



San Gabriel Valley Council of Governments

AGENDA AND NOTICE OF THE MEETING OF THE SGVCOG EXECUTIVE COMMITTEE

Monday, March 4, 2019 – 12:00 PM

SGVCOG Office

1000 S. Fremont Ave., Building 10, Suite 10210, Alhambra, California 91803

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
Cynthia Sternquist

1st Vice President
Margaret Clark

2nd Vice President
Becky Shevlin

3rd Vice President
Tim Hepburn

Past President
Vacant

Transportation Chair
John Fasana

Homelessness Chair
Becky Shevlin

EENR Chair
Denis Bertone

Water Policy Chair
Judy Nelson

ACE Chair
Victoria Martinez-Muela

MEETINGS: *Regular Meetings of the Executive Committee are held 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).* 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. 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 Executive Committee meetings. Time is reserved at each regular meeting for those who wish to address the Board. 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.



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

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

5. Executive Committee Meeting Minutes – Page 1
Recommended Action: Approve Executive Committee minutes.

UPDATE ITEMS

- 1st Quarter Financial Report / Treasurer’s Report – Page 3
- SGVCOG State and Federal Legislative Agenda – Page 27

PRESIDENT’S REPORT

EXECUTIVE DIRECTOR’S REPORT

GENERAL COUNSEL’S REPORT

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

6. Draft Governing Board Agenda – Page 37
Recommended Action: Approve draft Governing Board agenda.

CLOSED SESSION

7. 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.

ANNOUNCEMENTS

ADJOURN



SGVCOG
Executive Committee Special Meeting Minutes
February 4, 2019
12:00 PM
SGVCOG Alhambra Office

PRELIMINARY BUSINESS

1. Call to Order
 The meeting was called to order at 12:09 P.M.

2. Roll Call

Members Present

- C. Sternquist, President
- B. Shevlin, 2nd Vice President
- T. Hepburn, 3rd Vice President
- V. Martinez-Muela, ACE Chair
- J. Fasana, Transportation Chair
- D. Bertone, EENR Chair

Members Absent

- M. Clark, 1st Vice President
- J. Nelson, Water Policy Chair

Staff/Guests:

- M. Creter, Executive Director
- K. Ward, Staff
- M. Christoffels, Staff
- P. Hubler, Staff

- M. Ramos, Staff
- J. Cicco, Staff
- K. Barlow, Jones & Mayer

3. Public Comment
 There were no comments from the public.

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

CONSENT CALENDAR

5. Executive Committee Meeting Minutes
There was a motion to approve the consent calendar (M/S: T. Hepburn/ J. Fasana).

[MOTION PASSES]

AYES:	C. Sternquist, B. Shevlin, T. Hepburn, J. Fasana, D. Bertone
NOES:	
ABSTAIN:	V. Martinez-Muela
ABSENT:	J. Nelson, M. Clark

UPDATE ITEMS

- SGVCOG FY 18-19 Budget Amendment
 M. Creter reported on this item.
- Draft SGVCOG Strategic Plan Update
 K. Ward presented on this item. There was a request to incorporate a strategy that identifies the SGV legislative caucus in the Member Support and Communications goal.
- Measure H Funding Implementation Update
 M. Creter reported on this item.

PRESIDENT'S REPORT

- C. Sternquist reported on this item. She reported on her trip to Sacramento and reflected that the COG should collaborate with organization like Contract Cities to coordinate regional efforts.

EXECUTIVE DIRECTOR'S REPORT

- DC Trip Update

M. Creter reported on this item. There was an extensive discussion on the feasibility of including all members of the Capital Projects and Construction Committee for the DC trip, as either a separate trip or in conjunction with the scheduled trip. There was concurrence by the Executive Committee to have staff conduct additional research related to Brown Act Requirements, as well as discuss the item at the March Governing Board meeting.

GENERAL COUNSEL’S REPORT

- Committee Roles and Responsibilities
- K. Barlow reported on this item.

ACTION ITEMS

6. Draft Governing Board Agenda

M. Creter reported on this item. There was a request to remove Item 26 for staff to conduct additional research.

There was a motion approve the Governing Board agenda (M/S: T. Hepburn/ J. Fasana).

[MOTION PASSES]

AYES:	C. Sternquist, B. Shevlin, T. Hepburn, J. Fasana, D. Bertone, V. Martinez-Muela
NOES:	
ABSTAIN:	
ABSENT:	J. Nelson, M. Clark

CLOSED SESSION

7. 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.
No Action was reported.

8. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (Three cases)
No Action was reported.

ANNOUNCEMENTS

ADJOURN

The meeting adjourned at 2:35 PM.

REPORT

DATE: March 21, 2019

TO: Executive Committee
Governing Board

FROM: Marisa Creter, Executive Director

RE: **1ST QUARTER FINANCIAL REPORT / TREASURER'S REPORT**

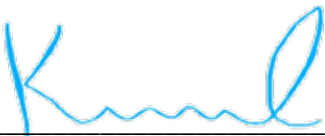
RECOMMENDED ACTION

Receive and file.

BACKGROUND

Staff is recommending to receive and file the Treasurer's report. The full 1st 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, CliftonLarsonAllen LLP. Renee Graves from CliftonLarsonAllen will present on this item.

Prepared by: _____



Katie Ward
Senior Management Analyst

Approved by: _____



Marisa Creter
Executive Director

ATTACHMENTS

Attachment A – 1st Quarter Treasurer's Report

**San Gabriel Valley Council
of Governments
and
Alameda Corridor – East
Construction Authority**

Quarterly Report Ended September 30, 2018

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I. Executive Summary

Background and Objective

CliftonLarsonAllen LLP (CLA) was retained by the San Gabriel Valley Council of Governments (SGVCOG) to perform consulting services related to the San Gabriel Valley Council of Governments (COG) and the Alameda Corridor-East Construction Authority (ACE). The objective is for CLA to read and assess SGVCOG's quarterly reports, perform selective ratio analysis, and report to the Board accordingly. Throughout the consulting engagement, CLA maintained regular contact with SGVCOG's Executive Director, Marisa Creter and ACE's Director of Finance, Maritza Ramos.

Professional Standards

CLA performed this engagement in accordance with the American Institute of Certified Public Accountants (AICPA) Statements on Standards for Consulting Services. In consulting engagements, the nature and scope of work is determined solely by the agreement between the practitioner (CLA) and the client. The analysis and report does not constitute an audit, compilation, review, agreed-upon procedures or examination in accordance with Standards of the AICPA, the objective of which would be the expression of an opinion on any specified elements, accounts, or items. Accordingly, CLA does not express any such assurance.

Scope of Engagement

General

CLA reviewed the bank reconciliations, trial balance, and quarterly reports regarding financial position for the quarter ended September 30, 2018. CLA created or obtained various electronic files in order to prepare this report to the Executive Committee; the electronic files are available upon request.

Dollar values included in this report have been rounded; therefore the numbers included here may differ slightly when comparing the values included in this report to the underlying detail.

Results of Procedures Performed

This section summarizes our findings from the analyses and procedures performed. The applicable sections of the report include a more detailed discussion of each area, specific observations, and recommendations, if applicable.

Review of ACE Investments and Cash Balances

CLA was provided with a Fixed Income Investments Portfolio Summary report dated September 30, 2018. The report included the current book value and market values for ACE's: Government Securities, Certificates of Deposit, Corporate Bonds, Government Mortgages, Municipals, and Cash and Cash Equivalents. The portfolio's total market value of \$26,548,832 per ACE's Fixed Income Investments Portfolio report was verified against the Citizens Trust investment statement for the period ending September 30, 2018. The book value and market value of the Local Agency Investment Fund (LAIF) was substantiated through review of the LAIF balance confirmation as of September 2018. The amounts reported as current book value and market value on the September 30, 2018 Fixed Income Investments Portfolio report were reconciled.

