



San Gabriel Valley Council of Governments*

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

Monday, July 6, 2020 – 10:00 AM

Teleconference Meeting

Livestream is Available at: <https://youtu.be/ZiWsDoHciEI>

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
Diana Mahmud

ACE Chair
Tim Sandoval

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

MEETINGS: *Regular Meetings of the Executive Committee are held the first Monday of every month at 10:00 a.m. at the SGVCOG Office (1000 S. Fremont Ave., Building 10, Suite 10210, Alhambra, California 91803).* The Executive Committee agenda packet is available at the San Gabriel Valley Council of Government's (SGVCOG) Office, 1000 South Fremont Avenue, Suite 10210, Alhambra, CA, and on the website, www.sgvkog.org. 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.



***MEETING MODIFICATIONS DUE TO THE STATE AND LOCAL STATE OF EMERGENCY RESULTING FROM THE THREAT OF COVID-19:** On March 17, 2020, Governor Gavin Newsom issued Executive Order N-29-20 authorizing a local legislative body to hold public meetings via teleconferencing and allows for members of the public to observe and address the meeting telephonically or electronically to promote social distancing due to the state and local State of Emergency resulting from the threat of the Novel Coronavirus (COVID-19).

To follow the new Order issued by the Governor and ensure the safety of Board Members and staff for the purpose of limiting the risk of COVID-19, in-person public participation at the Executive Committee meeting scheduled for July 6, 2020 at 10:00 a.m. will not be allowed. Members of the public may view the meeting live on the SGVCOG's website. To access the meeting video, log onto www.sgvkog.org, click on the Executive Committee Agenda text on the right-hand side of the homepage, then follow prompts to watch the meeting live.

Public comments can be submitted electronically by emailing kward@sgvcog.org at least 1 hour prior to the scheduled meeting time. Emailed public comments will be read into the record. If you wish to comment on a specific agenda item, please identify the item in your email. General public comments will be addressed during the general public comment item on the agenda. Public comments should be limited to 150 words max.

Any member of the public requiring a reasonable accommodation to participate in this meeting should contact Katie Ward at least 48 hours prior to the meeting at (626) 457-1800 or at kward@sgvcog.org.

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.
6. Committee/TAC/ Appointments
Recommended Action: Appoint members to the following standing SGVCOG Policy Committees, and Technical Advisory Committees:
-Public Works TAC: City of Walnut
-Transportation Committee: La Canada Flintridge, South Pasadena

UPDATE ITEMS

- 3rd Quarter Financial Report / Treasurer's Report - Page 3
- Meeting Format and Meeting Schedule Update - 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)*

7. Housing Navigator Contract - Page 29
Recommended Action: Authorize the Executive Director to execute an agreement with Union Station Homeless Services for an amount not to exceed \$450,000 to provide shared housing navigation services.

PRESENTATION

8. SCAG Connect SoCal Update: Kome Ajise, SCAG, Executive Director
Recommended Action: For information only

ANNOUNCEMENTS

ADJOURN



SGVCOG
Executive Committee Meeting Minutes
June 1, 2020
10:00 AM
Teleconference Meeting via Zoom

PRELIMINARY BUSINESS

1. Call to Order
 The meeting was called to order at 10:03 AM.

2. Roll Call

Members Present

- C. Sternquist, President
- B. Shevlin, 2nd Vice President/Homelessness Chair
- T. Hepburn, 3rd Vice President
- D. Bertone, EENR Chair
- J. Fasana, Transportation Chair
- D. Mahmud, Water Policy Chair
- T. Sandoval, ACE Chair

Members Absent

- M. Clark, 1st Vice President

Staff/Guests:

- M. Creter, SGVCOG Executive Director
- K. Ward; C. Sims; R. Alimoren, SGVCOG Staff
- D. DeBerry, Woodruff, Spradlin & Smart
- R. Graves, CliftonLarsonAllen
- R. Martinez; I. Conde, Vasquez & Company

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

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

CONSENT CALENDAR

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

[MOTION PASSES]

AYES:	C. Sternquist, B. Shevlin, T. Hepburn, J. Fasana, D. Mahmud, T. Sandoval
NOES:	
ABSTAIN:	
ABSENT:	M. Clark, D. Bertone

UPDATE ITEMS

- 2nd Quarter Financial Report / Treasurer’s Report
 R. Graves presented on this item. There was a request to update the CalPERS’s annual valuation report referenced in the report to a more recent date.
- FY 2018-2019 Financial Audit
 R. Martinez presented on this item.
- SGVCOG Contract Audit Status Report (through 03/31/2020)
 R. Alimoren presented on this item.
- Summer Meeting Schedule
 M. Creter presented on this item. The Committee agreed to cancel the July 2020 Governing Board meeting via resolution and to include language that the August Governing Board meeting

was planned to take place, noting that there was a possibility that the August meeting may be canceled as well.

PRESIDENT’S REPORT

- C. Sternquist reported on this item.

EXECUTIVE DIRECTOR’S REPORT

- M. Creter reported on this item. She reported on a briefing given by Los Angeles County regarding Project Roomkey.

GENERAL COUNSEL’S REPORT

- D. DeBerry reported on this item. He provided an update on the Countywide curfew.

ACTION ITEMS

6. Draft Governing Board Agenda

M. Creter reported on this item. There was a request to include more detailed action item language for the homeless pilot programs.

There was a motion to approve the Governing Board agenda as amended (M/S: D. Bertone/J. Fasana).

[MOTION PASSES]

AYES:	C. Sternquist, B. Shevlin, T. Hepburn, J. Fasana, D. Mahmud, T. Sandoval, D. Bertone
NOES:	
ABSTAIN:	
ABSENT:	M. Clark

ANNOUNCEMENTS

ADJOURN

The meeting adjourned at 11:30 AM.

REPORT

DATE: July 6, 2020
TO: Executive Committee
FROM: Marisa Creter, Executive Director
RE: **3RD QUARTER FINANCIAL REPORT / TREASURER'S REPORT**

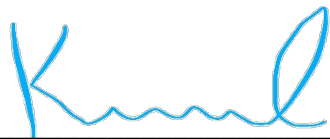
RECOMMENDED ACTION

Receive and file.

BACKGROUND

Staff is recommending to receive and file the Treasurer's report. The full 3rd 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 – 3rd Quarter Treasurer's Report

Attachment A

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

Quarterly Report Ended March 31, 2020

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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 Executive Committee accordingly. Throughout the consulting engagement, CLA maintained contact with Marisa Creter, Executive Director/ Chief Executive Officer and Rey Alimoren, Audits Manager.

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 March 31, 2020. 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.

