.
  - Continued construction activities at Fairway Drive and Durfee Avenue Grade Separation Projects.
  - Achieved 95% or more design completion for the Montebello Avenue Grade Separation, Turnbull Canyon Grade Separation, and Pomona At-Grade Crossing Safety Improvement Projects. Secured technical assistance to support data collection and community engagement efforts as part of the re-launch of the GoSGV Regional E-Bike Share Program.
- **Homelessness**
  - Developed a White Paper on LAHSA Governance to establish cities' common concerns and stances regarding homelessness and homeless solutions.
  - Presented the White Paper at the County's Blue Ribbon Commission on Homelessness (BRCH), which is evaluating the current homeless services structure and making recommendations to improve the region's governance structure.
  - Successfully advocated for the SGVCOG representation on the County's BRCH.

- Coordinated local jurisdictions County-wide to provide meaningful input to representatives from the council of governments that serve on the BRCH.
- Sponsored SB 751 (Rubio), which authorizes the creation of the San Gabriel Valley Regional Housing Trust (SGVRHT), allowing cities in the San Gabriel Valley to form a joint powers authority (JPA) for the purposes of funding the planning and construction of homeless, extremely low-, very low-, and low-income housing, receive public and private financing and funds, and authorize and issue bonds.
- Established the SGVRHT JPA, which now includes 22 member agencies.
- Assisted the SGVRHT JPA in securing a \$20 million budget earmark in the FY 2021-22 State Budget for the production of homeless housing and affordable housing.
- Successfully secured \$5,625,000 in State funding and \$1,541,876 in Los Angeles County Measure H Innovation funding for homeless programs in the San Gabriel Valley.
- Successfully secured a \$1,000,000 budget earmark in the FY 2021-22 State budget to support workforce development programs for people experiencing homelessness (PEH)
- Designed and launched a multifaceted homeless services program, which includes 9 different sub-programs.
- **Water**
  - Provided technical comments, support, and mobilization of member agencies and jurisdictions County-wide as part of the adoption of the 2021 Municipal Separate Storm Sewer System (MS4) Permit.
  - Developed a comprehensive “MS4 Permit 101” Guide to increase understanding of the 2021 MS4 Permit and stormwater regulations.
  - Submitted comments on behalf of member agencies for major regulatory actions of the State and Regional Water Boards.
  - Advocated to improve the implementation of the Safe Clean Water Program (SCWP) to encourage additional funding for member agencies to comply with the MS4 Permit.
  - Secured \$3.5M in funding through the Safe Clean Water Program to implement two scientific studies on behalf of the Upper Los Angeles River Watershed Management Group (ULAR/WMG).
  - Successfully launched the ULAR/WMG website and Twitter account.
  - Completed Phase 1 Design for Rio Hondo Load Reduction Strategy.
- **Environment**
  - Updated Energy Action Plans for the Cities of Arcadia, Covina, Pomona, and San Marino.
  - Launched Energy Working Group quarterly meetings to facilitate the development and implementation of municipal energy efficiency projects in the San Gabriel Valley.
  - Launched regional partnerships with The Energy Coalition (TEC) and ICF to implement the Southern California Regional Energy Network (SoCalREN) Public Agency and Multifamily Programs in the San Gabriel Valley.
  - Launched the San Gabriel Valley Energy Champion Awards to recognize San Gabriel Valley cities and agencies for their energy efficiency achievements.
  - Developed a Zero Waste Policy for the SGVCOG to support member agencies’ waste reduction efforts.
  - Launched the San Gabriel Valley Regional Food Recovery Program to support member agencies with complying to SB 1383’s food recovery regulations.

- **Member Support & Communication**

- Developed a Regional Coyote Management Framework to provide a comprehensive regional coyote management model for all San Gabriel Valley cities, as well as developed the Neighborhood Coyote Program to conduct coyote safety outreach and coordinate centralized coyote activity reporting for 10 participating cities.
- Served as a public outreach partner to assist the Los Angeles County Office of Emergency Management and the Los Angeles County Department of Public Health to streamline public outreach communication efforts in the San Gabriel Valley during emergencies.
- Completed a modern redesign of SGVCOG website.
- Introduced Connect SGV Podcast featuring San Gabriel Valley and Southern California leaders sharing stories and insights on emerging issues, including emergency planning, energy, and homelessness.

## **PROPOSED UPDATED STRATEGIC GOALS**

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

- **Transportation**

- *Goal:* Secure funding for and ensure the timely implementation of regional and local priority transportation projects and support regional transportation planning efforts.
- *Explanation:* While the SGVCOG historically supports regional priority transportation projects, the Transportation Committee and Capital Projects and Construction Committee have recently emphasized the importance of local priority transportation projects that are crucial in supporting San Gabriel Valley’s regional transportation network.

- **Homelessness and Housing**

- *Goal:* Support member agencies’ efforts to implement programs and projects that end homelessness and advocate for resources to support affordable and homeless housing development in the San Gabriel Valley.
- *Explanation:* Staff recommends expanding this goal to include housing-related issues given that the San Gabriel Valley Regional Housing Trust was established in 2020. This goal has been made more specific to reflect these new opportunities.

- **Water**

- *Goal:* Support regional water resiliency and assist cities in addressing stormwater MS-4 permit requirements, with an emphasis on Safe, Clean Water Program implementation and identification of regional solutions.
- *Explanation:* Staff recommends revising “Measure W” as the “Safe, Clean Water Program” given that the “Measure W” name applied to the 2018 Elections.

- **Environment**

- *Goal:* Support environmental efforts in the region, specifically related to energy, open space, air quality, solid waste, and wildfire prevention.
- *Explanation:* Staff proposes to include solid waste and wildfire prevention-related issues given the SGVCOG’s involvement in supporting member agencies to comply with SB 1383 regulations and protect communities from future wildfires.

- **Innovative Regional Collaboration**

- *Goal:* Strengthen Board and partner agency commitment to the SGVCOG and provide innovative leadership on emerging issues.
- *Explanation:* Originally named as “Member Support and Communication,” staff proposes to rename this Strategic Goal to “Innovation Regional Collaboration” to reflect the SGVCOG’s desire to foster innovative regional collaboration efforts and launch projects, programs, and initiatives to address emerging issues.

## **PROCESS AND SCHEDULE**

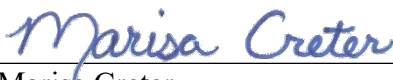
Staff recommends gathering initial input on the proposed revised goals and proposed areas of focus via an online survey. This survey will be shared with all Governing Board members and San Gabriel Valley city managers. Staff anticipates distributing this survey after the November Governing Board meeting.

Based on the results of the survey, staff will prepare and present a draft revised Strategic Plan at the January Governing Board meeting for a final review. The 2022 Strategic Plan Update is anticipated to be adopted in February 2022. The following timeline provides a summary of the timeline for the proposed Strategic Plan update:

<b>Date</b>	<b>Activity</b>
November 2021	Distribute survey to Governing Board members and San Gabriel Valley city managers to gather input on revised strategic goals.
January 2022	Draft Strategic Plan Update presented at January Governing Board meeting. Incorporate feedback and develop the final Strategic Plan Update.
February 2022	Present the final Strategic Plan Update for adoption at the February Governing Board meeting.
May 2022	Adopt FY 2022-2023 budget that includes elements and strategic goals outlined in 2022 Strategic Plan Update.

SGVCOG Senior Management Analyst, Alexander Fung, will provide updates on this item.

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