ACE's bank account reconciliations and coordinating bank statements were reviewed and corroborated with the trial balance for the quarter ended September 30, 2018.

Review of ACE 1st Quarter 2019 Reports

Expenditures vs. Reimbursements (Exhibit V): Approximately 99% of ACE's Income-to-Date (ITD) Expenditures have been reimbursed, an increase of 2% from the 97% reimbursement rate at the prior quarter ended June 30, 2018.

The remaining receivables total \$16,581,429 of which \$13,095,349 or 79%, was to be billed after the September 30 balance sheet date. Ratio analysis showed expenditures and reimbursements to be consistent with the prior quarter ended June 2018. Cash increased by 127.4% and is largely attributed to a decrease in receivables. In addition, the Other Receivables, Prepaids and Deferred Costs account increased from the prior period by 519.7%; this increase is due to a \$25.6m increase in surplus property and unearned revenues increased \$22.7m or 112.5%

Treasury/ Banking Investments (Exhibit VII): Report amounts were agreed to the trial balance. Below is a summary of changes from current year Q1 to prior year Q4.

	<u>Q1</u> <u>09.30.18</u>	<u>Q4</u> <u>06.30.18</u>	% Increase/ (Decrease)
Cash	\$32,778,835	\$14,417,765	127.4%
Investments	\$28,168,811	\$28,060,868	0.4%
Receivables	\$16,581,429	\$36,939,128	-55.1%
Other Receivables, Prepaids and Deferred Costs	\$29,380,466	\$4,741,197	519.7%
Liabilities	\$93,492,512	\$70,626,642	32.4%
Fund Balance before PERS Liability	\$13,417,029	\$13,532,316	-0.9%

Review of COG Cash Balances, including LAIF

CLA was provided a Comparative Summary Balance Sheet for Q4 and Q1. Cash balances and Local Agency Investment Fund (LAIF) were verified with the Citizens Business Bank account statements for the period ended September 30, 2018 and the LAIF statement as of September 2018. Overall, COG's cash and cash equivalents increased 24% since prior quarter from \$1,348,390 at the end of Q4 to \$1,666,676 for the period ended September 30.

COG's bank account reconciliations and coordinating bank statements were reviewed and corroborated with the trial balance for the quarter ended September 30, 2018.

Review of COG 1st Quarter 2019 Reports

All balances on the Comparative Summary Balance Sheet as of September 30, 2018 were verified against the period trial balance as of September 30, 2018. The Grants Receivable Aging Detail report as of September 2018 was also verified to the trial balance.

Conclusion

As discussed herein, no instances that would cause concern that the quarterly reports prepared by ACE and COG are inaccurate or inadequate to meet the governance needs of the Executive Committee and the Board of Directors were noted, specifically related to the sections of the Joint Powers Agreement effective March 12, 2007 included herein.

- Section 4. Purpose and Powers of the Council. The Council shall have, and may exercise the powers to:
 - Subsection b(4) utilize member resources or presently existing single purpose public and public/private groups to carry out its programs and projects;
 - Subsection b(8) serve as a mechanism for obtaining state, federal and regional grants to assist in financing the expenditures of the Council;
 - Subsection b(9) make and enter into contracts, including contracts for the services of engineers, consultants, planners, attorneys and single purpose public/private groups;
 - Subsection b(11) apply for, receive and administer a grant or grants under any federal, state, or regional programs;
 - Subsection b(12) receive gifts, contributions and donations of property, funds, services and other forms of financial assistance from persons, firms, corporations and any governmental entity;

- Section 6. Use of Public Funds and Property. The Council shall be empowered to utilize for its purposes, public and/or private funds, property and other resources received from the Members and/or from other sources.
- Section 17. Control and Investment of Council Funds. The Governing Board shall adopt a policy for the control and investment of its funds and shall require strict compliance with such policy. The policy shall comply, in all respects, with all provisions of applicable law.

A handwritten signature in black ink, appearing to read "Renee S. Graves". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Renee S. Graves, CPA, CGFM
Principal
CliftonLarsonAllen LLP

II. Background and Scope of Engagement

A. Engagement Background and Objectives

CliftonLarsonAllen LLP (CLA), was retained by the San Gabriel Valley Council of Governments. Throughout the engagement, CLA maintained regular contact with Director of Finance Marisa Creter and ACE's Director of Finance Maritza Ramos.

B. Professional Standards

CLA performed this engagement in accordance with the American Institute of Certified Public Accountants (AICPA) Statements on Standards for Consulting Services. In consulting engagements, the nature and scope of work is determined solely by the agreement between the practitioner (CLA) and the client. The analysis and report does not constitute an audit, compilation, review, agreed-upon procedures or examination in accordance with Standards of the AICPA, the objective of which would be the expression of an opinion on any specified elements, accounts, or items. Accordingly, CLA does not express any assurance.

C. Scope of Engagement

Attachment A to our agreement includes possible consulting procedures to be performed on a monthly basis. Correspondence between Renee Graves of CLA and SGVCOG's Director of Finance Marisa Creter, and ACE's Director of Finance Maritza Ramos, occurred to clarify the scope of the engagement for the quarter ending September 30, 2018. The following areas were agreed to regarding 1st Quarter 2019 Reports prepared as of September 30, 2018.

ACE

1. Investments and Cash Balances
2. Review the 1st Quarter 2019 Report as of September 30, 2018
2. Information reported in the Quarterly Report reconciles to the general ledger

COG

1. Cash Balances, including LAIF
2. Review the 1st Quarter 2019 Report as of September 30, 2018
3. Information reported in the Quarterly Report reconciles to the general ledger

D. General Disclosures

CLA created or obtained various electronic files in order to prepare this report to the Executive Committee; the electronic files are available upon request.

Dollar values included in this report have been rounded; therefore the numbers included here may differ slightly when comparing the values included in this report to the underlying detail.

E. Background Information

San Gabriel Valley Council of Governments (COG)

The San Gabriel Valley Council of Governments (SGVCOG) is a joint powers authority made up of representatives from 31 cities, 3 Los Angeles County Supervisorial Districts, and the 3 Municipal Water Districts located in the San Gabriel Valley. The SGVCOG serves as a regional voice for its member agencies and works to improve the quality of life for the more than 2 million residents living in the San Gabriel Valley. The SGVCOG works on issues of importance to its member agencies, including transportation, housing, economic development, the environment, and water, and seeks to address these regionally.

The SGVCOG is the largest and most diverse sub-regional council of governments in Los Angeles County. It encompasses more than 374 square miles and has more than 2 million residents.

While each of the communities has a unique character and history, they have also many shared issues and have developed a unified voice to maximize resources, achieve sustainable solutions, and advocate for regional and member interests to improve the quality of life in the San Gabriel Valley.

Alameda Corridor-East Construction Authority (ACE)

The Alameda Corridor-East (ACE) Construction Authority is a single purpose construction authority established by the San Gabriel Valley Council of Governments in 1998 to implement a construction program intended to mitigate the adverse impacts at rail-roadway crossings in the San Gabriel Valley of increasing rail traffic along the nationally significant ACE Trade Corridor. Train counts through the Valley are projected to nearly double by the year 2035 as increasing numbers of freight trains carry freight to and from the nation's busiest container ports in the San Pedro Bay.

The ACE Project is a comprehensive program of constructing grade separations, where the road goes over or under the railroad, and safety and mobility upgrades at 53 crossings in the San Gabriel Valley. Construction has been completed on 8 rail-roadway grade separations. Eight grade separations are under construction with four grade separations and pedestrian crossing safety program at four crossings starting in two years. Jump Start safety improvements have been completed at 40 at-grade crossings.

