



San Gabriel Valley Council of Governments

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City Managers' Steering Minutes Draft

Date: Monday, May 5th, 2008

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 8:00 a.m.

Members Present:

Alhambra	J. Fuentes
Covina	P. Philips
Diamond Bar	J. DeStefano
El Monte	J. Mussenden
La Canada Flintridge	M. Alexander
San Dimas	M. Michaelis
San Gabriel	M. Paules
San Marino	M. Ballantyne

Members Absent:

Azusa

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 April 3rd, 2008 meeting

A motion was made to approve the consent calendar.

5.0 Discussion Items

5.1 Fiscal Year 2008-09 Budget

The Executive Director reported in this item. He stated that at the start of the current Fiscal year, the COG had \$134,000 cash-on-hand, and is set to end the year with \$321,000 cash-on-hand. This dramatic improvement in the COG's financial position is due to several factors including increased grant funding and the admission of the SGV Water Agencies into the COG's membership. The proposed FY 2008-09 budget projects a surplus of \$105,000. The most notable item in the proposed budget is an amendment to the Management Services Agreement that would provide for one additional staff member to cover all additional workload associated with the COG's three major grant programs (Homeless Services Needs Assessment, CPUC Local Government Partnership Program, and the Watershed Grant Coordinator Program), as well as the addition of a new standing Housing Policy Committee. This amendment would be renewed and reviewed on an annual basis.

The Steering Committee reviewed the budget and unanimously agreed to recommend approval to the Governing Board.

5.2 Homeless Services Needs Assessment

The Executive Director gave an update on this item. The SGVCOG worked with staff from the Los Angeles County CEO's office to finalize a contract for both the administrative work associated with this program and the consultant work. These contracts were finalized in late April, and the COG has executed its contract. It is expected that this project will be fully underway in May. One of the first tasks assigned to the consultants is to contact member agencies and stakeholders to collect data regarding the various organizations in our respective cities. In February, SGVCOG staff has sent out a letter of introduction for the consultants to our city managers and planners telling them of the upcoming study and asking for their assistance in this outreach effort. It is important that each city manager or assigned staff member meet with these consultants to develop an agreed upon list of service providers in their respective communities. It is expected that this project will be completed on October 1, 2008.

5.3 Watershed Coordinator Grant Program

The Executive Director gave a report on this item. In November 2007 the EENR Committee directed COG staff to prepare a grant proposal for a three-year Watershed Coordinator position funded by the Department of Conservation. The purpose of this proposal is to implement watershed goals established in the comprehensive Rio Hondo Watershed and Greater Los Angeles County Integrated Regional Watershed Management Plans. The COG was notified in April of its award funding for this grant in the amount of \$223,819. This funding will provide compensation and administrative support for a Watershed Coordinator who will be responsible for organizing a formal framework through which to bring physical improvement the Upper Los Angeles and San Gabriel Watersheds. These efforts will support EENR Committee-related goals and be a function of the SGVCOG's efforts to improve the environment. It also represents an important component of the COG's strategic decision to pursue grant funding opportunities to expand its revenue base and achieve identified goals and objectives.

5.4 COG Treasurer / Auditor Position

The Executive Director gave a report on this item. He presented the description of the duties and responsibilities of the COG treasurer and auditor as identified in the COG bylaws. He stated that one area of concern for the organization is that while the position of Treasurer is part of the COG's leadership structure, the individual holding that position may lack the technical expertise to fulfill some of these requirements. This is of particular concern as the duties relate to oversight of the ACE project, which has a multi-billion dollar budget. If the COG or ACE were to become the subject of an audit, the role of the treasurer could be put into question. For this reason, the Executive Director recommended that a study be undertaken to review and possibly rewrite the duties and responsibilities of the Treasure/Auditor position as included in the COG bylaws.

There was extended discussion on this item, and the committee recommended that the Chair approach the executive staff at the ACE Project to commission a study to review and rewrite this description of this position.

5.5 Finance Committee

The Executive Director stated that there is a need to reconsider the structure of the COG's finance committee, as it is currently comprised of the Treasurer and the finance directors from the cities of the four COG officers. Usually, these individuals do not otherwise interface with the COG on issues. In order to improve the effectiveness and attendance of this meeting, the Executive Director requested recommendations from the Steering Committee about possible alternatives for restructuring the Finance Committee. Several possibilities were discussed including merging this Committee with the Executive Committee and adding a Finance Director to this Executive Committee. The Executive Director will work on a draft description of the proposed restructured Finance Committee and present it to the Steering Committee next month.

5.6 AB 2594 (Mullins & Nunez) – Housing Foreclosures

The Chair gave a report on this item. He stated that the Housing Committee is interested in the possibility of pursuing legislation that would allow cities in the San Gabriel Valley to purchase foreclosed homes in their respective jurisdictions and count them towards their Regional Housing Needs Assessment (RHNA). One such piece of legislation is AB 2954 (Mullins), which authorizes redevelopment agencies to expend money from the Low and Moderate Income Housing Fund to purchase homes within its jurisdiction that have been foreclosed and are vacant, and convert them to affordable housing units. In general, the Housing Committee is very supportive of this legislation. However, the committee recommended working with the author to address two specific issues. First, this legislation specifies that cities may use redevelopment funds to purchase foreclosed homes. The committee recommends that this legislation be amended to allow cities without redevelopment agencies to participate in this program and utilize other funding sources. Second, this bill does not specifically state that the units that are purchased will be counted towards cities' RHNA allocations. Committee members have been in contact with the author's office and staff has indicated that he would be willing to include amendments to address these two issues. The Housing Committee is recommending a position of "support and work with author" on this legislation at the May Governing Board meeting.

5.7 Industry Set-Aside Funds – Affordable Housing Project Development Assistance for Cities

The Executive Director gave a brief update on this item. He stated that the Housing Committee is continuing to work with staff from the LACDC and the Board of Supervisors' offices to secure funding for technical assistance for cities the San Gabriel Valley to develop affordable housing projects.

5.8 Coordination of Cities' Redevelopment Agencies with Los Angeles County

The Chair gave brief presentation on this item. He stated coordination and agreement on cities' redevelopment project areas has been a major issue between the cities and County. He suggested that this issue be discussed with the new CEO of the County and that a small working group be formed to formulate an issue list and possible suggestions for improvement. He requested that staff send out an email to the City Managers to invite them to participate on this working group.

5.9 Strategic Planning Workshop – RMC Headquarters – May 13th

The Executive Director reminded committee members to attend this important event.

5.10SGV Gang Summit

The Executive Director gave an update on this item. At the suggestion of SGVCOG Governing Board member and El Monte City Mayor Ernie Gutierrez, a summit is being planned to discuss strategies to address gang violence in the San Gabriel Valley. It is important that the SGVCOG facilitate discussion on this issue, as it is a truly multi-jurisdictional problem that requires coordinated and comprehensive strategies.

The Chair along with the Chief of the Covina Police Department, Kim Raney, are continuing to plan for this event. Chief Raney is currently Chair of the Los Angeles County Police Chiefs Association. This event is tentatively scheduled for May 2008, and this item will be discussed at the March SGVCOG Governing Board meeting. SGVCOG staff is working with the City Manager of El Monte to have that city host the event. This program is scheduled for June 13th at the City of Industry Expo Center. State Attorney General Jerry Brown is scheduled to serve as the keynote speaker.

6.0 New Business items for Next Regular Meeting

7.0 Announcements

8.0 Next Meeting

9.0 Adjourn

The meeting was adjourned at 9:30 a.m.