



SGVCOG Governing Board Approved Minutes

Date: October 15, 2020
Time: 4:00 PM
Location: Zoom Virtual Meeting

PRELIMINARY BUSINESS

1. Call to Order
M. Clark called the meeting to order at 4:03pm.
2. Pledge of Allegiance
J. Pu led the Governing Board in the Pledge of Allegiance.
3. Roll Call
A quorum was in attendance.

Governing Board Members Present

Arcadia	April Verlato
Azusa	Robert Gonzales
Baldwin Park	Jean M. Ayala
Claremont	Ed Reece
Covina	Patricia Cortez
Diamond Bar	Nancy Lyons
Duarte	John Fasana
El Monte	Jerry Velasco
Glendora	Michael Allawos
Industry	Cory Moss
La Cañada Flintridge	Keith Eich
La Verne	Tim Hepburn
Monrovia	Becky Shevlin
Monterey Park	Peter Chan
Pomona	Tim Sandoval
Rosemead	Margaret Clark
San Dimas	Denis Bertone
San Gabriel	Jason Pu
San Marino	Susan Jakubowski
Sierra Madre	John Capoccia
South El Monte	Gloria Olmos
South Pasadena	Diana Mahmud
Temple City	Cynthia Sternquist
Walnut	Allen Wu
West Covina	Tony Wu
L.A. County District #1	Bryan Urias
L.A. County District #5	Sandra Maravilla
SGV Water Districts	Steven Placido

Absent

Alhambra
Bradbury
Irwindale
Montebello
L.A. County District #4

SGVCOG Staff

M. Creter, Exec. Director
D. DeBerry, Gen. Counsel
M. Christoffels, Staff
C. Sims, Staff
D. Stanley, Staff
M. Ponce, Staff
T. Tignino, Staff
B. Acevedo, Staff
K. Ward, Staff
A. Fung, Staff
S. Matthews, Staff
B. McCullom, Staff
A. Bordallo, Staff
S. Hernandez, Staff

4. Public Comment
No public comments were provided.
5. Changes to Agenda Order
There were no changes to the Agenda Order.

CLOSED SESSION

6. Conference with Legal Counsel – Anticipated Litigation
Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2), one potential case.
No actions were reported from the Closed Session item.

LIAISON REPORTS

7. Gold Line Foothill Extension Construction Authority
A written report was provided.
8. Foothill Transit
A written report was provided.
9. Los Angeles County Metropolitan Transportation Authority
No report was given.
10. San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC)
A written report was provided.
11. San Gabriel Valley Mosquito & Vector Control District (SGVMVCD)
No report was given.
12. Southern California Association of Governments
A written report was provided.
13. League of California Cities
A written report was provided.
14. San Gabriel Valley Economic Partnership (SGVEP)
A written report was provided.
15. South Coast Air Quality Management District (AQMD)
A written report was provided.

PRESIDENT'S REPORT

SGVCOG President, Margaret Clark, provided an update.

EXECUTIVE DIRECTOR'S REPORT

SGVCOG Executive Director, Marisa Creter, provided an update.

GENERAL COUNSEL'S REPORT

SGVCOG General Counsel, David DeBerry, provided an update.

COMMITTEE REPORTS

- 16.** Transportation Committee
A written report was provided.
- 17.** Homelessness Committee
A written report was provided.
- 18.** San Gabriel Valley Regional Housing Trust Board
A written report was provided.
- 19.** Energy, Environment and Natural Resources (EENR) Committee
A written report was provided.
- 20.** Water Committee
A written report was provided.
- 21.** Capital Projects and Construction Committee
A written report was provided.

CONSENT CALENDAR

- 22.** Governing Board Meeting Minutes
Recommended Action: Adopt Governing Board minutes.
- 23.** Monthly Cash Disbursements/Balances/Transfers
Recommended Action: Approve Monthly Cash Disbursements/Balances/Transfers.
- 24.** Committee/TAC/Governing Board Attendance
Recommended Action: Receive and file.
- 25.** 4th Quarter Financial and Treasurer Reports
Recommended Action: Receive and file.
- 26.** Authorize the Executive Director to Execute an Agreement with Metro to Undertake a Transit Feasibility Study for the San Gabriel Valley
Recommended Action: Authorize the Executive Director to execute a funding agreement with Metro to undertake a transit feasibility study for the San Gabriel Valley.
- 27.** Updated SGVCOG Purchasing and Procurement Policies and Procedures
Recommended Action: Adopt Resolution 20-18 updating the SGVCOG Purchasing and Procurement Policies and Procedures.
- 28.** Committee/TAC Appointments

Recommended Actions: Appoint members to the following standing SGVCOG Policy Committees and Technical Advisory Committees:

- *Planning Directors' Technical Advisory Committee: City of Pomona*
- *Water TAC: City of South Pasadena*

29. MS4 Permit Letter

Recommended Action: Direct staff to submit a letter to the Los Angeles Regional Water Quality Control Board requesting that adoption of the updated MS4 permit be delayed until July 2021 and work to address any compliance deadlines.