F. Acronyms Used

ACE - Alameda Corridor-East Construction Authority
CM – Construction Management
COG – San Gabriel Valley Council of Governments
LAIF – Local Agency Investment Fund
MTA – Metropolitan Transit Authority
PERS – Public Employee’s Retirement System
ROW – Right of Way

III. Review of identified areas for ACE

A. Review of Investments and Cash Balances

The September 30, 2018 Fixed Income Investments Portfolio report was verified with the Citizens Trust statement for the period of September 1, 2018 through September 30, 2018 and the LAIF statements as of September 30, 2018. The amounts reported as the market value and the current book value on the September 30, 2018 Fixed Income Investments Portfolio report were reconciled. The allocation of investments within the pool by the type of investment is consistent with the current Investment Policy.

Due to the daily volatility of investments, the balance is reported on a cost basis during the fiscal year and adjusted to fair value as of the fiscal year end. The applicable balances for the fiscal year ending September 30, 2018 are:

- Trial balance amount of \$25,833,709 offset by a “change in market value” account balance of \$715,123 for a balance of \$26,548,832.
- Book value and market value per Citizens Trust Investment Statement is \$26,555,633 and \$25,790,015, respectively.
- Exhibit VII Treasury/ Banking Investments Report amount of \$26,548,832.

B. Review of Information Provided by ACE

Exhibit V ACE Expenditures vs. Reimbursements and Exhibit VII Treasury/ Banking Investments reports as of September 30, 2018 were obtained and verified against the preliminary trial balance as of September 30, 2018.

Exhibit V ACE Expenditures vs. Reimbursements Report

Amounts shown under the reimbursement status for the categories of 1) *Current/ 30 days or less* of \$2.070m; 2) *Aged Receivable* of \$0m; 3) *To be billed* of \$13.095m; and 4) *MTA retention* of \$1.416m were verified against the accounts listed on the trial balance. The *Current/ 30 days or less* and *MTA retention* balances are each in a separate general ledger account. The *To be billed* amount is the aggregate balance of approximately 30 accounts for each individual project by various phases (CM, ROW, Design, Construction, Construction Management and Betterment). These amounts were verified with the accounts listed on the trial balance.

Exhibit VII Treasury/ Banking Investments Report

Each of the accounts listed on Exhibit VII were verified with the trial balance. Consistent with the previous quarterly report, Exhibit VII presents *other receivables, prepaids, surplus property and deferred costs* at the gross aggregate amount of \$29.38m from approximately 14 separate accounts, the most significant accounts being Surplus Property of \$27.27m. The applicable balances for the quarter ending September 30, 2018 are as shown herein.

Other receivables	\$ 23,648
Notes receivable	150,000
Unbilled receivables	1,435,756
Prepaid expenses	151,863
Surplus property	27,267,391
Deferred costs - indirect	1,066,931
Unrealized change in investments	(715,123)
	<u>\$ 29,380,466</u>

The PERS unfunded termination liability of \$6.347m was obtained from the September 30, 2016 CalPERS Actuarial Valuation Report. This liability is not reflected on the trial balance, but is a post-closing entry to reflect financial data that complies with Government Accounting Standards. The PERS net pension liability is reported on the June 30, 2017 audited financial statements in accordance with applicable GASB standards.

IV. Review of identified areas for COG

A. Review of Cash Balances, including LAIF

The September 30, 2018 Bank and LAIF balances reported on the Comparative Summary Balance Sheet were verified against each the Citizens Business Bank statement and the LAIF statement as of September 30, 2018.

B. Review of First Quarter 2019 Reports

As of September 30, 2018, the Comparative Summary Balance Sheet report was verified to the trial balance. Individual balances on the trial balance were verified to reconciled bank statements and to the LAIF statement at September 30, 2018. All amounts reported were verified to the trial balance. The allocation of investments within the pool by the type of investment is consistent with the current Investment Policy.

Grants Receivable Aging Detail Report

The Grants Receivable Aging Detail report was reconciled to the trial balance. As of September 30, the receivable balance was \$684,009. As reported by ACE's Director of Finance, 14.3% or \$97,787 of the reported balance was collected subsequent to the September 30 quarter end. Of the \$586,222 remaining receivables, 94% are aged 90+ days; management believes that all amounts are reasonably expected to be collected.

The balance of the remaining receivables of \$586,222 as of the date of this report have increased 69% compared to the amount of remaining receivables in the fourth quarter report (\$347,384).

CitiCard Credit Card Charges

The CitiCard Credit Card Charges report provides a breakdown of the types of purchases made by credit card. Purchases for the period of July 2018 to September 2018 totaled \$15,718. During the quarter, \$4,143 was expended on meetings and travel, a minimal increase from last year's Q1 meetings and travel spending of \$4,115. Quarterly purchases by credit card compared to the prior year quarter and a breakdown of fiscal year cumulative credit card purchases through September 30, 2018 is shown herein.

	<u>FY19 Quarters</u>	<u>FY18 Quarters</u>	<u>% Increase/</u>
	<u>1</u>	<u>1</u>	<u>(Decrease)</u>
COG Total Credit Card Expenditures	\$15,718	\$11,327	38.8%

	<u>Q1</u>	<u>Q1</u>
	<u>9/30/2018</u>	<u>9/30/2017</u>
Administrative Fees	\$ -	\$ 48
Energy Wise - Gas Co	583	597
Energy Wise - SCE	875	895
Equipment & Soft Acquisition	-	1,221
General Assembly Event	2,000	711
Homelessness Program - LAC	2,710	-
Maintenance & Operating Expenses	-	662
Meetings/Travel	3,150	2,991
Meetings/Travel - Board	993	1,124
Office Supplies	1,109	805
Postage	145	9
Postage - Board	67	82
Prepaid expenses	788	554
Staff Training	1,732	
Subscriptions	-	345
Utilities	975	801
Webpage/Software Services	591	482
	<u>\$ 15,718</u>	<u>\$ 11,327</u>

Purchases by credit card are utilized for efficiencies in procurement of goods and services.

Budget to Actual Comparison Report

Budget v. Actual

Actual balances through September 30, 2018 were reconciled to the trial balance. In the fiscal year, COG had quarterly expenses totaling 14% of the 2019 fiscal budget, ending the quarter with \$43,103 net income. Member dues comprise 92% of the operating revenue budget for FY 2019. As of September 30, Member Dues revenue was 24% of the 2019 fiscal budget.

A comparison of the quarterly budget, fiscal budget and percent of fiscal budget is presented herein.

	Actual Q1 2018-2019	FY 2019 Budget 2018-2019	Year-To-Date % of Budget 2017-18	FY 2019 Adopted Budget 2018-2019
Membership Dues	\$ 178,627	\$ 754,007	24%	\$ 754,007
Transportation Administration (Local)	24,387	96,611	25%	96,611
Sponsorships	8,000	50,000	16%	50,000
Hero Program	1,576	12,000	13%	12,000
Interest	28	2,050	1%	2,050
Grants & Special Projects	99,877	1,946,460	5%	1,033,071
Total Revenue	\$ 312,495	\$ 2,861,128	11%	\$ 1,947,739
Personnel	\$ 87,934	\$ 529,780	17%	\$ 529,780
Board & Employee Expenses	8,897	60,000	15%	60,000
Professional Services	63,925	346,980	18%	346,980
Other Expenses	36,001	198,927	18%	198,927
Total Indirect Expenses	\$ 196,757	\$ 1,135,687	17%	\$ 1,135,687
Personnel	\$ 62,715	\$ 322,707	19%	\$ 322,707
Program Management	9,920	468,071	2%	468,071
Total Direct Expenses	\$ 72,635	\$ 790,778	9%	\$ 790,778
Total Expenditures	\$ 269,390	\$ 1,926,465	14%	\$ 1,926,465
Net Income (Loss)	\$ 43,103	\$ 934,663	5%	\$ 21,274

