



AGENDA AND NOTICE OF THE **SPECIAL** MEETING OF THE  
SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS GOVERNING BOARD  
**THURSDAY, FEBRUARY 20, 2020 - 4:00 P.M.**  
**Foothill Transit Office**  
**100 S. Vincent Ave., Suite 200, West Covina, CA**

**SGVCOG Officers**

President  
Cynthia Sternquist

1<sup>st</sup> Vice President  
Margaret Clark

2<sup>nd</sup> Vice President  
Becky Shevlin

3<sup>rd</sup> 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.sgvkog.org](http://www.sgvkog.org). Copies are available via email upon request ([sgv@sgvcog.org](mailto: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 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 – Page 1
12. League of California Cities – Page 5
13. San Gabriel Valley Economic Partnership – Page 7
14. South Coast Air Quality Management District – Page 11

**PRESIDENT'S REPORT**

**5 MINUTES**

**EXECUTIVE DIRECTOR'S REPORT**

**5 MINUTES**

**GENERAL COUNSEL'S REPORT**

**5 MINUTES**

**COMMITTEE REPORTS**

**10 MINUTES**

15. Transportation Committee – Page 15
16. Homelessness Committee – Page 17
17. Energy, Environment and Natural Resources Committee – Page 19
18. Water Committee – Page 21
19. Capital Projects and Construction Committee – Page 25

**CONSENT CALENDAR**

**5 MINUTES**

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

20. Governing Board Meeting Minutes – Page 27  
*Recommended Action: Adopt Governing Board minutes.*
21. Monthly Cash Disbursements/Balances/Transfers – Page 33  
*Recommended Action: Approve Monthly Cash Disbursements/Balances/Transfers.*
22. Committee/TAC/Governing Board Attendance – Page 39  
*Recommended Action: Receive and file.*
23. Committee/TAC Appointments – Page 49  
*Recommended Action: Appoint the following members to standing SGVCOG Policy Committees, Technical Advisory Committees:*  
*- Public Works TAC: City of Rosemead*  
*-Capital Projects and Construction Committee Central District Appointment: Jerry Velasco, City of El Monte.*
24. FY 2019-2020 1st Quarter Financial Report/Treasurer's Report – Page 51  
*Recommended Action: Receive and file.*
25. Letter of Support - Regional Scientific Study to Support Protection of Human Health through Targeted Reduction of Bacteriological Pollution – Page 75  
*Recommended Action: Adopt Resolution 20-02 supporting the regional bacteria scientific study, with a reconsideration of the cost allocations as necessary pending support from*

*the various Safe Clean Water watershed area steering committees and delay of the timeline of the Upper Los Angeles River (ULAR) analysis pending completion of the ULAR Load Reduction Strategy Adaptation to Address the LA River Bacteria TMDL, and support the Gateway Water Management Authority to serve as the contract administrator.*

26. Governing Board & Committee Meeting Times – Page 81  
*Recommended Action: Adopt Resolution 20-03 updating the Governing Board and committee meeting times and locations.*
27. San Gabriel Valley Regional Housing Trust Board of Directors Appointment Process – Page 85  
*Recommended Action: Recommend Governing Board approve proposed San Gabriel Valley Regional Housing Trust Board of Directors Appointment Process.*
28. Resolution to Apply for Grant Application to the Transformative Climate Communities Program – Page 93  
*Recommended Action: Adopt Resolution 20-04 authorizing the Executive Director to submit an application and accept a Transformative Climate Communities Planning Grant if selected for an award, and the authorization to execute all related documents.*

**ACTION ITEM**

**20 MINUTES**

29. State Homeless Funding and Measure H Innovation Funds Programing Recommendation Updates – Page 97  
*Recommended Actions:*
- 1) *Reallocation of \$50,000 from the “Other Regional Work” program to the “Cities’ Homeless Plans (Development)” program.*
  - 2) *Approve the funding allocation formula as proposed/recommended by the Cities Homeless Plans Implementation Working Group.*
  - 3) *Authorize Executive Director to execute Memorandums of Agreements (MOA) with participating cities.*

**PRESENTATION**

**25 MINUTES**

30. Voting Solutions for All People: Los Angeles County’s Vote Centers and the New Voter Experience - Jeff Klein, Manager of Civic Engagement and Community Relations; Monica Flores, Project Manager, Los Angeles County Registrar-Recorder/County Clerk – Page 141  
*Recommended Action: For information only.*

**ADJOURN**





Subject: February 2020 Report

From: Sarah Patterson- SCAG Los Angeles County Regional Affairs Officer

213-236-1904, [patterson@scag.ca.gov](mailto:patterson@scag.ca.gov)

SOUTHERN CALIFORNIA  
ASSOCIATION OF GOVERNMENTS  
900 Wilshire Blvd., Ste. 1700  
Los Angeles, CA 90017  
T: (213) 236-1800  
[www.scag.ca.gov](http://www.scag.ca.gov)

## HIGHLIGHTS FROM THE MEETING

### CA HIGH-SPEED RAIL AUTHORITY CEO BRIAN P. KELLY ADDRESSES REGIONAL COUNCIL

#### REGIONAL COUNCIL OFFICERS

- President  
**Bill Jahn, Big Bear Lake**
- First Vice President  
**Rex Richardson, Long Beach**
- Second Vice President  
**Clint Lorimore, Eastvale**
- Immediate Past President  
**Alan D. Wapner, San Bernardino  
County Transportation Authority**

#### COMMITTEE CHAIRS

- Executive/Administration  
**Bill Jahn, Big Bear Lake**
- Community, Economic &  
Human Development  
**Peggy Huang, Transportation  
Corridor Agencies**
- Energy & Environment  
**Linda Parks, Ventura County**
- Transportation  
**Cheryl Viegas-Walker, El Centro**



*Brian P. Kelly, Chief Executive Officer of the California High-Speed Rail Authority, gives a presentation to the Regional Council, providing an update on the status of the California High-Speed Train Project.*

### **ACTION** REGIONAL COUNCIL ADOPTS RESOLUTION TO APPLY FOR ADVANCE FUNDING UNDER THE REGIONAL EARLY ACTION PROGRAM

The Regional Council today voted to apply for an early advance of state funding meant to accelerate housing production. By adopting Resolution No. 20-618-1, the

Regional Council authorized the agency to apply for advance funding of 25 percent, or \$11,867,755, of its maximum eligible funding allowed (\$47,471,023) under the Regional Early Action Planning (REAP) program, which is intended to provide funding to designated councils of governments to accelerate housing production through regional programs and providing funding to local jurisdictions based on locally-developed criteria. The REAP program includes an option for the designated councils of governments, such as SCAG, to submit an early application for up to 25 percent of the maximum amount it is eligible for. This funding is intended to jumpstart housing planning activities at the regional and local levels, and to cover costs of the 6th Cycle Regional Housing Needs Assessment (RHNA) process (to be completed by October 2020).

SCAG staff will continue to regularly communicate both with California Department of Housing and Community Development (HCD) staff, and with the California Association of Councils of Government (CALCOG) and HCD, to obtain further details and information regarding the eligible activity and other program requirements and process to apply for the full REAP funding, as well as technical assistance for pending housing element updates implementing the RHNA. While HCD has indicated that the full guidelines for REAP funding will not be released until at least February, the consistent communication between SCAG and HCD will help SCAG prepare and further develop the Housing Program Framework for REAP. All funds administered under AB 101, including REAP funds, must be expended by December 31, 2023. Annual reports for use of the REAP funds, along with a final report on the expenditure of funds, including an evaluation of jurisdiction actions taken to support the use of funds and impacts on housing production, will be due to HCD, for reporting to the Legislature, from SCAG by the end of 2024. SCAG staff will keep the Regional Council apprised of any updates.

---

## NEWS FROM THE EXECUTIVE DIRECTOR

### **CONNECT SOCAL UPDATE**

SCAG recently completed the public comment and review period for the Draft Connect SoCal plan, the 2020-2045 Regional Transportation Plan and Sustainable Communities Strategy. The draft plan was released for public comment and review starting on Nov. 14. During the 10-week comment period, SCAG held three public hearings, a webinar and a tele-town hall, welcoming anyone to learn more and



provide comments regarding the draft plan. SCAG also hosted a series of 21 briefings for local elected officials throughout the region. These meetings were designed to inform elected officials, stakeholders and interested citizens on the key investments and strategies in the draft plan and solicit feedback. Upon closing the comment period on Jan. 24, SCAG had received more than 1,000 comments on the draft plan. The public review and comment period caps off more than three years of dialogue and consultation on with residents and stakeholders from throughout the counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino and Ventura sharing their comments and questions. A report summarizing the entirety of comments will be presented to the Regional Council at their March meeting and a document summarizing all comments and staff responses will be available online shortly thereafter. Consideration of a Proposed Final Connect SoCal plan is anticipated in April. For more information and updates on the Connect SoCal plan, the Program Environmental Impact Report (PEIR) and related documents, visit [connectsocial.org](http://connectsocial.org).

## **REGIONAL HOUSING NEEDS ASSESSMENT UPDATE**

On Jan. 13, the California Department of Housing and Community Development sent a letter to SCAG indicating that HCD had completed its review of the proposed Draft Regional Housing Needs Assessment (RHNA) Methodology submitted by SCAG, finding that it was in compliance with state law by furthering the five statutory objectives of RHNA. With HCD's acceptance of the methodology, staff will recommend that the RHNA Subcommittee recommend that the Community, Environment and Human Development recommend that the Regional Council adopt the Draft RHNA Methodology as the Final RHNA Methodology at its meeting on March 5. After the Final RHNA Methodology is adopted by the Regional Council, SCAG will distribute each jurisdiction's RHNA allocation and begin the appeals process in April 2020. With the number of changes since the prior RHNA cycle to the appeals process, SCAG staff held a workshop on Feb. 3 to provide an overview of the changes to the appeals process and information on how to appeal a jurisdiction's draft allocation. A Draft RHNA Appeals Procedures document is available online at [www.scag.ca.gov/](http://www.scag.ca.gov/). Staff will consider any comments on the Draft RHNA Appeals Procedures up until Feb. 10. Staff will subsequently submit its recommended RHNA Appeals Procedures for approval at the next RHNA Subcommittee meeting on Feb. 24.

## 55TH ANNUAL REGIONAL CONFERENCE AND GENERAL ASSEMBLY

Mark your calendars! SCAG's premier annual event is fast approaching. The 55th Regional Conference and General Assembly will convene May 6-8 at the JW Marriott Desert Springs Resort & Spa in Palm Desert, CA. Over 900 of Southern California's most influential leaders and innovators are expected to attend, including local elected officials, CEOs, business and civic leaders, transportation and environmental stakeholders, local government staff and others. In addition to providing unbeatable networking opportunities, the conference will send attendees home with fresh insights and new resources to help them better address future challenges in their own communities. The event is free for elected officials and city managers in the region, and a special early bird registration rate will be available until March 29. For additional information, please contact Linda Jones at [jonesl@scag.ca.gov](mailto:jonesl@scag.ca.gov) or (213) 236-1912 or visit [www.scag.ca.gov/GA2020](http://www.scag.ca.gov/GA2020) to register. For information about sponsorship opportunities, please contact Houston Laney at [laney@scag.ca.gov](mailto:laney@scag.ca.gov) or (213) 236-1906.



February 10, 2020

To: Governing Board, San Gabriel Valley Council of Governments  
From: Jennifer Quan, League of California Cities  
Re: Liaison Report

### **Events and Programs**

**Los Angeles County Division General Membership Meeting:** March 5, 2020, 6:00-8:30 p.m., Los Angeles. Register at <http://www.lacities.org>

**Public Works Officers Institute:** March 18-20, 2020, Monterey. Register at <https://events.cacities.org/register.aspx>

### **Legislation and Advocacy**

#### **Senate Bill 50 (Wiener) Fails in the Senate**

During the last week of January, SB 50 (Wiener) was heard on the Senate Floor and failed to pass the Senate on an 18-15 vote and therefore may no longer be considered this year. Senators were under a tremendous amount of pressure from legislative leadership and stakeholders on both sides.

In a statement following the bill's demise, Senate pro Tem Toni Atkins acknowledged that opponents had real concerns with SB 50 and the need to reset the conversation. She also committed to meeting in the coming weeks with stakeholders on all sides to find a way forward on a housing production bill that could pass both houses and get the Governor's signature.

While SB 50 may have died, the need for more housing across our state persists and there is a greater sense of urgency in the Legislature and with the Governor to find alternative proposals to spur housing production this year. The League Board of Directors recognized this urgency last December by calling on the state to support local efforts this year to improve the supply and affordability of housing by providing financial tools and ensuring the retention of local decision-making. It is now more important than ever for the League to have a seat at the table to develop the alternative housing proposal the Senate pro Tem is calling for. In order to do that, we must come forward with proposals in the coming weeks that we can support. At its upcoming meeting in February, the League Board of Directors will be discussing smart housing solutions that cities can support.

In addition, the League issued a press statement immediately after the Senate Floor vote: [https://www.cacities.org/Top/News/Press-Releases/2020-\(1\)/SB-50-Senate-Floor-Vote](https://www.cacities.org/Top/News/Press-Releases/2020-(1)/SB-50-Senate-Floor-Vote)

### **Local Examples of Housing Solutions**

Throughout 2020, the League is encouraging cities to submit stories, photos, and videos that demonstrate city-initiated or partner projects they are most proud of which have resulted in increased housing production. The League will distribute the information through a multitude of platforms including the League newsletter, Western City Magazine, You Tube, Facebook, Twitter, and Instagram. They will also be used as examples in our advocacy efforts on housing.

### **Municipal Revenue Sources Handbook**

The League just released its fifth edition of the Municipal Revenue Sources Handbook which provides up-to-date information on local fees, taxes, charges, and intergovernmental revenue for local governments including laws, court decisions, state tax rates, and allocation formulas. It is the definitive resource on municipal funding for city managers, finance officers, academics, and other professionals engaged in the complex world of municipal finance in California. The handbook includes: A brief history of California municipal finance with current issues; Data and charts showing the history, prevalence, and capacity of revenue sources; Legal references; Definitions of terms; Chapters on capital financing and cost recovery; Detailed guidance for calculating a Gann Appropriations Limit.

For additional information on these items, please contact Jennifer Quan at 626-786-5142 or [jquan@cacities.org](mailto:jquan@cacities.org)



# SPRING 2020 EVENTS & MEETINGS CALENDAR

## FEBRUARY

- Fri, Feb 7**      **Portantino Luncheon**  
11:30 am | DoubleTree by Hilton  
924 W Huntington Drive, Monrovia
- Thurs, Feb 13**      **Multi-Chamber Mixer**  
5:00 pm | Santa Anita Park,  
Chandelier Room, Arcadia
- Fri, Feb 21**      **Legislative Breakfast**  
**w/Asm. Freddie Rodriguez**  
8 - 9:30 am | McKinley's Grille,  
Fairplex Sheraton  
601 W McKinley Ave, Pomona

## MARCH

- Wed, Mar 4**      **SGV Economic Forecast Summit,**  
**"Powering a Healthy Future For All"**  
8:30 am | Cooper Auditorium -  
City of Hope - 1500 E. Duarte Road,  
Duarte
- Fri, Mar 6**      **Legislative Breakfast w/Asm. Chris**  
**Holden**  
8 - 9:30 am | University of La Verne
- Fri, Mar 13**      **Legislative Breakfast w/Sen. Ar-**  
**chuleta**  
8 - 9:30 am | Rose Hills Memorial Park  
& Mortuary  
3888 Workman Mill Road, Whittier
- Sat, Mar 14**      **Young Legislators Program**  
**w/Asm. Chris Holden**  
8 - 12 pm | Corporate Campus,  
Training Room 2  
4910 Rivergrade Road, Irwindale

## APRIL

- Thurs, Apr 9**      **Legislative Networking Reception**  
4:00 pm | Hotel Constance  
928 E. Colorado Blvd. Pasadena

## MAY

- Sun, May 17 -**      **ICSC RECon**  
**Wed, May 20**      Las Vegas Convention Center



CO-HOSTED BY



CalPoly Pomona

College of Business Administration



## Global, National, and San Gabriel Valley Economic Forecasts



Harlan H. Thompson  
Managing Director &  
Senior Portfolio Manager,  
Bank of America



Eric Hayes  
Associate Economist,  
LAEDC

## The Future of the Workforce



Dr. Soraya M. Coley  
President, Cal Poly Pomona



Julie A. Su  
Secretary of the California Labor and Workforce Development Agency

## Keynote: Artificial Intelligence in Business

## Master of Ceremonies



Dr. Jeff Loucks  
Executive Director,  
Deloitte's Center for  
Technology, Media, &  
Telecommunications



Frank Mottek  
Award-winning  
journalist, Anchor for  
KNX 1070, Host of  
"Mottek on Money"

# 2020 San Gabriel Valley Economic Forecast Summit

## Powering a Healthy Future for All

March 4, 2020

8:30 am to 12:00 pm  
Cooper Auditorium  
City of Hope, Duarte

Non-Members \$125  
SGVEP Members \$90  
Members Table \$800  
Non-Members Table \$950

[sgvpartnership.org/EconomicForecastSummit](http://sgvpartnership.org/EconomicForecastSummit)

### LEADERSHIP SPONSORS



Bank of America  
Merrill Lynch

THE CAMPUS | at SGV



### HOSTED AT



### SILVER SPONSOR



### MEDIA SPONSORS

Pasadena Star-News  
San Gabriel Valley Tribune  
Whittier Daily News

Page 8 of 14 **Business Life**





# LEGISLATIVE EVENTS Spring 2020



Friday, February 7, 11:30 - 1:30 pm  
Senator **Anthony Portantino**  
25th District  
Doubletree by Hilton Monrovia  
924 W Huntington Dr, Monrovia, CA 91016



Friday, February 21, 2020, 8:00 - 9:30 am  
Assemblymember **Freddie Rodriguez**  
52nd District  
McKinley's Grille, Fairplex Sheraton  
601 W. McKinley Avenue, Pomona, CA 91768



Friday, March 6, 2020, 8:00 - 9:30 am  
Assemblymember **Chris Holden**  
41st District  
University of La Verne, Abraham Campus Center  
2000 2nd Street, La Verne, CA 91750



Friday, March 13, 8:00 - 9:30 am  
Senator **Bob Archuleta**  
32nd District  
Rose Hills Memorial Park, Hall of Wisdom  
3888 Workman Mill Road, Whittier, CA 90601

**Feb. 7 Luncheon:** Tickets \$50, Table (8 seats) \$500  
**All Breakfasts:** Free to San Gabriel Valley Economic Partnership members.

RSVP: [www.sgvpartnership.org/events](http://www.sgvpartnership.org/events)   [bjensen@sgvpartnership.org](mailto:bjensen@sgvpartnership.org)   (626) 856-3400



# REPORT

---

**DATE:** February 20, 2020  
**TO:** Governing Board Delegates and Alternates  
**FROM:** South Coast Air Quality Management District  
**RE:** **MONTHLY LIAISON REPORT**

## **FEBRUARY GOVERNING BOARD LIAISON REPORT**

### **The Award-Winning Air Quality App now available in Spanish - App Now includes Info on UV Index and Access to South Coast AQMD videos**

On January 30, the South Coast AQMD announced the launch of the Spanish version of its award-winning smartphone application. This is the first government agency in California to provide air quality information in Spanish to residents.

“Los Angeles County has the largest Spanish-speaking population of any county in the United States,” said Wayne Nastri, South Coast AQMD’s Executive Officer. “It is important that we provide access to air quality information that can have a direct impact to the millions of residents who live in the air district.”

The app features interactive maps of the South Coast Air Basin showing current and forecasted air quality conditions that can be set for multiple cities, such as work, home, and frequently visited places, all at the same time. The app also allows users to get alerts when air quality changes in your area or for health alerts due to events such as smoke from wildfires.

Additional features include locations for alternative fueling, agency announcements, public events, meetings, and workshops. Recent enhancements now allow live streaming of events and archived videos directly from your phone. Other featured upgrades include atmospheric information such as UV index, humidity, and wind.

Pressing the app’s 1-800-CUT-SMOG button will place a call to the South Coast AQMD’s 24-hour complaint hotline where users can report smoking vehicles, other air quality complaints and businesses with air quality permits can report equipment breakdowns.

The South Coast AQMD app won two awards at the Government Technology (GovTech) and AT&T Special Districts award ceremony back in March. The app itself was recognized for technology innovation in the “Citizens Category” while South Coast AQMD’s Chief Information Officer, Ron Moskowitz, was recognized in the “Leadership Category.”

The app is free and available on Android and Apple devices, including the Apple Watch ([www.aqmd.gov/mobileapp](http://www.aqmd.gov/mobileapp)). The app will detect the default language on your phone and changes its language to match. To test out this feature, you can simply switch your phone’s default language into Spanish or English and head back to the South Coast AQMD app to see the change.



# REPORT



## ATTACHMENTS

Attachment A - Commercial Lawn & Garden Equipment Incentive & Exchange Program



**South Coast  
Air Quality  
Management  
District**

# Attachment A Commercial *Electric*

# Lawn & Garden EQUIPMENT

## Incentive & Exchange Program

Find your local **Participating Dealer** location by visiting:

**[www.aqmd.gov/lawnmower](http://www.aqmd.gov/lawnmower)**

### Eligibility

- Commercial Gardeners/Landscapers
- Local Government Agencies, School Districts & Colleges
- Non-Profit Organizations
- Participants Must Reside or Provide Service Within the South Coast Basin

To speak to a staff person call 888-425-6247 (Tuesday – Friday 7:30 a.m. to 5:00 p.m.)



	EQUIPMENT	PROGRAM PRICE	INCENTIVE FUNDS	CUSTOMER PAYS*
<b>Oregon</b>	Backpack Blower Model BL120V-NA	\$1,088	\$816	\$272
<b>Stihl</b>	Leaf Blower BGA 100, AR 3000	\$1,080	\$810	\$270
<b>Echo</b>	Handheld Blower CPLB 58V2AH	\$184	\$138	\$46
<b>Husqvarna</b>	Quiet Leaf Blower 550iBTx	\$1,200	\$900	\$300
<b>Makita</b>	Handheld Blower XBU02PT1	\$290	\$218	\$72

To view a full list of available equipment, please visit our website!

Products Available



\*Prices effective January 27, 2020

**@SouthCoastAQMD**





# REPORT

---

**DATE:** February 20, 2020  
**TO:** Governing Board Delegates and Alternates  
**FROM:** John Fasana, Transportation Committee Chair  
**RE:** **MONTHLY REPORT**

## **JANUARY MEETING RECAP**

On Thursday, January 16, 2020, the SGVCOG Transportation Committee convened at the Foothill Transit Building for its January meeting. The committee heard a presentation from Metro Office of Extraordinary Innovation Executive Officer, Mark Vallenatos, on Metro's proposed Automated Bus Lane Enforcement (ABLE) Pilot Program. The program would utilize front-facing camera technology to enforce bus-only lanes and issue citations across Los Angeles County in partnership with local jurisdictions.

Metro Project Manager, Jenny Cristales-Cervillos, also provided an update on the Gold Line East Side Extension Project. She presented on the options to extend the second phase of the Eastside Transit Corridor, which includes the alternatives of SR-60, Washington Boulevard, and a combination of the SR-60 and Washington Boulevard. Based on Metro's analysis, Ms. Cristales-Cervillos reported that the SR-60 alternative appears to be the less viable option due to Caltrans encroachment permits, low population densities, and the lack of connections to residential communities. Questions and inquiries regarding the East-Side Route 60 Gold Line Extension can be directed to Ms. Cristales-Cervillos at [eastsidephase2@metro.net](mailto:eastsidephase2@metro.net).



# REPORT

---

**DATE:** February 20, 2020  
**TO:** Governing Board Delegates and Alternates  
**FROM:** Becky Shevlin, Chair, Homeless Committee  
**RE:** **MONTHLY REPORT**

## **FEBRUARY MEETING RECAP**

On Wednesday, February 5, 2020, the Homeless Committee met for the first time since December 2019. The meeting focused on two action items, an overview of the State Homeless Funding and Measure H Innovation Funds programming recommendations and an overview of the San Gabriel Valley Regional Housing Trust Board of Directors appointment process. Both motions passed unanimously without modification through the committee.

To close the meeting, liaison reports were received from the Los Angeles Homeless Services Authority (LAHSA), San Gabriel Valley Consortium on Homelessness, and the Homeless Initiative. LAHSA raised that there would be a Quarterly Presentation on February 12<sup>th</sup> and briefly touched upon the Homeless Count results which are not expected to be released until late May or June 2020. The Consortium is hosting a policy dialogue on February 29<sup>th</sup> titled Housing for the Future in partnership with Assemblymember Holden. The Homeless Initiative is moving to a one-year budgetary planning system going forward with their recommendations for the 2020-21 fiscal year arriving before the Board of Supervisors in the Fall.

The upcoming regular meeting for the Homeless Committee is scheduled for Wednesday, March 4, 2020 at 8:30 AM in the Foothill Transit Offices in West Covina. This is a temporary move and future meetings are expected to return to the West Covina Council Chamber in April.





# REPORT

---

**DATE:** February 20, 2020  
**TO:** Governing Board Delegates and Alternates  
**FROM:** Denis Bertone, Chair, EENR Committee  
**RE:** **MONTHLY REPORT**

## **FEBRUARY MEETING RECAP**

On Wednesday, February 19, 2020, the SGVCOG Energy, Environment, and Natural Resources (EENR) Committee visited and toured the Southern California Gas Company's (SoCalGas) Energy Resource Center. The center offers various seminars, demonstrations, and consulting services to assist municipalities, businesses, and residents to identify cost-effective and energy-efficient solutions. The facility advances energy efficiency and environmental innovation by incorporating energy-efficient lighting, cooling, and architectural design techniques. The committee toured the 44,572 square-foot facility and its various specialty demonstration rooms that showcase natural gas technologies and equipment.

