



# San Gabriel Valley Council of Governments

3452 East Foothill Blvd. Suite 810, Pasadena, California 91107 Phone: (626) 564-9702 FAX: (626) 564-1116 E-Mail SGV@sgvcog.org

## City Managers' Steering Minutes Draft

*Date: Wednesday, February 13<sup>th</sup>*

*Time: 8:00 a.m.*

*Location: Picasso's Café*

### 1.0 Preliminary Business

#### 1.1 Call to Order

P. Philips called the meeting to order at 8:10 a.m.

#### Members Present:

Alhambra  
Azusa  
El Monte  
Covina  
San Marino  
J. Fuentes  
F. Delach  
J. Mussenden  
P. Philips  
M. Ballantyne

#### Members Absent:

Diamond Bar  
La Canada Flintridge  
San Dimas  
San Gabriel

#### SGVCOG Staff:

N. Conway, Executive Director

M. Creter, Staff

#### 1.2 Pledge of Allegiance

#### 1.3 Roll Call / Introductions

### 2.0 Public Comment

### 3.0 Changes to Agenda Order; Identify Subsequent Need or Emergency Items

### 4.0 Consent Items

#### 4.1 Minutes from January 8<sup>th</sup>, 2008 meeting

A motion was made to approve the January 8<sup>th</sup>, 2008 minutes (M/S/C: Ballantyne/ Mussenden/ Unanimous).

### 5.0 Discussion Items

#### 5.1 Update on Homeless Services Needs Assessment

The Executive Director gave an update on this item. He stated that the study had temporarily been put on hold as the SGVCOG staff finalized contracting issues with Los Angeles County's Chief Executive Office (CEO). He anticipates that the contract, which includes \$50,000 to cover the COG's administrative expenses, will be finalized and signed by the end of February.

#### 5.2 Update on SGV Gang Summit

The Chair stated that planning for this event is underway. Additionally, there is support for this event from Jerry Brown, the State Attorney General, as one of his major initiatives is reforming parole and probation. It is anticipated that this event will likely occur in April.

#### 5.3 Mid-year (FY 2008) Budget

The Executive Director gave a report on this item. He stated that at the February Governing Board meeting, he would be reviewing the mid-year adjustments to the budget, which include the additional revenue associated with the Caltrans Community-Based Planning Grant, the Los Angeles County Homeless Services Needs Assessment Study, and additional interest earnings. He also gave an update on the \$130,000 owed by SCAG to the COG, which is the COG's only outstanding receivable.

#### 5.4 Utility Trench Cut Model Ordinance

The Executive Director stated that this model ordinance is the result of a multi-year effort from the Public Works TAC. The purpose of this ordinance is to help provide uniform trench repair standards in the San Gabriel Valley. Currently, the utilities do the minimum repair work required, and this results in poor planning for street resurfacing projects and disproportionate staff time spent negotiating and repairing street cuts throughout the Valley. This ordinance will help provide a uniform standard in the Valley and greatly reduce the difficulties that have been experienced in the past getting utility companies to properly repair the city streets. There is also the concern that many cities have outdated standards and the trench repairs are hurting the integrity of the roadway infrastructure.

The City Managers' Steering Committee requested that the model ordinance be reviewed and discussed at the next City Managers' TAC, which is scheduled for March.

#### 5.5 SGVCOG Legal Services Contract

The Executive Director stated that this was one of the items that was included in the current Strategic Plan. The committee members requested that SGVCOG staff collect sample billings and contracts from other COGs and cities in order to compare the current structure. This will be further discussed at a future Steering Committee meeting.

#### 5.6 Collection of Model Environmental Ordinances

The Executive Director stated that SGVCOG staff is in the process of collecting model environmental ordinances from all of the COG's member agencies as well as other cities throughout the region. Once these ordinances have been compiled and reviewed, the full compendium will be available on the SGVCOG website.

#### 5.7 Call for Nominations

##### 5.7.1 Housing Committee

The Executive Director encouraged committee members to identify representatives from their respective jurisdictions to participate on this committee. Additionally, this Committee is still in need of a chair.

##### 5.7.2 EENR Working Groups

The Executive Director stated that the EENR committee is very active and has set up working groups in order to address issues in greater detail. These working groups are open to all city staff and elected officials. The first working group meeting will be that of the Solid Waste groups on February 26<sup>th</sup>.

###### 5.7.2.1 Air

###### 5.7.2.2 Energy

###### 5.7.2.3 Open Space

###### 5.7.2.4 Solid Waste

###### 5.7.2.5 Water

#### 5.8 MWD Local Government Rebate Program

The Executive Director explained that at the January Governing Board meeting, board members discussed the MWD rebate programs available to cities. Currently, the incentives have been increased to \$500 per acre foot of savings and up-front incentives are available in place of rebates. The Executive Director distributed the program application and informed committee members that staff from MWD would be presenting information about this program at the February Governing Board and the March City Managers' TAC.

#### 5.9 SCAG Reorganization

The Executive Director discussed the recent efforts by some regional council members of SCAG to reorganize into possibly a smaller Regional Council. While these efforts are largely in the discussion phase, SGVCOG staff will continue to monitor this issue as it may impact the SGV's representation on the Regional Council and our future leadership positions in the organization.

5.10 SGVCOG Website and Bulletin Boards

The Executive Director stated that the SGVCOG's new website has been launched and that it will soon include interactive bulletin board pages that are accessible to the Governing Board and TAC members. Once the bulletin board pages are activated, SGVCOG staff will provide further information.

5.11 Washington D.C. Legislative Reception

The Executive Director stated that COG / ACE staff members are in the process of planning this event and will provide more information in the coming weeks.

5.12 Sacramento Legislative Reception

The Executive Director stated that COG / ACE staff members are in the process of planning this event and will provide more information in the coming weeks.

5.13 AQMD Election Results

The Executive Director stated that Michael Cacciotti, Mayor of South Pasadena, was elected to serve as LA County's eastern seat representative on the AQMD Governing Board.

5.14 Senator Boxer Outreach Program

The Executive Director stated that Gina Semenza, a staff member from Senator Barbara Boxer's office, is undertaking an outreach effort in all cities in the San Gabriel Valley. The purpose of this effort will be to assist residents in completing federal forms as well as to provide other constituent services. COG staff will be assisting in these efforts and Ms. Semenza will be contacting each of the city managers in the coming weeks.

**6.0 New Business items for Next Regular Meeting**

**7.0 Announcements**

**8.0 Next Meeting**

**9.0 Adjourn**