V. List of Exhibits

ACE – Exhibit V – Expenditures vs. Reimbursements as of September 30, 2018

ACE – Exhibit VII – Treasury/ Banking Investments, Investments Portfolio and
Summary as of September 30, 2018

COG –2018 4th Quarter Reports as of September 30, 2018 – Comparative
Summary Balance Sheet, Grants Receivable Aging Detail, CitiCard
Charges and Budget Report

Exhibit V

ACE Expenditures vs. Reimbursements

As of September 30 , 2018

Reimbursement Status (\$ 000)							
Projects	ITD Expenditures	Received	Current / 30 Days or less	Aged Receivable	To Be Billed	MTA Retention	
At Grade Crossing	\$ 2,500	\$ 2,450	\$ -	\$ -	\$ 46	\$ 4	
Durfee	28,905	27,828	-	-	1,007	70	
Fairway Drive	90,656	87,470	-	-	3,044	143	
Fairway-Lemon Betterment	19,034	19,000	-	-	34	-	
Fullerton	67,274	63,242	-	-	3,645	386	
Montebello	7,433	6,125	-	-	1,299	10	
Maple Ave.	30	-	-	-	30	-	
Montebello At Grade	64	-	-	-	64	-	
Nogales (LA)	118,229	115,510	2,070	-	189	460	
Puente Ave.	86,171	85,269	-	-	829	72	
SG Trench	284,943	282,817	-	-	2,113	13	
Temple	94,687	94,459	-	-	9	219	
Turnbull Cyn.	1,621	988	-	-	595	38	
Baldwin	70,365	70,363	-	-	-	2	
Brea Canyon	73,459	73,459	-	-	-	-	
Crossing Safety / IRRIS	34,343	34,343	-	-	-	-	
EE/Reservoir	78,960	78,960	-	-	-	-	
Hamilton	1,789	1,789	-	-	-	-	
Nogales (AH)	49,797	49,797	-	-	-	-	
Ramona	53,091	53,091	-	-	-	-	
Sunset	93,794	93,794	-	-	-	-	
Sub-total Projects	\$ 1,257,144	1,240,754	2,070	-	12,904	1,416	
Project Administration	20,031	19,848	-	-	183	-	
Total ACE	1,277,175	1,260,602	2,070	-	13,087	1,416	
Non-Grade Separation							
Rio Hondo	9	-	-	-	9	-	
	1,277,183	1,260,602	2,070	-	13,095	1,416	

Exhibit VII

Treasury / Banking Investments

As of September 30, 2018

	09.30.2018	Change	Preliminary 06.30.2018
Cash on hand			
Operating Account	\$ 2,607,184	\$ (253,736)	\$ 2,860,919
Money Market Account (2)	22,442,902	18,608,065	3,834,836
Money Market (UPRR Contributions)	7,728,750	6,740	7,722,010
Total cash on hand	32,778,835	18,361,070	14,417,765
Investments			
LAIF	1,619,979	7,651	1,612,328
CBT - Fixed Income at cost	26,548,832	100,292	26,448,540
Total investments	28,168,811	107,942	28,060,868
Current - 30 days or less	2,070,123	(6,461,039)	8,531,161
Aged Receivable	-	(9,895,649)	9,895,649
To Be Billed	13,095,349	(4,049,811)	17,145,160
MTA Retention	1,415,957	48,801	1,367,157
Total Exhibit V	16,581,429	(20,357,699)	36,939,128
Other receivables, unsold surplus properties, and deferred costs	29,380,466	24,639,269	4,741,197
Total Cash, Cash Equivalents & Receivables	106,909,541	22,750,583	84,158,958
Liabilities			
Payables & other Accruals	5,616,661	170,335	5,446,325
Unearned revenues	42,875,851 (a.)	22,695,535	20,180,316
MTA Working Capital Loan	45,000,000	-	45,000,000
Total liabilities	93,492,512	22,865,870	70,626,642
Fund balance			
Resources net of actual liabilities	13,417,029	(115,287)	13,532,316
Less estimated:			
CalPERS - Hypothetical termination liability	6,347,036 (b.)	-	6,347,036
Resources net of estimated liabilities	\$ 7,069,993 (c.)	\$ (115,287)	\$ 7,185,280

- a.) Represents surplus property appraised value, net proceeds from sale of ROW surplus properties, advanced UPRR funding, disallowed retention, and Betterment funds billed in advance to City of Industry for Fairway Drive and Fullerton projects.
- b.) Updated based on CalPERS's annual valuation report as of June 30, 2017.
- c.) Decrease represents increase in 06/30/2017 hypothetical termination liability and effect of prior year's deficiency of expenses over revenues