The upcoming regular meeting for the EENR Committee is scheduled for Wednesday, March 18, 2020 at 1:00pm at the Monrovia Community Center.



# REPORT

---

DATE: February 20, 2020  
TO: Governing Board Members & Alternates  
FROM: Water Policy Committee  
RE: **MONTHLY REPORT**

## **2020 MS4 NPDES DRAFT PERMIT**

The Los Angeles Regional Water Quality Control Board (Regional Board) recently released the “Working Proposal” of the Municipal Separate Storm Sewer System (MS4) Permit for review and discussion by stakeholders. As discussed in the January and February meeting recaps below, the Water Policy Committee and TAC have reviewed the document and provided comments to the Regional Board. The Regional Board anticipates releasing a draft MS4 Permit in the spring of 2020, with adoption of a Permit later this year.

## **JANUARY MEETING RECAP**

On Tuesday, January 14, the Water Committee and Water TAC convened its monthly joint meeting. The Committee motioned to approve the Regional Scientific Study to Support Protection of Human Health through Targeted Reduction of Bacteriological Pollution. This study is led by Richard Watson of Richard Watson & Associates, Inc.

The Committee/TAC heard two presentations on scientific studies submitted to the Safe, Clean Water Program by the COG. Chad Helmle of Craftwater Engineering presented on a preSIP scientific study that will support the WASC and the SGVCOG by developing a platform to consolidate intertwined goals and disparate project proposals into a balanced, collaborative, and cost-effective plan. The study will enable the WASCs to identify, understand, and organize the comprehensive suite of candidate project opportunities and evaluate their benefits in a watershed context to design an efficient, adaptable SIP. Brianna Datti of Tetra Tech presented on a study to develop an LRS adaptation plan. The goal of the study is to adapt the LRS to better align implementation actions in order to successfully reduce potential risks to human health.

The meeting also featured updates on the implementation of the County’s Safe, Clean Water Program and the upcoming 2020 MS4 NPDES water quality permit. The Water TAC announced that they were seeking comments on the working proposal of the MS4 permit, as well as the State Water Board Draft Order.

## **FEBRUARY MEETING RECAP**

On Tuesday, February 11, the Water Committee and Water TAC convened its monthly meeting. The Committee provided direction on comments for submittal to the Los Angeles Regional Water Quality Control Board on the Working Proposal of the MS4 Permit. The Committee also provided direction on comments for submittal to the State Water Resources Control Board on the Draft State Water Board Order.

The meeting featured an update on the Safe, Clean Water Program. The Upper San Gabriel River (USGR), Rio Hondo (RH), and Upper Los Angeles River (ULAR) Watershed Area Steering Committees (WASCs) have been reviewing respective submitted Safe, Clean Water Program projects at their January and February meetings.

## **ATTACHMENTS**

Attachment A – Water Education for Latino Leaders (WELL) Conference Invite

Attachment A

EIGHTH ANNUAL

# WELL CONFERENCE

***Climate Change and Political Climate  
Impacting California Water***

**March 20-21, 2020**

**San Jose Marriott**

**301 S Market St**

**San Jose, CA 95113**

**Well**

Water Education for Latino Leaders

**Register Here:**

**<http://bit.ly/WELLConference>**



# REPORT

---

DATE: February 20, 2020

TO: Governing Board Members & Alternates

FROM: Capital Projects and Construction Committee

RE: **MONTHLY REPORT**

## **MONTHLY REPORT**

**January Capital Projects and Construction Committee Meeting:** The Capital Projects and Construction Committee convened on Monday, January 24 for its monthly meeting. The Committee approved several Resolutions of Necessity for various property easements necessary for the construction of the Turnbull Canyon Road and Montebello Boulevard grade separation projects. The Committee also approved the selection of Anser Advisory for construction management services for the Turnbull Canyon Road grade separation project. These services are required to assist in constructability review of the project and oversight of the general contractor and subcontractor once construction is underway. The committee is expected to reconvene on Monday, February 24, 2020 at 12:00pm at the West Covina City Hall.







**SGVCOG Governing Board Unapproved Minutes**

Date: January 16, 2020  
Time: 4:00 PM  
Location: Foothill Transit Office  
100 S. Vincent Avenue, Suite 200, West Covina, CA 91790

**PRELIMINARY BUSINESS**

1. Call to Order  
SGVCOG 1<sup>st</sup> Vice President Margaret Clark called the meeting to order at 4:03pm.
2. Pledge of Allegiance  
M. Clark led the Governing Board in the Pledge of Allegiance.
3. Roll Call  
**A quorum was in attendance.**

**Governing Board Members Present**

Arcadia	April Verlato
Azusa	Robert Gonzales
Claremont	Ed Reece
Diamond Bar	Ruth Low
Duarte	John Fasana
El Monte	Jerry Velasco
Glendora	Michael Allawos
Industry	Cory Moss
Irwindale	Albert Ambriz
La Verne	Tim Hepburn
Monrovia	Becky Shevlin
Monterey Park	Peter Chan
Pomona	Tim Sandoval
Rosemead	Margaret Clark
San Dimas	Denis Bertone
San Gabriel	Jason Pu
Sierra Madre	John Capoccia
South El Monte	Gloria Olmos
South Pasadena	Diana Mahmud
Walnut	Allen Wu
West Covina	Tony Wu
L.A. County District #1	Edith Gonzalez
L.A. County District #4	Lauren Yokomizo
L.A. County District #5	Sandra Maravilla
SGV Water Districts	Carlos Goytia

**Absent**

Alhambra  
Baldwin Park  
Bradbury  
Covina  
La Cañada Flintridge  
La Puente  
Montebello  
San Marino  
Temple City

**SGVCOG Staff**

M. Creter, Exec. Director  
P. Hubler, Staff  
C. Sims, Staff  
K. Ward, Staff  
T. Kirkconnell, Staff  
A. Fung, Staff  
S. Matthews, Staff  
N. Romo, Staff  
S. Hernandez, Staff

4. Public Comment  
Scott Chamberlain, a representative from the San Gabriel Valley Consortium on

Homelessness, provided a public comment to invite Governing Board members to join the Consortium's monthly meetings. Mr. Chamberlain offered assistance to support the San Gabriel Valley cities' ongoing efforts to address homelessness issues in the region.

5. Changes to Agenda Order  
There were no changes to the agenda.

### **PRESENTATIONS**

6. Hope for Home Pomona Shelter  
City of Pomona Neighborhood Services Director, Benita DeFrank, provided a presentation on the Hope for Home Pomona Shelter at this meeting. Hope for Home is a year-round interim housing site that provides access and navigation services for individuals facing homelessness that are seeking permanent housing solutions.

#### Questions/Discussions:

- A Governing Board member requested SGVCOG staff to provide an electronic copy of the presentation.
- Another Governing Board member inquired about the funding sources of the Hope for Home Shelter. Ms. DeFrank responded that the shelter received grants and funds from various sources.
- Several Governing Board members inquired about the demographics of those that are utilizing the shelter. Ms. DeFrank responded that about 40% of the users originate from the City of Pomona. The shelter, which has a capacity of providing shelter to 215 individuals, is only open to single adults and is currently full.
- A Governing Board member requested suggestions on how cities can assist with the shelter's efforts. Ms. DeFrank recommended cities to encourage individuals experiencing homelessness to enroll in the Coordinated Entry System (CES). Despite that the Pomona Hope for Home Shelter is at its capacity, the CES can direct those who are seeking shelter to other facilities with open beds.
- Another Governing Board member inquired about services that are available to those that are not living in the shelter. Ms. DeFrank responded that the shelter provides services and resources such as shower and laundry facilities, storage, and access center to those that are not staying in the shelter.

### **LIAISON REPORTS**

7. Gold Line Foothill Extension Construction Authority  
No report was given.
8. Foothill Transit  
No report was given.
9. Los Angeles County Metropolitan Transportation Authority  
No report was given.

10. San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC)  
No report was given.
11. San Gabriel Valley Mosquito & Vector Control District (SGVMVCD)  
No report was given.
12. Southern California Association of Governments  
A written report was provided.
13. League of California Cities  
A written report was provided.
14. San Gabriel Valley Economic Partnership (SGVEP)  
A written report was provided.
15. South Coast Air Quality Management District (AQMD)  
M. Cacciotti provided a verbal report on the AQMD Electric Lawn Mower Rebate Program, which encourages residents to trade in aged gasoline lawn mowers for new electric lawn mowers.

#### **PRESIDENT'S REPORT**

SGVCOG 1<sup>st</sup> Vice President, Margaret Clark, encouraged Governing Board members to attend the SGVCOG Regional Housing Trust and Affordable Housing Forum, which will be held on Thursday, February 13, 2020 at 9:00am at the Glendora Public Library.

#### **EXECUTIVE DIRECTOR'S REPORT**

SGVCOG Executive Director, Marisa Creter, provided an update on the joint powers agreement (JPA) for the San Gabriel Valley Regional Housing Trust. The draft of the JPA was forwarded to city managers for review and comments and 21 cities expressed interest in joining the Trust. Additionally, Ms. Creter introduced Timothy Kirkconnell, Samantha Matthews, and Natalya Romo as the newest members of the SGVCOG staff.

#### **GENERAL COUNSEL'S REPORT**

D. DeBerry encouraged cities to review the draft JPA for the San Gabriel Valley Regional Housing Trust and submit comments as soon as possible.

#### **COMMITTEE REPORTS**

16. Transportation Committee  
J. Fasana reported that the Transportation Committee convened to receive updates from Metro on the East-Side Gold Line Extension Project and the proposed Automated Bus Lane Enforcement (ABLE) Program.
17. Homelessness Committee  
B. Shevlin reported that the Homelessness Committee did not convene for the month

of the January. The committee will be meeting on Wednesday, February 5, 2020 at 8:30am. Ms. Shevlin encouraged cities to attend and join the Homelessness Committee meetings.

18. Energy, Environment and Natural Resources Committee  
D. Bertone reported that the committee received a presentation from the South Coast AQMD on its Contingency Measure Plan for the 1997 8-Hour Ozone Standard.
19. Water Committee  
D. Mahmud encouraged cities to stay updated with water-related programs and topics in 2020. Ms. Mahmud provided an update on the recent MS4 workshop hosted by the Regional Water Board.
20. Capital Projects and Construction  
T. Sandoval reported on the December Capital Projects and Construction Committee meeting.

**CONSENT CALENDAR**

21. Governing Board Meeting Minutes  
*Recommended Action: Adopt Governing Board minutes.*
22. Monthly Cash Disbursements/Balances/Transfers  
*Recommended Action: Approve Monthly Cash Disbursements/Balances/Transfers.*
23. Committee/TAC/Governing Board Attendance  
*Recommended Action: Receive and file.*
24. Legislative Advocacy Travel 1<sup>st</sup> & 2<sup>nd</sup> Quarter Reports  
*Recommended Action: Receive and file.*
25. SGVCOG State and Federal Legislative Agenda  
*Recommended Action: 1) Adopt Resolution 20-01 affirming SGVCOG's 2020 State and Federal Legislative agenda and 2) Authorize Executive Director to execute an amendment with Capital Representation Group, Inc to extend the duration to January 31, 2021 for an amount not to exceed \$25,000 annually for services to support the SGVCOG's State legislative agenda.*

A Governing Board member requested "Support community choice aggregates (CCAs)" to be included in the SGVCOG State and Federal Legislative Agenda.

**There was a motion to approve consent calendar items 21-25 with the amended SGVCOG State and Federal Legislative Agenda. (M/S: D. Mahmud/J. Capoccia)**

**[Motion Passed]**

<b>AYES:</b>	Arcadia, Azusa, Claremont, Diamond Bar, Duarte, El Monte, Glendora, Industry, Irwindale, La Verne, Monrovia, Monterey Park,
--------------	---

	Pomona, Rosemead, San Dimas, San Gabriel, Sierra Madre, South El Monte, South Pasadena, Walnut, West Covina, L.A. County District #1, L.A. County District #4, L.A. County District #5, San Gabriel Valley Water Districts
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Alhambra, Baldwin Park, Bradbury, Covina, La Cañada Flintridge, La Puente, Montebello, San Marino, Temple City

**ADJOURN**

SGVCOG 1<sup>st</sup> Vice President, Margaret Clark, adjourned the Governing Board meeting at 5:28pm.





**SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS**  
**Selected Asset Account Balances**  
**As of January 31, 2020**

Account Name	Balance 12/31/2019	Increase	Decrease	Net Change	Balance 1/31/20
CBB - Checking	\$ 1,797,540	\$ 28,962	\$ 287,901	\$ (258,939)	\$ 1,538,602
CBB- 242-034-325 CD	\$ 55,701	\$ -	\$ -	\$ -	\$ 55,701
CBB - 2766 Savings	\$ 1,592	\$ -	\$ -	\$ -	\$ 1,592
CBB -242-034-953 CD	\$ 54,934	\$ -	\$ -	\$ -	\$ 54,934
CBB-242-300-597 MM	\$ 5,628,206	\$ 1,912	\$ -	\$ 1,912	\$ 5,630,118
Petty Cash	\$ 400	\$ -	\$ -	\$ -	\$ 400
LAIF	\$ 240,819	\$ 1,383	\$ -	\$ 1,383	\$ 242,202
LAIF Maket Value	\$ 86	\$ -	\$ -	\$ -	\$ 86
Member Receivable	\$ 52,780	\$ -	\$ -	\$ -	\$ 52,780
Grants/Contracts Receivable	\$ 161,707	\$ 13,013	\$ 28,454	\$ (15,441)	\$ 146,266
Sponsorships Receivable	\$ -	\$ -	\$ -	\$ -	\$ -
Rental Deposits Receivable	\$ 5,489	\$ -	\$ -	\$ -	\$ 5,489
Receivables - Other	\$ 807	\$ -	\$ -	\$ -	\$ 807
	<b>\$ 8,000,061</b>	<b>\$ 45,271</b>	<b>\$ 316,355</b>	<b>\$ (271,085)</b>	<b>\$ 7,728,976</b>

**ACE CONSTRUCTION AUTHORITY**  
**Selected Asset Account Balances**  
**As of January 31, 2020**

Account Name	Balance 12/31/2019	Increase	Decrease	Net Change	Balance 1/31/20
Checking (CBB)	\$ 2,928,596	\$ 11,146,518	\$ 11,267,316	\$ (120,798)	\$ 2,807,798
Sweep (CBB - Mutual Fund)	\$ 6,725,406	\$ 5,026,113	\$ 5,974,087	\$ (947,974)	\$ 5,777,432
MTA Loan Interest Reimb	\$ 1,719,532	\$ 730	\$ -	\$ 730	\$ 1,720,262
UPPR Contribution Funds	\$ 1,766,212	\$ 750	\$ -	\$ 750	\$ 1,766,962
LAIF Operating (40 19 044)	\$ 341,066	\$ 1,959	\$ -	\$ 1,959	\$ 343,026
LAIF - Debt (11 19 031)	\$ 1,328,594	\$ 7,632	\$ -	\$ 7,632	\$ 1,336,226
Grants Receivable	\$ 5,273,500	\$ 1,328,226	\$ 5,273,500	\$ (3,945,274)	\$ 1,328,226
Retention Receivable - MTA	\$ 2,096,206	\$ 263,675	\$ -	\$ 263,675	\$ 2,359,881
	<b>\$ 22,179,112</b>	<b>\$ 17,775,605</b>	<b>\$ 22,514,904</b>	<b>\$ (4,739,299)</b>	<b>\$ 17,439,813</b>

SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

Disbursements Report

January 2020

Transaction Date	Number/ Reference	Vendor Name	Description	Amount
1/3/2020	EFT	Paychex	Payroll Period Ending PE 01.03.20	20,125.26
1/7/2020	10074	Toole Design Group, LLC	Bike Share Station Site Consltng Sep'19-Nov'19	33,702.55
1/7/2020	10075	Local Government Commission	Annual Dues for 2020	1,500.00
1/7/2020	10076	Athena Parking (Alhambra)	Monthly Parking	260.00
1/7/2020	10077	Capital Representation Group	Legislative Consulting Services - Dec'19	2,000.00
1/7/2020	10078	Image IV Systems	Monthly Copier Rental	419.15
1/7/2020	10079	GovernmentJobs Inc.	Subscription from 1/30/20-1/29/21	3,633.00
1/7/2020	10080	Stefanie Hernandez	Mileage Reimbursement Nov'19-Dec'19	20.30
1/10/2020	CITIPYMT011020	Citi Card	Citi Card Payment	2,062.73
1/16/2020	10081	Mary Lou Echternach	Transportation Consulting Services - Oct'19-Nov'19	22,834.00
1/16/2020	10082	SGV City Manager's Assn.	Luncheon Meeting 1/15/20	90.00
1/16/2020	10083	Pok Hin Fung	Mileage Reimbursement Dec'19	102.66
1/16/2020	EFT	Paychex	Payroll Period Ending PE 01.17.20	24,327.15
1/16/2020	EFT	Intercompany Transfer	Intercompany Transfer for Transactions Through 12/31/19	56,249.00
1/17/2020	EFT	Paychex	Payroll Processing Fee	107.00
1/22/2020	10084	State of California Department of Justice	Livescan for new employee	32.00
1/22/2020	10085	Mary Lou Echternach	Transportation Consulting Services - Dec'19	11,417.00
1/22/2020	10086	Management Partners Inc.	Service Delivery Study-Nov'19 & Dec'19	34,160.00
1/22/2020	DEBIT-ICMA PE 011720	ICMA-RC	Employee ICMA-457 Contributions PE 01.17.20	532.56
1/28/2020	10087	Elite-TRC-Alhambra Community LLC	Monthly Office Rent - Feb'20	6,494.43
1/28/2020	10088	Commerical Printing Network	Neighborhood Coyote Program	423.76
1/28/2020	EFT	Spectrum Business	Internet Provider	130.00
1/30/2020	10089	Toole Design Group, LLC	Bike Share Station Site Consltng-Dec'19	27,036.48
1/30/2020	10090	Management Partners Inc.	Service Delivery Study-Jan'20	10,700.00
1/30/2020	10091	RIVAL Creative LLC	Website Design for ULAR-Jan'20	2,500.00
1/31/2020	EFT	Paychex	Payroll Period Ending PE 01.31.20	26,509.58
1/31/2020	DEBIT-ICMA PE 013120	ICMA-RC	Employee ICMA-457 Contributions PE 01.31.20	532.56
<b>Total January 2020 Disbursements</b>				<b>\$ 287,901.17</b>

ACE CONSTRUCTION AUTHORITY

Disbursements Report

January 2020

Transaction Date	Check Number	Vendor Name	Description	Amount
1/3/2020	21001	Aflac	763493	\$636.10
1/3/2020	20999	Standard Insurance Company	165466_JAN20	\$1,503.65
1/3/2020	21000	Johnson IT Services	5_DEC19	\$1,248.75
1/3/2020	20998	Abila, Inc.	1050-1000041656	\$757.00
1/3/2020	20997	CB Richard Ellis, Inc	01_2020	\$22,225.65
1/3/2020	21002	Institute of Internal Auditors	1-45686-T7Q2	\$465.00
1/6/2020	21004	Southern California Edison	2405671546_DEC19	\$360.88
1/6/2020	21003	OnTrac	900574	\$73.81
1/9/2020	21010	L&R Locksmithing	16412	\$132.43
1/9/2020	21007	David Lang & Associates	G-207-170(137)NOV19	\$3,865.11
1/9/2020	21021	David Lang & Associates	G207170(137)RETN_NO	\$203.43
1/9/2020	ACH-LSA-FAIRFU	LSA Associates, Inc.	169181(52)NOV19	\$962.21
1/9/2020	ACH-LSA-FAIRFU	LSA Associates, Inc.	169185(24)NOV19	\$529.77
1/9/2020	ACH-LUBKA#1363	LUBKA & WHITE LLP	13633(149)SEP-OCT	\$523.75
1/9/2020	ACH-MOFFATT#18	Moffatt & Nichol	747051(18)NOV19	\$3,610.00
1/9/2020	ACH-MN#18(RETN	Moffatt & Nichol	747051(NOV)RETN	\$190.00
1/9/2020	21014	Office Depot	414576859001	\$76.64
1/9/2020	21014	Office Depot	41457686001	\$27.69
1/9/2020	21014	Office Depot	41632845001	\$80.35
1/9/2020	21014	Office Depot	416328823001	\$14.65
1/9/2020	21006	Oliver, Sandifer & Murphy Law	6000-109(103)OCT19	\$4,125.82
1/9/2020	21009	Paragon Partners Ltd.	0019126(OCT)RETN	\$196.47
1/9/2020	21009	Paragon Partners Ltd.	0019127(OCT)RETN	\$13.41
1/9/2020	21009	Paragon Partners Ltd.	0019129(OCT)RETN	\$515.00
1/9/2020	21009	Paragon Partners Ltd.	0019130(OCT)RETN	\$191.53
1/9/2020	21009	Paragon Partners Ltd.	0019221(NOV)RETN	\$124.34
1/9/2020	21009	Paragon Partners Ltd.	0019222(NOV)RETN	\$23.27
1/9/2020	21009	Paragon Partners Ltd.	0019224(NOV)RETN	\$423.19
1/9/2020	21009	Paragon Partners Ltd.	0019225(NOV)RETN	\$158.11
1/9/2020	ACH-PARAGON OC	Paragon Partners Ltd.	0019126-IN(76)OCT19	\$3,732.90
1/9/2020	ACH-PARAGON OC	Paragon Partners Ltd.	0019127-IN(37)OCT	\$254.75
1/9/2020	ACH-PARAGON OC	Paragon Partners Ltd.	0019129-IN(78)OCT19	\$9,785.08
1/9/2020	ACH-PARAGON OC	Paragon Partners Ltd.	0019130-IN(74)OCT19	\$3,639.16
1/9/2020	ACH-PARAGON OC	Paragon Partners Ltd.	0019221-IN(77)NOV19	\$2,362.50
1/9/2020	ACH-PARAGON OC	Paragon Partners Ltd.	0019222-IN(38)NOV19	\$442.11
1/9/2020	ACH-PARAGON OC	Paragon Partners Ltd.	0019224-IN(79)NOV19	\$8,040.53
1/9/2020	ACH-PARAGON OC	Paragon Partners Ltd.	0019225-IN(75)NOV19	\$3,004.01
1/9/2020	21019	ALGA	PEER REV 2015-18	\$3,631.22
1/9/2020	21013	Southern California Edison	2412668360-DEC31	\$17.31
1/9/2020	21013	Southern California Edison	2412668592-DEC31	\$17.09
1/9/2020	ACH-JACOBS AUD	Jacobs Project Management Comp	AUDIT 18-ACE-200	\$282,835.25
1/9/2020	21011	TPx Communications	124647974-0	\$874.34
1/9/2020	ACH-BURKE#125_	Burke, Williams & Sorensen, LL	247405(125)OCT19	\$61,061.33
1/9/2020	21016	Trimana Irwindale	7820	\$83.67
1/9/2020	ACH-RAMIREZ VC	Andres Ramirez	VCH#1501	\$282.77
1/9/2020	21015	South Montebello Irrigation Di	561800.02_DEC19	\$62.35
1/9/2020	21005	JMDIAZ, Inc.	002(19-217)-2	\$880.00
1/9/2020	ACH-EPIC#122 N	Epic Land Solution, Inc	1119-00228(122)NOV	\$1,385.76
1/9/2020	21018	Association of Certified Fraud	INV02641423/26/28	\$2,085.00
1/9/2020	21008	Daily Journal - CNSB	B3317506	\$660.73
1/9/2020	21008	Daily Journal - CNSB	B3317508	\$1,384.48
1/9/2020	21012	Canon Financial Services, Inc.	20928824	\$2,133.58
1/9/2020	21017	Fernando M. Montoya DBA Fermon	APN209AA ELECTRICAL	\$8,000.00
1/9/2020	21022	News Exposure	101191	\$295.00
1/9/2020	ACH-BERG#44 OC	Berg & Associates Inc.	48059(44)OCT19	\$222,640.41
1/9/2020	ACH-HNTB#14 NO	HNTB Corporation	14-65194-DS-002(14)	\$304,314.26
1/9/2020	ACH-ICMA COG P	ICMA Retirement Trust - 457	ICMA_COG_PE010320	\$511.92
1/9/2020	ACH-ICMA PE 01	ICMA Retirement Trust - 457	ICMA_PE 01.03.20	\$6,412.99
1/9/2020	ACH-VALASSIS#3	Valassis Direct Mail Inc.	3218971	\$1,864.60
1/16/2020	21025	AllyHealth	20200101-076191	\$40.00
1/16/2020	21033	Lee Andrews Group, Inc.	2019375(136)NOV19	\$36,267.12
1/16/2020	21027	Office Depot	422974698001	\$12.68
1/16/2020	21027	Office Depot	422974823001	\$70.06
1/16/2020	21027	Office Depot	425632788001	\$77.80
1/16/2020	21027	Office Depot	426742956001	\$74.43
1/16/2020	21023	Oliver, Sandifer & Murphy Law	6001-77(77)OCT19	\$11,284.93
1/16/2020	21023	Oliver, Sandifer & Murphy Law	6002-5(5)OCT19	\$12,644.00
1/16/2020	21023	Oliver, Sandifer & Murphy Law	6002-6(6)NOV19	\$6,701.75