ACE Investments and Cash Balances, including LAIF

CLA was provided with a Fixed Income Investments Portfolio Summary report dated March 31, 2020. 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 \$24,095,356 does not include an unrealized gain of \$57,119. The amount on the *Fixed Income Investments Portfolio* report was verified against the Citizens Trust investment book value balance of \$24,038,237 for the period ending March 31, 2020. The book value and market value of the Local Agency Investment Fund (LAIF) was substantiated through review of the LAIF balance confirmation as of March 2020. The amounts reported as current book value and market value on the March 31, 2020 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 March 31, 2020.

ACE 3rd Quarter 2020 Reports

Expenditures vs. Reimbursements (Exhibit V): Approximately 96% of ACE's Income-to-Date (ITD) Expenditures have been reimbursed, a decrease of 1% from the 97% reimbursement rate at the prior quarter ended December 31, 2019.

Receivables total \$55,566,925 of which \$13,213,905 or 24%, was to be billed after the March 31 balance sheet date. Ratio analysis showed expenditures and reimbursements to be consistent with the prior quarter ended December 2019. Cash decreased by 43.7%. The decrease can be attributed to the net increase in receivables and decrease in investments from the prior quarter.

Other receivables, surplus property and deferred costs remained relatively flat; the 2020 Q2 balance is \$16.771m while the 2020 Q1 balance was \$16.376m.

Treasury/Banking Investments (Exhibit VII): Report amounts were agreed to the trial balance. Below is a summary of changes between the 2020 Q3 balance and the 2020 Q2 balance.

	Q3	Q2	%
	03.31.2020	12.31.2019	Increase/ (Decrease)
Cash	\$7,401,348	\$13,139,746	-43.7%
Investments	\$25,717,489	\$35,504,805	-27.6%
Receivables	\$55,566,925	\$40,896,045	35.9%
Other Receivables, Surplus Property and Deferred Costs	\$16,771,053	\$16,376,127	2.4%
Liabilities	\$92,264,486	\$92,802,733	-0.6%
Fund Balance before PERS Liability	\$13,192,329	\$13,113,990	0.6%

COG Cash Balances, including LAIF

CLA was provided a Comparative Summary Balance Sheet for 2020 Q3 and 2020 Q2. Cash balances and Local Agency Investment Fund (LAIF) were verified with the Citizens Business Bank account statements for the period ended March 31, 2020 and the LAIF statement as of March 2020.

Overall, COG's cash and cash equivalents decreased 3.6% since prior quarter (2020 Q2) from \$7,779,277 to \$7,502,408 for the period ended March 31, 2020. During Q2, \$5,625,000 was received for the Housing/Homeless project resulting in the initial increase in cash and liabilities (unearned revenue) from historical balances.

		Q3	Q2	%
		03.31.2020	12.31.2019	Increase/ (Decrease)
Cash		\$7,502,408	\$7,779,277	-3.6%
Receivables		\$1,059,885	\$1,119,435	-5.3%
Prepays and Deferrals		\$159,957	\$156,261	2.4%
Liabilities		\$7,232,353	\$7,554,248	-4.3%
Net Position, End of Period		\$1,489,897	\$1,500,725	-0.7%

COG's bank account reconciliations and coordinating bank statements were reviewed and corroborated with the trial balance for the quarter ended March 31, 2020.

COG 3rd Quarter 2020 Reports

All balances on the Comparative Summary Balance Sheet as of March 31, 2020 were verified against the period trial balance as of March 31, 2020. The Grants Receivable Aging Detail report as of March 2020 was also verified to the trial balance.

Coronavirus Disease (COVID-19)

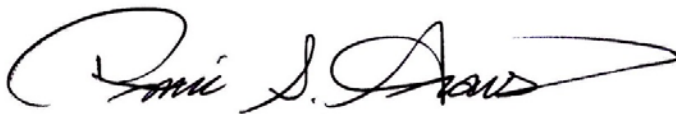
The World Health Organization declared the spread of Coronavirus Disease (COVID-19) a worldwide pandemic in March 2020. The COVID-19 pandemic has had significant effects on global markets, supply chains, businesses, and communities. Beginning in March 2020, both domestic and international equity markets experienced significant declines. As key events occurred subsequent to March 31, 2020, any significant losses are not reflected in this quarterly report.

Management believes SGVCOG is taking appropriate actions to mitigate any negative impact. However, the full impact of COVID-19 is unknown and cannot be reasonably estimated as these events continue to develop.

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.



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 the Marisa Creter, Executive Director/ Chief Executive Officer and Rey Alimoren, Audits Manager.

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 Marisa Creter, Executive Director/ Chief Executive Officer and Rey Alimoren, Audits Manager, occurred to clarify the scope of the engagement for the quarter ending March 31, 2020. The following areas were agreed to regarding 3rd Quarter 2020 Reports prepared as of March 31, 2020.

ACE

1. Verify reconciled bank, investment and LAIF statements to the general ledger
2. Review the 3rd Quarter 2020 Report as of March 31, 2020
2. Verify key information in the Quarterly Report reconciles to the general ledger

COG

1. Verify reconciled bank and LAIF statements to the general ledger
2. Review the 3rd Quarter 2020 Report as of March 31, 2020
3. Verify key information 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 30 cities, three Los Angeles County Supervisorial Districts, and the three 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 two 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 a sub-regional government that serves as a unified voice to maximize resources and advocate for regional and member interests to improve the quality of life in the San Gabriel Valley.

The vision of SGVCOG is that by 2021, the SGVCOG will serve as a model subregional agency in Southern California by continuing its existing support of member agency goals and priorities while leveraging the new opportunities provided by the extension and expansion of ACE.

Alameda Corridor-East Construction Authority (ACE)

The Alameda Corridor-East (ACE) Construction Authority was established in 1998 by the San Gabriel Valley Council of Governments (SGVCOG) as a single-purpose construction authority to implement a construction program intended to mitigate the vehicle delays and collisions at rail-roadway crossings resulting from growing freight rail traffic in the San Gabriel Valley. The ACE Trade Corridor rail mainlines through Southern California carry 16 percent of all oceangoing containers in the United States and have been designated by Congress as a Project of National and Regional Significance. With trade volumes through the Ports of Los Angeles and Long Beach projected to grow, train counts through the Valley are expected to increase by 150% by 2042, resulting in additional adverse crossing impacts. In 2017, the

SGVCOG was restructured and established the SGVCOG Capital Projects and Construction Committee, as a successor to the ACE Construction Authority with full responsibility for implementing the ACE Project.