Exhibit VII

Treasury / Banking Investments

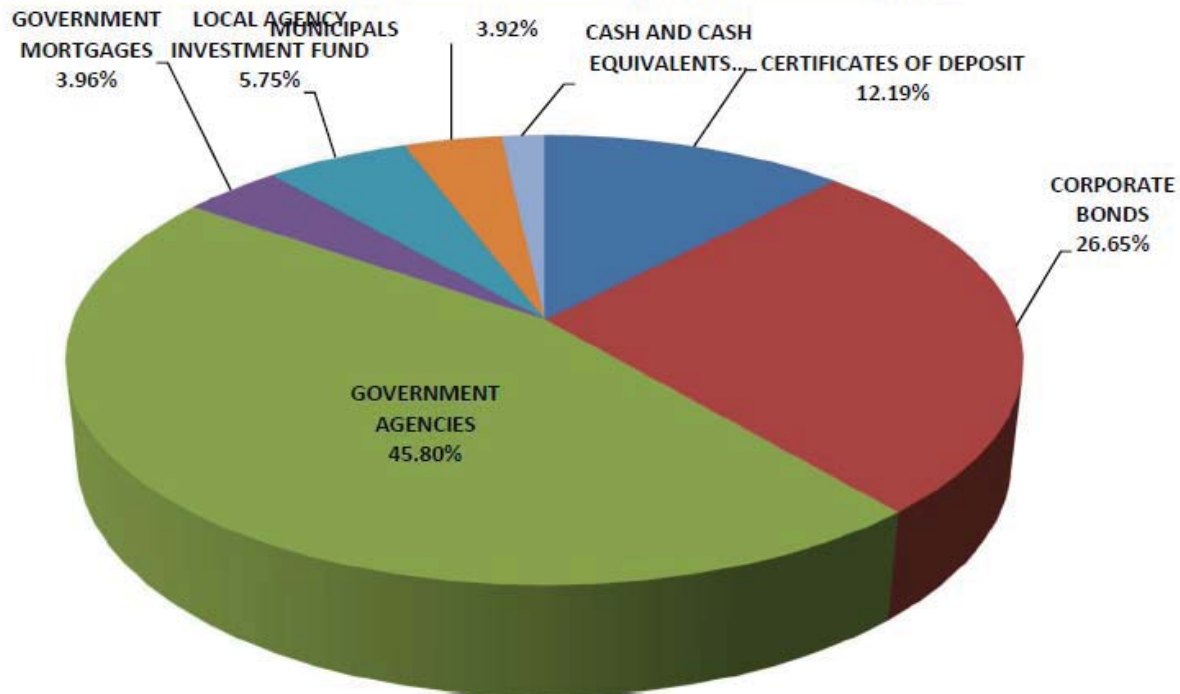
As of September 30, 2018

Deposit/ Investment Amount 09.30.18	% of Invest- ments		Maximum Maturity	Maximum Percent of Portfolio	Maximum Investment in One Issuer
		Bank Deposits			
		Ace deposits are held by Citizens Business Bank (CBB) under a deposit agreement in amounts not to exceed \$50 million. Under the agreement, CBB maintains collateral deposits of at least 110% of the value of all ACE deposits at Bank of New York Mellon in eligible securities. The CBB deposits accounts are:			
\$ 2,607,184		Checking Account			
30,171,652		Money Market Accounts (3) *			
32,778,835		Total Deposits			
		Permitted Investments **			
12,901,802	45.80%	Government Securities (3.74 - 5.00 years)	5 years	50%	15%<=
7,505,647	26.65%	Corporate Bonds (0.83 - 4.99 years)	5 years	30%	10%<=
1,114,176	3.96%	Gov't Mortgages (4.13 - 4.80 years)	5 years	15%	None stated
1,103,750	3.92%	Municipals (1.42 - 5.03 years)	None stated	None stated	None stated
3,432,859	12.19%	CDs (2.95 - 5.01 years)	5 years	30%	10%<=
490,596	1.74%	Cash and Cash Equivalents	None stated	None stated	None stated
26,548,831	94.25%	Subtotal Investments - Book value *			
1,619,979	5.75%	State's Local Agency Investment Fund	None stated	None stated	None stated
28,168,810	100.00%	Total Investments			
\$ 60,947,646		Total			

Fixed Income Investments at 09-30-2018 - Summary

ASSET ALLOCATION

Assets (Dollars)	Current Book Value		Market Value	Mkt/Book
CERTIFICATES OF DEPOSIT	3,432,859	12.19%	3,355,556	97.75%
CORPORATE BONDS	7,505,647	26.65%	7,310,752	97.40%
GOVERNMENT AGENCIES	12,901,802	45.80%	12,506,899	96.94%
GOVERNMENT MORTGAGES	1,114,176	3.96%	1,031,788	92.61%
LOCAL AGENCY INVESTMENT FUND	1,619,979	5.75%	1,619,979	100.00%
MUNICIPALS	1,103,750	3.92%	1,094,424	99.16%
CASH AND CASH EQUIVALENTS	490,596	1.74%	490,596	100.00%
Totals (Dollars)	28,168,810		27,409,994	97.31%



Fixed Income Composition by Book Value

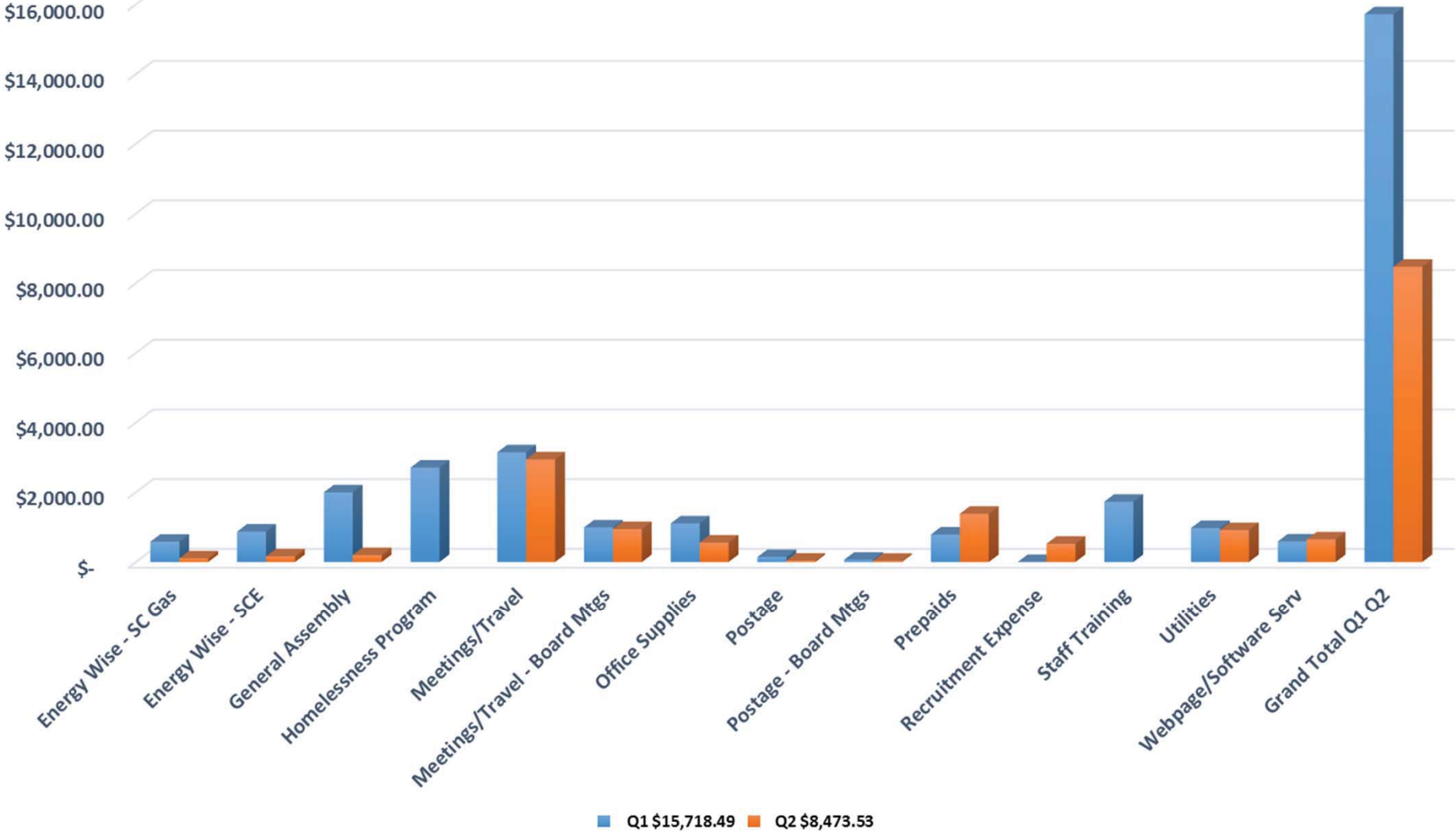
Comparative Summary Balance Sheet As of December 31, 2018

	12.31.2018	Change	09.30.18
CBB - Checking	\$ 1,261,918	\$ (58,534)	\$ 1,320,452
CBB- 242-034-325 CD	55,646	14	55,632
CBB - 2766 Savings	1,590	(0)	1,590
CBB -242-034-953 CD	54,879	15	54,864
Petty Cash	400	-	400
LAIF	234,923	1,270	233,653
LAIF Maket Value	86	(0)	86
Cash and equivalents	<u>1,609,441</u>	<u>(57,236)</u>	<u>1,666,677</u>
Member Receivable	-	-	-
Grants/Contracts Receivable	376,261	(307,749)	684,009
Sponsorships Receivable	5,350	12,218	(6,868)
Rental Deposit Receivable	5,489	-	5,489
Unbilled Grant Receivable	490	(18,199)	18,689
Receivables - other	68,174	56,650	11,524
Receivables	<u>455,765</u>	<u>(257,079)</u>	<u>712,844</u>
Prepays and deferrals	<u>156,279</u>	<u>(1,290)</u>	<u>157,569</u>
Total assets	<u>2,221,484</u>	<u>(315,606)</u>	<u>2,537,090</u>
Accounts Payable	29,760	29,760	-
Citi Bank Card	1,381	(2,763)	4,144
Payroll Payable	381	(1)	382
Accrued Vacation	32,361	4,176	28,185
Unearned Revenues - Member Cities Dues	392,903	(182,477)	575,380
Accruals, deferrals and other payables	740,248	(187,218)	927,466
Total liabilities	<u>1,197,034</u>	<u>(338,523)</u>	<u>1,535,557</u>
Net Position, beginning of period **	958,429	(0)	958,429
Change in net position	66,021	22,918	43,103
Net Position, end of period	<u>\$ 1,024,450</u>	<u>\$ 22,919</u>	<u>\$ 1,001,532</u>