Transaction Date	Check Number	Vendor Name	Description	Amount
1/16/2020	21023	Oliver, Sandifer & Murphy Law	6000-110(104)NOV	\$12,757.13
1/16/2020	21032	Paragon Partners Ltd.	0019125(RETN)OCT19	\$1,025.38
1/16/2020	21032	Paragon Partners Ltd.	0019128(RETN)OCT19	\$561.70
1/16/2020	21032	Paragon Partners Ltd.	0019220(RETN)NOV19	\$670.47
1/16/2020	21032	Paragon Partners Ltd.	0019223(RETN)NOV19	\$475.69
1/16/2020	21029	Edison Carrier Solutions	55668	\$996.00
1/16/2020	21029	Edison Carrier Solutions	56199	\$996.00
1/16/2020	21029	Edison Carrier Solutions	56511	\$996.00
1/16/2020	21026	PowerPlus	281802P1319	\$55.00
1/16/2020	21030	Trimana Irwindale	7845	\$120.84
1/16/2020	21028	Choice Builder	554619	\$2,485.71
1/16/2020	21024	Industry Realty Holdings, LLC	APN20F-JAN-RENT	\$11,000.00
1/16/2020	21031	OnTrac	9014559	\$49.14
1/16/2020	EFT-CALPERS PE	CALPERS	1827_PE01.17.20	\$18,671.96
1/16/2020	ACH-OHL#55(RET	OHL USA, Inc.	55(RETN)_OCT19	\$894,008.02
1/17/2020	ACH-PRESCIENCE	PreScience Corporation	ACE17-02-TO2-009(9)	\$120,667.35
1/17/2020	ACH-PRESCIENCE	PreScience Corporation	ACE17-02-TO2-010(10)	\$113,666.97
1/17/2020	ACH-L.ANDREWS#	Lee Andrews Group, Inc.	2019375(RETN)NOV19	\$1,908.80
1/17/2020	ACH-LSA#169183	LSA Associates, Inc.	169183(34)NOV19	\$962.21
1/17/2020	ACH-LSA#169183	LSA Associates, Inc.	169186(25)NOV19	\$3,735.45
1/17/2020	ACH-LUBKA SEP-	LUBKA & WHITE LLP	13634(150)SEP-OCT	\$297.50
1/17/2020	ACH-LUBKA SEP-	LUBKA & WHITE LLP	13635(151)SEP-OCT	\$1,377.50
1/17/2020	ACH-LUBKA SEP-	LUBKA & WHITE LLP	13636(152)SEP-OCT	\$6,253.50
1/17/2020	ACH-LUBKA SEP-	LUBKA & WHITE LLP	REVISED-13637(153)	\$255.00
1/17/2020	ACH-MOFFATT-NO	Moffatt & Nichol	747028(69)NOV19	\$4,355.35
1/17/2020	ACH-MOFFATT-NO	Moffatt & Nichol	747052(77)NOV19	\$6,989.15
1/17/2020	ACH-MOFFATT-NO	Moffatt & Nichol	747055(74)NOV19	\$146,965.00
1/17/2020	ACH-MN-PUENTE#	Moffatt & Nichol	747028(RETN)NOV19	\$229.23
1/17/2020	ACH-MN-MONTEBE	Moffatt & Nichol	747052(RETN)NOV19	\$367.85
1/17/2020	ACH-MN-MONTEBE	Moffatt & Nichol	747055(RETN)NOV19	\$7,735.00
1/17/2020	ACH-STANTEC#13	Stantec (FKA MWH Americas Inc	1598392(131)NOV19	\$38,901.51
1/17/2020	ACH-PARAGON OC	Paragon Partners Ltd.	0019125-IN(138)OCT1	\$19,482.25
1/17/2020	ACH-PARAGON OC	Paragon Partners Ltd.	0019128-IN(79)OCT19	\$10,672.31
1/17/2020	ACH-PARAGON OC	Paragon Partners Ltd.	0019220-IN(139)NOV	\$12,738.87
1/17/2020	ACH-PARAGON OC	Paragon Partners Ltd.	0019223-IN(80)NOV19	\$9,038.18
1/17/2020	ACH-PRINCE GLO	Prince Global Solutions, LLC	A-141(104)DEC19	\$14,500.00
1/17/2020	ACH-BURKE#126	Burke, Williams & Sorensen, LL	248550(126)NOV19	\$76,975.52
1/17/2020	ACH-UPRR#90091	Union Pacific Railroad Company	90091992_WO49520	\$26,361.09
1/17/2020	ACH-CAP REP#10	Capital Representation Group	19-017(106)DEC19	\$2,804.00
1/17/2020	ACH-HDR NOV'19	HDR Engineering, Inc.	1200233417(37)NOV	\$52,710.56
1/17/2020	ACH-HDR NOV'19	HDR Engineering, Inc.	1200233420(16)NOV	\$2,006.44
1/17/2020	ACH-HDR NOV'19	HDR Engineering, Inc.	1200233418(18)NOV19	\$103,030.77
1/17/2020	ACH-SHIMMICK#3	Shimmick Construction Company	38_JUL19	\$450,517.47
1/17/2020	ACH-SHIMMICK#3	Shimmick Construction Company	39_AUG19	\$543,702.73
1/17/2020	ACH-SHIMMICK#3	Shimmick Construction Company	38(RETN)JUL29	\$50,421.78
1/17/2020	ACH-SHIMMICK#3	Shimmick Construction Company	39(RETN)_AUG19	\$60,695.86
1/17/2020	DEBIT-ICMA PE 011720	ICMA Retirement Trust - 457	ICMA PE 01.17.20	\$6,412.99
1/23/2020	21034	LA Times	10007809658_JAN20	\$121.90
1/23/2020	21038	Office Depot	426639607001	\$106.49
1/23/2020	21041	Reynaldo P. Alimoren	CPE DEPOT_2021	\$198.00
1/23/2020	21040	San Gabriel Valley Tribune	900379340_DEC21	\$50.51
1/23/2020	21036	Southern California Edison	2410465520_JAN20	\$235.23
1/23/2020	21042	SWRCB	WD-0170940	\$1,638.00
1/23/2020	21039	SHRED-IT USA LLC	8128978217	\$145.44
1/23/2020	21037	HPC Computer Inc.	27488	\$85.00
1/23/2020	21035	Pico Water District	2019 REQUEST#1	\$27,043.40
1/23/2020	21035	Pico Water District	2019 REQUEST#2	\$1,380.00
1/23/2020	21035	Pico Water District	2019 REQUEST#3	\$27,513.75
1/30/2020	ACH-LACMTA DEC	LACMTA - Metropolitan Transpor	800075461	\$74,527.87
1/30/2020	21048	Southern California Edison	2405671546_JAN20	\$331.76
1/30/2020	21051	San Gabriel Valley Water Compa	APN202A_137_DEC19	\$128.71
1/30/2020	21051	San Gabriel Valley Water Compa	APN202A_201_DEC19	\$536.62
1/30/2020	ACH-RIVERSIDE#	Riverside Construction Company	8_NOV19	\$860,509.18
1/30/2020	ACH-RIVERSIDE#	Riverside Construction Company	8(RETN)_NOV19	\$95,612.13
1/30/2020	21052	Industry Realty Holdings, LLC	APN207F-FEB-RENT	\$11,000.00
1/30/2020	21044	CB Richard Ellis, Inc	43862	\$22,055.65
1/30/2020	21055	Walnut Valley Water District	PROJ#12-3262 ACE	\$7,320.00
1/30/2020	ACH-WALSH#78 J	Walsh Construction	78_JUN-NOV19	\$746,897.42
1/30/2020	21054	Daily Journal - CNSB	B3330226	\$632.41
1/30/2020	21054	Daily Journal - CNSB	B3330232	\$1,359.12
1/30/2020	21054	Daily Journal - CNSB	B3330235	\$414.00
1/30/2020	21054	Daily Journal - CNSB	B3330237	\$669.53
1/30/2020	EFT-CALPERS PE	CALPERS	1827_PE 01.31.20	\$17,777.35

Transaction Date	Check Number	Vendor Name	Description	Amount
1/30/2020	EFT-CALPERS ME	CALPERS	1800_HEALTH_FEB20	\$30,604.71
1/30/2020	EFT-CALPERS UA	CALPERS	100000015908924	\$226.57
1/30/2020	21049	IOA Insurance	451414	\$81,292.86
1/30/2020	21046	Elizabeth A. Tippin	1(TIPPIN)DEC19	\$2,857.96
1/30/2020	21045	Manuel C. Jardin, Inc.	1(JARDIN)DEC19	\$4,309.14
1/30/2020	21043	Thompson & Thompson Real Estat	00100(209W)	\$5,000.00
1/30/2020	21047	950 Turnbull LLC.	20-0028M(210V)	\$2,500.00
1/30/2020	21053	Juan De La Torre DBA Johnny's	APN209AA_BALANCE	\$9,485.30
1/30/2020	21056	County of Los Angeles Dept. Pu	SA2000000195(15)	\$16,602.58
1/30/2020	21056	County of Los Angeles Dept. Pu	SA20000000199(26)	\$26,441.88
1/30/2020	21056	County of Los Angeles Dept. Pu	SA200000196(40)	\$667.15
1/30/2020	21057	Ricky Choi	VCH#1529	\$445.03
1/30/2020	21050	iPrint Technologies, Inc.	660236	\$405.16
			<b>Total January 2020 Disbursements</b>	<b>\$5,963,860.92</b>



**Governing Board Attendance**

	2019						2020					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Alhambra		D	D									
Arcadia	D	A	D	D	D		D					
Azusa	D	A	D				D					
Baldwin Park		D										
Bradbury												
Claremont	D	D	D	D	D		D					
Covina	D	A	D		D							
Diamond Bar	D	D	D	D	D		A					
Duarte	D	D	D	D	D		D					
El Monte	D	D	D				D					
Glendora	D	D	D	D	D		D					
Industry		D	D	D			D					
Irwindale		D		D	D		D					
La Cañada Flintridge												
La Puente	D	A	D									
La Verne	D	D	D		D		D					
Monrovia	D	D	D	D	D		D					
Montebello				D								
Monterey Park	D	D	D	D	D		D					
Pomona	D	D	D	D	D		D					
Rosemead	A		D	D	D		D					
San Dimas	D	D	D	D	D		D					
San Gabriel	D		D	D	D		D					
San Marino	A		A	A	A							
Sierra Madre	D	A	D	D	D		D					
South El Monte	D		D	D			D					
South Pasadena	A	A	D	D	D		D					
Temple City	D	D	D	D	D							
Walnut	D	D	D		D		D					
West Covina	D	D	D	D	D		D					
LA County District 1	D	D	D	D	A		A					
LA County District 4	D	D	D	D	D		D					
LA County District 5	D	A		D	D		D					
SGV Water Agencies		D					D					

**Major Action Items and Presentations**

***July***

Coyote Management Framework and Implementation Plan  
 Contract for Legal Services  
 Updated Salary Resolution  
 3rd Quarter Financial and Treasurer Reports

***August (Special Meeting)***

Allocation of \$126 Million in Measure M  
 Subregional Equity Program Funds to the Gold  
 Line Foothill Extension Project Phase 1 Alignment  
 to Pomona

***September***

Legislative Update: Senator Susan Rubio  
 Contract City Services Representative (Metro)  
 SoCalREN Public Agency Programs Contract  
 Amendment to Executive Director Employment Agreement

***October***

Enhancing Network, Transit Oriented Development, and Interregional Connectivity  
 Measure H Homelessness Funding Contract  
 I-605 Corridor Aesthetic Master Plan  
 Regionwide Swimming Pool Ordinance

***November***

Update on Stormwater Litigation  
 2019 State & Federal Legislative Accomplishments  
 State Homeless Funding and Measure H Innovation Funding Programming  
 Contract with SoCalGas

***December (Dark)***

***January***

Pomona Hope for Home Services Center Presentation  
 SGVCOG State and Federal Legislative Agenda

## Capital Projects and Construction

	2019						2020					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Central District (El Monte)	✓											
COG President			✓			✓						
Industry	✓		✓	✓		✓						
LA County	✓		✓	✓								
Montebello	✓		✓	✓								
Northeast District (La Verne)	✓		✓	✓		✓						
Northwest District (Monrovia)	✓		✓	✓		✓						
Pomona	✓		✓	✓		✓						
San Gabriel				✓								
Southeast District (Diamond Bar)	✓		✓	✓		✓						
Southwest District (South Pasadena)			✓			✓						

### Agenda Topics

#### *July*

Receive and File Presentation on Public Outreach and Business Retention Efforts  
 Approval to Receive and File Quarterly Project Progress Reports  
 Environmental Mitigation Monitoring Reports

#### *August (Dark)*

#### *September*

Election of Officers

Approval of Selection and Award of On-Call Public Outreach Services Contracts  
 Approval of Agreement with City of La Verne for Design of Proposed Gold Line Pedestrian Bridge

#### *October*

Approval of Selection of Construction Management Consultant for the At-Grade Safety Improvement Projects in Pomona and Montebello  
 Approval of Selection and Award of Contract for As Needed Right of Way Support Services

#### *November (Dark)*

#### *December*

Approval of Sole Source Contract to Railpros for Construction Observation Services  
 Approval of 2020 Transportation and Capital Projects Legislative Priorities



## Transportation Committee Attendance

	2019						2020					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Alhambra												
Claremont	✓		✓	✓			✓					
Diamond Bar	✓		✓	✓	✓		✓					
Duarte	✓		✓	✓	✓		✓					
Glendora			✓	✓	✓		✓					
Industry				✓			✓					
L.A. County District 1	✓		✓	✓	✓							
L.A. County District 5	✓		✓		✓							
Monterey Park			✓	✓	✓		✓					
Pomona				✓								
San Gabriel	✓		✓	✓	✓		✓					
South El Monte				✓								
South Pasadena												
Temple City			✓				✓					
Walnut												

### Agenda Topics

#### July

- SGV Bikeshare Program
- Metro Gold Line Funding

#### August (Dark)

#### September

- Ontario Airport

#### October

- SB 743 Implementation
- I-605 Corridor Aesthetics Master Plan

#### November

- 2020 Transportation Committee Legislative Priorities
- San Gabriel Valley Greenway Network Implementation Plan

#### December (Dark)

#### January

- Metro Automated Bus Lane Enforcement Pilot Program
- East-Side Route 60 Gold Line Extension Updates

## EENR Committee Attendance

	2019						2020					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Covina			✓	✓								
Claremont	✓		✓		✓		✓					
Duarte			✓	✓	✓		✓					
L.A. County District 1												
Rosemead			✓				✓					
San Dimas	✓		✓	✓	✓		✓					
San Gabriel	✓						✓					
Sierra Madre			✓				✓					
Temple City (Ex-officio)			✓				✓					
West Covina					✓		✓					

### Agenda Topics

#### July

Athens Services' American Organics Recycling Facility Tour

#### August (Dark)

#### September

Election of FY 2019-2020 Committee Chair and Vice Chair

Southern California Edison EV-Ready Communities Paper

Claremont Locally Grown Power

Recommendation of SGVCOG Representative to San Gabriel Mountains Community Collaborative

#### October

Beverage Recycling Updates

Solid Waste Legislative Review and Updates

#### November

Wildfire Prevention Strategies

Southern California Edison Wildfire Mitigation, Safety, and Grid Resiliency

2019-2020 EENR Legislative Priorities

#### December (Dark)

#### January

2019-2020 EENR Legislative Priorities

AQMD Contingency Measure Plan for 1997 8-Hour Ozone Standard

## Homelessness Committee Attendance

	2019						2020					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Baldwin Park	✓		✓	✓				✓				
Claremont	✓	✓	✓	✓	✓	✓		✓				
Duarte		✓						✓				
Glendora	✓	✓	✓	✓	✓	✓		✓				
Irwindale		✓						✓				
Monrovia	✓	✓	✓	✓	✓	✓		✓				
Pomona	✓	✓	✓	✓	✓							
Rosemead	✓			✓	✓	✓		✓				
West Covina		✓		✓		✓		✓				
LA County Dist 1		✓	✓	✓	✓	✓		✓				

### Agenda Topics

#### *July*

- SB 1045 (Weiner, Stern) - Conservatorship: Serious Mental Illness and Substance Use Disorders  
Veteran Homelessness and Solutions
- AB 1275 (Santiago) - Mental Health Services: County Pilot Program  
RHTF Working Group

#### *August*

- County and Continuum of Care Administration of State Funds  
Homelessness Prevention Strategies  
RHTF Working Group

#### *September*

- Hope for Home  
San Gabriel Valley Winter Shelter  
RHTF Next Steps

#### *October*

- Pasadena's TPO  
Claremont's Collaboratin Shower Program for Unsheltered Residents  
RHTF Kick-off meeting  
Executive Order N-06-19

#### *November*

- Monrovia Housing Displacement Response Plan  
State and County Funding Allocations  
Fighting Homelessness Through Services and Housing Act (S. 923)

#### *December*

- County of Orange Homeless Litigation

#### *January (Dark)*

#### *February*

- State/County Homelessness Funding Program Recommendations  
San Gabriel Valley Regional Housing Trust Board of Directors Appointment Process

#### *March*

## Water Policy Committee

	2019						2020					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Claremont	✓		✓	✓		✓	✓	✓				
Glendora			✓	✓		✓	✓	✓				
Monrovia	✓		✓	✓		✓	✓	✓				
Rosemead	✓		✓	✓		✓	✓	✓				
Sierra Madre	✓		✓			✓		✓				
South Pasadena	✓		✓	✓		✓	✓	✓				
LAC #1	✓		✓									

### Agenda Topics

#### ***July (Joint Meeting with Water TAC)***

San Gabriel Valley Greenway Network

Safe, Clean Water Program

#### ***September (Joint Meeting with Water TAC)***

Proposed Bacteria Scientific Study

Safe, Clean Water Program

Prop 1 Stormwater Grant Program Guidelines

#### ***October (Joint Meeting with Water TAC)***

Water Contaminant Litigation

#### ***December (Joint Meeting with Water TAC)***

SB 205 Implementation

2020 Legislative Priorities

#### ***January (Joint Meeting with Water TAC)***

Upper Los Angeles River (ULAR) Watershed Management Group: Pre-Stormwater Investment Plan and Load Reduction Strategy

Scientific Study to Support Protection of Human Health through Targeted Reduction of Bacteriological Pollution

#### ***February (Joint Meeting with Water TAC)***

Working Proposal of the Regional Phase 1 Municipal Separate Storm Sewer System (MS4) NPDES Permit

State Water Resources Control Board Draft Order

## Water TAC Attendance

	2019						2020					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Alhambra	✓		✓			✓	✓	✓				
Arcadia												
Bradbury			✓	✓								
Covina	✓		✓					✓				
Duarte	✓						✓	✓				
Monrovia						✓	✓	✓				
Pomona	✓		✓			✓						
Sierra Madre	✓		✓	✓			✓	✓				
LA County DPW	✓			✓		✓	✓	✓				
San Gabriel Valley Municipal Water District			✓									
Upper San Gabriel Valley Municipal Water District	✓		✓			✓	✓	✓				
<i>Ex-Officio</i>												
LA County Sanitation Districts	✓											
Main San Gabriel Basin Watermaster	✓		✓	✓		✓	✓	✓				

### Agenda Topics

#### **July (Joint Meeting with Water Committee)**

- San Gabriel Valley Greenway Network
- Safe, Clean Water Program

#### **September (Joint Meeting with Water Committee)**

- Proposed Bacteria Scientific Study
- Safe, Clean Water Program
- Prop 1 Stormwater Grant Program Guidelines

#### **October (Joint Meeting with Water Committee)**

- Water Contaminant Litigation

#### **December (Joint Meeting with Water Committee)**

- SB 205 Implementation
- 2020 Legislative Priorities

#### **January (Joint Meeting with Water Committee)**

- Upper Los Angeles River (ULAR) Watershed Management Group: Pre-Stormwater Investment Plan and Load Reduction Strategy
- Scientific Study to Support Protection of Human Health through Targeted Reduction of Bacteriological Pollution

#### **February (Joint Meeting with Water Committee)**

- Working Proposal of the Regional Phase 1 Municipal Separate Storm Sewer System (MS4) NPDES Permit
- State Water Resources Control Board Draft Order

**City Managers' Steering Committee**

	2019						2020					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Arcadia		✓	✓	✓	✓		✓					
Alhambra		✓	✓	✓	✓	✓						
Azusa		✓	✓	✓	✓	✓	✓					
Baldwin Park		✓	✓	✓	✓	✓	✓					
Covina		✓	✓	✓								
Diamond Bar							✓					
Duarte		✓	✓									
El Monte		✓		✓								
Glendora		✓		✓		✓						
La Canada Flintridge		✓			✓	✓	✓					
La Verne		✓	✓	✓	✓	✓	✓					
Monrovia		✓										
Monterey Park		✓	✓		✓							
Pomona		✓	✓	✓		✓						
Rosemead				✓	✓							
San Marino		✓	✓	✓	✓	✓						
Temple City		✓	✓		✓	✓						

**Agenda Topics**

**August**

- Gold Line Funding Allocation
- Homelessness Discussion Supervisor Barger

**September**

- Metro Commuter Ordinance
- SGV Regional Housing Trust

**October**

- Process Study Recap
- Vector Control Regionwide Pool Ordinance

**November**

- State Homeless Funding and Measure H Innovation Fund Allocations
- Regional Housing Trust Fund Setup

**December**

- Regional Housing Trust Fund Setup

**January**

- Regional Housing Trust Fund Joint Powers Agreement and Board Selection Process

**Planning TAC**

	2019						2020					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Alhambra		✓	✓	✓		✓	✓					
Arcadia		✓				✓						
Azusa			✓			✓	✓					
Baldwin Park		✓	✓	✓		✓	✓					
Claremont			✓	✓		✓	✓					
Covina		✓	✓	✓								
Diamond Bar		✓		✓		✓						
Duarte		✓	✓	✓		✓	✓					
El Monte		✓		✓		✓	✓					
Glendora		✓	✓	✓		✓	✓					
Irwindale			✓	✓			✓					
La Verne		✓		✓			✓					
Monrovia		✓		✓		✓	✓					
Montebello												
Monterey Park						✓						
Rosemead		✓				✓						
San Dimas		✓	✓	✓		✓	✓					
San Gabriel		✓	✓			✓	✓					
Sierra Madre		✓	✓	✓		✓	✓					
South El Monte		✓		✓		✓						
South Pasadena												
Temple City		✓	✓	✓		✓						
West Covina		✓	✓			✓	✓					
L.A. County DRP		✓	✓	✓		✓	✓					

**Agenda Topics**

**July (Dark)**

**August**

- Executive Order N-06-19 (Affordable Housing Development)
- Proposed RHNA Allocation Methodologies

**September**

- Gold Line Phase 2B First/Last Mile Briefing
- East San Gabriel Valley Active Transportation Plan

**October**

- Arrow Highway Specific Plan
- SB 2 Planning Grants Overview and Discussion

**November (Dark)**

**December**

- 2019 Housing Legislative Updates
- SB 743 Implementation & San Gabriel Valley Regional Transportation Analysis Model

**January**

- Metro Countywide Traffic Reduction Study

**Public Works TAC Attendance**

	2019						2020					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Arcadia				✓	✓		✓					
Azusa	✓		✓	✓	✓		✓					
Baldwin Park					✓							
Claremont					✓							
Diamond Bar	✓		✓	✓	✓		✓	✓				
El Monte	✓				✓		✓					
Glendora												
Industry			✓	✓	✓		✓	✓				
Irwindale	✓		✓	✓	✓		✓					
La Verne	✓		✓	✓	✓		✓					
Monrovia	✓											
Monterey Park			✓	✓			✓					
Pomona	✓			✓	✓							
San Dimas	✓		✓	✓	✓		✓					
San Gabriel				✓			✓					
San Marino												
South El Monte			✓	✓	✓							
South Pasadena				✓			✓					
Temple City			✓	✓	✓		✓	✓				
West Covina												
LA County DPW	✓		✓	✓	✓		✓	✓				

**Agenda Topics**

**July**

- Southern California Edison's EV-Ready Communities Paper
- Regionwide Swimming Pool Ordinance

**August (Dark)**

**September**

- San Gabriel Valley Regional Bikeshare Program
- Statewide Energy Efficiency Collaborative Resources for Local Governments
- I-605 Corridor Aesthetics Master Plan

**October**

- Appointment of Representatives to Metro TAC
- SB 901 Utility Wildfire Mitigation Plan
- Safe Clean Water Program Overview and Updates

**November**

- Solid Waste Legislation Review and Updates
- Job Order Contracting
- SB 743 Implementation & San Gabriel Valley Regional Transportation Analysis Modal

**December (Dark)**

**January**

- South Bay Fiber Network
- Effective Public Outreach Strategies for Public Works Projects

**February**

- ACE Construction Site Tours



# REPORT

DATE: February 20, 2020  
TO: Governing Board Delegates and Alternates  
FROM: Marisa Creter, Executive Director  
RE: **COMMITTEE/TAC APPOINTMENTS**

## **RECOMMENDED ACTION**

Appoint the following members to standing SGVCOG Policy Committees, Technical Advisory Committees:

- Public Works TAC: City of Rosemead
- Capital Projects and Construction Committee Central District Appointment: Jerry Velasco, City of El Monte.

## **BACKGROUND**

The SGVCOG Bylaws provide for the creation of technical advisory committees (TACs) and policy committees to provide technical support and policy recommendations to the Governing Board. There are currently 5 policy committees (Transportation; Energy, Environment, and Natural Resources (EENR); Water; Homelessness and Capital Projects and Construction) and 4 TACs: the City Managers' TAC, the Planning TAC, the Transportation TAC and the Public Works TAC. The Bylaws also provide for the creation of a City Managers' Steering Committee, to aid and support to the full City Managers' TAC, the Governing Board, and/or the Executive Committee. The SGVCOG Bylaws allow for the creation of additional TACs and policy committees as needed. Additionally, the SGVCOG approves various appointments at partner agencies.

## **APPOINTMENTS**

Individuals that were interested in being appointed to any of the SGVCOG's committees/TACs are outlined in Table 1. In February, the City of Rosemead requested to be a member of the Public Works TAC. Also, a call for nominations was held in January to solicit interest in the appointment of the Central District representative for the Capital Projects and Construction Committee. Only one application of interest was received by Councilmember Jerry Velasco from the City of El Monte. The appointment term will be through June 30, 2021.