The ACE Project is a comprehensive program of constructing grade separations, where the road goes over or under the railroad, at 19 crossings (resulting in the elimination of 23 at-grade crossings) and safety and mobility upgrades at 53 crossings. Construction has been completed on fourteen rail-roadway grade separations. Three grade separations are under construction with another two grade separations and eight crossing safety projects in the design phase. 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. Investments and Cash Balances, including LAIF

The March 31, 2020 Fixed Income Investments Portfolio report was verified with the Citizens Trust statement for the period of March 1, 2020 through March 31, 2020 and the LAIF statements as of March 31, 2020. The amounts reported as the market value and the current book value on the March 31, 2020 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 during the year end closing process. The applicable balances for the quarter ending March 31, 2020 are:

- Trial balance amount of \$24,005,511 is offset by a “change in market value” balance of \$32,726 for a reported balance of \$24,038,237.
- Book value and market value per Citizens Trust Investment Statement is \$24,038,237 and \$24,095,356, respectively. An unrealized gain of \$57,119 is not reflected in the 2020 Q3 reports.
- Exhibit VII Treasury/ Banking Investments Report amount of \$24,038,237.

B. Information Provided by ACE

Exhibit V ACE Expenditures vs. Reimbursements and Exhibit VII Treasury/ Banking Investments reports as of March 31, 2020 were obtained and verified against the preliminary trial balance as of March 31, 2020.

Exhibit V ACE Expenditures vs. Reimbursements Report

Amounts shown under the reimbursement status for the categories of 1) *Current/ 30 days or less* of \$39.771m; 2) *Aged Receivable* with no balance; 3) *To be billed* of \$13.213m; and 4) *MTA retention* of \$2.582m 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 28 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, unsold surplus property and deferred costs* at the gross aggregate amount of \$16.771m from approximately 13 separate accounts, the most significant accounts being Surplus Property of \$11.1m. The applicable balances for the quarter ending March 31, 2020 are as shown herein.

Other receivables	\$	797,975
Notes receivable		150,000
Unbilled receivables		1,697,806
Prepaid expenses		187,664
Intercompany receivable		279,016
Surplus property		11,099,504
Deferred costs - indirect		2,591,814
Unrealized change in investments		(32,726)
	\$	<u>16,771,053</u>

The PERS unfunded termination liability of \$7.570m was obtained from the June 30, 2018 CalPERS Actuarial Valuation Report issued July 2019. This liability is not reflected on the trial balance, but is shown on Exhibit VII to reflect the payout that could occur should ACE cease to exist. The actuarially determined PERS net pension liability, including the related deferred outflows and deferred inflows would be reported in the annual audited financial statements in accordance with applicable GASB standards.

IV. Review of identified areas for COG

A. Cash Balances, including LAIF

The March 31, 2020 Bank and LAIF balances reported on the Comparative Summary Balance Sheet were verified against each Citizens Business Bank statement and LAIF statement as of March 31, 2020.

B. Third Quarter 2020 Reports

As of March 31, 2020, 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 March 31, 2020. 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 Summary

The Grants Receivable Aging Summary report was reconciled to the trial balance. As of March 31, the receivable balance was \$350,421. As reported by ACE's Finance Department, \$45,837 was collected subsequent to the March 31 quarter end. The most significant receivable is \$240,782 (aged 91+ days) for December 2019 activity for MTA – Open Streets. Management believes that all amounts are reasonably expected to be collected. The aged receivable balance is as shown herein.

Aged 30 days	\$	8,054	2.3%
Aged 31-60 days		7,613	2.2%
Aged 61-90 days		4,548	1.3%
Aged 91+ days		330,206	94.2%
	\$	<u>350,421</u>	

The balance of the remaining receivables of \$304,584 as of the date of this report is a decrease compared to the amount of remaining receivables in the 2020 Q2 report of \$334,902.

Credit Card Charges

Purchases for the period of December 2019 to March 2020 totaled \$22,266. Purchases compared to the prior year quarter and prior year-to-date is shown herein.

	Q3		%
	03.31.2020	03.31.2019	Increase/ (Decrease)
Total Credit Card Expenditures - Current Quarter	\$ 22,266	\$ 14,114	57.8%
	YTD		%
	03.31.2020	03.31.2019	Increase/ (Decrease)
Total Credit Card Expenditures - Year-to-Date	\$ 50,960	\$ 38,306	33.0%

During the quarter, \$5,542 was expended on meetings and travel, a 1% increase from last year's Q3 spending of \$5,479. Year-to-date expenses for meetings and travel is \$14,798, a 10% increase from last year's YTD spending of \$13,513.

	Q3		YTD	
	03.31.2020	03.31.2019	03.31.2020	03.31.2019
Administrative Fees	\$ -	\$ 12	\$ -	\$ 12
Bike Share	-	-	109	-
Coyote Program	6,889	-	7,088	-
Dues & Subscriptions	-	-	16	-
Energy Wise - Gas Co	583	99	1,010	790
Energy Wise - SCE	-	148	589	1,185
Equipment & Software	1,782	-	1,896	-
General Assembly Event	-	3,419	-	5,619
Homelessness Program	-	-	300	2,710
Interco due from ACE	4,469	-	13,408	-
Meetings/Travel	4,974	4,085	11,678	10,180
Meetings/Travel - Board	568	1,394	3,120	3,333
Office Supplies	556	602	1,273	2,271
Open Streets - Heart of Foothill	365	-	365	-
Open Streets - El Monte	-	-	3,692	-
Postage	110	77	165	261
Postage - Board	30	86	133	187
Prepaid expenses	-	1,246	1,730	3,419
Recruitment	650	1,425	650	1,950
Staff Training	-	-	49	1,733
Utilities	871	852	2,608	2,745
Webpage/ Software Services	419	669	1,081	1,911
	<u>\$ 22,266</u>	<u>\$ 14,114</u>	<u>\$ 50,960</u>	<u>\$ 38,306</u>

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

Budget to Actual Comparison Report

Budget v. Actual

Member Dues comprise approximately 88% (actual and budget) of operating revenue through 2020 Q3. As of March 31, 75% of total Member Dues revenue budgeted for the 2020 fiscal year has been recognized. COG had actual year-to-date expenses totaling 55% of the 2020 fiscal year budget, ending the quarter with YTD net income of \$268,769.