**San Gabriel Valley Council of Governments
Grants Receivable Aging Detail
As of September 30, 2018**

Month	So. California Edison - Energy Wise	So. California Gas - Energy Wise	MTA	LA County - Homelessness Planning Grant	Various Cities - Homelessness Planning Grant	Various Cities - CIMP & EWMP	Totals	Notes
Feb-18	9,110.55	-	-	-	-		\$ 9,110.55	Pymt received 10/5/18
Mar-18	-	-	-	-	-		\$ -	
Apr-18	-	8,677.95	-	-	-		\$ 8,677.95	Pymt received 12/14/18
May-18	16,736.96	11,445.09	-	-	31,400.00		\$ 59,582.05	Edison payment received 10/24/18
Jun-18	16,698.18	10,103.80	7,816.42	-	-		\$ 34,618.40	MTA pymt received 10/5/18
Jul-18	-	5,692.03	7,816.42	13,166.66	-	478,187.00	\$ 504,862.11	MTA pymt received 11/5/18 LAC pymt received 12/14/18
Aug-18	5,484.20	12,726.32	-	13,166.66	-	-	\$ 31,377.18	LAC pymt received 12/14/18
Sep-18	8,691.29	5,794.17	8,129.08	13,166.66	-	-	\$ 35,781.20	LAC pymt received 12/14/18 MTA \$8,129.08 pymt received 10/4/18
	\$ 56,721.18	\$ 54,439.36	\$ 23,761.92	\$ 39,499.98	\$ 31,400.00	\$ 478,187.00	\$ 684,009.44	

CITICARD CHARGES



SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS
Consolidated Budget to Actual
FY 2019 Second Quarter Report
As of December 31, 2018

		Jul 18 - Dec 18		FY 2019		% of	
		Actual		Budget		Budget	
1	General Operating Income						
2	Member Dues	\$	361,104	\$	754,007		48%
3	Sponsorships		17,350		50,000		35%
4	Hero Program		2,340		12,000		19%
5	Interest		1,326		2,050		65%
6	<i>Total General Operating Income</i>	\$	382,120	\$	818,057		47%
7							
8	Grants & Special Project Income						
9	Transportation Administration (Local)		48,774		96,611		50%
10	Homelessness (Local)		70,500		158,000		45%
11	Energy Efficiency (Local)		61,378		340,000		18%
12	Measure M Subregional Administration (Local)		26,815		52,000		52%
13	Bike Share Grant		18,409		1,010,000		0%
14	Stormwater (Local)		-		483,071		0%
15	<i>Total Grants & Special Project Income</i>	\$	225,875	\$	2,139,682		11%
16	Total Income	\$	607,995	\$	2,957,739		21%
17							
18	Indirect Expenses						
19	Personnel		172,080		529,780		32%
20	Board & Employee Expenses		18,812		60,000		31%
21	Professional Services		106,719		346,980		31%
22	Other Expenses		87,150		198,927		44%
23	<i>Total Indirect Expenses</i>	\$	384,761	\$	1,135,687		34%
24							
25	Direct Expenses						
26	Personnel		127,674		322,707		40%
27	Program Management		29,540		468,071		6%
28	<i>Total Direct Expenses</i>	\$	157,214	\$	790,778		20%
29	Total Expenditures	\$	541,975	\$	1,926,465		28%
30	Net income (Loss)	\$	66,020	\$	1,031,274		N/A

REPORT

DATE: March 21, 2019

TO: Executive Committee
Governing Board

FROM: Marisa Creter, Executive Director

RE: **SGVCOG STATE AND FEDERAL LEGISLATIVE AGENDA**

RECOMMENDED ACTIONS

1) Adopt Resolution 19-09 affirming the SGVCOG's 2019 State and Federal Legislative agenda and 2) Authorize Executive Director to execute a contract with Capital Representation Group, Inc for an amount not to exceed \$25,000 for services to support the SGVCOG's State legislative agenda.

BACKGROUND

Many COG member agencies adopt annual legislative programs to shape advocacy efforts and provide guidance in response to state and federal legislative, executive and regulatory initiatives and developments. The SGVCOG legislative program is intended to advance adopted SGVCOG objectives in the core policy areas of water, transportation, homelessness, energy and the environment. The program aligns closely with the recently developed 2019 Strategic Plan Update and incorporates by reference the focused legislative policy agendas adopted by the policy committees on an individual basis. The legislative program seeks to identify advocacy goals on behalf of the San Gabriel Valley and may be amended or supplemented as legislative developments warrant.

Adoption of the legislative program will help ensure advocacy is coordinated, effective and commensurate to the pace of legislative developments. Staff will use the legislative program to review legislation as it is introduced to determine how it relates to SGVCOG policies. Staff will also coordinate with our state and federal legislative delegations, member agencies, and regional, state and national partners and coalitions, such as the Los Angeles County Metropolitan Transportation Authority, Southern California Association of Governments, League of California Cities and U.S. Conference of Mayors. Positions on specific legislation will still be taken to the Governing Board for consideration in advance of any action or if urgency is required will be presented to the Executive Committee and/or relevant policy committee and reported to the Governing Board at a subsequent meeting.

Attachment A provides a consolidated legislative agenda for the SGVCOG's core policy areas. The proposed legislative priorities were reviewed by each relevant policy committee.

LEGISLATIVE CONSULTANT PROPOSAL

Currently, the ACE Project has a contract with a state legislative consultant, Capital Representation Group (CRG), that advocates for legislative priorities that further the ACE Project. In December,

staff met with this legislative consultant to discuss strategies to expand the scope of legislative priorities to include the other strategic areas of the SGVCOG. Based on this discussion, staff is recommending executing an agreement with CRG to provide state level advocacy services related to the SGVCOG's state legislative and regulatory priorities (Attachment B). CRG is a highly respected and responsive legislative representation and advocacy firm based in Sacramento. The firm has extensive experience representing public agencies in a wide range of advocacy services and policy initiatives, including regional mobility initiatives, sustainable planning strategies, air quality planning, homelessness planning state/regional transportation funding legislation and countywide sales tax initiatives.

The scope of work proposed by CRG includes the following:

- Represent/advocate before the California Legislature and staff, Governor's Office and the Executive Branch Agencies, Departments, Boards and Commissions on initiatives and positions of the SGVCOG on any state policies and pending legislation and regulatory actions.
- Arrange for any briefings and assist in scheduling of Sacramento visits for SGVCOG Board Members and staff with appropriate members of the Legislature, legislative staff, and key Governor's Administration officials and staff.
- Coordinate opportunities for SGVCOG representatives to provide testimony at any relevant legislative committee or state administrative hearings and meetings.
- Monitor and attend relevant legislative and regulatory hearings including those of the Legislature as well as other administrative bodies with jurisdiction over policy initiatives or issues in the SGVCOG Strategic Plan.
- Assist in the preparation of any position letters or policy statements regarding legislative initiatives or proposals as directed by the SGVCOG Governing Board and staff.
- Provide support and coordination to the San Gabriel Valley Legislative Caucus.
- Assist in the organization and scheduling of an annual Sacramento legislative trip that would coincide with a quarterly meeting of the San Gabriel Valley Legislative Caucus and possible League of California Cities Annual Legislative Conference.
- Attend or participate in any SGVCOG Governing Board or Committee meeting, including conferences calls with board members and staff.