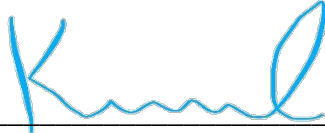
<b><u>SGVCOG Committees and TACs</u></b>	
Public Works TAC	<ul style="list-style-type: none"><li>• City of Rosemead</li></ul>
Capital Projects and Construction Committee	<ul style="list-style-type: none"><li>• Central District: Jerry Velasco, City of El Monte.</li></ul>

**Table 1. SGVCOG Appointments**

# REPORT

---

Prepared by:



Katie Ward  
Senior Management Analyst

Approved by:



Marisa Creter  
Executive Director

# REPORT

---

DATE: February 20, 2020

TO: Executive Committee  
Governing Board

FROM: Marisa Creter, Executive Director

RE: **FY 2019-2020 1ST QUARTER FINANCIAL REPORT / TREASURER'S REPORT**

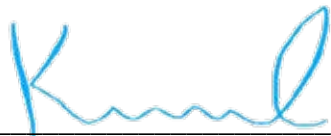
## **RECOMMENDED ACTION**

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 (CLA). Renee Graves from CLA presented this report to the Executive Committee on February 3.

Prepared by: \_\_\_\_\_



Katie Ward  
Senior Management Analyst

Approved by: \_\_\_\_\_



Marisa Creter  
Executive Director

## **ATTACHMENTS**

Attachment A – FY 2019-2020 1st Quarter Financial Report/Treasurer's Report

**Attachment A**

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

**Quarterly Report Ended September 30, 2019**

## Table of Contents

I.	Executive Summary .....	1
II.	Background and Scope of Engagement .....	5
A.	Engagement Background and Objectives .....	5
B.	Professional Standards .....	5
C.	Scope of Engagement .....	5
D.	General Disclosures .....	6
E.	Background Information.....	6
F.	Acronyms Used.....	7
III.	Review of identified areas for ACE .....	8
A.	Review of Investments and Cash Balances .....	8
B.	Review of Information Provided by ACE.....	8
IV.	Review of identified areas for COG .....	9
A.	Review of Cash Balances, including LAIF .....	9
B.	Review of First Quarter 2020 Reports .....	9
V.	List of Exhibits.....	12

## 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 contact with 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, 2019. 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, 2019. 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 \$43,627,863 does not include unrealized gains of \$49,060. The amount on the *Fixed Income Investments Portfolio* report was verified against the Citizens Trust investment statement balance of \$43,676,923 for the period ending September 30, 2019. 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 2019. The amounts reported as current book value and market value on the September 30, 2019 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, 2019.

### **Review of ACE 1st Quarter 2020 Reports**

Expenditures vs. Reimbursements (Exhibit V): Approximately 99% of ACE's Income-to-Date (ITD) Expenditures have been reimbursed, an increase of 3% from the 96% reimbursement rate at the prior quarter ended June 30, 2019.

The remaining receivables total \$19,875,473 of which \$17,872,628 or 90%, 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 2019. Cash increased by 22.7%. The increase can be attributed to the decrease in receivables, increase in investments and decrease in accounts payable from the prior quarter.

Other receivables, surplus property and deferred costs remained relatively flat; the 2020 Q1 balance is \$17.124m while the 2019 Q4 balance was \$16.574m.

Treasury/Banking Investments (Exhibit VII): Report amounts were agreed to the trial balance. Below is a summary of changes from 2020 Q1 balance to the 2019 Q4 balance.

		<b>Q1</b> <b>9.30.2019</b>	<b>Q4</b> <b>6.30.2019</b>	<b>%</b> <b>Increase/ (Decrease)</b>
Cash		\$24,554,249	\$20,017,881	22.7%
Investments		\$45,287,302	\$28,563,460	58.5%
Receivables		\$19,875,473	\$49,051,439	-59.5%
Other Receivables, Surplus Property and Deferred Costs		\$17,124,415	\$16,574,658	3.3%
Liabilities		\$93,459,146	\$100,835,722	-7.3%
Fund Balance before PERS Liability		\$13,382,293	\$13,371,716	0.1%

### **Review of COG Cash Balances, including LAIF**

CLA was provided a Comparative Summary Balance Sheet for 2020 Q1 and 2019 Q4. Cash balances and Local Agency Investment Fund (LAIF) were verified with the Citizens Business Bank account statements for the period ended September 30, 2019 and the LAIF statement as of September 2019. Overall, COG's cash and cash equivalents increased 135% since prior quarter (2019 Q4) from \$1,471,828 to \$3,451,888 for the period ended September 30, 2019.

		<b>Q1</b> <b>9.30.2019</b>	<b>Q4</b> <b>6.30.2019</b>	<b>%</b> <b>Increase/ (Decrease)</b>
Cash		\$3,451,888	\$1,471,828	134.5%
Receivables		\$799,646	\$1,536,965	-48.0%
Prepays and Deferrals		\$153,769	\$160,774	-4.4%
Liabilities		\$3,169,586	\$1,948,440	62.7%
Net Position, End of Period		\$1,235,717	\$1,221,127	1.2%

COG's bank account reconciliations and coordinating bank statements were reviewed and corroborated with the trial balance for the quarter ended September 30, 2019.

### **Review of COG 1st Quarter 2020 Reports**

All balances on the Comparative Summary Balance Sheet as of September 30, 2019 were verified against the period trial balance as of September 30, 2019. The Grants Receivable Aging Detail report as of September 2019 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.



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 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, Maritza Ramos, occurred to clarify the scope of the engagement for the quarter ending September 30, 2019. The following areas were agreed to regarding 1<sup>st</sup> Quarter 2020 Reports prepared as of September 30, 2019.

#### ACE

1. Investments and Cash Balances
2. Review the 1<sup>st</sup> Quarter 2020 Report as of September 30, 2019
2. Information reported in the Quarterly Report reconciles to the general ledger

#### COG

1. Cash Balances, including LAIF
2. Review the 1<sup>st</sup> Quarter 2020 Report as of September 30, 2019
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, 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 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 two 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, 2019 Fixed Income Investments Portfolio report was verified with the Citizens Trust statement for the period of September 1, 2019 through September 30, 2019 and the LAIF statements as of September 30, 2019. The amounts reported as the market value and the current book value on the September 30, 2019 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 fiscal year ending September 30, 2019 are:

- Trial balance amount of \$42,341,977 is offset by a “change in market value” account balance of \$1,285,886 for a balance of \$43,627,863.
- Book value and market value per Citizens Trust Investment Statement is \$43,627,863 and \$43,676,923, respectively. Unrealized gains of \$49,060 are not reflected in the 2020 Q1 reports.
- Exhibit VII Treasury/ Banking Investments Report amount of \$43,627,863.

#### B. Review of Information Provided by ACE

Exhibit V ACE Expenditures vs. Reimbursements and Exhibit VII Treasury/ Banking Investments reports as of September 30, 2019 were obtained and verified against the preliminary trial balance as of September 30, 2019.

##### Exhibit V ACE Expenditures vs. Reimbursements Report

Amounts shown under the reimbursement status for the categories of 1) *Current/ 30 days or less* with no balance; 2) *Aged Receivable* with no balance; 3) *To be billed* of \$17.873m; and 4) *MTA retention* of \$2.003m 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, prepaids, surplus property and deferred costs* at the gross aggregate amount of \$17.12m from approximately 13 separate accounts, the most significant accounts

being Surplus Property of \$11.1m. The applicable balances for the quarter ending September 30, 2019 are as shown herein.

Other receivables	\$ 390,508
Notes receivable	150,000
Unbilled receivables	2,018,622
Prepaid expenses	187,518
Surplus property	11,092,243
Due from COG	1,370,294
Deferred costs - indirect	3,201,116
Unrealized change in investments	(1,285,886)
	<u>\$ 17,124,415</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 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 on the September 30, 2019 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, 2019 Bank and LAIF balances reported on the Comparative Summary Balance Sheet were verified against each Citizens Business Bank statement and LAIF statement as of September 30, 2019.

##### B. Review of First Quarter 2020 Reports

As of September 30, 2019, 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, 2019. 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 \$428,769. As reported by ACE's Director of Finance, \$44,105 was collected subsequent to the September 30 quarter end; the amount collected pertains to 91+ days aged receivable balances. The most significant

receivable is \$257,645 (aged 60-90 days) from various cities for the CIM and EWM Programs as of September 2019. Management believes that all amounts are reasonably expected to be collected. The aged receivable balance is as shown herein.

Aged 30 days	\$	17,814	4.2%
Aged 31-60 days		23,474	5.5%
Aged 61-90 days		282,096	65.8%
Aged 91+ days		105,385	24.6%
	\$	<u>428,769</u>	

The balance of the remaining receivables of \$384,664 as of the date of this report is an increase compared to the amount of remaining receivables in the prior year fourth quarter report of \$195,645.

#### 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 2019 to September 2019 totaled \$18,060. During the quarter, \$5,260 was expended on meetings and travel, a 27% increase from last year's Q1 meetings and travel spending of \$4,143.

Quarterly purchases by credit card compared to the prior year quarter is shown herein.

	<u>Q1</u>	<u>Q1</u>
	<u>9.30.2019</u>	<u>09.30.2018</u>
Bike Share	\$ 109	\$ -
Dues & Subscriptions	16	-
Energy Wise - Gas Co	166	583
Energy Wise - SCE	250	875
General Assembly Event	-	2,000
Homelessness Program	300	2,710
Interco due from ACE	7,562	-
Meetings/Travel	3,780	3,150
Meetings/Travel - Board	1,480	993
Office Supplies	458	1,109
Open Streets - El Monte	1,670	-
Postage	55	145
Postage - Board	66	67
Prepaid expenses	947	788
Staff Training	-	1,732
Utilities	861	975
Webpage/ Software Services	340	591
	<u>\$ 18,060</u>	<u>\$ 15,718</u>

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

### Budget to Actual Comparison Report

#### *Budget v. Actual*

COG had total year-to-date expenses totaling 12% of the 2020 fiscal budget, ending the quarter with a \$14,591 net income. Member Dues comprise approximately 88% of the operating revenue for 2020 Q1. As of September 30, 25% of total Member Dues revenue budgeted for the 2020 fiscal year has been recognized.

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

	Q1 Actual 2019-20 (Operating)	FY 2019 Revised Budget 2019-20	Year-To-Date % of Budget 2019-20	Q1 Actual 2019-20 (Non-Capital Projects)	FY 2019 Revised Budget 2019-20	Year-To-Date % of Budget 2019-20
Membership Dues	\$ 196,577	\$ 779,898	25%	-	-	0%
Sponsorships	-	-	0%	-	-	0%
Hero Program	653	3,200	20%	-	-	0%
Transportation Administration (Local)	25,363	101,569		-	-	0%
Interest	29	1,000	3%	-	-	0%
Grants & Special Projects	-	-	0%	97,502	1,644,789	6%
<b>Total Revenue</b>	<b>\$ 222,622</b>	<b>\$ 885,667</b>	<b>25%</b>	<b>\$ 97,502</b>	<b>\$ 1,644,789</b>	<b>6%</b>
Personnel	\$ 111,197	\$ 395,946	28%	252	131,982	0%
Committee & Employee Expenses	15,164	61,060	25%	-	11,140	0%
Professional Services	25,397	285,656	9%	34,070	20,617	165%
Other Expenses	33,884	96,499	35%	-	35,801	0%
<b>Total Indirect Expenses</b>	<b>\$ 185,642</b>	<b>\$ 839,161</b>	<b>22%</b>	<b>\$ 34,322</b>	<b>\$ 199,540</b>	<b>17%</b>
Personnel	\$ -	\$ -	0%	72,694	227,460	32%
Program Management	-	-	0%	12,875	1,217,789	1%
<b>Total Direct Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>85,569</b>	<b>1,445,249</b>	<b>6%</b>
<b>Total Expenditures</b>	<b>185,642</b>	<b>839,161</b>	<b>22%</b>	<b>119,891</b>	<b>1,644,789</b>	<b>7%</b>
<b>Net Income (Loss)</b>	<b>\$ 36,980</b>	<b>\$ 46,506</b>	<b>N/A</b>	<b>(22,389)</b>	<b>-</b>	<b>N/A</b>



**V. List of Exhibits**

ACE – Exhibit V – Expenditures vs. Reimbursements as of September 30, 2019

ACE – Exhibit VII – Treasury/ Banking Investments, Investments Portfolio and  
Summary as of September 30, 2019

COG –2020 1st Quarter Reports as of September 30, 2019 – Comparative  
Summary Balance Sheet, Grants Receivable Aging Detail, CitiCard  
Charges and Budget Report

**Exhibit VII - Condensed Balance Sheet**

	<u>09.30.2019</u>	<u>Change</u>	<u>06.30.2019</u>
<b><u>Cash on hand</u></b>			
Operating Account	\$ 2,521,798	\$ 8,387,877	\$ (5,866,078)
Money Market Account (2)	14,272,570	(3,861,492)	18,134,062
Money Market (UPRR Contributions)	7,759,881	9,984	7,749,897
<b>Total cash on hand</b>	<u>24,554,249</u>	<u>4,536,369</u>	<u>20,017,881</u>
<b><u>Investments</u></b>			
LAIF	1,659,439	10,537	1,648,902
CBT - Fixed Income at cost	43,627,863	16,713,305	26,914,558
<b>Total investments</b>	<u>45,287,302</u>	<u>16,723,842</u>	<u>28,563,460</u>
<b><u>Current - 30 days or less</u></b>	-	(31,701,002)	31,701,002
<b><u>Aged Receivable</u></b>	-	(2,070,123)	2,070,123
<b><u>To Be Billed</u></b>	17,872,628	4,595,158	13,277,469
<b><u>MTA Retention</u></b>	2,002,845	-	2,002,845
<b>Total Exhibit V</b>	<u>19,875,473</u>	<u>(29,175,966)</u>	<u>49,051,439</u>
Other receivables, unsold surplus properties, and deferred costs	17,124,415	549,756	16,574,659
<b>Total Cash, Cash Equivalents &amp; Receivables</b>	<u>106,841,439</u>	<u>(7,366,000)</u>	<u>114,207,439</u>
<b><u>Liabilities</u></b>			
Payables & other Accruals	4,365,461	(6,972,947)	11,338,408
Unearned revenues	44,093,685 (a.)	(403,629)	44,497,315
MTA Working Capital Loan	45,000,000	-	45,000,000
<b>Total liabilities</b>	<u>93,459,146</u>	<u>(7,376,577)</u>	<u>100,835,722</u>
<b><u>Fund balance</u></b>			
Resources net of actual liabilities	13,382,293	10,576	13,371,716
Less estimated:			
CalPERS - Hypothetical termination liability	6,347,036 (b.)	-	6,347,036
<b>Resources net of estimated liabilities</b>	<u>\$ 7,035,257 (c.)</u>	<u>\$ 10,576</u>	<u>\$ 7,024,680</u>

- 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 06/30/2018 hypothetical termination liability and effect of prior year's deficiency of expenses over revenues

## Exhibit V - Expenditures vs. Reimbursements as of September 30, 2019

Projects	Reimbursement Status (\$ 000)					
	ITD Expenditures	Received	Current / 30 Days or less	Aged Receivable	To Be Billed	MTA Retention
At Grade Crossing	\$ 3,793	\$ 3,526	\$ -	\$ -	\$ 258	\$ 9
Durfee	37,460	35,264	-	-	1,862	334
Fairway Drive	118,862	117,586	-	-	1,103	173
Fairway-Lemon Betterment	21,894	19,000	-	-	2,894	-
Fullerton	79,046	74,620	-	-	3,957	469
Montebello	19,333	18,057	-	-	1,236	40
Maple Ave.	579	559	-	-	18	2
Montebello At Grade	196	185	-	-	11	1
Nogales (LA)	119,646	115,624	-	-	3,562	460
Puente Ave.	88,294	87,800	-	-	400	94
SG Trench	292,982	291,865	-	-	1,071	46
Temple	94,722	94,503	-	-	-	219
Turnbull Cyn.	5,490	3,938	-	-	1,397	154
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	\$ 1,337,895	\$ 1,318,125	-	-	17,768	2,003
Project Administration	9,031	8,901	-	-	130	-
Total ACE	1,346,926	1,327,026	-	-	17,898	2,003
<b>Non-Grade Separation</b>						
Rio Hondo	234	232	-	-	2	-
57/60 Project	103	-	-	-	103	-
	1,347,263	1,327,259	-	-	18,003	2,003

**ALAMEDA CORRIDOR - EAST CONSTRUCTION PROJECT**  
**Asset Allocation**  
**As of September 30, 2019**

Deposit/ Investment Amount 09.30.19	% of Invest- ments	Bank Deposits	Maximum Maturity	Maximum Percent of Portfolio	Maximum Investment in One Issuer
		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:			
\$ 2,521,798		Checking Account			
22,032,451		Money Market Accounts (3) *			
24,554,249		Total Deposits			
		<b>Permitted Investments **</b>			
29,476,267	65.09%	Government Securities (1.00 - 5.00 years)	5 years	50%	15%<=
7,924,003	17.50%	Corporate Bonds (1.30 - 4.99 years)	5 years	30%	10%<=
1,090,161	2.41%	Gov't Mortgages (4.13 - 4.80 years)	5 years	15%	None stated
347,455	0.77%	Municipals (1.94 - 4.27 years)	None stated	None stated	None stated
2,432,993	5.37%	CDs (3.50 - 5.00 years)	5 years	30%	10%<=
2,356,984	5.20%	Cash and Cash Equivalents	None stated	None stated	None stated
43,627,863	96.34%	Subtotal Investments - Book value *			
1,659,439	3.66%	State's Local Agency Investment Fund	None stated	None stated	None stated
45,287,302	100.00%	Total Investments			
\$ 69,841,551		<b>Total</b>			

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

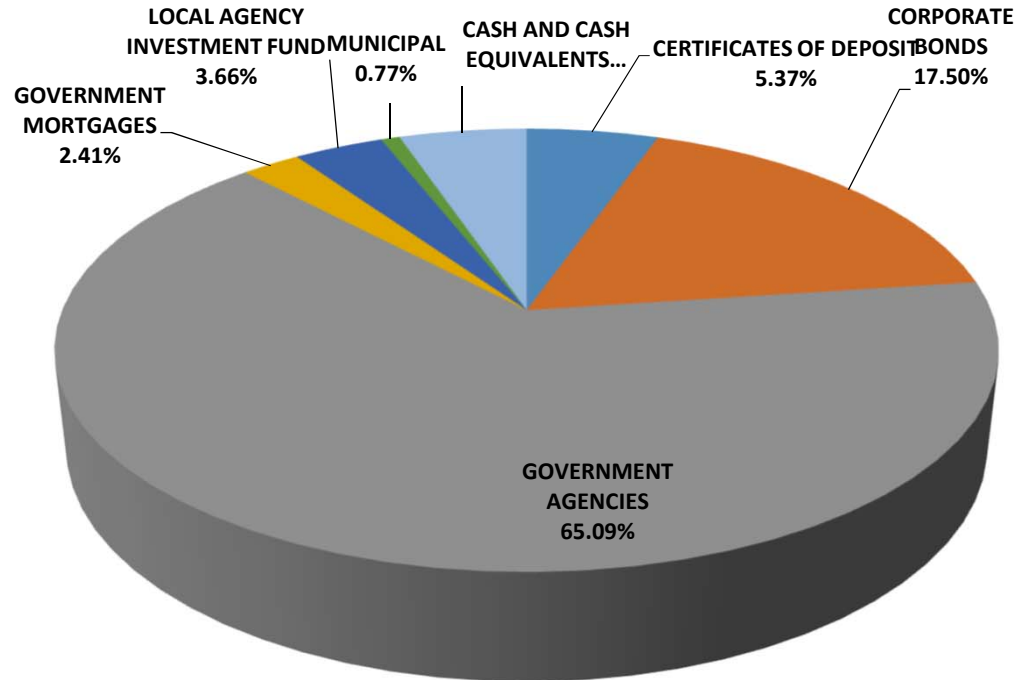
\*\* Complies with SGVCOG Investment Policy



**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	2,433,000	2,432,993	2,430,420	99.89%
CORPORATE BONDS	7,908,000	7,924,003	7,958,247	100.43%
GOVERNMENT AGENCIES	29,560,715	29,476,267	29,567,578	100.31%
GOVERNMENT MORTGAGES	988,363	1,090,161	1,010,919	92.73%
LOCAL AGENCY INVESTMENT FUND	1,659,439	1,659,439	1,659,439	100.00%
MUNICIPALS	350,000	347,455	352,775	101.53%
CASH AND CASH EQUIVALENTS	2,356,984	2,356,984	2,356,984	100.00%
<b>Totals (Dollars)</b>	<b>45,256,500</b>	<b>45,287,302</b>	<b>45,336,361</b>	<b>100.11%</b>