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

	Q3 Actual 2019-20 (Operating)	FY 2020 Revised Budget 2019-20	Year-To-Date % of Budget 2019-20	Q3 Actual 2019-20 (Non-Capital Projects)	FY 2020 Revised Budget 2019-20	Year-To-Date % of Budget 2019-20
Membership Dues	\$ 587,595	\$ 779,898	75%	-	-	0%
Sponsorships	-	-	0%	-	-	0%
Hero Program	1,161	3,200	36%	-	-	0%
Transportation Administration (Local)	76,088	101,569	75%	-	-	0%
Interest	11,763	1,000	1176%	-	-	0%
Ticket Sales	1,098	-	100%	-	-	0%
Grants & Special Projects	-	-	0%	957,096	1,644,789	58%
Total Revenue	\$ 677,705	\$ 885,667	77%	\$ 957,096	\$ 1,644,789	58%
Personnel	\$ 251,522	\$ 395,946	64%	-	131,982	0%
Committee & Employee Expenses	27,059	61,060	44%	-	11,140	0%
Professional Services	164,615	285,656	58%	-	20,617	0%
Other Expenses	92,215	96,499	96%	-	35,801	0%
Total Indirect Expenses	\$ 535,411	\$ 839,161	64%	\$ -	\$ 199,540	0%
Personnel	\$ -	\$ -	0%	300,696	227,460	132%
Program Management	-	-	0%	529,925	1,217,789	44%
Total Direct Expenses	\$ -	\$ -	0%	830,621	1,445,249	57%
Total Expenditures	535,411	839,161	64%	830,621	1,644,789	51%
Net Income (Loss)	\$ 142,294	\$ 46,506	N/A	126,475	-	N/A

V. List of Exhibits

2020 3rd Quarter Reports as of March 31, 2020

ACE – Exhibit V – Expenditures vs. Reimbursements

ACE – Exhibit VII – Treasury/ Banking Investments (pages 1 and 2)

ACE – Exhibit VII – Investments Summary

ACE – Exhibit VII – Investments Portfolio

COG – Comparative Summary Balance Sheet

COG – Grants Receivable Aging Summary

COG – CitiCard Charges

COG – Consolidated Budget to Actual

Reimbursement Status (\$ 000)						
Projects	ITD Expenditures	Received	Current / 30 Days or less	Aged Receivable	To Be Billed	MTA Retention
At Grade Crossing	\$ 4,059	\$ 3,704	\$ 320	\$ -	\$ 29	\$ 6
Durfee	47,232	37,186	8,058	-	1,601	387
Fairway Drive	139,977	119,460	14,848	-	5,487	182
Fairway-Lemon Betterment	21,896	21,681	-	-	(49)	264
Fullerton	84,438	77,858	3,287	-	2,774	519
Montebello	26,157	18,965	6,733	-	379	80
Maple Ave.	612	575	32	-	1	4
Montebello At Grade	248	192	54	-	1	0
Nogales (LA)	120,094	116,953	132	-	2,548	460
Puente Ave.	88,335	87,908	325	-	8	95
SG Trench	294,554	292,916	1,438	-	158	42
Temple	94,722	94,503	-	-	-	219
Turnbull Cyn.	9,991	4,850	4,543	-	276	322
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	\$ 1,387,915	\$ 1,332,350	39,771	-	13,213	2,582
Project Administration	9,154	9,110	-	-	43	-
Total ACE	1,397,069	1,341,460	39,771	-	13,256	2,582
Non-Grade Separation						
Rio Hondo	300	299	-	-	1	-
57/60 Project	190	-	-	-	190	-
Gold Line Pedestrian	4	-	-	-	4	-
	1,397,563	1,341,759	39,771	-	13,451	2,582

	<u>03.31.2020</u>	Change	<u>12.31.2019</u>
<u>Cash on hand</u>			
Operating Account	\$ 2,178,040	\$ (750,556)	\$ 2,928,596
Money Market Account (2)	3,455,029	(4,989,910)	8,444,938
Money Market (UPRR Contributions)	1,768,279	2,067	1,766,212
Total cash on hand	7,401,348	(5,738,399)	13,139,746
<u>Investments</u>			
LAIF	1,679,252	9,592	1,669,660
CBT - Fixed Income at cost	24,038,237	(9,796,907)	33,835,144
Total investments	25,717,489	(9,787,316)	35,504,805
<u>Current - 30 days or less</u>	39,770,627	34,497,127	5,273,500
<u>Aged Receivable</u>	-	-	-
<u>To Be Billed</u>	13,213,905	(20,312,434)	33,526,339
<u>MTA Retention</u>	2,582,393	486,187	2,096,206
Total Exhibit V	55,566,925	14,670,880	40,896,045
Other receivables, unsold surplus properties, and deferred costs	16,771,053 (a.)	394,926	16,376,127
Total Cash, Cash Equivalents & Receivables	105,456,815	(459,908)	105,916,723
<u>Liabilities</u>			
Payables & other Accruals	2,024,738	(1,204,916)	3,229,655
Unearned revenues	45,239,747	666,669	44,573,079
MTA Working Capital Loan	45,000,000	-	45,000,000
Total liabilities	92,264,486	(538,248)	92,802,733
Fund balance			
Resources net of actual liabilities	13,192,329	78,340	13,113,989
Less estimated:			
CalPERS - Hypothetical termination liability	7,570,518 (b.)	1,223,482	6,347,036
Resources net of estimated liabilities	\$ 5,621,811 (c.)	\$ (1,145,142)	\$ 6,766,953

(a.) Represents surplus property appraised value, net proceeds from sale of ROW surplus properties, advanced UPRR funding, disallowed retention, various unbilled receivables for project administration and non-grade separation as shown on Exhibit V, prepaid expenses, amounts due from the COG, and deferred indirect costs

(b.) Updated based on CalPERS's actuarial valuation report as of June 30, 2018; the report was issued July 2019.

(c.) Decrease represents increase in 06/30/2018 hypothetical termination liability and effect of prior year's deficiency of expenses over revenues

Deposit/ Investment Amount 03.31.20	% 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:			
\$ 2,178,040		Checking Account			
5,223,308		Money Market Accounts (3) *			
7,401,348		Total Deposits			
		Permitted Investments **			
12,584,646	48.93%	Government Securities (1.15 - 5.01 years)	5 years	50%	15%<=
5,767,016	22.42%	Corporate Bonds (1.47 - 4.99 years)	5 years	30%	10%<=
1,063,682	4.14%	Gov't Mortgages (4.13 - 4.80 years)	5 years	15%	None stated
347,843	1.35%	Municipals (1.94 - 4.27 years)	None stated	None stated	None stated
1,149,590	4.47%	CDs (3.50 - 5.00 years)	5 years	30%	10%<=
3,125,460	12.15%	Cash and Cash Equivalents	None stated	None stated	None stated
24,038,237	93.47%	Subtotal Investments - Book value *			
1,679,252	6.53%	State's Local Agency Investment Fund	None stated	None stated	None stated
25,717,489	100.00%	Total Investments			
\$ 33,118,837		Total			