There was a motion to approve consent calendar items 22 to 29. (M/S: B. Shevlin/T. Sandoval)

[Motion Passed]

AYES:	Arcadia, Azusa, Baldwin Park, Claremont, Diamond Bar, Duarte, El Monte, Glendora, Industry, La Cañada Flintridge, La Verne, Monrovia, Monterey Park, Pomona, Rosemead, San Dimas, San Gabriel, San Marino, Sierra Madre, South El Monte, South Pasadena, Temple City, Walnut, West Covina, L.A. County District #1, L.A. County District #5, San Gabriel Valley Water Districts
NOES:	
ABSTAIN:	
NO VOTE RECORDED:	Covina
ABSENT:	Alhambra, Bradbury, Irwindale, La Puente, Montebello, L.A. County District #4

ACTION ITEMS

- 30. Employment Contract with Mark Christoffels for Director of Capital Projects/Extra Help**
 SGVCOG Executive Director, Marisa Creter, provided a report on this item.

Key Discussions/Questions:

- A Governing Board member inquired about the interview process for Mr. Christoffels' replacement. Ms. Creter responded that an external panel representing external agencies and an internal panel representing SGVCOG staff will be interviewing candidates for the position of Director of Capital Projects. Typically, members of the Governing Board only interview candidates for the Executive Director position.
- Another Governing Board member suggested that the SGVCOG Capital Projects and Construction Committee Chair, Tim Sandoval, should be serving on the panel to interview candidates for the position of Director of Capital Projects. Ms. Creter responded that she will check with the Human Resources staff to confirm the possibility of having Chair Sandoval on the interview panel. Ms. Creter also mentioned that interviews for the position have not occurred yet.

There was a motion to adopt Resolution 20-19 for a 180-day wait period exception and approve Employment Contract with Mark Christoffels for Director of Capital Projects/Extra Help. (M/S: T. Sandoval/T. Hepburn)

[Motion Passed]

AYES:	Arcadia, Azusa, Baldwin Park, Claremont, Diamond Bar, Duarte, El Monte, Glendora, Industry, La Cañada Flintridge, La Verne, Monrovia, Monterey Park, Pomona, Rosemead, San Dimas, San Gabriel, San Marino, Sierra Madre, South El Monte, South Pasadena, Temple City, Walnut, West Covina, L.A. County District #1, L.A. County District #5, San Gabriel Valley Water Districts
NOES:	
ABSTAIN:	
NO VOTE RECORDED:	Covina
ABSENT:	Alhambra, Bradbury, Irwindale, La Puente, Montebello, L.A. County District #4

PRESENTATION

31. California Department of Transportation (Caltrans) District 7 City Ambassador Program Introduction
 Caltrans District 7 Director, John Bulinski, and Caltrans 7 Chief Deputy District Director, Gloria Roberts, provided a presentation on this item.

Key Discussions/Questions:

- Several Governing Board members expressed gratitude to Caltrans staff for hosting coordinating meetings with cities.
- Another Governing Board member inquired about litter clean-ups on highways. Ms. Roberts responded that Caltrans paused litter and trash clean-up operations for three months to protect Caltrans staff. The operations were resumed in June; however, litter pick-up schedules were modified and Caltrans is working to increase the amount of litter pick-up operations to pre-COVID levels.
- A Governing Board member expressed concerns over the lack of graffiti clean-ups and the increase of delays in the completion of freeway expansion projects on the I-10. Mr. Bulinski encouraged cities to submit graffiti removal requests online at <https://csr.dot.ca.gov/> and expressed willingness to meet with the affected cities.
- A Governing Board member expressed concerns over homeless encampments along freeways. Mr. Bulinski responded that cities can meet with Caltrans staff to address the issue given that Caltrans cannot move individuals experiencing homelessness away from Caltrans’ right-of-way due to COVID-19.
- A Governing Board member mentioned that the City of San Gabriel was not included in the Caltrans District 7 City Ambassador Program. Mr. Bulinski responded that Caltrans staff will follow up with the City and

ensure that the City is included in the program.

- A Governing Board member inquired about volunteer events to clean-up Caltrans' easements as "Make a Difference Day," which is scheduled for October 24th, is quickly approaching. Mr. Bulinski will follow up with cities to coordinate clean-up events on "Make a Difference Day."

- 32.** Recognition of Former SGVCOG President Cynthia Sternquist and SGVCOG Board Member John Fasana; Welcome New Governing Board Officers
Members of the Governing Board expressed their gratitude to Former SGVCOG President Cynthia Sternquist and SGVCOG Board Member John Fasana for their contributions to the SGVCOG and San Gabriel Valley communities. Additionally, members of the Governing Board welcomed Rosemead City Councilmember Margaret Clark, Monrovia City Councilmember Becky Shevlin, La Verne Mayor Tim Hepburn, and Claremont City Councilmember Ed Reece as the new SGVCOG Executive Officers.

ADJOURN

M. Clark adjourned the Governing Board meeting at 5:34pm.

BOARD APPROVED

November 19, 2020
Date


Marisa Creter, Secretary