**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			
3130AGZ57	Federal Home Loan Bank	2.13	2.147	9/17/2019	11/26/2021	99.954	1,500,000	1,499,310	1,499,775			
3130ABJW7	Federal Home Loan Bank	2.55	2.550	9/27/2019	6/27/2024	100.001	350,000	350,004	249,965			
3130AH4N0	Federal Home Loan Bank	2.02	2.015	9/19/2019	9/18/2020	100.005	200,000	200,010	200,000			
3130AGZEB	Federal Home Loan Bank	2.05	2.207	9/5/2019	2/26/2021	99.773	3,000,000	2,993,190	3,000,000			
3130AH2K8	Federal Home Loan Bank	2.05	2.048	9/10/2019	9/10/2020	100.002	1,000,000	1,000,020	1,000,000			
3130AGXV2	Federal Home Loan Bank	2.07	2.118	9/6/2019	8/26/2021	99.908	7,495,000	7,488,105	7,495,000			
3130A8EN9	Federal Home Loan Bank	1.64	1.795	6/14/2016	6/14/2021	99.260	100,000	99,260	100,000			
3130A8NT6	Federal Home Loan Bank	1.48	1.613	7/28/2016	7/13/2021	99.367	200,000	198,734	200,000			
3130A9GS4	Federal Home Loan Bank	1.70	1.740	10/12/2016	10/12/2021	99.808	600,000	598,848	600,000			
3130AAZS6	Federal Home Loan Bank	1.80	1.862	11/30/2016	11/26/2021	99.708	300,000	299,124	299,727			
3130AGUE3	Federal Home Loan Bank	2.20	2.194	8/5/2019	8/5/2020	100.006	1,000,000	1,000,060	1,000,000			
3133EKJ98	Federal Farm Credit Bank	2.08	2.227	9/5/2019	12/5/2022	99.542	1,000,000	995,420	999,650			
3133EFZ91	Federal Farm Credit Bank	1.62	1.761	4/12/2016	4/12/2021	99.329	500,000	496,645	499,545			
3133EJZ99	Federal Farm Credit Bank	2.75	2.198	12/14/2018	12/14/2020	101.076	200,000	202,152	199,724			
3134GUAT7	Freddie Mac	2.08	2.076	9/13/2019	9/6/2022	100.012	500,000	500,060	500,000			
3134GUBA7	Freddie Mac	2.25	2.250	9/25/2019	9/16/2024	100.000	500,000	500,000	499,970			
3134GT4Q3	Freddie Mac	2.15	2.150	9/12/2019	9/6/2022	99.999	600,000	599,994	600,000			
3134G93Q8	Freddie Mac	1.68	1.746	8/25/2016	8/25/2021	99.687	400,000	398,748	400,000			
3134G95L7	Freddie Mac	1.60	1.735	8/25/2016	8/25/2021	99.357	700,000	695,499	700,000			
3134GAEE0	Freddie Mac	1.50	1.607	9/30/2016	3/30/2021	99.537	1,000,000	995,370	999,480			
3134GAHK3	Freddie Mac	1.60	1.691	9/30/2016	9/30/2021	99.563	800,000	796,504	799,480			
3134GARB2	Freddie Mac	1.60	1.693	10/27/2016	10/27/2021	99.555	300,000	298,665	300,000			
3134GAZR8	Freddie Mac	2.05	2.042	12/30/2016	12/30/2021	100.037	200,000	200,074	200,000			
3134GBUJ9	Freddie Mac	2.15	2.129	6/29/2017	6/29/2022	100.099	500,000	500,495	500,000			
3134GTWT6	Freddie Mac	2.55	2.550	7/8/2019	7/1/2024	100.000	500,000	500,000	500,000			
3134GB3D2	Freddie Mac FHLMC	2.20	2.183	11/29/2017	5/25/2022	100.071	500,000	500,355	500,000			
3137B04Y7	FHLMC Series KSMC Class	2.62	2.173	9/19/2018	1/25/2023	101.825	680,000	692,413	664,063			
3137B04Y7	Fannie Mae Pool AM2508	2.37	2.089	9/14/2018	3/1/2023	101.192	150,000	151,788	145,008			
3138L7GY6	Fannie Mae Pool AM6514	3.26	2.044	9/10/2019	9/1/2024	105.733	313,509	331,482	331,633			
3138EJNY0	Fannie Mae Pool AL2206	3.73	2.451	9/18/2019	7/1/2022	103.418	302,206	312,536	309,290			
3134GBF56	Freddie Mac	2.00	1.982	5/31/2018	9/21/2022	100.076	170,000	170,129	165,785			
3134GTNB5	Freddie Mac	2.70	2.624	5/28/2019	5/28/2024	100.356	100,000	100,356	99,950			
3135G0N66	Fannie Mae	1.40	1.509	8/25/2016	8/25/2021	99.476	400,000	397,904	400,000			
3136G1C98	Fannie Mae	1.42	1.468	5/11/2016	2/5/2020	99.826	150,000	149,739	150,227			
3136G35G6	Fannie Mae	1.55	1.623	9/23/2016	9/23/2021	99.652	1,000,000	999,520	999,720			
3136G37G4	Fannie Mae	1.60	1.657	9/30/2016	9/30/2021	99.729	900,000	897,561	899,487			
3136G4GF4	Fannie Mae	1.55	1.627	10/31/2016	10/28/2021	99.634	200,000	199,268	200,000			
3136G3XZ3	Fannie Mae	1.50	1.621	7/28/2016	7/28/2021	99.419	300,000	298,257	300,000			
3136G4EV1	Fannie Mae	1.63	1.668	10/28/2016	10/28/2021	99.794	250,000	249,485	249,898			
3136G3C78	Fannie Mae	1.55	1.611	7/28/2016	7/28/2021	99.710	200,000	199,420	200,000			
880591EL2	Tenn Valley Authority DTD	3.88	3.186	9/19/2016	2/15/2021	102.815	500,000	514,075	518,892			
<b>65.09% Government Securities (1.00 - 5.00 years)</b>							<b>29,560,715</b>	<b>29,567,578</b>	<b>29,476,267</b>			
87164YML5	Synchrony Bank DTD	1.55	1.622	6/29/2016	6/29/2021	99.656	250,000	249,140	249,463			
140420QF0	Capital One Bank USA	2.15	2.148	7/7/2015	10/16/2019	100.008	163,000	163,013	163,116			
02587DWK0	American Expr Centurion	2.20	2.193	7/1/2015	11/29/2019	100.029	170,000	170,049	170,158			
05580ACZ5	BMW Bk North. America DTD	2.20	2.105	10/8/2015	9/30/2020	100.447	250,000	251,118	249,950			
140420F21	Capital One Bank	1.65	1.791	9/14/2016	9/14/2021	99.330	250,000	248,325	250,000			
140420YS3	Capital One Bank Medium	1.60	1.633	5/4/2016	5/4/2021	99.843	250,000	249,608	250,238			
619165GX5	Morton Community Bank	1.60	1.643	12/16/2016	6/16/2020	99.854	200,000	199,708	200,000			
14042RAR2	Capital One NA Medium	2.20	2.104	10/8/2015	10/7/2020	100.453	200,000	200,906	199,230			
254672W20	Discover Bank DTD	1.85	1.835	12/14/2016	12/14/2020	100.058	200,000	200,116	200,000			
9497485W3	Wells Fargo Bank CD	1.75	1.821	6/17/2016	6/17/2021	99.663	250,000	249,158	250,839			
949763AZ9	Wells Fargo Bank	1.65	1.710	9/14/2016	9/14/2021	99.712	250,000	249,280	250,000			
<b>5.37% CDs (3.50 - 5.00 years)</b>							<b>2,433,000</b>	<b>2,430,420</b>	<b>2,432,993</b>			
713448BN7	PepsiCo Inc	4.50	2.719	1/29/2015	1/15/2020	108.220	100,000	108,220	101,286			
94988J5L7	Wells Fargo Bank NA	2.40	2.331	9/28/2018	1/15/2020	100.088	250,000	250,220	249,253			
291011BC7	Emerson Electric Co	4.25	3.111	9/28/2018	11/15/2020	102.335	280,000	286,538	284,445			
911312AMB	United Parcel Service DTD	3.13	2.827	6/10/2016	1/15/2021	101.278	185,000	187,364	189,237			
440452AE0	Hormel Foods Corp	4.13	3.467	1/31/2017	4/15/2021	102.556	500,000	512,780	517,216			
14912L6U0	Caterpillar Financial Serv Corp	1.70	1.793	9/9/2016	8/9/2021	99.566	1,746,000	1,738,422	1,738,545			
02665WBG5	American Honda Finance	1.70	1.793	9/15/2016	9/9/2021	99.557	1,400,000	1,393,798	1,392,034			
06406RAA5	Bank of NY Mellon Corp	2.60	2.255	10/18/2017	2/7/2022	101.410	1,011,000	1,025,255	1,018,079			
166764AT7	Chevron	2.41	2.146	7/26/2017	3/3/2022	101.155	370,000	374,274	372,072			
244199BE4	Deere & Co	2.60	2.238	7/26/2017	6/8/2022	101.660	150,000	152,490	151,854			
037833DC1	Apple Inc	2.10	1.914	9/25/2018	9/12/2022	100.707	500,000	503,535	484,252			
69371RN93	PACCAR Financial Corp	2.80	1.962	9/12/2019	3/1/2021	101.207	300,000	303,621	303,483			
05531FBJ1	BB&T Corporation	2.20	2.218	9/16/2019	3/16/2023	99.941	1,000,000	999,410	999,260			
68389XAU9	Oracle Corporation DTD	3.40	2.205	9/10/2019	7/8/2024	105.448	116,000	122,320	122,987			
<b>17.50% Corporate Bonds (1.30 - 4.99 years)</b>							<b>100.635</b>	<b>7,908,000</b>	<b>7,958,247</b>	<b>7,924,003</b>		
31407RTU8	Fannie Mae Pool #838563	5.00	4.214	4/29/2016	10/1/2020	103.146	16,535	17,055	17,558			
3137A6B27	Freddie Mac	4.33	3.859	9/7/2016	10/25/2020	101.795	154,220	156,988	170,365			
3137A8PP7	Freddie Mac	4.19	3.698	9/7/2016	12/25/2020	101.925	321,608	327,797	355,226			
3137ABFH9	Freddie Mac	3.99	3.389	9/7/2016	6/25/2021	102.637	496,000	509,079	547,013			
<b>2.41% Gov't Mortgages (4.13 - 4.80 years)</b>							<b>102.282</b>	<b>988,363</b>	<b>1,010,919</b>	<b>1,090,161</b>		
13066YTZ2	California State Dept of Water Resources PWF	2.00	1.848	1/22/2018	5/1/2022	100.622	150,000	150,933	147,378			
13063DFZ6	California State Dept of Water Resources PWF	2.60	2.394	4/25/2018	4/1/2020	100.387	100,000	100,387	100,073			
13063DGA0	California State Dept of Water Resources PWF	2.80	2.285	4/25/2018	4/1/2021	101.455	100,000	101,455	100,003			
<b>0.77% Municipals (1.94 - 4.27 years)</b>							<b>100.793</b>	<b>350,000</b>	<b>352,775</b>	<b>347,455</b>		
31607A208	Fidelity Prime Mon Mar-Ins	1.00		10/7/2015		100.000	2,356,984	2,356,984	2,356,984			
<b>5.20% Cash and Cash Equivalents</b>								<b>2,356,984</b>	<b>2,356,984</b>	<b>2,356,984</b>		
<b>TOTAL (Dollars)</b>							<b>\$</b>	<b>43,597,061</b>	<b>\$</b>	<b>43,676,923</b>	<b>\$</b>	<b>43,677,863</b>

**SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS**

Comparative Summary Balance Sheet

As of September 30, 2019

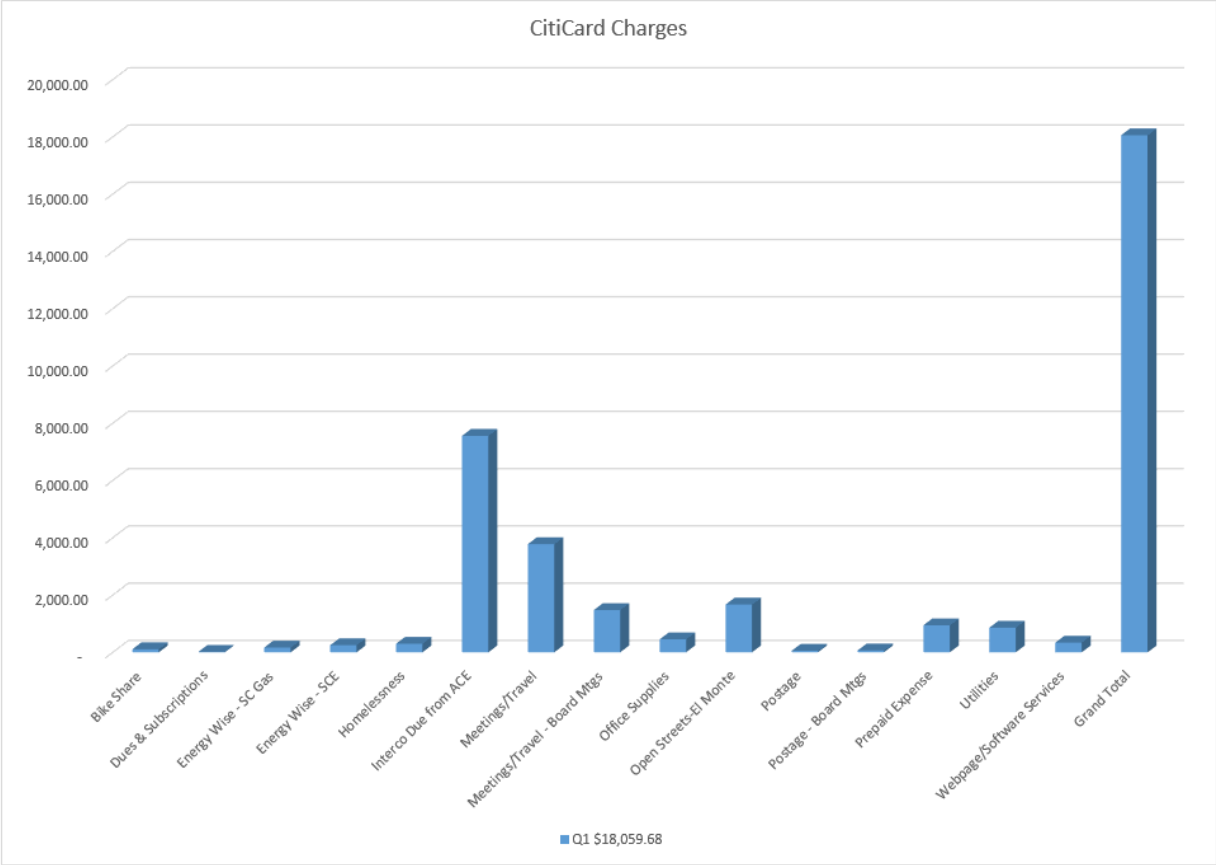
	<b>09.30.2019</b>	Change	06.30.19
CBB - Checking	\$ 3,099,859	\$ 1,978,512	\$ 1,121,348
CBB- 242-034-325 CD	55,688	14	55,673
CBB - 2766 Savings	1,591	0	1,591
CBB -242-034-953 CD	54,920	14	54,906
Petty Cash	400	-	400
LAIF	239,345	1,520	237,825
LAIF Maket Value	86	-	86
	<u>3,451,888</u>	<u>1,980,060</u>	<u>1,471,828</u>
Cash and equivalents			
Member Receivable	81,076	81,076	-
Grants/Contracts Receivable	428,769	(913,849)	1,342,618
Sponsorships Receivable	-	-	-
Rental Deposit Receivable	5,489	-	5,489
Unbilled Grant Receivable	121,466	25,226	96,240
Receivables - other	162,846	70,228	92,618
	<u>799,646</u>	<u>(737,318)</u>	<u>1,536,965</u>
Receivables			
Prepays and deferrals	153,769	(7,006)	160,775
	<u>4,405,303</u>	<u>1,235,736</u>	<u>3,169,567</u>
Total assets			
Accounts Payable	-	(43,241)	43,241
Citi Bank Card	4,957	(131)	5,088
Payroll Payable	(4)	(12,611)	12,607
Accrued Vacation	32,459	(2,517)	34,976
Unearned Revenues - Member Cities Dues	636,101	636,101	-
Accruals, deferrals and other payables	2,496,072	643,544	1,852,528
	<u>3,169,586</u>	<u>1,221,146</u>	<u>1,948,440</u>
Total liabilities			
Net Position, beginning of period **	1,221,127	262,698	958,429
Change in net position	14,590	(248,108)	262,698
Net Position, end of period	<u>\$ 1,235,717</u>	<u>\$ 14,591</u>	<u>\$ 1,221,127</u>



**San Gabriel Valley Council of Governments**  
**Grants Receivable Aging Summary**  
**As of September 30, 2019**

Month	SC Edison - Energy Wise	SC Gas - Energy Wise	SC Edison - EAP	SC Gas - EAP	LA County - Homelessness Planing Grant	Various Cities - CIMP & EWMP	Various Cities - Service Delivery Cost Study	Totals	Notes
Feb-19	-	-	-	3,292	-	-	-	3,292.44	Edison \$3,292 rcv'd 10/2/19
Mar-19	-	-	-	2,437	-	-	-	2,437	Edison \$2,437 rcv'd 10/2/19
Apr-19	8,599	-	-	1,421	-	-	-	10,020	Edison \$8,599 rcv'd 10/7/19
May-19	6,280	-	7,956	-	13,167	-	-	27,403	Edison \$6,280 & \$7,956 rcv'd 10/7/19
	5,230	-	5,811	-	13,167	-	38,025	62,233	Edison \$5,230 & \$5,811 rcv'd 10/7/19
Jun-19									Arcadia \$4,500 rcv'd 10/3/19
Jul-19	6,781	4,503	-	-	13,167	257,645	-	282,096	
Aug-19	6,184	4,123	-	-	13,167	-	-	23,474	
Sep-19	2,668	1,979	-	-	13,167	-	-	17,814	
	\$ 35,742	\$ 10,605	\$ 13,768	\$ 7,151	\$ 65,833	\$ 257,645	\$ 38,025	\$ 428,769	





**SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS**  
**Consolidated Budget to Actual**  
 FY 2020 First Quarter Report  
 As of September 30, 2019

	Jul 19 - Sep 19			Jul 19 - Sep 19			
	Actual	FY 2020	% of	Actual	FY 2020	% of	
	(Operating)	Budget	Budget	(Non-Capital Projects)	Budget	Budget	
1	<b>Revenue</b>						
2	<b>Operating</b>						
3	\$ 196,577	\$ 779,898	25%				
4	653	3,200	20%				
5	25,363	101,569	25%				
6	29	1,000	3%				
7	<u>\$ 222,622</u>	<u>\$ 885,667</u>	<u>25%</u>				
8							
9	<b>Non-Capital Projects</b>						
10	Local (Homelessness, Energy, Measr M, Transportation, Stormwater) **			97,502	1,644,789	6%	
11	<u>Subtotal Revenue</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0%</u>	<u>\$ 97,502</u>	<u>1,644,789</u>	<u>0%</u>
12	<b>Total Revenue</b>	<b>\$ 222,622</b>	<b>\$ 885,667</b>	<b>0%</b>	<b>\$ 97,502</b>	<b>\$ 1,644,789</b>	<b>6%</b>
13							
14	<b>Expenditure</b>						
15	<b>Indirect Expenses</b>						
16	Personnel	111,197	395,946	28%	252	131,982	0%
17	Committee & Employee Expenses	15,164	61,060	25%		11,140	0%
18	Professional Services (Audit, Legal, Conslt, MTA Supp)	25,397	285,656	9%	34,070	20,617	165%
19	Other Expenses	33,884	96,499	35%		35,801	0%
20	<u>Total Indirect Expenses</u>	<u>\$ 185,642</u>	<u>\$ 839,161</u>	<u>22%</u>	<u>\$ 34,323</u>	<u>\$ 199,540</u>	<u>17%</u>
21							
22	<b>Direct Expenses</b>						
23	Personnel/Construction Direct Labor			0%	72,694	227,460	32%
24	Program Management **			0%	12,875	1,217,789	1%
25	<u>Total Direct Expenses</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0%</u>	<u>\$ 85,569</u>	<u>\$ 1,445,249</u>	<u>6%</u>
26	<b>Total Expenditures</b>	<b>\$ 185,642</b>	<b>\$ 839,161</b>	<b>22%</b>	<b>\$ 119,891</b>	<b>\$ 1,644,789</b>	<b>7%</b>
27	<b>Net income (Loss)</b>	<b>\$ 36,980</b>	<b>\$ 46,506</b>	<b>N/A</b>	<b>\$ (22,390)</b>	<b>\$ -</b>	<b>N/A</b>

\*\* Includes Bike Share

DATE: February 20, 2020

TO: Governing Board Delegates & Alternates

FROM: Marisa Creter, Executive Director

RE: **REGIONAL SCIENTIFIC STUDY TO SUPPORT PROTECTION OF HUMAN HEALTH THROUGH TARGETED REDUCTION OF BACTERIOLOGICAL POLLUTION**

## **RECOMMENDED ACTION**

Adopt Resolution 20-02 supporting the regional bacteria scientific study, with a reconsideration of the cost allocations as necessary pending support from the various Safe Clean Water watershed area steering committees and delay of the timeline of the Upper Los Angeles River (ULAR) analysis pending completion of the ULAR Load Reduction Strategy Adaptation to Address the LA River Bacteria TMDL, and support the Gateway Water Management Authority to serve as the contract administrator.

## **BACKGROUND**

The Safe Clean Water Program implements Measure W funding, providing a dedicated funding source to improve water quality. In December 2019, the Safe Clean Water Call for Projects for funding for fiscal year 2020-2021 projects was released. Regional funding is divided between Los Angeles County's watersheds, and a Watershed Area Steering Committee (WASC) for each of these watersheds is responsible for developing an annual stormwater investment plan (SIP) that will determine how funding is distributed.


The 2012 Municipal Separate Storm Sewer (MS4) National Pollutant Discharge Elimination System (NPDES) Permit requires cities to comply with a number of total maximum daily loads (TMDLs) to reduce the concentrations of fecal indicator bacteria (FIB) discharged into the region's waterways. Meeting these bacteria TMDLs is extremely difficult and costly for watershed area groups, and various groups are studying how they can comply with them. For example, in December 2019, the SGVCOG also submitted an application to the Safe Clean Water Call for Projects on behalf of the Upper Los Angeles River (ULAR) Watershed Management Group – made up of a variety of cities in the San Gabriel Valley – to help them adapt their Load Reduction Strategy (LRS) to address the Los River Bacteria TMDL.

In addition, a “Regional Scientific Study to Support Protection of Human Health through Targeted Reduction of Bacteriological Pollution” was submitted to the Safe Clean Water Program Call for projects in order to more thoroughly study FIB, determine the specific sources of human health risk, and identify actions to more effectively address these sources. The Regional Study aims to identify actions that would address the sources of human health risk in a more efficient way and help to inform watershed area groups' watershed management plans (WMPs) and enhanced

# REPORT

watershed management plans (EWMPs). Completion of this Regional Study could have important future impacts on bacteria TMDLs and how cities can meet their bacteria TMDLs. The proposed study was submitted for consideration by all WASCs, which will consider projects over the next several months.

At its January 2020 meeting, the Water Committee and Water TAC discussed the proposed Regional Study. With the important potential impacts that the study could have on cities' abilities to comply with their TMDLs, the Joint Committee recommended that the Governing Board support the Regional Scientific Study, with a reconsideration of cost allocations as necessary, pending support from the various Safe Clean Water Watershed Area Steering Committees (WASCs) and delay of the timeline of the Upper Los Angeles River (ULAR) analysis pending completion of the ULAR Load Reduction Strategy Adaptation to Address the LA River Bacteria TMDL, and support the Gateway Cities Water Management Authority serving as the administrator of the regional study.

Prepared by:   
\_\_\_\_\_  
Samantha Matthews  
Management Analyst

Approved by:   
\_\_\_\_\_  
Marisa Creter  
Executive Director

## **ATTACHMENTS**

Attachment A – Letter of Support  
Attachment B – Resolution 20-02



OFFICERS  
President  
Cynthia Sternquist

1<sup>st</sup> Vice President  
Margaret Clark

2<sup>nd</sup> Vice President  
Joe Lyons

3<sup>rd</sup> Vice President  
Becky Shevlin

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

February 20, 2020

Scoring Committee  
Safe Clean Water Program  
Los Angeles County Department of Public Works  
900 S. Fremont Ave.  
Alhambra, CA 91803

**RE: Resolution 20-02: Regional Scientific Study to Support Protection of Human Health through Targeted Reduction of Bacteriological Pollution  
Notice of Support**

Dear Mr. Reznik,

On February 20, the Governing Board of the San Gabriel Valley Council of Governments (SGVCOG) adopted Resolution 20-02 in support of the regional bacteria scientific study, with a reconsideration of cost allocations as necessary, pending support from the various Safe Clean Water Watershed Area Steering Committees (WASCs) and delay of the timeline of the Upper Los Angeles River (ULAR) analysis pending completion of the ULAR Load Reduction Strategy Adaptation to Address the LA River Bacteria TMDL.

The objective of the Study is to thoroughly study fecal indicator bacteria (FIB) in order to determine the sources of human health risk and to identify actions to more effectively address these sources. Meeting these bacteria TMDLs is difficult and costly for watershed area groups, so the study aims to identify actions that would address the sources of human health risk in a more efficient way and help to inform watershed area groups' watershed management plans (WMPs) and enhanced watershed management plans (EWMPs).

Given the positive impact that the results of the study could have on watershed area groups' WMPs and EWMPs, the Governing Board supports funding for this study and for Gateway Cities Water Management Authority to serve as contract administrator.

Resolution 20-02 further outlines the SGVCOG's position. Thank you for considering the perspective and views of the SGVCOG and our 30 member cities. If you have questions or would like to consult with our staff, please contact Samantha Matthews, Management Analyst, at [smatthews@sgvcog.org](mailto:smatthews@sgvcog.org) or at 626-457-1800.

Sincerely,

Marisa Creter  
Executive Director  
San Gabriel Valley Council of Governments

ATTACHMENTS  
Attachment B: Resolution 20-02

**RESOLUTION NO. 20-02**

**RESOLUTION OF THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS  
(SGVCOG) SUPPORTING A REGIONAL SCIENTIFIC STUDY TO SUPPORT  
PROTECTION OF HUMAN HEALTH THROUGH TARGETED REDUCTION OF  
BACTERIOLOGICAL POLLUTION**

**WHEREAS**, the 2012 Municipal Separate Storm Sewer (MS4) National Pollutant Discharge Elimination System (NPDES) Permit includes numerous total maximum daily loads (TMDLs) related to fecal indicator bacteria (FIB); and

**WHEREAS**, it is extremely complicated and costly for cities to meet with these TMDLs; and

**WHEREAS**, a “Regional Scientific Study to Support the Protection of Human Health through Targeted Reduction of Bacteriological Pollution” was submitted to the Safe Clean Water Call for Projects, seeking funding from all watershed area steering committees (WASCs) for fiscal year 2020-2021; and

**WHEREAS**, the Study would more thoroughly study fecal indicator bacteria (FIB) in order to determine the specific sources of human health risk and to identify actions to more effectively address these sources; and

**WHEREAS**, the Study would identify actions that would address the sources of human health risk in a more efficient way; and

**WHEREAS**, the Study would help to inform TMDLs and how watershed area groups meet TMDLs in their watershed management plans (WMPs) and enhanced watershed management plans (EWMPs); and

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Board of the SGVCOG supports the Regional Scientific Study to Support Protection of Human Health through Targeted Reduction of Bacteriological Pollution provided that the cost allocations between watershed groups be revisited pending support from the Safe Clean Water WASCs and that the study related to the Upper Los Angeles River (ULAR) Watershed Management Group be delayed pending completion of its bacteria study to support completion of their revised Load Reduction Strategy (LRS).

**PASSED AND ADOPTED** by the Governing Board of San Gabriel Valley Council of Governments, in the County of Los Angeles, State of California, on the 20th day of February, 2020.

San Gabriel Valley Council of Governments

---

Cynthia Sternquist, President

**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 special meeting of the Governing Board held on the 20th day of February, 2020, by the following roll call vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

Marisa Creter, Secretary





# REPORT

---

DATE: February 20, 2020  
TO: Governing Board  
FROM: Marisa Creter, Executive Director  
RE: **GOVERNING BOARD & COMMITTEE MEETING TIMES**

## **RECOMMENDED ACTION**

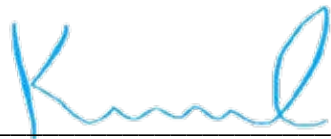
Adopt Resolution 20-03 updating the Governing Board and committee meeting times and locations.

## **BACKGROUND**

In 2013, the Governing Board adopted a practice of affirming via resolution Governing Board, Policy Committee and TAC meeting dates, times and locations. This was done to increase transparency and make it easier for members of the public to attend meetings.

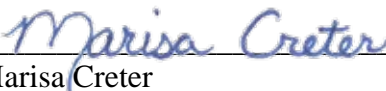
Resolution 20-03 provides an updated list of regularly scheduled meeting dates, time, and locations for SGVCOG Governing Board, Policy Committees, and TACs. The resolution reflects updating the meeting time and location of the SGVCOG Governing Board to the Foothill Transit Office at 4:00 PM, which is located at 100 S Vincent Ave #200, West Covina, CA 91790.

Prepared by: \_\_\_\_\_



Katie Ward  
Senior Management Analyst

Approved by: \_\_\_\_\_



Marisa Creter  
Executive Director

## **ATTACHMENTS**

Attachment A – Resolution 20-03

**RESOLUTION NO. 20-03**

**RESOLUTION OF THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS  
CONFIRMING MEETING DATES, TIME, AND LOCATIONS FOR THE SGVCOG  
GOVERNING BOARD, POLICY COMMITTEES, AND TECHNICAL ADVISORY  
COMMITTEES.**

**WHEREAS**, the San Gabriel Valley Council of Governments holds regular meetings to evaluate matters of importance to the SGVCOG and the San Gabriel Valley; and

**WHEREAS**, Governing Board Representatives and Alternate Governing Board Representatives perform essential duties for the SGVCOG by their attendance at the regular scheduled meetings of the Governing Board and Policy Committees; and

**WHEREAS**, City staff representatives perform essential duties for their respective cities by their attendance at the regular scheduled meetings of SGVCOG's Policy and Technical Advisory Committees; and

**WHEREAS**, to ensure regular attendance at these meetings, SGVCOG wishes to confirm the meeting dates, time, and locations for the SGVCOG Governing Board, Policy Committee, and Technical Advisory Committees.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Board hereby confirms the regularly scheduled meetings for the Governing Board, Policy Committees, and Technical Advisory Committees as follows:

1. Governing Board on the third Thursday of every month at 4:00 p.m. at the Foothill Transit Office (100 S Vincent Ave #200, West Covina, California 91790).
2. Executive Committee on 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)
3. Transportation Policy Committee on the third Thursday of every month at 3:00 p.m. at Duarte Community Center (1600 E. Huntington Drive; Duarte, California, 91010).
4. Energy, Environment, and Natural Resources (EENR) Policy Committee on the third Wednesday of every month at 12:30 p.m. at the Monrovia Community Center (119 W. Palm Avenue, Monrovia, California 91016).
5. Homelessness Committee on the first Wednesday of every month at 8:30 a.m. at West Covina Council Chambers Meeting Room (1444 W Garvey Ave S, West Covina, California 91790).
6. Water Policy Committee on the second Tuesday of every month at 10:00 a.m. at Upper San Gabriel Valley Municipal Water District Offices (602 E. Huntington Dr., Monrovia, California 91016).