FISCAL IMPACT

The cost of this contract is anticipated to be \$25,000 annually and will be included in the FY 19-20 budget. Staff will evaluate the contract after one year to determine if the consultant enhances and furthers the SGVCOG's legislative priorities.

REPORT

Prepared by: Paul R Hubler
Paul Hubler
Director of Government and Community Relations

Approved by: Marisa Creter
Marisa Creter
Executive Director

ATTACHMENTS

Attachment A – Resolution 19-09

Attachment B – Contract and Proposal with Capital Representation Group

RESOLUTION NO. 19-09

**RESOLUTION OF THE SAN GABRIEL VALLEY
COUNCIL OF GOVERNMENTS (SGVCOG) AFFIRMING 2019 STATE AND
FEDERAL LEGISLATIVE AGENDA**

WHEREAS, the SGVCOG desires to adopt federal and state legislative priorities to further the objectives of the organization in support of member cities; and

WHEREAS, the objectives of the SGVCOG include the core policy areas of water, transportation, homelessness, and the environment; and

WHEREAS, the SGVCOG seeks to specifically define legislative priorities for the year 2019;

NOW THEREFORE, BE IT RESOLVED that the Governing Board does hereby adopt the following 2019 State and Federal Legislative agenda:

- Water
 - State
 - § Direct the state adoption of financial capability assessment guidelines to better manage compliance timelines for MS4 permittees, similar to Federal financial capability guidelines in place for two decades by seeking the reintroduction of AB 2538, as well as requesting SCAG support for legislation
 - § Require that capital projects funded with state funds, to the maximum extent reasonably feasible, provide for stormwater capture and dry weather runoff.
 - § Approach the California Product Stewardship Council to consider developing a tire fee to provide funding to address stormwater pollution.
 - § Advocate before the Governor the appointment to the Regional Water Board of members that are representative of the San Gabriel Valley that have direct expertise in Water Management, Quality and Rights. Work to identify potential candidates that could be recommended to the Governor and assist in any direct or indirect advocacy in support of potential candidates.
 - § Establish reasonable timelines (e.g. minimum one year absent clear and present danger to human health) for new regulatory water quality requirements enacted by the State Water Board.
 - § Advocate for the assignment of water rights of captured new water to the agencies responsible for implementing stormwater capture and infiltration projects.
 - Federal
 - § Propose, advocate and support the development of policies and strategies to ensure potential capital projects applications for funding from relevant

Attachment A

federal programs, such as the INFRA and BUILD programs, remain competitive and ultimately are awarded.

§ Propose, advocate and support the development of policies and programs beneficial to capital projects, including possible infrastructure funding programs proposed by the Administration or Congress, either as standalone legislation or in the context of the reauthorization of the FAST Act multi-year surface transportation program legislation.

§ Support legislative or administrative efforts to expedite project planning, development and delivery.

§ Work closely with the Coalition for America's Gateways and Trade Corridors and other stakeholders in support of all of the above recommendations and other matters that benefit the capital projects program.

○ State

§ Continue progress in ensuring capital projects are timely allocated TCEP funds and undertake efforts to facilitate the recycling of ACE project savings from the Prop 1B Trade Corridor Improvement Fund (TCIF) program into underfunded projects.

§ Monitor and advocate for legislation or initiatives that would provide additional funding or would continue or advance existing funding to priority freight infrastructure projects.

§ Monitor for possible support any budget proposals and funding that may be available through the Cap and Trade or other relevant programs for TCEP eligible projects.

§ Continue to build upon SGVCOG regional collaboration on funding applications for rail and goods movement projects and other matters that benefit the capital projects program, and work closely with the San Gabriel Valley Legislative Caucus, the Mobility 21 coalition and other stakeholders on these goals.

§ Support legislative or administrative efforts to expedite project planning, development and delivery.

· Homelessness

○ State

§ Allocate State funding directly to cities for homelessness programs.

§ Support the establishment of a regional housing trust fund.

§ Amend definition of gravely ill to include a person's inability to provide urgently needed medical care for him or herself due to a mental disorder.

· Environment

○ State

§ Energy

- Make energy costs affordable and stabilized;
- Ensure energy supply while limiting dependence on foreign sources of energy;
- Employ diverse strategies for conserving energy including: Energy efficiency, land use strategies, urban forest management, and infrastructure improvements (i.e. green building);

Attachment A

- Develop innovative and affordable financing options for energy efficiency;
- Move towards a “net-zero energy” model where the amount of energy provided by on-site renewable energy sources is equal to the amount of energy used by a building;
- Support advancement of technology that expands renewable energy generation; and,

§ Open Space

- Identify and protect open space for the multi-benefit enhancement of natural resources and enjoyment for the public;
- Plan for growth by incentivizing compact development in some areas that in turn prevent open space development in other areas;
- Develop greenbelts and greenways along and within urban development to limit unsuitable development and provide buffers to wildlife habitat;
- Acquire and preserve open space at high risk of ecological degradation, primarily along the foothills, waterways, flood plains, and within the upper watershed;
- Advocate for state and federal appropriations, funding from the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy, and/or loan programs for open space acquisition, development, restoration, and management.

§ Solid Waste

- Encourage the diversification of solid waste management strategies, including conversion technology, that will create new domestic markets and that are feasible given the landscape and conditions of the San Gabriel Valley;
- Provide a strong commitment to utilizing financial incentives rather than mandatory requirements;
- Ensure local jurisdictions are not subject to duplicative or contradictory legislative requirements.

PASSED AND ADOPTED by the Governing Board of San Gabriel Valley Council of Governments, County of Los Angeles, State of California, on the 21st day of March 2019.

San Gabriel Valley Council of Governments

Cynthia Sternquist, President

Attachment A

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 21st day of March 2019, by the following roll call vote:

AYES:	
NOES:	
ABSTAIN:	
ABSENT:	

Marisa Creter, Secretary



Capital Representation Group

PROPOSAL TO PROVIDE STATE GOVERNMENTAL AFFAIRS CONSULTANT AND LEGISLATIVE LOBBYING SERVICES FOR THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

OBJECTIVE

The **Mission** of SGVCOG is to provide a unifying voice to maximize resources and advocate for regional and member interests to improve the quality of life in the San Gabriel Valley. The **Vision** of the San Gabriel Valley Council of Governments is to be recognized as the leader in advocating for and achieving sustainable solutions for transportation, housing, economic growth and the environment. The governmental affairs consultant/lobbyist shall provide state level advocacy services related to SGVCOG's state legislative and regulatory priorities. The governmental affairs consultant/lobbyist shall support staff to implement policy and legislative direction from the COG Board of Directors including creative and innovative strategies to implement legislative, regulatory and policy initiatives that affect the San Gabriel Valley and its member communities.

CAPITAL REPRESENTATION GROUP, INC.

The Capital Representation Group is a highly respected and responsive legislative representation and advocacy firm based in Sacramento, California directly across the street from the State Capitol and within easy walking distance of the key state agencies and departments. The firm has extensive experiences representing public agencies and private interests in a wide range of advocacy services and policy initiatives, especially as it relates to regional mobility initiatives and sustainable planning strategies, air quality planning, state and regional transportation funding legislation and countywide sales tax initiatives (Proposition 1B & SB1 for trade corridor funding) and L.A. Metro (three half-cent sales tax measures) and state and regional policy strategies and initiatives to address chronic crisis of housing and homelessness.

The Managing Partner of the Capital Representation Group, Tim Egan, has more than 35 years' experience in a wide range of regional, transportation, legislative and related public affairs initiatives and is considerable repository of "institutional memory" and strategic thinking in this regard, and has been an active initiator or participant in some of the most significant transportation legislative and funding initiatives, programs and developments, as well as policies and legislation for the implementation of regional and strategic growth plans and strategies. Mr. Egan's prior professional experience includes: Deputy Director for Government and Legislative Affairs for the Los Angeles County Transportation Commission (predecessor to L.A. Metro); and, Program Manager, Regional Transportation Improvement Program for the Southern California Association of Governments.