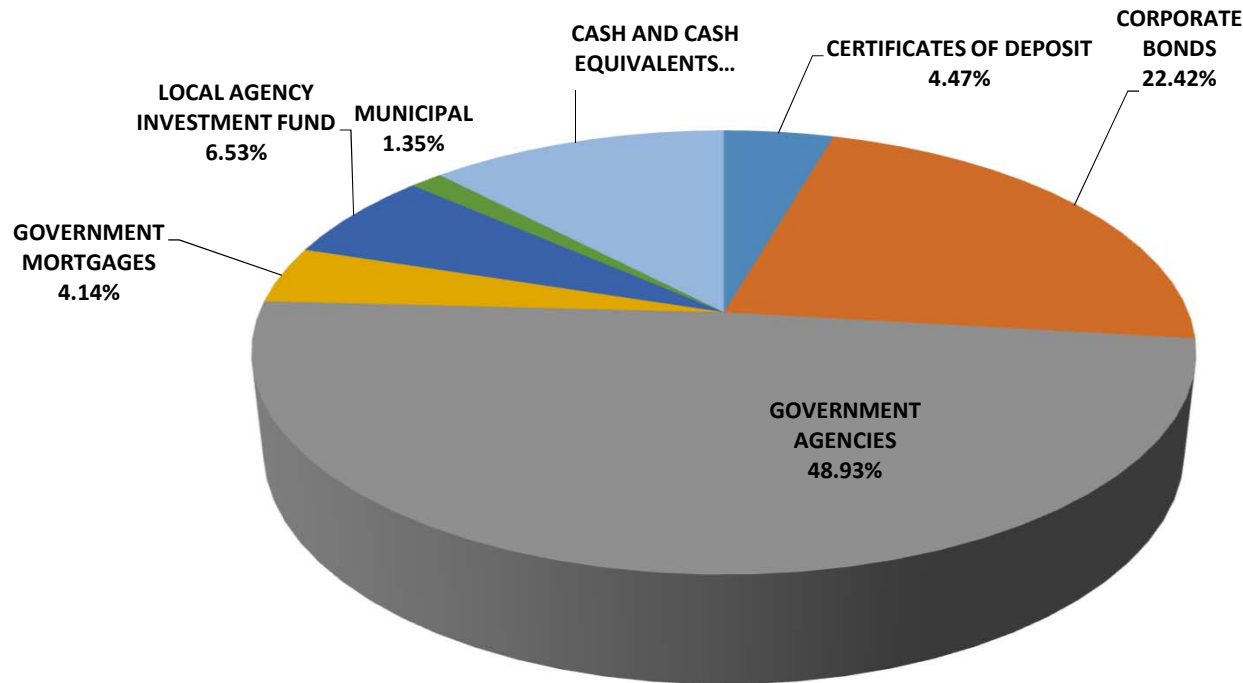
* Note: Includes \$31,549,462 of available unearned revenues

**Alameda Corridor - East Construction Project
Office of ACE Construction Authority Finance Director/Treasurer**



ASSET ALLOCATION

Assets (Dollars)	Current Par Value	Current Book Value	Market Value	Mkt/Book
CERTIFICATES OF DEPOSIT	1,150,000	1,149,590	1,155,041	100.47%
CORPORATE BONDS	5,758,000	5,767,016	5,760,560	99.89%
GOVERNMENT AGENCIES	12,488,625	12,584,646	12,718,627	101.06%
GOVERNMENT MORTGAGES	964,046	1,063,682	981,952	92.32%
LOCAL AGENCY INVESTMENT FUND	1,679,252	1,679,252	1,679,252	100.00%
MUNICIPALS	350,000	347,843	353,716	101.69%
CASH AND CASH EQUIVALENTS	3,125,460	3,125,460	3,125,460	100.00%
Totals (Dollars)	25,515,384	25,717,489	25,774,608	100.22%



Fixed Income Composition by Book Value

Par Value: Or face value is the amount of money redeemed to the bondholder once the bonds matures

Book Value : Is the par value or face value plus any unamortized premiums or less any unamortized discounts.

Market Value: Is the current price at which the bond is trading

Mkt/Book: Measures the market value over the book value of a bond.