7. Capital Projects Construction Committee on the fourth Monday of every month at 12:00 p.m. at West Covina City Hall (1444 W Garvey Ave S, West Covina, California 91790).
8. City Managers Technical Advisory Committee (TAC) on the third Wednesday of every month at the Monrovia Restaurant (534 S. Myrtle Avenue, Monrovia, California 91016).
9. City Managers' Steering Committee on the first Wednesday of every month at 12:00 p.m. at Foothill Transit Office (100 S Vincent Ave #200, West Covina, California 91790).
10. Public Works Technical Advisory Committee (TAC) on the third Monday of every month at 12:00 p.m. at the Monrovia Community Center (119 W. Palm Avenue, Monrovia, California 91016)
11. Planning and Community Development Technical Advisory Committee (TAC) on the fourth Thursday of every month at 12:00 p.m. at the Monrovia Community Center (119 W. Palm Avenue, Monrovia, California 91016)
12. Transportation Technical Advisory Committee (TAC) on the first Thursday of every month at 9:00 a.m. at The ACE Project Offices (4900 Rivergrade Road, Irwindale, California 91706).

This resolution supersedes Resolution No. 19-27 in its entirety.

**PASSED AND ADOPTED** by the Governing Board of San Gabriel Valley Council of Governments, County of Los Angeles, State of California, on the 20th day of February 2020.

San Gabriel Valley Council of Governments

---

Cynthia Sternquist, President

**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 20th day of February, 2020, by the following vote:

<b>AYES:</b>	
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

\_\_\_\_\_  
Marisa Creter, Secretary

# REPORT

---

DATE: February 20, 2020

TO: Governing Board

FROM: Marisa Creter, Executive Director

**RE: SAN GABRIEL VALLEY REGIONAL HOUSING TRUST BOARD OF DIRECTORS APPOINTMENT PROCESS**

## **RECOMMENDED ACTION**

Recommend Governing Board approve proposed San Gabriel Valley Regional Housing Trust Board of Directors Appointment Process.

## **BACKGROUND**

SB 751 (Rubio) was signed by Governor Newsom in October 2019 and authorizes the formation of a San Gabriel Valley Regional Housing Trust (SGVRHT) joint powers authority (JPA). Any city in the jurisdiction of the San Gabriel Valley Council of Governments (SGVCOG) or the County of Los Angeles within the jurisdiction of the SGVCOG would be eligible to join the Trust. The Trust would be authorized to plan and construct housing for the homeless and persons of extremely low, very low, and low income within the San Gabriel Valley, receive public and private financing and funds, and authorize and issue bonds. SB 751 (Rubio) establishes that the SGVRHT will be overseen by a nine-member Board of Directors, to be named by the SGVCOG Governing Board.

Since September 2019, SGVCOG staff has held meetings of the SGVRHT Working Group – including staff from approximately seventeen cities – to discuss the development of the SGVRHT joint powers agreement (Agreement) and other important aspects of the formation of the SGVRHT. That Agreement was finalized in early February, and cities have begun taking the Agreement to their city councils for consideration. Staff anticipates that the SGVRHT will officially be formed in late February 2020.

The SGVRHT Working Group also discussed and supported a proposed process by which the Governing Board could name members to the SGVRHT Board of Directors. This recommendation was presented to the City Managers Steering Committee at its meeting in January, where the Committee concurred with the recommendation.

## **DISCUSSION**

SB 751 (Rubio) states that the Board of Directors of the SGVRHT shall be made up of the following:

- Seven members from jurisdictions that are parties to the Agreement (i.e. any city or the County of Los Angeles); and
- Two members that are experts in housing or homeless policy.

Each Director serves a two-year term and is named by the SGVCOG Governing Board.

At this time, SB 751 (Rubio) requires that the Directors that represent the seven members from jurisdictions that are parties to the Agreement be a Governing Board Delegate or Alternate. The SGVCOG is currently working with Senator Rubio's office to introduce clean-up legislation that would allow any elected official from a jurisdiction that is a party to the agreement to be appointed to those seats. There are no limitations on who can serve in the two seats for housing/homeless experts.

To ensure that there is regional representation on the SGVRHT Board of Directors, staff is proposing that the Governing Board use a district-based approach to appoint the five of seats representing those that are parties to the Agreement. These are the same districts that are used for the City Managers Steering Committee and the Capital Projects Committee.

- Northeast District: Azusa, Claremont, Glendora, La Verne, San Dimas
- Southeast District: Covina, Diamond Bar, Industry, La Puente, Pomona, Walnut
- Central District: Baldwin Park, El Monte, Rosemead, South El Monte, Irwindale, West Covina
- Northwest District: Arcadia, Bradbury, Duarte, La Canada Flintridge, Monrovia, San Marino, Sierra Madre
- Southwest District: Alhambra, Montebello, Monterey Park, San Gabriel, South Pasadena, Temple City

The remaining two seats representing cities that are parties to the Agreement would be at-large seats for which any city that joins the JPA or the County if it joins the JPA would be eligible. If only one city from a district were to join the SGVRHT, that seat would also become an at-large seat for which any Party would be eligible. The seat would remain an at-large seat until the next election cycle when two cities from a district had joined. In addition, if no elected official from a district were interested in serving on the SGVRHT Board of Directors, that seat would also become an at-large seat until the next election cycle.

Previously, members of the Governing Board have expressed an interest in having an application process to appoint members to the SGVRHT Board of Directors. This would help the Governing Board to identify those members that had the interest and expertise that would best support participation on the SGVRHT Board of Directors. As such, staff proposes that potential Directors for the SGVRHT Board of Directors submit a short application (Attachment A).

The remaining two members named to the SGVRHT Board are to be experts in housing or homelessness, and these seats would also be named through an application process. Staff recommends that the Governing Board not define "expertise" for the purposes of serving on the SGVRHT Board but instead evaluate applications and resumes in order to appoint these seats. Any individual that served on the SGVRHT Board of Directors would be ineligible for funding from the SGVRHT.

For the district seats representing cities that parties to the Agreement, cities within each district would have the opportunity to recommend a candidate from their district. The Executive Committee would consider the district's recommendations, as well as all additional applications for appointment of the at-large and housing/homeless expert seats. The Executive Committee

would recommend a slate of candidates for the SGVRHT Board of Directors to the Governing Board. The Governing Board would ultimately approve these appointments. The proposed process by which initial SGVRHT Board members would be appointed is included as Attachment B.

Staff is recommending that the proposed appointment process be used as an interim process for the initial appointments to the SGVRHT Board of Directors. During the initial two-year term, the SGVRHT Board and staff can evaluate that process and determine whether it needs to be modified for the next appointment process.

The SGVRHT Agreement also allows for the appointment of alternates for the SGVRHT Board of Directors, provided that the alternates meet the requirements set forth in SB 751 (Rubio). Staff recommends that the Governing Board not appoint alternates as a part of the initial appointment process but instead to wait until later in the year. This will allow cities that have not joined by the initial application deadline to have representatives on the SGVRHT Board of Directors in some capacity.

## **NEXT STEPS**

SGVCOG staff recommends the following schedule for appointing members to the SGVRHT Board of Directors.

Applications Released	February 21, 2020
Nominations Due	March 20, 2020
Applications Distributed to Districts	March 23, 2020
City Recommendations Due	March 27, 2020
Executive Committee Application Review	March 30, 2020
Governing Board SGVRHT Appointments	April 16, 2020

There is a statewide notice of funding availability (NOFA) for local housing trust funds that is expected to be released in the spring of 2020, and it is important that the SGVRHT Board of Directors is seated in order to direct staff to submit an application. The proposed schedule will allow for the SGVRHT to meet that schedule while also allowing cities time to take the joint powers agreement to their city councils for consideration. A city council must have joined the SGVRHT by April 16, 2020 – the proposed date of appointment – for its councilmember to be eligible for appointment to the seats for parties to the Agreement.<sup>1</sup> The remaining two seats are open to any individual with housing or homeless expertise.

## **ATTACHMENTS**

Attachment A – Draft Board of Directors Application

Attachment B – SGVRHT Board of Directors Appointment Process

<sup>1</sup> Currently, SB 751 (Rubio) requires that a SGVRHT Director be a Governing Board member or alternate. The SGVCOG is working with Senator Rubio on clean-up legislation that would allow any elected official from a jurisdiction that joins the trust to serve as a SGVRHT Director.

CS

Prepared by: \_\_\_\_\_  
Caitlin Sims  
Principal Management Analyst

Approved by: Marisa Creter  
Marisa Creter  
Executive Director



**Attachment A**



**San Gabriel Valley Regional Housing Trust Board of Directors  
Application Form**

Name	
City	
Email Address	
Phone Number	

- & Governing Board Delegate or Alternate
- & Elected Official
- & Other \_\_\_\_\_

Please describe your experience related to housing and homelessness in the San Gabriel Valley.

What is there specifically in your background, training, education, or interests that qualifies you for your appointment? What special qualities and/or qualifications can you bring to the SGVRHT Board of Directors?

Why do you seek appointment to this Body?

Please attach a copy of your resume.

## Attachment B

### **San Gabriel Valley Regional Housing Trust Board of Directors Appointment Process**

#### **Background:**

In October 2019, Governor Gavin Newsom signed SB 751 (Rubio), allowing for the establishment of a joint powers authority called the San Gabriel Valley Regional Housing Trust (SGVRHT). The SGVRHT would be formed to fund the planning and construction of homeless housing and extremely low, very low, and low-income housing. Any city within the jurisdiction of the San Gabriel Valley Council of Governments (SGVCOG) or the County of Los Angeles are eligible to join SGVRHT. In order to join the SGVRHT, a jurisdiction must adopt the joint powers agreement (Agreement) and pay the annual administrative fees.

SB 751 (Rubio) established that the SGVRHT would be governed by a Board of Directors selected by the Governing Board of the SGVCOG (SGVCOG Board), consisting of nine members selected as follows:

- 1) Seven Directors who are members of the SGVCOG Board that either represent: (i) a County of Los Angeles board of supervisor district that is located wholly or partially within the territory of the San Gabriel Valley Council of Governments, provided the County of Los Angeles is a Party to the Agreement; or (ii) a city that is a Party to the Agreement.
- 2) Two Directors that are experts in homeless or housing policy.

Each Director shall serve a two-year term.

Subject to those powers provided in the Agreement and the laws of the State of California, the powers of the SGVRHT shall be vested in and exercised by and its property controlled and its affairs conducted by the Board of Directors (SGVRHT Board).

#### ***Notification Process:***

##### **District Seats (5) & At-Large Seats (2)**

- In the initial appointment of the SGVRHT Board (scheduled for April 2020), notification will be sent to those cities that have expressed interest and anticipate joining the SGVRHT by the date of the April 2020 SGVCOG Board meeting. Notification will be sent to the SGVCOG Board delegate, alternate and city manager from those member agencies.<sup>1</sup>
- These seven SGVRHT Board of Directors' seats are reserved for SGVCOG delegates or alternates from Parties that have adopted the SGVRHT Agreement.<sup>2</sup>
- Notification will be sent via email.
- Should the County of Los Angeles adopt the Agreement, a representative from the County of Los Angeles from a district within the SGVCOG would be eligible for an at-large seat.
- Interested candidates must submit their completed application by the nomination deadline.

---

<sup>1</sup> In future years, the delegate, alternate and city manager for each Party to the SGVRHT joint powers agreement will receive notification of election at least 15 days prior to the election via email. Elections will be held at the April SGVCOG Board meeting in even-numbered years.

<sup>2</sup> The SGVCOG is working with Senator Susan Rubio's staff to introduce legislation that would allow any elected official from a member agency that has joined the SGVRHT to serve as a district representative or at-large representative.

***Housing/Homeless Expert Seats (2)***

- Any individual with housing/homeless expertise is eligible to submit an application for the housing/homeless expert seats. For example, any SGVCOG Board delegate, alternate, other elected official, city staff, or other individual with housing/homeless expertise would be eligible for these seats. The SGVCOG will post the call for applications on its website, distribute the call for applications to the distribution list for the SGVCOG’s Homelessness Committee, and distribute the call for applications to each city to publicize through its own channels.
- Interested candidates must submit their completed application by the nomination deadline.

***Appointment Process:***

**Executive Committee Review**

***District Seats (5)***

- If more than one city within a district (as listed below) has joined the SGVRHT as a Party to the Agreement, a representative will be appointed from that district.

District	Cities
Northeast	Azusa, Claremont, Glendora, La Verne, San Dimas
Southeast	Covina, Diamond Bar, Industry, La Puente, Pomona, Walnut
Central	Baldwin Park, El Monte, Rosemead, South El Monte, Irwindale, West Covina
Northwest	Arcadia, Bradbury, Duarte, La Canada Flintridge, Monrovia, Pasadena, San Marino, Sierra Madre
Southwest	Alhambra, Montebello, Monterey Park, San Gabriel, South Pasadena, Temple City

- If only one entity in a district is a Party to the SGVRHT, the seat of that district will become an at-large seat and a SGVCOG Board delegate or alternate from any SGVCOG city that is a Party to the Agreement will be eligible for appointment to that seat. That seat will remain at at-large seat until the next election. If at the time of the next election there are two cities from the at-large district, a representative from that district will be appointed and it will no longer be an at-large seat. If a district seat is an at-large seat, that election process will follow the “At-Large Seat” selection process outlined in the next section.
- If there are no nominations from a district, that district seat will also become an at-large seat until the time of the next election.
- At the end of the application period, each of the applications for that district will be sent via email to the delegate, alternate and city manager of each city in the applicable district.
- Each city in that district will have 4 days to submit one ranked order list recommending a representative for that district, i.e., the delegate, alternate and city manager will collaborate to submit one ranked order list. There is no requirement that a city recommend a district representative. If a city does recommend a district representative, that recommendation will be presented to the Executive Committee.
- At its next meeting following the close of the application period, the Executive Committee will review the applications and, if applicable, the recommendations for each district. Based on this process, the Executive Committee will recommend a proposed slate of appointments for the district seats for consideration by the SGVCOG Board.

***At-Large Seats (2)***

- The Executive Committee will consider at-large seats following approval of the proposed slate for the district seats.
- At-large appointments will be made by reviewing all of the candidates that were not recommended for a district seat. The Executive Committee will review the applications of all the remaining candidates and recommend a proposed slate of candidates for the at-large seats for consideration by the SGVCOG Board.

***Housing/Homeless Expert Seats (2)***

- Any candidate that had submitted an application for a district seat or an at-large seat but was not appointed to a district or at-large seat, would automatically be included as a candidate for a housing/homeless expert seat, although their relative qualifications as a housing/homeless expert will be considered by the Executive Committee to determine whether they qualify for the seat.
- Additionally, any applications received from individuals not eligible for the district or at-large seats would be included for consideration. The Executive Committee will recommend a slate of recommended appointments for the housing/homeless expert seats for consideration by the SGVCOG Board.

**Governing Board Appointment**

- The Executive Committee’s proposed slate of appointments would be considered by action of the SGVCOG Board at its meeting in April of each even numbered year beginning in 2020.

***Schedule:***

Applications Released	February 21, 2020
Nominations Due	March 20, 2020
Applications Distributed to Districts	March 23, 2020
City Recommendations Due	March 27, 2020
Executive Committee Application Review	March 30, 2020
Governing Board SGVRHT Appointments	April 16, 2020

# REPORT

---

DATE: February 20, 2020

TO: Governing Board

FROM: Marisa Creter, Executive Director

**RE: RESOLUTION TO APPLY FOR GRANT APPLICATION TO THE TRANSFORMATIVE CLIMATE COMMUNITIES PROGRAM**

## **RECOMMENDED ACTION**

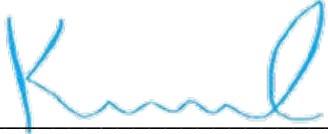
Adopt Resolution 20-04 authorizing the Executive Director to submit an application and accept a Transformative Climate Communities Planning Grant if selected for an award, and the authorization to execute all related documents.


## **BACKGROUND**

The Transformative Climate Communities Program was established by Assembly Bill (AB) 2722, and is administrated by the Strategic Growth Council (SGC) to fund the development and implementation of neighborhood-level transformative climate community plans that include multiple, coordinated greenhouse gas emissions reduction projects that provide local economic, environmental and health benefits to disadvantaged communities. In November 2019, the SGC released funding for Round 3 of the TCC Program. Approximately \$56.4 million in Implementation Grant funding is available and approximately \$600,000 in Planning Grant funding is available, and the application deadline is February 28, 2020.

In January, the SGVCOG, in partnership with the Southern California Regional Energy Network (SoCalREN), submitted a survey of interest to apply for a TCC Planning Grant. The TCC Planning Grants are intended to help communities increase their potential to successfully apply for and to implement future TCC Implementation Grant awards or other California Climate Investment programs. Planning activities can focus on responding to planning issues or priorities that directly benefit vulnerable communities and that are defined either within an existing regional or local plan, or further the development of an area to be eligible to apply for a future TCC Implementation Grants.

The application that the SGVCOG intends to submit is to fund a feasibility study on implementation of a regional ride share program in partnership with a Transportation Network Company that would reduce trips from and to major travel destinations in the San Gabriel Valley (e.g. Metro Gold Line stations, major employers, universities, etc.). The study would encompass examining data from similar programs, such as GoMonrovia, and developing strategies to ensure such a program would address first-and last-mile transit connections and reduce parking demand. This study would be used to inform implementing a regional ride share program in conjunction with the opening of new Gold Line stations in the San Gabriel Valley with a current anticipated completion date of 2025.

Prepared by:   
Katie Ward  
Senior Management Analyst

Approved by:   
Marisa Creter  
Executive Director

**ATTACHMENTS**

Attachment A – Resolution 20-04

**RESOLUTION NO. 20-04**

**RESOLUTION OF THE SAN GABRIEL VALLEY  
COUNCIL OF GOVERNMENTS (SGVCOG) APPROVING THE APPLICATION  
FOR GRANT FUNDS FOR THE TRANSFORMATIVE CLIMATE COMMUNITIES  
GRANT PROGRAM ADMINSTRATED BY THE STRATEGIC GROWTH  
COUNCIL**

**WHEREAS**, the Legislature and Governor of the State of California have provided funds for the Transformative Climate Communities Grant Program pursuant to AB 2722; and

**WHEREAS**, the Strategic Growth Council has been delegated the responsibility for the administration of this grant program, including developing guidelines and selection criteria; and

**WHEREAS**, said procedures established by the Strategic Growth Council require a resolution certifying the approval of application(s) by the Applicants governing board before submission of said application(s) to the State; and

**WHEREAS**, the SGVCOG ("Applicant"), has the authorization to apply for and, if awarded, accept a Transformative Climate Communities Grant and authority to execute all related document;

**NOW, THEREFORE, BE IT RESOLVED THE GOVERNING BOARD OF THE SGVCOG DOES HEREBY DETERMINE, ORDER AND RESOLVE AS FOLLOWS:**

**Section 1.** Approves the filing of an application for a Feasibility Study of a Regional Rideshare Program ("Project").

**Section 2.** Appoints the Executive Director, or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the Project.

**PASSED AND ADOPTED** by the Governing Board of San Gabriel Valley Council of Governments, County of Los Angeles, State of California, on the 20th day of February 2020.

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 20th day of February 2020, by the following vote:

<b>AYES:</b>	
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

\_\_\_\_\_  
Marisa Creter, Secretary



# REPORT

---

DATE: February 20, 2020

TO: Executive Committee  
Homeless Committee  
Governing Board

FROM: Marisa Creter, Executive Director

RE: **STATE HOMELESS FUNDING AND MEASURE H INNOVATION FUNDS PROGRAMMING RECOMMENDATION UPDATES**

## **RECOMMENDED ACTIONS**

Recommend to Governing Board to take the following actions:

1. Reallocation of \$50,000 from the “Other Regional Work” program to the “Cities’ Homeless Plans (Development)” program.
2. Approve the funding allocation formula as proposed/recommended by the Cities Homeless Plans Implementation Working Group.
3. Authorize Executive Director to execute Memorandums of Agreements (MOA) with participating cities.

## **BACKGROUND**

On June 27, 2019, Governor Newsom signed the 2019 Budget Trailer bill which contained \$5,625,000 in funding for homeless programs for the San Gabriel Valley to be administered by the SGVCOG. This funding was included at the request of Senator Rubio, and SGVCOG staff has been meeting with her office to reach concurrence about the programs that should receive funding through these monies.

On September 10, 2019, the County Board of Supervisors (BOS) approved a motion by Supervisors Barger and Solis directing the LA County Chief Executive Officer (CEO) to provide a framework for the allocation and administration of \$6,000,000 in Measure H funding for the County’s Councils of Governments. The framework called for an allotment of \$1,541,876 to the SGVCOG. The SGVCOG’s contract with the County requires that a funding plan be submitted to the County within ninety days of contract execution.

Currently, these sources are both one-time funds. The SGVCOG anticipates that future funding will be dependent upon their successful use that demonstrates measurable assistance for those who are homeless or at-risk of homelessness. A key goal will be demonstrable outcomes that exceed current efforts in reducing homelessness relative to cost.

On November 21<sup>st</sup>, 2019, the Governing Board approved the recommended funding plan. Below is a brief description of each program to be funded through the State and HI funding.

<b>Category</b>	<b>State Funds</b>	<b>Innovation Funds</b>	<b>TOTAL</b>
Regional Housing Trust (Capital)	\$1,000,000	\$350,000	<b>\$1,350,000</b>
Regional Housing Trust (Operations)	-	\$200,000	<b>\$200,000</b>
Cities' Homeless Plans (Implementation)	\$3,300,000	-	<b>\$3,300,000</b>
Cities' Homeless Plans (Development) <sup>1</sup>	\$100,000	-	<b>\$100,000</b>
Landlord Education/Outreach and Incentive Program	\$400,000	-	<b>\$400,000</b>
Other Regional Work	\$350,000	-	<b>\$350,000</b>
Homelessness prevention and diversion programs	\$50,000	\$400,000	<b>\$450,000</b>
Pilot Programs	\$35,000	\$265,000	<b>\$300,000</b>
Master Leasing	\$100,000	\$250,000	<b>\$350,000</b>
Administration	\$290,000	\$76,876	<b>\$366,876</b>
<b>TOTAL</b>	<b>\$5,625,000</b>	<b>\$1,541,876</b>	<b>\$7,166,876</b>

On December 11, 2019, a kickoff meeting was held for city staff to review all funding categories, gather initial feedback on proposed issues to consider, and finalize outreach strategy with cities. The following 17 cities attended: Alhambra, Arcadia, Azusa, Baldwin Park, Claremont, Diamond Bar, Duarte, El Monte, Glendora, Irwindale, Pomona, San Dimas, San Gabriel, Sierra Madre, South Pasadena, Temple City, and West Covina. Following the meeting, planning calls were scheduled in January for the following program areas:

- 1) cities' homeless plans (implementation);
- 2) cities' homeless plans (development);
- 3) landlord outreach/ incentives;
- 4) homeless prevention and diversion;
- 5) pilot programs; and
- 6) master leasing.

All cities were invited to attend and the following 16 cities participated in one or more calls: Arcadia, Azusa, Baldwin Park, Claremont, Diamond Bar, Duarte, Glendora, Irwindale, Monterey Park, Pomona, San Dimas, San Gabriel, South Pasadena, Rosemead, Temple City, and West Covina.

On January 30, 2020, an in-person meeting held for city staff to review recommendations and to give their comments on the proposed statements of work (SOWs) and provide feedback on the proposals provided by SGVCOG staff. The following 18 cities were in attendance: Alhambra,

---

<sup>1</sup> Staff is recommending reallocating \$50,000 from the "Other Regional Work" program to the Cities' Homeless Plans (Development) program based on level of interest in participating in plan development. The chart reflects the recommended reallocation of funds.

Arcadia, Azusa, Baldwin Park, Covina, Diamond Bar, Duarte, Glendora, Irwindale, La Verne, Monrovia, Montebello, Monterey Park, Rosemead, San Dimas, San Gabriel, Temple City, and West Covina. The output of these meetings was then presented to the Executive & Homeless Committees on February 3 & 5, respectively. Both committees approved the staff recommendations without modification for presentation to the Governing Board on February 20, 2020.

### **Regional Housing Trust (Capital & Operations)**

- **Funding:**
  - \$200,000 (Operations)
  - \$1,350,000 (Capital)
- **Description of Activity:** The SGVCOG Governing Board directed the use of \$1,550,000 to be used for both the initial setup of the San Gabriel Valley Regional Housing Trust (SGVRHT) and funding of capital projects in the region. A description of each is as follows:
  - **Operations:** These funds would be used for initial planning work and studies that would support the long-term viability of the Trust. These could include development of an initial housing pipeline of projects that are currently in development or underway and/or development of a financing strategy to support the SGVRHT.
  - **Capital:** These funds would be focused on projects that could be completed quickly to provide immediate assistance to homeless individuals and families as well as those at imminent risk of homelessness. Examples of potential project types to be funded could include rehabilitation of abandoned homes; development of vacant city-owned properties; rehabilitation of motels or apartments; or providing interim/crisis (shelter) housing.
- **Status:** The final SGVRHT JPA document was released to interested cities in mid-January. To date, 20 cities have expressed interest in either participating as full or affiliate members. It is anticipated that cities may begin adopting the JPA in mid-February and the SGVRHT Board will be seated in Spring 2020. Simultaneously, SGVCOG staff is beginning to meet with staff from participating cities to develop an approach for awarding the capital funds and scopes of work for the initial planning studies. It is anticipated that next steps for these efforts will be brought to the SGVRHT Board in the coming months.
- **Action Requested from Governing Board:** None.