SCOPE OF SERVICES

The Capital Representation Group (CRG) would initially provide consultant services to implement the Stormwater Policies State Legislative Priorities for 2019, specifically the reintroduction of AB 2538 (Rubio) on Municipal Water Quality & Stormwater. In addition, the Capital Representation Group would provide the following services as directed to assist the SGVCOG Board of Directors and staff implement the COG Strategic Plan as proposed to be updated in January 2019.

- CRG would generally represent/advocate before the California Legislature and staff, Governor's Office and the Executive Branch Agencies, Departments, Boards and Commissions on initiatives and positions of the SGVCOG on any state policies and pending legislation and regulatory actions.
- Arrange for any briefings and assist in scheduling of Sacramento visits for COG Board Members and staff with appropriate members of the Legislature, legislative staff, and key Governor's Administration officials and staff.
- Coordinate opportunities for COG representatives to provide testimony at any relevant legislative committee or state administrative hearings and meetings.
- Monitor and attend when necessary relevant legislative and regulatory hearings including those of the Legislature as well as other administrative bodies with jurisdiction over policy initiatives or issues in the COG Strategic Plan. Such executive entities may include the Air Resources Board, California Transportation Commission, State Water Resources Control Board, Strategic Growth Council, Caltrans and other such bodies as identified by the COG.
- Assist in the preparation of any position letters or policy statements regarding legislative initiatives or proposals as direct by the COG Board and staff.
- Provide support and coordination to the San Gabriel Valley Legislative Caucus, it's Chair, Vice-Chair and Caucus Members, including but not limited to providing assist for the scheduling of caucus meetings and briefings in Sacramento or San Gabriel Valley.
- Maintain communications with and be aware of issues from organizations that the SGVCOG may have membership or interest; such as, the California Association of Councils of Governments, the League of California Cities, the California State Association of Counties, the Contract Cities Association, the Southern California Association of Governments and others.
- Assist in the organization and scheduling of an annual Sacramento legislative trip (which may be co-sponsored with our Valley regional partners) that would coincide with a quarterly meeting of the San Gabriel Valley Legislative Caucus and possible League of California Cities Annual Legislative Conference.
- As directed attend or participate in any COG Board or Committee meeting, including conferences calls with board members and staff.

CURRENT AND FORMER CLIENTS OF THE CAPITAL REPRESENTATION GROUP

CRG has had the privilege over 30 years to represent a wide range of public and private sector clients at both the state and federal levels of government. Some of our public sector clients include or have included:

- Southern California Association of Governments
- Alameda Corridor-East Construction Authority
- Los Angeles County Metropolitan Transportation Authority (METRO)
- Ventura County Transportation Commission
- Southern California Regional Rail Authority (Metrolink)
- Altamont Commuter Express (ACE) – San Joaquin Regional Rail Commission
- Foothill Transit
- Merced County Association of Governments
- San Francisco County Transportation Authority
- Monterey-Salinas Transit District
- Cities of Fresno, Bell, Burbank, Hesperia, to name a few

COST PROPOSAL

The Capital Representation Group, Inc. would propose to undertake the State Governmental Affairs Consultant and Legislative Lobbying Services for a monthly retainer of \$2,500 per month exclusive of any out-of-pocket expenses, which are not to exceed \$1,000 per year. Such expenses would be for any travel and accommodations on behalf of the SGVCOG as pre-approved by the Executive Director or directed by the President or Board of Directors and would be included in the monthly invoices submitted by the Capital Representation Group. We would propose to enter into a twenty-four (24) month professional services agreement to begin January 1, 2019 through December 31, 2020.



AGENDA AND NOTICE OF THE REGULAR MEETING OF THE
 SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS GOVERNING BOARD
MARCH 21, 2019 - 5:30 P.M.
Upper San Gabriel Valley Municipal Water District Office
602 E. Huntington Drive, Suite B, Monrovia, California 91016

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

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 5:30 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.sgvco.org. Copies are available via email upon request (sgv@sgvco.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

LIAISON REPORTS

10 MINUTES

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

PRESIDENT'S REPORT

5 MINUTES

EXECUTIVE DIRECTOR'S REPORT

5 MINUTES

GENERAL COUNSEL'S REPORT

5 MINUTES

COMMITTEE REPORTS

10 MINUTES

15. Transportation Committee
16. Homelessness Committee
17. Energy, Environment and Natural Resources Committee
18. Water Committee
19. Capital Projects and Construction Committee

PRESENTATION

15 MINUTES

20. Southern California Association of Governments' (SCAG) Connect SoCal – President Alan Wapner
Recommended Action: For information only.

CONSENT CALENDAR

5 MINUTES

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

21. Governing Board Meeting Minutes
Recommended Action: Adopt Governing Board minutes.
22. Capital Projects Committee Minutes
Recommended Action: Receive and file.
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. Committee Appointments
*Recommended Action: Appoint the following members to standing SGVCOG Policy Committees, Technical Advisory Committees and other partner agency assignments:
- Planners TAC: City of Baldwin Park*
26. Committee Meeting Times
Recommended Action: Adopt Resolution 19-05 updating committee meeting times and

- locations.*
27. 1st Quarter Financial and Treasurer Reports
Recommended Action: Receive and file.
28. May Governing Board Date
Recommended Action: Adopt Resolution 19-06 to change the date of the May Governing Board meeting to May 30, 2019.
29. Strategic Plan Update
Recommended Action: Adopt Resolution 19-07 to adopt the SGVCOG's updated strategic plan.
30. Retirement Benefits
Recommended Actions: 1) Authorize the Executive Director to establish a Section 115 Trust with CalPERS and place in it an amount of funding, from grants and other project funding sources (e.g. railroad contributions) equal to the remaining unfunded termination liability associated with employees working on the ACE Project when the ACE Project is closed out. This amount is currently estimated at \$7.3 - \$9.6 million. 2) Authorize staff to work with CalPERS staff to utilize the "Fresh Start" option to recalculate the unfunded accrued liability (UAL) amortization schedule from a 20-year schedule to a 5-year (or shorter) schedule to allow for accelerated payment of the UAL. 3) Adopt Resolution 19-08 to phase out the employer-paid member contributions (EPMC) for all Classic CalPERS members according to the following employee contribution schedule:
- FY 19-20: 2%*
 - FY 20-21: 4%*
 - FY 21-22: 6%*
 - FY 22-23: 7%*
- 4) Authorize staff to work with CalPERS staff to undertake all administrative processes necessary to allow for the employee contribution for Classic CalPERS members to equal 50% of normal costs beginning in FY 23-24.*
31. City of La Verne Gold Line Transit Oriented Development Pedestrian Bridge
Recommended Actions:
- 1) Assign the City of La Verne's Gold Line Transit Oriented Development Pedestrian Bridge (right-of-way and construction phases) to the Work Program of the Capital Projects and Construction Committee.*
 - 2) Affirm authorization for the Chief Engineer to execute a Project Baseline Agreement and other agreements needed to implement the City of La Verne's Gold Line Transit Oriented Development Pedestrian Bridge.*

ACTION ITEMS

15 MINUTES

32. SGVCOG State and Federal Legislative Agenda
Recommended Actions: 1) Adopt Resolution 19-09 affirming the SGVCOG's 2019 State and Federal Legislative agenda and 2) Authorize Executive Director to execute a contract with Capital Representation Group Group, Inc for an amount not to exceed \$25,000 for services to support the SGVCOG's State legislative agenda.

ANNOUNCEMENTS

ADJOURN