Cusip	Name	Coupon	Yield to Maturity	Purchase Date	Maturity Date	Current Price	Par Value	Market Value	Current Book Value	Q3 Attachment 5 Value		
3137FEU99	Federal Home Loan Bank	3.45	2.397	12/27/2019	9/25/2024	104.709	75,328	78,875		77,434		
3130ADMJ8	Federal Home Loan Bank	2.38	0.806	12/16/2019	2/8/2021	101.793	130,000	132,331		130,931		
3137BQR90	Federal Home Loan Bank	2.27	1.201	3/18/2020	1/25/2023	103.000	210,000	216,301		215,775		
3130AJEN5	Federal Home Loan Bank	1.10	1.112	3/26/2020	3/26/2024	99.953	1,000,000	999,530		1,000,000		
3130AHUM3	Federal Home Loan Bank	2.00	1.964	1/10/2020	1/10/2025	100.172	1,000,000	1,001,720		1,000,000		
3130AJF53	Federal Home Loan Bank	1.38	1.360	3/24/2020	3/25/2025	100.071	500,000	500,355		500,000		
3133EJ2R9	Federal Farm Credit Bank	2.75	1.857	12/14/2018	12/14/2020	101.747	200,000	203,494		199,724		
3133ELTX2	Federal Farm Credit Bank	0.93	0.922	3/19/2020	9/19/2022	100.020	500,000	500,100		499,600		
3134G93Q8	Freddie Mac	1.68	1.643	8/25/2016	8/25/2021	100.175	400,000	400,700		400,000		
3134G95L7	Freddie Mac	1.60	1.565	8/25/2016	8/25/2021	100.167	700,000	701,169		700,000		
3134GU4S6	Freddie Mac	1.80	1.683	1/21/2020	4/21/2023	100.367	300,000	301,101		300,000		
3134GUZX1	Freddie Mac T	2.07	2.004	12/23/2019	12/23/2024	100.315	1,000,000	1,003,150		1,000,000		
3134GARB2	Freddie Mac	1.60	1.582	10/27/2016	10/27/2021	100.085	300,000	300,255		300,000		
3137B04Y7	FHLMC Series KSMC Class	2.62	1.597	9/19/2018	1/25/2023	104.267	680,000	709,015		664,063		
31381SVN9	Fannie Mae Pool FN 469621	3.65	2.238	10/30/2019	11/1/2021	102.757	196,341	201,755		202,538		
3138L4N58	Fannie Mae Pool AM4011	3.67	1.402	12/9/2019	7/1/2023	107.854	475,000	512,307		499,883		
3138L7GY6	Fannie Mae Pool AM6514	3.26	1.470	9/10/2019	9/1/2024	108.566	310,447	337,040		328,395		
3138EJNY0	Fannie Mae Pool AL2206	3.73	2.405	9/18/2019	7/1/2022	103.544	298,666	309,250		305,666		
3134GTNB5	Freddie Mac	2.70	2.629	5/28/2019	5/28/2024	100.332	100,000	100,332		99,950		
3136AHAG5	Fannie Mae	3.33	1.761	11/12/2019	10/25/2023	105.961	162,844	172,551		169,458		
3135G0N66	Fannie Mae	1.40	1.171	8/25/2016	8/25/2021	101.112	400,000	404,448		400,000		
3136G35G6	Fannie Mae	1.55	1.498	9/23/2016	9/23/2021	100.251	1,000,000	1,002,510		999,720		
3136G4GF4	Fannie Mae	1.55	1.532	10/31/2016	10/28/2021	100.088	200,000	200,176		200,000		
3136G3XZ3	Fannie Mae	1.50	1.483	7/28/2016	7/28/2021	100.083	300,000	300,249		300,000		
3136G4EV1	Fannie Mae	1.63	1.606	10/28/2016	10/28/2021	100.089	250,000	250,222		249,898		
3136G3C78	Fannie Mae	1.55	1.532	7/28/2016	7/28/2021	100.086	200,000	200,172		200,000		
880591EN8	Tenn Valley Authority DTD	1.88	0.703	1/23/2020	8/15/2022	102.969	600,000	617,814		604,100		
880591ER9	Tenn Valley Authority DTD	2.88	0.772	1/21/2020	9/15/2024	109.597	500,000	547,985		524,940		
880591EL2	Tenn Valley Authority DTD	3.88	3.203	9/19/2016	2/15/2021	102.744	500,000	513,720		512,572		
48.93% Government Securities (1.15 - 5.01 years)							12,488,625	12,718,627	12,584,646			
87164YML5	Synchrony Bank DTD	1.55	1.466	6/29/2016	6/29/2021	100.402	250,000	251,005		249,463		
05580ACZ5	BMW Bk North. America DTD	2.20	2.071	10/8/2015	9/30/2020	100.606	250,000	251,515		249,950		
140420YS3	Capital One Bank Medium	1.60	1.500	5/4/2016	5/4/2021	100.478	250,000	251,195		250,178		
619165GX5	Morton Community Bank	1.60	1.561	12/16/2016	6/16/2020	100.131	200,000	200,262		200,000		
254672W20	Discover Bank DTD	1.85	1.712	12/14/2016	12/14/2020	100.532	200,000	201,064		200,000		
4.47% CDs (3.50 - 5.00 years)							1,150,000	1,155,041	1,149,590			
291011BC7	Emerson Electric Co	4.25	4.022	9/28/2018	11/15/2020	100.462	280,000	281,294		282,958		
911312AMB	United Parcel Service DTD	3.13	2.963	6/10/2016	1/15/2021	100.692	185,000	186,280		187,819		
440452AE0	Hormel Foods Corp	4.13	3.922	1/31/2017	4/15/2021	100.780	500,000	503,900		512,906		
14912L6U0	Caterpillar Financial Serv Corp	1.70	1.737	9/9/2016	8/9/2021	99.824	746,000	744,687		742,815		
02665WBG5	American Honda Finance	1.70	2.047	9/15/2016	9/9/2021	98.361	1,400,000	1,377,054		1,392,034		
06406RAA5	Bank of NY Mellon Corp	2.60	2.396	10/18/2017	2/7/2022	100.832	511,000	515,252		513,858		
166764AT7	Chevron	2.41	2.234	7/26/2017	3/3/2022	100.769	370,000	372,845		371,659		
244199BE4	Deere & Co	2.60	2.357	7/26/2017	6/8/2022	101.114	150,000	151,671		151,545		
037833DC1	Apple Inc	2.10	1.714	9/25/2018	9/12/2022	101.474	500,000	507,370		486,762		
69371RN93	PACCAR Financial Corp	2.80	2.410	9/12/2019	3/1/2021	100.559	300,000	301,677		302,358		
05531FBJ1	BB&T Corporation	2.20	2.182	9/16/2019	3/16/2023	100.061	500,000	500,305		499,630		
02665WDH1	American Honda Finance	1.95	2.738	1/17/2020	5/10/2023	97.522	200,000	195,044		200,180		
68389XAU9	Oracle Corporation DTD	3.40	2.047	9/10/2019	7/8/2024	106.191	116,000	123,182		122,492		
22.42% Corporate Bonds (1.47 - 4.99 years)							100,044	5,758,000	5,760,560	5,767,016		
31407RTU8	Fannie Mae Pool #838563	5.00	3.778	4/29/2016	10/1/2020	104.940	7,653	8,031		8,127		
3137A6B27	Freddie Mac	4.33	4.161	9/7/2016	10/25/2020	100.648	151,920	152,905		167,824		
3137A8PP7	Freddie Mac	4.19	3.862	9/7/2016	12/25/2020	101.273	308,473	312,399		340,718		
3137ABFH9	Freddie Mac	3.99	3.410	9/7/2016	6/25/2021	102.544	496,000	508,617		547,013		
4.14% Gov't Mortgages (4.13 - 4.80 years)							101,857	964,046	981,952	1,063,682		
13066YTZ2	California State Dept of Water Resources PWF	2.00	1.630	1/22/2018	5/1/2022	101.521	150,000	152,282		147,804		
13063DFZ6	California State Dept of Water Resources PWF	2.60	2.600	4/25/2018	4/1/2020	100.000	100,000	100,000		100,037		
13063DGA0	California State Dept of Water Resources PWF	2.80	2.292	4/25/2018	4/1/2021	101.434	100,000	101,434		100,002		
1.35% Municipals (1.94 - 4.27 years)							101,062	350,000	353,716	347,843		
31607A208	Fidelity Prime Mon Mar-Ins	1.00		10/7/2015		100.000	3,125,460	3,125,460		3,125,460		
12.15% Cash and Cash Equivalents								3,125,460	3,125,460	3,125,460		
TOTAL (Dollars)							\$	23,836,132	\$	24,095,356	\$	24,038,237

SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

Comparative Summary Balance Sheet

As of March 31, 2020

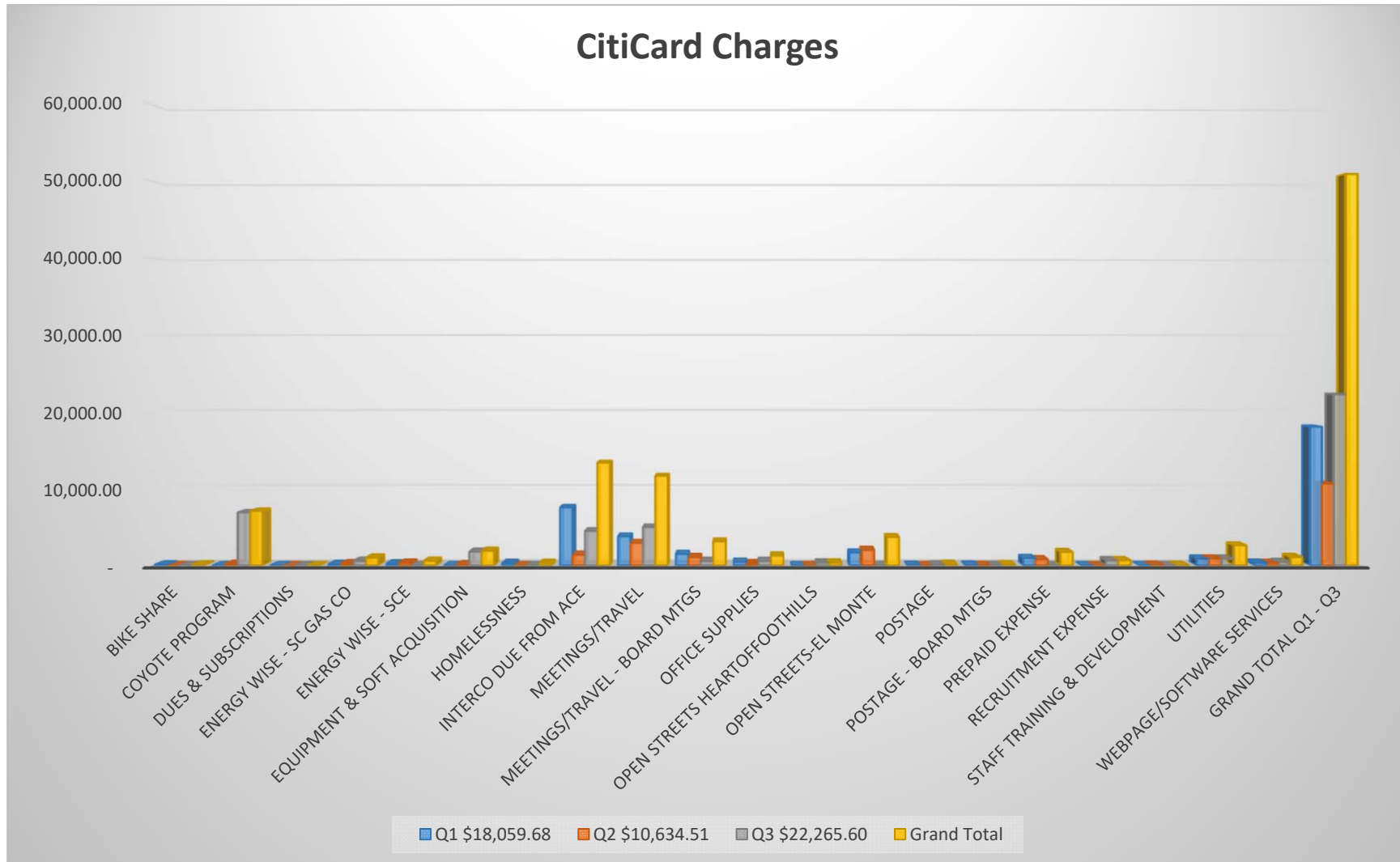
	3.31.2020	Change	12.31.19
CBB - Checking	\$ 1,513,645	\$ (283,895)	\$ 1,797,540
CBB- 242-034-325 CD	55,716	14	55,702
CBB - 2766 Savings	1,592	0	1,592
CBB -242-034-953 CD	54,947	14	54,934
CBB - 242-300-597 Money Market	5,633,821	5,615	5,628,206
Petty Cash	400	-	400
LAIF	242,202	1,383	240,819
LAIF Maket Value	86	-	86
Cash and equivalents	<u>7,502,408</u>	<u>(276,869)</u>	<u>7,779,277</u>
Member Receivable	52,780	-	52,780
Grants/Contracts Receivable	350,421	(52,069)	402,490
Sponsorships Receivable	-	-	-
Rental Deposit Receivable	5,489	-	5,489
Unbilled Grant Receivable	404,576	(40,311)	444,887
Receivables - other	246,619	32,830	213,789
Receivables	<u>1,059,885</u>	<u>(59,550)</u>	<u>1,119,435</u>
Prepays and deferrals	<u>159,956</u>	<u>3,696</u>	<u>156,261</u>
Total assets	<u>8,722,250</u>	<u>(332,723)</u>	<u>9,054,973</u>
Accounts Payable	-	(117,733)	117,733
Citi Bank Card	2,240	387	1,852
Payroll Payable	(7)	(0)	(7)
Accrued Vacation	37,785	2,856	34,928
Unearned Revenues - Member Cities Dues	245,084	(194,441)	439,524
Unearned Revenues - Housing/Homelessness	4,066,429	(1,558,571)	5,625,000
Unearned Revenues - SGVRHT	1,550,000	1,550,000	-
Accruals, deferrals and other payables	1,330,823	(4,393)	1,335,216
Total liabilities	<u>7,232,353</u>	<u>(321,894)</u>	<u>7,554,247</u>
Net Position, beginning of period **	1,221,127	-	1,221,127
Change in net position	268,770	(10,829)	279,599
Net Position, end of period	<u>\$ 1,489,897</u>	<u>\$ (10,828)</u>	<u>\$ 1,500,726</u>



**San Gabriel Valley Council of Governments
Grants Receivable Aging Summary
As of March 31, 2020**

Month	SC Edison - Energy Wise	SC Gas - Energy Wise	LA County - Homelessnes s Planing Grant	Various Cities - Service Delivery Cost Study	MTA - Open Streets	Totals	Notes
May-19	-	-	13,167	-		13,167	
Jun-19	-	-	13,167	21,150		34,317	
Jul-19	-	-	13,167			13,167	
Aug-19	-	-	13,167			13,167	
Sep-19	-	-	13,167			13,167	
Oct-19	-	-				-	
Nov-19	-	-			-	-	
Dec-19	2,440	-			240,782	243,222	
Jan-20		4,548			-	4,548	
Feb-20		7,613			-	7,613	
Mar-20		8,054			-	8,054	
	\$ 2,440	\$ 20,215	\$ 65,833	\$ 21,150	\$ 240,782	\$ 350,421	

**San Gabriel Valley Council of Governments
Credit Charges July 1, 2019 - March 31, 2020**



SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS
Consolidated Budget to Actual
 FY 2020 Third Quarter Report
 As of March 31, 2020