### **Cities Homeless Plans Implementation**

- **Funding:** \$3,300,000
- **Description of Activity:** The SGVCOG Governing Board directed the use of \$3,300,000 for the implementation of city homeless plans in the region. Funding is drawn from the State funds and would be distributed using an allocation formula based on population (see Attachment A). Cities that have completed a County-approved homeless plan would be able to access their funding allocation with the following parameters:
  - Cities must submit an application describing the proposed activities. The draft application can be found as Attachment B. Proposed activities must be either

found in the city's homeless plan or be connected to the activities included within the city's homeless plan.

- 20% limit on encampment clean-up hygiene efforts.
- 10% limit on law enforcement outreach activities.
- Cities will be required to submit quarterly reports and a final report describing activities and outcomes.
- **Status:** During January, the SGVCOG held a call with staff from 8 cities to discuss how the homeless plans implementation funds should be allocated, eligible and ineligible activities, and how cities should be able to access funds. The proposed formula allocations and expenditure limits were agreed-upon by the participating cities. Once the application is finalized, it will be distributed to all eligible cities for completion.
- **Action Requested from Governing Board:** Approval of the funding allocation formula as proposed/recommended by staff and the Cities Homeless Plans Implementation Working Group.

### **Cities Homeless Plans Development**

- **Funding:** \$100,000
- **Description of Activity:** In November, the SGVCOG Governing Board directed the use of funds for the development of city-based homeless plans in the region. Specifically, these funds would be used to assist cities that did not develop homeless plans during the Countywide effort that occurred two years ago. The plans would meet the minimum requirements set forth in the template that was developed by the County (Attachment C).
- **Status:** Throughout the month of January, staff contacted all cities that did not develop a homeless plan and the following six cities expressed interest: Diamond Bar, Monterey Park, Rosemead, San Gabriel, and Temple City. The cities of Bradbury, Industry, La Canada Flintridge, San Marino, Sierra Madre, and Walnut were either non-responsive after multiple contacts or indicated that they were not interested. Staff held a planning call with the five interested cities, and there was initial consensus to develop a joint procurement to assist the cities in the development of individual plans. The SGVCOG would manage the procurement process, award the contract and oversee the consultant. However, the participating cities would have the opportunity to provide input on the scope of work and consultant selection. Additionally, each city would undertake an individual planning process that was responsive to the needs and characteristics of each community. Staff anticipates releasing the RFP in February, with an award of contract no later than June. Due to the high level of interest, staff is recommending allocating an additional \$50,000 to this task, for a total of \$100,000 to allow for the development of robust and personalized plans.
- **Action Requested from Governing Board:** Approve the reallocation of \$50,000 from the "Other Regional Work" program to the Cities' Homeless Plans (Development) program.

### **Landlord Education, Outreach, & Incentive Program**

- **Funding:** \$400,000

- **Description of Activity:** This program would encourage landlords to rent to homeless or low-income individuals to increase the supply of units available to these individuals and families and to educate landlords on existing incentive programs (e.g. Los Angeles County Development Authority’s Homeless Incentive Program – HIP). Activities may include (but are not limited to) holding an apartment until an eligible homeless household completes the documentation required to enter the housing; offering participating landlords reimbursement for short-term vacancies and minor unit repairs when they rent their home or apartment to a low-income renter with a housing voucher; workshops for landlords, realtors and property managers; and direct outreach to obtain rental units for those with Housing Choice Vouchers or VASH vouchers or other homeless or at-risk populations.
- **Status:** Staff held recent discussions with the Homeless Incentive Program (HIP) run by the Los Angeles County Development Authority found that the program had gaps in outreach and public awareness efforts. A request for qualifications will be released in February 2020 to identify a provider(s) to provide outreach for and augment the existing HIP. The proposed scope of work is included as Attachment D. Staff has outreached to all cities to determine interest in participating in this program, which will be of no cost to participating cities. The following 12 cities have expressed interest: Alhambra, Arcadia, Baldwin Park, Covina, Diamond Bar, Duarte, El Monte, Glendora, La Verne, Monrovia, Montebello, San Dimas, and West Covina. Staff will need to develop a finalized list for inclusion in the RFP, which will be released in early March 2020, to allow service providers to properly scope their proposals.
- **Action Requested from Governing Board:** None at this time; contract(s) with selected provider(s) expected to be brought before the Board by June 2020.

### **Homeless Prevention & Diversion Programs**

- **Funding:** \$450,000
- **Description of Activity:** This funding would support programs to prevent people falling into homelessness through alternative means of assistance. Potential uses of problem solving funding could include, but are not limited to, housing relocation and stabilization services, short and medium-term rental assistance, rental application fees, security deposits, utility deposits and payments, moving costs, housing search and placement, housing stability case management, mediation, tenant legal services, and credit repair. Typically, assistance is provided to clients following a screening/assessment with a trained “problem solver”. Funding may be used for diversion training and certification. This funding should support LAHSA’s “Problem Solving” program, which is available to service providers and others that complete the LAHSA Problem Solving training.
- **Status:** Staff recently held a conference call with staff from two cities to discuss the proposed regional homeless prevention and diversion programs. SGVCOG staff will develop a grant program through which cities and service providers can propose approaches to implement homeless prevention and diversion programs. That application will be released in February 2020. The proposed application is included as Attachment E.
- **Action Requested from Governing Board:** None at this time; contract(s) with selected provider(s) expected to be brought before the Board in June.

### Other Regional Work

- **Funding:** \$350,000
- **Description of Activity:** This program would facilitate collaborative solutions to addressing homelessness in the San Gabriel Valley. Potential regional activities could include advocacy, nonprofit capacity building, regional data projects, technical assistance and communications projects targeting specific subpopulations.
- **Status:** The specific activities of this funding category will be developed over time, as specific needs are identified. Based on demand for the development of cities' homeless plans, staff recommends that \$50,000 of this funding be reallocated towards the Cities' Homeless Plans Development program.
- **Action Requested from Governing Board:** Approve the reallocation of \$50,000 from the "Other Regional Work" program to the Cities' Homeless Plans Development program.

### Pilot Programs

- **Funding:** \$300,000
- **Description of Activity:** This program will facilitate innovative solutions to addressing homelessness. Cities that have completed a County-approved Homelessness Plan would be eligible to apply for funding to support the set-up and/or implementation of a pilot project. Applicants would be eligible for \$50,000 - \$150,000 in funding. Multi-city applications would be eligible for up to \$200,000. Pilot projects would focus on data collection, performance metrics and replicability. programs shouldn't duplicate another program funded by the SGVCOG. Interested applicants must submit a Pilot Program application (Attachment C) that would be reviewed by SGVCOG staff and an outside panel of experts. Targeted project categories are as follows:
  - Homeless workforce development;
  - Accessory dwelling units (ADUs) and shared housing;
  - Innovative community outreach;
  - Safe parking programs;
  - Collaborative sub-regional models;
  - Other project categories defined by applicant.
- **Status:** SGVCOG held a call with staff from 5 cities to discuss the pilot programs proposal. The group provided input on the proposed application and application process, and the proposed targeted categories. An application has been developed (Attachment F) and, upon finalization, it will be released.
- **Action Requested from Governing Board:** None at this time; MOAs with selected cities expected to be brought before the Board in June.

### Master Leasing

- **Funding:** \$350,000
- **Description of Activity:** This funding would be used to master lease one or more motel or apartment units for use as crisis, interim, or transitional housing that could be rapidly utilized. It could also cover the cost of outreach workers, security and services. For example, a block of hotel rooms could be secured through a Master Lease between a

city and a hotelier. This funding is anticipated to be leveraged with LAHSA's existing master leasing programs. ·

- **Status:** Staff will release a request for qualifications to identify a provider to ascertain potential candidate locations. The proposed scope of work is included as Attachment G. Staff has outreached to all cities to determine interest in participating in this program, which will be of no cost to participating cities. The following 12 cities have expressed interest: Alhambra, Arcadia, Baldwin Park, Covina, Diamond Bar, Duarte, El Monte, Glendora, La Verne, Monrovia, Montebello, San Dimas, and West Covina. Staff will need to develop a finalized list for inclusion in the RFP, which will be released in early March 2020, to allow service providers to properly scope their proposals. Participation in this program does not indicate a commitment to host a master leasing site. Any master leasing site will be presented to the host city for concurrence before the service provider enter into any agreements with the facility. However, cities participating in the program would be able to make referrals of homeless individuals to the master leasing site according an agreed upon protocol.
- **Action Requested from Governing Board:** None at this time; contract(s) with selected provider(s) expected to be brought before the Board in June.

Staff will submit the proposed funding plan to the County, in compliance with the SGVCOG's contract and update the Governing Board on any required changes to the proposed programs.

### **NEXT STEPS**

Below is a summary of next steps to be undertaken by SGVCOG staff:

- Undertake procurement for the following activities:
  - Regional servicers that support cities' homeless plans;
  - Development of cities' homeless plans;
  - Regional landlord outreach, education, and incentive program; and
  - Master leasing
- Release grant applications and select awardees (cities and/or service providers) for the following activities:
  - Homeless prevention and diversion; and
  - Pilot programs
- Execute MOAs with participating cities that identify the following:
  - Roles and responsibilities of each party;
  - Funding amount for cities receiving homeless plan implementation activities;
  - Scopes of works for implementation activities (if applicable); and
  - Reporting requirements

Below is a summary of next steps and estimated deadlines for cities:

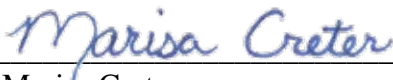
- Implementation Funds (Rolling submittal deadline through June 30,2020)
  - *Who: Cities that complete homeless plans (19)*
  - Develop proposed activities and complete application form;
  - Confirm participation in any regional / multi-city applications; and
  - Agendize and adopt MOA to receive funds;
- Prevention & Diversion Funds (Rolling submittal deadline through June 30,2020)
  - *Who: All cities*

- Identify partner cities and/or service providers (if applicable)
- Complete application form;
- Agendize and adopt MOA to receive funds; and
- Participate in LAHSA Problem Solving Training (currently scheduled for May 2020)
- Pilot Programs (Anticipated application deadline of April 2020)
  - *Who: Interested cities. Only cities that completed homeless plans are eligible*
  - Identify partner cities and/or service providers (if applicable); and
  - Develop proposed activities and complete application form

City staff are encouraged to attend the Homeless Working Group meeting scheduled for 10 AM on February 26 for more information and assistance in completing the required documents.

It is anticipated that award of funding for all activities (grants and contracts) will be awarded by June 2020. Awards exceeding \$250,000 will be presented to the Governing Board for approval. Funding awards below that threshold will be executed by the Executive Director.

Prepared by:   
 Timothy D. Kirkconnell  
 Senior Management Analyst

Approved by:   
 Marisa Creter  
 Executive Director

**ATTACHMENTS**

- Attachment A – Cities Homeless Plans Implementation Allocation Proposal
- Attachment B – Cities Homeless Plans Implementation Application
- Attachment C – LA County Homeless Plan Template
- Attachment D – Landlord Outreach, Education, and Incentive Program Proposed Scope of Work
- Attachment E – Homeless Prevention & Diversion Program Application
- Attachment F – Pilot Programs Application
- Attachment G – Master Leasing Proposed Scope of Work



<b>Proposed Implementation Funding Allocation</b>		
<b>Total Funding</b>	<b>\$3,300,000</b>	
<b>City</b>	<b>Population</b>	<b>Funding</b>
Alhambra	86,665	\$200,000
Arcadia	57,704	\$200,000
Azusa	49,954	\$150,000
Baldwin Park	76,708	\$200,000
Claremont	36,446	\$150,000
Covina	49,006	\$150,000
Duarte	22,013	\$150,000
El Monte	117,204	\$250,000
Glendora	52,703	\$200,000
Irwindale	1,450	\$50,000
La Puente	40,686	\$150,000
La Verne	33,260	\$150,000
Monrovia	38,787	\$150,000
Montebello	64,327	\$200,000
Pomona	155,687	\$250,000
San Dimas	34,507	\$150,000
South El Monte	20,882	\$150,000
South Pasadena	26,047	\$150,000
West Covina	108,245	\$250,000
		\$3,300,000
Under 20,000	1	\$50,000
20,001-50,000	10	\$150,000
50,001-100,000	5	\$200,000
>100,000	3	\$250,000



## Homeless Plans Implementation

<b>Overview</b>	The San Gabriel Valley Council of Governments will be awarding funding to help cities that have completed Homeless Plans implement elements of those Plans. Each city will be required to submit an application describing how they intend to expend the funds.																																																																								
<b>Eligibility</b>	Any city that has completed a Homeless Plan.																																																																								
<b>Award Amounts:</b>	<p>Funding has been allocated to each jurisdiction based on population as follows:</p> <table border="1" data-bbox="678 569 1214 1539"> <thead> <tr> <th>City</th> <th>Population</th> <th>Funding</th> </tr> </thead> <tbody> <tr><td>Alhambra</td><td>86,665</td><td>\$200,000</td></tr> <tr><td>Arcadia</td><td>57,704</td><td>\$200,000</td></tr> <tr><td>Azusa</td><td>49,954</td><td>\$150,000</td></tr> <tr><td>Baldwin Park</td><td>76,708</td><td>\$200,000</td></tr> <tr><td>Claremont</td><td>36,446</td><td>\$150,000</td></tr> <tr><td>Covina</td><td>49,006</td><td>\$150,000</td></tr> <tr><td>Duarte</td><td>22,013</td><td>\$150,000</td></tr> <tr><td>El Monte</td><td>117,204</td><td>\$250,000</td></tr> <tr><td>Glendora</td><td>52,703</td><td>\$200,000</td></tr> <tr><td>Irwindale</td><td>1,450</td><td>\$50,000</td></tr> <tr><td>La Puente</td><td>40,686</td><td>\$150,000</td></tr> <tr><td>La Verne</td><td>33,260</td><td>\$150,000</td></tr> <tr><td>Monrovia</td><td>38,787</td><td>\$150,000</td></tr> <tr><td>Montebello</td><td>64,327</td><td>\$200,000</td></tr> <tr><td>Pomona</td><td>155,687</td><td>\$250,000</td></tr> <tr><td>San Dimas</td><td>34,507</td><td>\$150,000</td></tr> <tr><td>South El Monte</td><td>20,882</td><td>\$150,000</td></tr> <tr><td>South Pasadena</td><td>26,047</td><td>\$150,000</td></tr> <tr><td>West Covina</td><td>108,245</td><td>\$250,000</td></tr> <tr><td>Under 20,000</td><td></td><td>\$50,000</td></tr> <tr><td>20,000-50,000</td><td></td><td>\$150,000</td></tr> <tr><td>50,000-100,000</td><td></td><td>\$200,000</td></tr> <tr><td>&gt;100,000</td><td></td><td>\$250,000</td></tr> </tbody> </table>	City	Population	Funding	Alhambra	86,665	\$200,000	Arcadia	57,704	\$200,000	Azusa	49,954	\$150,000	Baldwin Park	76,708	\$200,000	Claremont	36,446	\$150,000	Covina	49,006	\$150,000	Duarte	22,013	\$150,000	El Monte	117,204	\$250,000	Glendora	52,703	\$200,000	Irwindale	1,450	\$50,000	La Puente	40,686	\$150,000	La Verne	33,260	\$150,000	Monrovia	38,787	\$150,000	Montebello	64,327	\$200,000	Pomona	155,687	\$250,000	San Dimas	34,507	\$150,000	South El Monte	20,882	\$150,000	South Pasadena	26,047	\$150,000	West Covina	108,245	\$250,000	Under 20,000		\$50,000	20,000-50,000		\$150,000	50,000-100,000		\$200,000	>100,000		\$250,000
City	Population	Funding																																																																							
Alhambra	86,665	\$200,000																																																																							
Arcadia	57,704	\$200,000																																																																							
Azusa	49,954	\$150,000																																																																							
Baldwin Park	76,708	\$200,000																																																																							
Claremont	36,446	\$150,000																																																																							
Covina	49,006	\$150,000																																																																							
Duarte	22,013	\$150,000																																																																							
El Monte	117,204	\$250,000																																																																							
Glendora	52,703	\$200,000																																																																							
Irwindale	1,450	\$50,000																																																																							
La Puente	40,686	\$150,000																																																																							
La Verne	33,260	\$150,000																																																																							
Monrovia	38,787	\$150,000																																																																							
Montebello	64,327	\$200,000																																																																							
Pomona	155,687	\$250,000																																																																							
San Dimas	34,507	\$150,000																																																																							
South El Monte	20,882	\$150,000																																																																							
South Pasadena	26,047	\$150,000																																																																							
West Covina	108,245	\$250,000																																																																							
Under 20,000		\$50,000																																																																							
20,000-50,000		\$150,000																																																																							
50,000-100,000		\$200,000																																																																							
>100,000		\$250,000																																																																							
<b>Eligible Activities</b>	<ul style="list-style-type: none"> <li>• Activities should be in a city’s Homeless Plan or related to those activities within the Homeless Plan. If an activity is not within the Homeless Plan, the applicant must explain how the proposed activity to those activities</li> <li>• A maximum of 10% of a city’s funding can be allocated towards encampment clean-up.</li> <li>• A maximum of 20% of a city’s funding can be allocated towards law enforcement activities (i.e. outreach).</li> </ul>																																																																								



<b>Project Reporting</b>	Project applicants will be required to submit quarterly reports (template include as Attachment B) with their quarterly invoices.
<b>Project Implementation</b>	Projects can be completed by in-house city staff or by outside contractors/non-profits, as indicated on the project application. If a project applicant intends to complete the project using an outside contractor or non-profit, an approved competitive procurement process must be used.
<b>Project Timeline</b>	All projects must be completed by May 31, 2022. A final report and the final invoice must be submitted by June 15, 2022.

**APPLICATION**

<b>City:</b>	
<b>Other Partners (if applicable):</b>	
<b>Total Funding Requested:</b>	

<b>Contact Name:</b>	
<b>Email:</b>	
<b>Phone Number:</b>	

The applicant shall describe each proposed activity using the table below. If more than 4 activities are proposed, please attach additional activities.

<b>Activity #1</b>	
<i>Define the project scope of work and the proposed tasks.</i>	
<b>Project Implementation (Check all that apply)</b>	<input type="checkbox"/> Work will be completed in house <input type="checkbox"/> Work will be completed by non-profit, including service providers <input type="checkbox"/> Work will be completed by consultant
<b>Activity Description</b>	
<b>Please list any proposed partners</b>	
<b>Is this activity found in your Homeless Plan?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If no, please explain its connection to implementation of your Homeless Plan</b>	
<b>Deliverables:</b>	



<b>Activity #2</b>	
<i>Define the project scope of work and the proposed tasks.</i>	
<b>Project Implementation (Check all that apply)</b>	<input type="checkbox"/> Work will be completed in house <input type="checkbox"/> Work will be completed by non-profit, including service providers <input type="checkbox"/> Work will be completed by consultant
<b>Activity Description</b>	
<b>Please list any proposed partners</b>	
<b>Is this activity found in your Homeless Plan?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If no, please explain its connection to implementation of your Homeless Plan</b>	
<b>Deliverables:</b>	

<b>Activity #3</b>	
<i>Define the project scope of work and the proposed tasks.</i>	
<b>Project Implementation (Check all that apply)</b>	<input type="checkbox"/> Work will be completed in house <input type="checkbox"/> Work will be completed by non-profit, including service providers <input type="checkbox"/> Work will be completed by consultant
<b>Activity Description</b>	
<b>Please list any proposed partners</b>	
<b>Is this activity found in your Homeless Plan?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If no, please explain its connection to implementation of your Homeless Plan</b>	
<b>Deliverables:</b>	



<b>Activity #4</b>	
<i>Define the project scope of work and the proposed tasks.</i>	
<b>Project Implementation (Check all that apply)</b>	<input type="checkbox"/> Work will be completed in house <input type="checkbox"/> Work will be completed by non-profit, including service providers <input type="checkbox"/> Work will be completed by consultant
<b>Activity Description</b>	
<b>Please list any proposed partners</b>	
<b>Is this activity found in your Homeless Plan?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If no, please explain its connection to implementation of your Homeless Plan</b>	
<b>Deliverables:</b>	

Does the City desire to participate in one of the region-wide programs?

Housing Navigator: In this region-wide program, the City would receive the support of a housing navigator to help more the city's homeless residents into supportive housing. The SGVCOG will procure a consultant on behalf of all cities interested in participating. Interested cities would then allocate the funding (as listed below) towards the SGVCOG's contract.

- Housing Navigator  
 Cost = TBD

## CITY PLAN TO PREVENT AND COMBAT HOMELESSNESS TEMPLATE

---

### Planning Context

As Measure H resources are deployed to combat and prevent homelessness throughout Los Angeles County, each City in the County can broaden the collective impact and accelerate change by undertaking a locally specific City Plan to Combat Homelessness. This Plan template is intended to assist your City in undertaking a comprehensive assessment of homelessness in your local jurisdiction, assessing the resources currently available to address the challenge, identifying opportunities for City and County collaboration and marshalling a plan to collaborate in the implementation of identified strategies.

### 1. City and Plan Information

Name of City	Period of Time Covered by Plan	Date of Plan Adoption

### 2. Why is the City working to develop and implement a homelessness plan?

Briefly describe the City's interest in developing a City Homelessness Plan. Responses may address, but need not be limited to, the following:

- a. Reducing the extent and scope of homelessness within the City's jurisdiction
- b. Aligning City resources with County investments
- c. Improving coordination and effectiveness of the City's homeless housing and service delivery system within the broader County and Coordinated Entry Systems.
- d. Reducing City costs that don't contribute to combating homelessness, e.g. law enforcement, sanitation, and ambulance costs
- e. Improving quality of life for all residents, including persons who may be experiencing a housing crisis
- f. Creating more housing & services for the City's homeless residents
- g. Promoting more livable cities for current residents and future generations

### 3. Describe your City's planning process

What were the key steps your City took to develop its plan? What partners and stakeholders (e.g., community members, experts) were engaged in the process?

**4. What are the goals of the City’s plan and related actions? Review the example below, then respond to the prompts for your own City goals. Add sections for additional goals if needed.**

**EXAMPLE**

**1. Goal**

List one of the goals the City has identified during the planning process. Is the goal tied to a County Homeless Initiative Strategy? If so, identify which strategy from Question #7 below.

*Example: Increase access to and use of PHA Section 8 Vouchers for homeless individuals and families. (Tied to Strategies B4 and B8)*

**2. Supporting Action(s)**

Identify a specific supporting action(s) designed to support achievement of the City's goal. Each goal may have multiple contributing actions.

*Example:*

- *Commit 50% of all PHA Section 8 turnover vouchers to individuals or families who are chronically homeless.*
- *Access Measure H funding under Strategy B4 to encourage landlords to rent to homeless tenants in need of permanent supportive housing.*

**3. Associated policy change(s)**

a. Describe specific policy changes for each identified strategy, where applicable. You may also identify administrative or other changes necessary to achieve your goal.

*Example:*

- *Change PHA administrative plan to accommodate prioritization of homeless individuals and families in need of permanent supportive housing.*
- *Enter into agreement with HACoLA enabling City PHA to participate in the Homeless Incentive Program.*

b. Identify how the policy change(s) will directly impact the City's ability to achieve the desired goal. Consider policy changes impacting technology, industries or various sectors such as transportation, education, health care, social policy or land use.

*Example:*

- *Prioritization of homeless individuals and families in need of PSH for PHA vouchers increases the chances of placing them in permanent housing.*
- *Incentive program increases chances of voucher-holders signing leases and accessing permanent housing.*

c. Describe the intended process for enacting the policy change.

*Example for Policy Change #1:*

- *Draft revised administrative plan language*
- *Gather input*
- *Present to Housing Authority Board of Commissioners for Approval*
- *Roll out*

d. List the stakeholders/partners you will need to engage to enact the policy change.



**4. Goal Measurement**

What metrics will be used to track progress? What are the data sources? When will the measurement occur?

*Example:*

- *Number of homeless individuals granted vouchers for permanent supportive housing*
- *Number of homeless individuals with vouchers that were housed in permanent supportive housing*
- *Number of homeless individual who retained permanent supportive housing after 12 months*
- *Data sources: PHA data system, HMIS, etc.*

*Measurement will occur on a quarterly basis.*

**5. Goal ownership**

Who is responsible for directing implementation, management, and measurement of the goal and its related actions? Explain their specific roles in the implementation, management and measurement of the goal.

*Example:*

- *Section 8 Coordinator, City Public Housing Agency.*
  - *Roles: facilitating stakeholder outreach; drafting recommendations; drafting plan; working with City Council to refine; etc.*

**6. Leveraged City Resources**

What City resources will be deployed or leveraged in support of the goal?

*Example:*

- *City PHA staff time 0.25 FTE*
- *Promotion of Homeless Incentive Program at City events*

**7. Timeline**

Detail a timeline of major tasks to achieve this goal.

**GOAL #1****1. Goal**

List one of the goals the City has identified during the planning process. Is the goal tied to a County Homeless Initiative Strategy? If so, identify which strategy from Question #7 below.

**2. Supporting Action(s)**

Identify a specific supporting action(s) designed to support achievement of the City's goal. Each goal may have multiple contributing actions.

**3. Associated policy change(s)**

- a. Describe specific policy changes for each identified strategy, where applicable. You may also identify administrative or other changes necessary to achieve your goal.
  
- b. Identify how the policy change(s) will directly impact the City's ability to achieve the desired goal. Consider policy changes impacting technology, industries or various sectors such as transportation, education, health care, social policy or land use.
  
- c. Describe the intended process for enacting the policy change.
  
- d. List the stakeholders/partners you will need to engage to enact the policy change.