	Jul 19 - Mar 20 Actual (Operating)	FY 2020 Budget	% of Budget	Jul 19 - Mar 20 Actual (Non-Capital Projects)	FY 2020 Budget	% of Budget
1	Revenue					
2	Operating					
3	\$ 587,595	\$ 779,898	75%			
4	1,161	3,200	36%			
5	76,088	101,569	75%			
6	11,763	1,000	1176%			
7	1,098		100%			
8	\$ 677,706	\$ 885,667	77%			
9						
10	Non-Capital Projects					
	Local (Homelessness, Energy, Mearsr M, Transportation, Stormwater) **			957,096	1,644,789	58%
11						
12	\$ -	\$ -	0%	\$ 957,096	1,644,789	0%
13	\$ 677,706	\$ 885,667	0%	\$ 957,096	\$ 1,644,789	58%
14						
15	Expenditure					
16	Indirect Expenses					
17	251,522	395,946	64%		131,982	0%
	Personnel Committee & Employee Expenses (Meetings/Travel, Dues & Subscription)			-	11,140	0%
18	27,059	61,060	44%	-	20,617	0%
19	164,615	285,656	58%	-	35,801	0%
20	92,215	96,499	96%	-	-	0%
21	\$ 535,411	\$ 839,161	64%	\$ -	\$ 199,540	0%
22						
23	Direct Expenses					
24			0%	300,696	227,460	132%
	Personnel/Construction Direct Labor					
25			0%	529,925	1,217,789	44%
	Program Management **					
26	\$ -	\$ -	0%	\$ 830,621	\$ 1,445,249	57%
	Total Direct Expenses					
27	\$ 535,411	\$ 839,161	64%	\$ 830,621	\$ 1,644,789	51%
28	\$ 142,294	\$ 46,506	N/A	\$ 126,475	\$ -	N/A
	Net income (Loss)					

** Includes Bike Share

REPORT

DATE: July 6, 2020
TO: Executive Committee
FROM: Marisa Creter, Executive Director
RE: **MEETING FORMAT AND MEETING SCHEDULE UPDATE**

RECOMMENDED ACTION

For information only.

BACKGROUND

Since April, the SGVCOG has been holding virtual Policy Committee, Technical Advisory Committee and Governing Board meetings via Zoom due to Executive Orders issued by California Governor Gavin Newsom that prohibits gatherings/meetings of large groups of people due to the concerns of COVID-19. These virtual meetings have been universally successful and have in fact resulted in increased attendance across the board. In fact, the most recent June 18 virtual Governing Board meeting had 32 out of 34 Board members in attendance. As a result, staff is recommending continuing to hold all official SGVCOG meetings virtually for the foreseeable future, with an awareness that current Brown Act exceptions would need to stay in place to allow for virtual meetings.

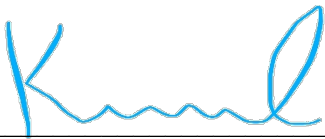
Similarly, staff has confirmed with other regional agencies, including LA County COGs, Foothill Transit and San Gabriel Valley Mosquito & Vector Control District, that meetings will continue to be conducted virtually at these agencies for the foreseeable future.


AUGUST MEETING SCHEDULE

At the June 1 Executive Committee meeting, the Committee recommended to cancel the July Governing Board meeting, and also noted that the August Governing Board meeting had the possibility of being canceled as well. Staff does not anticipate any pressing items at this time that would require action of the full Governing Board for the August meeting.

ELECTION UPDATE

In May, the Governing Board approved an action to delay the 2020-2021 Board Officer Elections until September 2020 due to the limitations of conducting in-person meetings during the COVID-19 pandemic. Staff has conducted research on various meeting facilities that would allow large groups to meet with social distancing in place and has only come up with one possible facility that is available (Taylor Hall in the City of Claremont). However, due to the uncertainties and everchanging restrictions, the possibility of knowing when holding an in-person meeting would be possible or safely advised is unknown. As a result, staff is currently brainstorming alternatives to holding an in-person election, including the possibility of having Board Members submit mail in ballots.

Prepared by: 
Katie Ward
Senior Management Analyst

Approved by: 
Marisa Creter
Executive Director

DATE: July 6, 2020
TO: Executive Committee
FROM: Marisa Creter, Executive Director
RE: **HOUSING NAVIGATOR CONTRACT**

RECOMMENDED ACTION

Authorize the Executive Director to execute an agreement with Union Station Homeless Services for an amount not to exceed \$450,000 to provide shared housing navigation services.

BACKGROUND

In February 2020, the SGVCOG Governing Board approved the recommended funding allocations for the state budget allocation and Measure H Innovation funding. The recommendation included allocating \$3.3 million to cities to implement their Homeless Plans. Each city that had previously completed a homeless plan was allocated between \$50,000 and \$200,000, based on their population. Cities were also required to submit applications identifying the activities and strategies they intended to use to best address homelessness in their communities.

In discussions with city staff, it was determined that multiple cities may be interested in housing navigation services and, as such, the most efficient and cost-effective way to provide these services was to procure shared housing navigation services. Housing navigation uses a case manager to work with homeless clients and direct them towards housing as quickly as possible. Housing navigators focus on providing short-term housing solutions and rapid re-housing to move clients into housing while also connecting clients to the relevant services. Thirteen cities expressed interest in participating in the shared program using their implementation funds.

SGVCOG staff developed a scope of work for shared housing navigation services for thirteen cities and released it as a part of a request for proposals (RFP) on March 9, 2020. The scope included housing navigation services for all participating cities and “vouchers” that the housing navigator(s) could use to place clients into housing. The cost would be split evenly between the participating cities.

Union Station Homeless Services (USHS) was the only provider to submit a response for this portion of the scope of work. A technical evaluation committee (TEC), including staff from the SGVCOG and from the cities of Baldwin Park, Montebello, and San Dimas that volunteered to participate, reviewed the proposal and recommended that the SGVCOG move forward with the award. USHS’s proposal emphasized the need for additional “vouchers” that the housing navigator could use to place clients into rapid re-housing as quickly as possible.


The SGVCOG then surveyed those cities that had initially expressed interest in participating to confirm whether they were still interested in participating based on the proposal. If a minimum of six cities were still interested in participating, the SGVCOG would move forward with the

contract.

The proposal includes a housing navigator, shared amongst all participating cities for the duration of the grant period, through May 31, 2022. The total cost for the shared housing navigator for 2 years was \$166,010. This cost would be equally split between the participating cities. Each city would then be allocated \$24,000 for “vouchers” that the housing navigator could use to house clients as quickly as possible. Cities were also invited to add additional funding for vouchers from their implementation funds.

While staff is still finalizing the participating cities and the amount of funding that will be allocated towards vouchers, the SGVCOG is recommending that the Executive Committee authorize the Executive Director to execute an agreement with Union Station Homeless Services for an amount not to exceed \$450,000 to provide shared housing navigation services. All funding for the contract will come from cities’ implementation funds. The contract will include \$166,010 for the housing navigation services and the remaining funds will be for housing “vouchers”, up to but not exceeding \$450,000.

Prepared by: 
Caitlin Sims
Principal Management Analyst

Approved by: 
Marisa Creter
Executive Director