**4. Goal Measurement**

What metrics will be used to track progress? What are the data sources? When will the measurement occur?

**5. Goal ownership**

Who is responsible for directing implementation, management, and measurement of the goal and its related actions? Explain their specific roles in the implementation, management and measurement of the goal.

**6. Leveraged City Resources**

What City resources will be deployed or leveraged in support of the goal?

**7. Timeline**

Detail a timeline of major tasks to achieve this goal.

---

**GOAL #2**

**1. Goal**

List one of the goals the City has identified during the planning process. Is the goal tied to a County Homeless Initiative Strategy? If so, identify which strategy from Question #7 below.

**2. Supporting Action(s)**

Identify a specific supporting action(s) designed to support achievement of the City's goal. Each goal may have multiple contributing actions.

**3. Associated policy change(s)**

- a. Describe specific policy changes for each identified strategy, where applicable. You may also identify administrative or other changes necessary to achieve your goal.
  
- b. Identify how the policy change(s) will directly impact the City's ability to achieve the desired goal. Consider policy changes impacting technology, industries or various sectors such as transportation, education, health care, social policy or land use.
  
- c. Describe the intended process for enacting the policy change.
  
- d. List the stakeholders/partners you will need to engage to enact the policy change.

**4. Goal Measurement**

What metrics will be used to track progress? What are the data sources? When will the measurement occur?

**5. Goal ownership**

Who is responsible for directing implementation, management, and measurement of the goal and its related actions? Explain their specific roles in the implementation, management and measurement of the goal.

**6. Leveraged City Resources**

What City resources will be deployed or leveraged in support of the goal?

**7. Timeline**

Detail a timeline of major tasks to achieve this goal.

---

**GOAL #3**

**1. Goal**

List one of the goals the City has identified during the planning process. Is the goal tied to a County Homeless Initiative Strategy? If so, identify which strategy from Question #7 below.

**2. Supporting Action(s)**

Identify a specific supporting action(s) designed to support achievement of the City's goal. Each goal may have multiple contributing actions.

**3. Associated policy change(s)**

- a. Describe specific policy changes for each identified strategy, where applicable. You may also identify administrative or other changes necessary to achieve your goal.
  
- b. Identify how the policy change(s) will directly impact the City’s ability to achieve the desired goal. Consider policy changes impacting technology, industries or various sectors such as transportation, education, health care, social policy or land use.
  
- c. Describe the intended process for enacting the policy change.
  
- d. List the stakeholders/partners you will need to engage to enact the policy change.

**4. Goal Measurement**

What metrics will be used to track progress? What are the data sources? When will the measurement occur?

**5. Goal ownership**

Who is responsible for directing implementation, management, and measurement of the goal and its related actions? Explain their specific roles in the implementation, management and measurement of the goal.

**6. Leveraged City Resources**

What City resources will be deployed or leveraged in support of the goal?

**7. Timeline**

Detail a timeline of major tasks to achieve this goal.

**[Add additional goals and respond to above questions as needed.]**

**5. Identify City employees or other staff who will lead implementation of the plan.**

**Table 1: Primary Contact for Plan Implementation**

Name & Position	Address & Email	Phone	% of Time

**6. Describe the City’s participation or plans to participate in any new or ongoing collaborative efforts, within the City and/or with other cities and/or in the Service Planning Area.**

Collaboration can occur between City departments, with non-governmental City partners, and with other cities or regional entities throughout LA County. The City may also participate in broad-based regional planning efforts designed to enhance overall coordination. Describe how the City intends to support or provide leadership in such collaborative processes. Include discussion of planned participation in local coalitions, Service Planning Area coordination, and any other groups or collaborative structures.

*Example: City elected official is a member the Council of Governments Homeless Committee. City staff participate in SPA-wide coalition meetings. City will coordinate with neighboring jurisdictions to address broader concerns.*

**7. Review specific County Homeless Initiative Strategies from the table below and consider how the City could collaborate and align planning efforts to achieve mutual goals.**

For each of the County Homeless Initiative Strategies listed in the table below, identify whether the City plans to participate in the Strategy’s implementation and/or if the City is currently participating in the Strategy’s implementation. If the City is already participating in the implementation of any of the Strategies, please attach an explanation.

**Table 2: City Planning Activities tied to County Homeless Initiative Strategies**

	Plan to participate	Currently participating	County Homeless Initiative Strategies
<b>A – Prevent Homelessness</b>	<input type="checkbox"/>	<input type="checkbox"/>	A1. Homeless Prevention for families
	<input type="checkbox"/>	<input type="checkbox"/>	A5. Homeless Prevention for Individuals
<b>B – Subsidize Housing</b>	<input type="checkbox"/>	<input type="checkbox"/>	B3. Partner with Cities to Expand Rapid Rehousing
	<input type="checkbox"/>	<input type="checkbox"/>	B4. Facilitate Utilization of Federal Housing Subsidies
	<input type="checkbox"/>	<input type="checkbox"/>	B6. Family Reunification Housing Subsidies
	<input type="checkbox"/>	<input type="checkbox"/>	B7. Interim/Bridge Housing for those Exiting Institutions
	<input type="checkbox"/>	<input type="checkbox"/>	B8. Housing Choice Vouchers for Permanent Supportive Housing
<b>C – Increase Income</b>	<input type="checkbox"/>	<input type="checkbox"/>	C1. Enhance the CalWORKs Subsidized Employment Program for Homeless Families
	<input type="checkbox"/>	<input type="checkbox"/>	C2. Increase Employment for Homeless Adults by Supporting Social Enterprise
	<input type="checkbox"/>	<input type="checkbox"/>	C4/5/6. Countywide Supplemental Security/Social Security Disability Income and Veterans Benefits Advocacy
	<input type="checkbox"/>	<input type="checkbox"/>	C7. Subsidize Employment for Homeless Adults

	Plan to participate	Currently participating	County Homeless Initiative Strategies
<b>D – Provide Case Management &amp; Services</b>	<input type="checkbox"/>	<input type="checkbox"/>	D2. Jail In-Reach
	<input type="checkbox"/>	<input type="checkbox"/>	D5. Support for Homeless Case Managers
	<input type="checkbox"/>	<input type="checkbox"/>	D6. Criminal Record Clearing Project
	<input type="checkbox"/>	<input type="checkbox"/>	D7. Provide Services for Permanent Supportive Housing
<b>E – Create a Coordinated System</b>	<input type="checkbox"/>	<input type="checkbox"/>	E4. First Responders Training
	<input type="checkbox"/>	<input type="checkbox"/>	E5. Decriminalization Policy
	<input type="checkbox"/>	<input type="checkbox"/>	E6. Expand Countywide Outreach System
	<input type="checkbox"/>	<input type="checkbox"/>	E7. Strengthen the Coordinated Entry System (CES)
	<input type="checkbox"/>	<input type="checkbox"/>	E8. Enhance the Emergency Shelter System
	<input type="checkbox"/>	<input type="checkbox"/>	E10. Regional Coordination of Los Angeles County Housing Agencies
	<input type="checkbox"/>	<input type="checkbox"/>	E14. Enhance Services for Transition Age Youth
<b>F – Increase Affordable/ Homeless Housing</b>	<input type="checkbox"/>	<input type="checkbox"/>	F1. Promote Regional SB2 Compliance and Implementation
	<input type="checkbox"/>	<input type="checkbox"/>	F2. Linkage Fee Nexus Study
	<input type="checkbox"/>	<input type="checkbox"/>	F4. Development of Second Dwelling Units Program
	<input type="checkbox"/>	<input type="checkbox"/>	F5. Incentive Zoning/Value Capture Strategies
	<input type="checkbox"/>	<input type="checkbox"/>	F6. Using Public Land for Homeless Housing
	<input type="checkbox"/>	<input type="checkbox"/>	F7. Preserve and Promote the Development of Affordable Housing for Homeless Families and Individuals
	<input type="checkbox"/>	<input type="checkbox"/>	F7. Housing Innovation Fund (One-time)

## LOS ANGELES COUNTY HOMELESS INITIATIVE

### City Plan to Prevent and Combat Homelessness: A Guide

As Measure H resources are deployed to reduce and prevent homelessness throughout Los Angeles County, each City in Los Angeles County can broaden the collective impact and accelerate change by undertaking a locally specific City Plan to Combat Homelessness. As your project team uses the provided template to develop your City Plan, this Guide is meant to frame the questions/prompts in the template, offer background information, direct you to useful resources, and situate your thinking in the broader context of the County's response to homelessness. Please review each section of the Guide carefully as you work through the template.

#### Planning Context Framing Your City's Interest in Developing and Implementing a Homelessness Plan

***Consider the following questions as you respond to Question #2 in the template. Use your answers to help you describe why your city is undertaking this process.***

1. What are the most significant issues related to homelessness that have an impact on your City?
2. What City Departments are most impacted by homelessness and how?
3. How are residents, businesses, community groups, and other stakeholders in your City affected by homelessness?
4. What City programs are currently available to serve the homeless?
5. Other than City programs, what homeless services are available in your City?
6. Which City policies have a direct or indirect effect on homelessness or people experiencing homelessness?
7. Which community stakeholders should be involved in collaboration with your City around homelessness?
8. Which City Departments that directly interact with homeless populations have a protocol for addressing their needs?
9. Does your City know how much it annually spends (first responders, shelters, other City services, etc.) in serving homeless residents (e.g. spending on police, paramedics, cleaning crews, libraries, transportation, shelters, homeless services, other City Services)?
10. How does your City work with the Coordinated Entry System (CES) in your region?
11. How does your City currently coordinate with regional partners to address homelessness? How can this coordination be enhanced?

## City Goals and Related Actions

Cities have opportunities to collaborate on many of the County Homeless Initiative strategies. The questions below help guide your planning for the areas where cities are best equipped to engage. They are organized by relevant County Homeless Initiative strategies and provide information about funding opportunities, as applicable.

***Consider these questions as you develop your goals (Question #4 in the template) and determine what actions you will take to achieve them through your City Homelessness Plan. Please see the appendix for more details on the strategies referenced below.***

### A. PREVENT HOMELESSNESS

**Relevant County Homeless Initiative Strategies:**

- *A1/A5 Homeless Prevention Program for Families /Individuals*

**Questions to consider regarding homelessness prevention:**

1. How can your City identify families/individuals who are at risk of homelessness?
2. What organizations already serve families and individuals at risk of homelessness? What is the City's relationship to these organizations?
3. Do City Departments currently link families to the Coordinated Entry System for Single Adults, Families, and Youth? If so, what steps do City Departments take to make these links? How can these methods be enhanced? If not, what are the available opportunities within the city to improve referral processes?
4. What resources does your City have that could be redirected for homeless prevention services for families and/or individuals?
5. What policies does your City have in place that could help to prevent homelessness? (e.g. anti-harassment strategies, legal services, eviction defense) What policies could your city adopt to prevent homelessness?
6. What City department(s) would be best suited to lead your City's efforts around preventing homelessness for families and/or individuals?

### B. SUBSIDIZE HOUSING

**Relevant County Homeless Initiative Strategies:**

- *B3 Partner with Cities to Expand Rapid Re-Housing*
- *B4 Facilitate Utilization of Federal Housing Subsidies*
- *B6 Family Reunification Housing Subsidies*
- *B7 Interim/Bridge Housing for those Exiting Institutions*
- *B8 Housing Choice Vouchers for Supportive Housing*



**Funding Opportunities:**

- B3 Rapid Re-Housing: Cities contribute \$500 per month for up to 9 months of a rental subsidy for each family or individual and collaborates with the County in identifying families/individuals for enrollment in rapid rehousing. The County funds the remainder of the rental subsidy and the full cost of supportive services. The County covers all costs of the rental subsidy after 9 months.
- B4 Homeless Incentive Program: Cities with their own Public Housing Authorities (PHAs) can contract with HACoLA to implement the Homeless Incentive Program (HIP) and receive \$3500 for each homeless family/individual who receives a federal housing subsidy for permanent supportive housing. These funds can be used for damage mitigation, vacancy payments to hold units, and security deposits.
- B7 Interim/Bridge Housing for those Exiting Institutions: Cities that develop shelters or have existing shelters can apply for funding under B7 to use all or a portion of beds for interim/bridge housing for people exiting jails, public and private hospitals, foster care, the probation system, and mental health facilities.

**Questions to consider regarding subsidized housing:**

1. In what ways is your City interested in pursuing the above funding opportunities?
2. What resources are available or could be redirected to maximize participation in any of the above opportunities?
3. What City Departments are best suited to lead efforts on rapid rehousing, Homeless Incentive Program and/or interim/bridge housing?
4. Does your City currently have protocols in place to refer homeless individuals, families, and youth to local rapid rehousing providers?
5. What could your City do to encourage landlords to provide housing opportunities to homeless residents, including those with housing vouchers?
6. What resources can/does your City provide to help people identify available rental units?
7. Does your City have its own PHA? If so, how many Housing Choice Vouchers (Section 8) become available each year through routine turn-over?
8. If your City has a PHA, does it currently prioritize homeless individuals, chronically homeless individuals, and/or families for PHA vouchers? If so, how? If not, how can your City make changes to its Administrative Plan to enable this prioritization?
9. If your City issues housing vouchers for homeless individuals, are they matched through CES? If not, how can the City coordinate with CES to enable this matching?
10. Under Strategy B6, the County provides subsidized time limited rapid-rehousing and case management services to families in the child welfare system. If your City issues housing vouchers, can you set aside vouchers for these families, who may need ongoing rental assistance?

11. Does your City operate jails and/or hospitals? If so, do these institutions refer clients to bridge housing?

### C. INCREASE INCOME

**Relevant County Homeless Initiative Strategies include:**

- *C1 Enhance the CalWORKs Subsidized Employment Program for Homeless Families*
- *C2 Increase Employment for Homeless Adults by Supporting Social Enterprise*
- *C4/5/6 Countywide Supplemental Security/Social Security Disability Income and Veterans Benefits Advocacy*
- *C7 Subsidized Employment for Homeless Adults*

**Questions to consider regarding increasing income:**

1. What social enterprise/subsidized employment organizations are currently operating in your City?
2. How could your City work with the local Chamber of Commerce and business owners to increase employment opportunities for homeless/formerly homeless residents by:
  - a. Partnering with social enterprise
  - b. Becoming employment sites for subsidized employment through local workforce development and/or CalWORKs programs?
3. Would your City be interested in adopting a City policy or ordinance to provide increased employment opportunities by establishing a contracting/sub-contracting preference for social enterprise? A sub-contracting preference would extend the preference to bidders who agree to sub-contract a portion of the contract work to a social enterprise; this would greatly expand the range of City contracts in which a social enterprise could potentially participate. The County's Ordinance establishing a contracting preference for social enterprises can be found at: <http://file.lacounty.gov/SDSInter/bos/supdocs/105828.pdf>
4. What City Department would be best suited to lead your City's efforts around increasing employment opportunities by supporting social enterprise and/or fostering development of subsidized employment opportunities?
5. What referral systems are in place to connect disabled, homeless City residents with the County's disability benefits advocacy program for SSI, SSDI, and Veteran's benefits? What referral systems can be established?

### D. PROVIDE CASE MANAGEMENT AND SERVICES

**Relevant County Homeless Initiative Strategies include:**

- *D2 Expand Jail In-Reach*
- *D5 Support for Homeless Case Managers*
- *D6 Criminal Record Clearing Project*
- *D7 Provide Services for Permanent Supportive Housing*

**Funding Opportunity**

- D7 Provide Services for Permanent Supportive Housing: City PHAs can partner with the County Department of Health Services to connect voucher holders to Intensive Case Management Services (ICMS). Cities can enter into MOUs with the County, under which the County provides supportive services for any new unit of PSH created within the City.

**Questions to consider regarding case management and services:**

1. If your City operates a jail, how do you assist homeless inmates? For inmates whom the City transfers to a County jail, in what ways can inmates be flagged as candidates to be offered services through the Jail In-Reach program while in a County facility? What other referrals can be made? Is this Jail In-Reach program replicable in the City-operated facility?
2. Do City Departments or local agencies participate in regional case conferencing to coordinate care with other service providers? If not, how can Department staff be encouraged to participate?
3. Can your City host a Criminal Record Clearing Project clinic at a public facility? These clinics help individuals to clear tickets and citations and the associated fines or warrants, removing barriers to housing and employment. How can your City help market, encourage community support, and promote high attendance for this event?
4. If your City has a PHA, are voucher holders who need permanent supportive housing (PSH) connected with services? City PHAs can work with the County Department of Health Services to provide access to Intensive Case Management Services (ICMS).
5. What barriers exist within City permitting and zoning rules to siting PSH? What can the City do to remove these barriers?
6. What is your relationship with PSH developers and service providers in your City? How can the City offer additional support to tenants of existing PSH?
7. Is your City interested in establishing an MOU with the County, whereby for every new unit of PSH created in the City, the County will provide all supportive services? The LA County Board of Supervisors motion authorizing the MOUs and a template MOU can be found at: <http://file.lacounty.gov/SDSInter/bos/supdocs/116267.pdf>
8. Under the MOU, new PSH could be established through construction, rehabilitation, and acquisition. In addition, Cities with PHA's can designate housing vouchers for use in PSH to create new PSH slots. Is your City able to create PSH through any of these means?

**E. CREATE A COORDINATED SYSTEM****Relevant County Homeless Initiative Strategies include:**

- *E4 First Responders Training*
- *E5 Decriminalization Policy*
- *E6 Expand Countywide Outreach System*
- *E7 Strengthen the Coordinated Entry System*
- *E8 Enhance the Emergency Shelter System*

- *E10 Regional Coordination of Los Angeles County Housing Authorities*
- *E14 Enhance Services for Transition Age Youth*

**Funding Opportunity**

- E8 Enhance the Emergency Shelter System: Funding is available for acquisition, construction, or rehabilitation of buildings for shelter facilities. The County can also fund and provide services onsite at City-run shelters.

**Questions to consider regarding creating a coordinated system:**

1. Does your City currently provide training for first responders regarding interaction with people who are mentally ill and/or homeless?
2. Which City first responders engage with homeless residents and what are the reasons that they engage?
3. What barriers have been identified by first responders in serving homeless City residents?
4. How do first responders currently address constituent concerns about encampments, homeless residents living in vehicles, and unsheltered homeless residents?
5. How does your city coordinate with homeless outreach teams? How could this coordination be strengthened?
6. Does your City currently have a policy regarding first responders interacting with homeless individuals that emphasizes connecting individuals to service providers rather than criminalizing them (i.e. a decriminalization policy)? If so, can this policy be enhanced?
7. How can your City coordinate referrals to the Countywide Outreach System?
8. How does your City coordinate with CES lead agencies in your Service Planning Area (SPA) (for Single Adults, Families, and Youth)? How can coordination be improved?
9. How can the City facilitate relationships between Housing Locators and property owners/landlords to increase the number of people who can make use of rental subsidies?
10. Are any emergency shelters located in your City? If the Conditional Use Permit (CUP) for these shelter(s) does not currently permit 24/7 operations, how can your City facilitate modification of the CUP?
11. If your City has a jail, when homeless residents are released, what actions are currently taken to prevent their return to homelessness?
12. What are ways your City could partner with the County to enhance the Emergency Shelter System? (This may include increasing access to hotels and motels to act as interim emergency shelter.)
13. What City ordinances or policies could your City change to enhance shelter opportunities for homeless City residents?

14. If your City has a PHA, how could collaboration with other Public Housing Authorities in LA County maximize the effectiveness of your City's Housing Authority in combating homelessness?
15. Is your Housing Authority participating in the regular quarterly Homeless Issues Roundtable convened by the Housing Authorities of the City and County of Los Angeles?
16. What services are currently available for homeless Transition Age Youth (TAY) in your City? What additional services are needed? How can you City help to make them available?

## F. INCREASE AFFORDABLE/HOMELESS HOUSING

### **Relevant County Homeless Initiative Strategies include:**

- *F1 Promote Regional SB 2 Compliance and Implementation*
- *F2 Linkage Fee Nexus Study*
- *F4 Development of Second Dwelling Units Program*
- *F5 Incentive Zoning/Value Capture Strategies*
- *F6 Using Public Land for Homeless Housing*
- *F7 Preserve and Promote the Development of Affordable Housing for Homeless Families and Individuals*
- *F7 Housing Innovation Fund (One-time)*

### **Funding Opportunities**

- F7 Preserve and Promote the Development of Affordable Housing for Homeless Families and Individuals: Cities can apply for funding through the Notices of Funding Availability issued by the County's Community Development Commission.
- F7 Housing Innovation Fund: Cities can apply for grant funding to develop homeless housing in creative ways that are expeditious and cost-effective. A solicitation for proposals is forthcoming in 2018.

### **Questions to consider regarding increasing affordable/homeless housing:**

1. Is your City in compliance with SB 2? If not, what challenges (if any) have you encountered in complying with SB 2? (See SB 2 Best Practices Guide: <http://homeless.lacounty.gov/wp-content/uploads/2017/11/Public-Counsel-SB-2-Best-Practices-Guide-FINAL.pdf>)
2. What opportunities do you see for your City to partner with the County to promote continued compliance with SB 2 or to implement the provisions of SB 2 in your City?
3. Which Department in your City has lead responsibility for the implementation of SB 2?
4. If your City is a Community Development Block Grant (CDBG) entitlement jurisdiction, how does the City intend to use the FY 2019 funding that will be allocated through the Building Homes and Jobs Act (new SB 2 enacted in 2017) to support your homelessness plan?
5. Does your City have a housing impact fee or linkage fee program to support the production of affordable housing?

6. Has your City conducted a linkage fee study?
7. Does your City wish to pursue a nexus study as the required first step for eventual implementation of a linkage fee?
8. The recent passage of AB 1505 restores the ability of cities and counties to adopt inclusionary housing policies for rental units. The text of AB 1505 can be found here: [https://leginfo.legislature.ca.gov/faces/billPdf.xhtml?bill\\_id=201720180AB1505&version=20170AB150593CHP](https://leginfo.legislature.ca.gov/faces/billPdf.xhtml?bill_id=201720180AB1505&version=20170AB150593CHP)
  - If your jurisdiction has an inclusionary ordinance that was created before 2009, what updates/amendments need to be made? Does the existing ordinance provide alternative means of compliance (i.e. in lieu fees, land dedication, etc.), as now required by State law?
  - If your existing or planned inclusionary ordinance requires more than 15% of new rental units to be affordable, you may be asked to prepare an economic feasibility study for the California Department of Housing and Community Development. What City departments or partners can help with the completion of this study?
  - What percentage of affordable units per development best addresses the needs of your community?
  - What levels of affordability should be targeted to address the needs of your community?
9. Does your City have an accessory dwelling unit (ADU) ordinance in place? Is your ordinance in compliance with the changes in State law regarding ADUs which took effect on January 1, 2017, under AB 2299 and SB 1069? (See [https://leginfo.legislature.ca.gov/faces/billPdf.xhtml?bill\\_id=201520160AB2299&version=20150AB229994CHP](https://leginfo.legislature.ca.gov/faces/billPdf.xhtml?bill_id=201520160AB2299&version=20150AB229994CHP) and [https://leginfo.legislature.ca.gov/faces/billPdf.xhtml?bill\\_id=201520160SB1069&version=20150SB106990CHP](https://leginfo.legislature.ca.gov/faces/billPdf.xhtml?bill_id=201520160SB1069&version=20150SB106990CHP) ).
10. Could the development of ADUs increase the supply of affordable housing in your City?
11. What are the barriers (if any) to allowing/encouraging ADUs in your City?
12. Are there opportunities for your City to partner with the County to increase the development of accessory dwelling units in your City?
13. Does your City currently implement any incentive zoning/value capture strategies?
14. Would your City benefit from implementing any incentive zoning/value capture strategies?
15. Are there opportunities for your City to partner with the County to utilize Incentive Zoning/Value Capture strategies to preserve and or develop affordable/homeless housing?
16. Are there City-owned properties that could be used for the development of services or housing for people experiencing homelessness?

17. What steps is your City taking to help preserve affordable housing?

18. Does your City have any innovative ideas for the development of homeless housing in a cost-effective and expeditious manner?

### Measuring your progress

Measuring progress is essential to assessing performance, effectively utilizing resources, and, ultimately, ensuring success. As you establish your Homelessness Plan goals (responding to Question #4 in the template) and look towards implementation, consider the following questions to help you formulate metrics, assess your data and evaluation capacity, and leverage existing resources.

- For each goal and action, what data sources are available to measure performance? If no data sources are currently available, what systems can be put in place to collect accurate and timely data?
- What metrics will be most informative as you assess your progress?
- How can you measure overarching progress, across multiple goals?
- How frequently will your report on your progress and to whom?
- Who will be responsible for data collection for each goal or action?
- Who will be responsible for data collection and analysis across the City's Homelessness plan as a whole?
- What other measurement and evaluation processes are already in existence in your City? Can you tap into resources and expertise already being utilized elsewhere in the City?
- What local partners can you engage to assist with data collection, analysis, and evaluation? Are there local universities or businesses with data analysis capacity that can contribute their expertise?
- How will you use data collected to enhance your Homelessness Plan and related actions?

### Collaborating with Regional Partners

When cities partner with one another, work with regional organizations and coalitions, and join with the County in combatting homelessness, we can maximize the impact of our efforts. As you respond to Question #6 in the template, please see the contact information for CES leads, LAHSA, Councils of Government, the County Homeless Initiative team, and other cities' planning project directors in your grantee binder.

## **Outreach Services for San Gabriel Valley Regional Landlord Education Program Scope of Work**

### **Project Description**

The SGVCOG is implementing a regional supplementary landlord education and outreach program in the San Gabriel Valley. The Program will augment the existing Los Angeles County Development Authority's (LACDA) Homeless Incentive Program (HIP). The HIP program offers monetary incentives to encourage landlords to rent their available units to LACDA's homeless Section 8 voucher holders. These monetary incentives include providing holding fees, payment of application fees, move-in assistance (security deposit, utility assistance, furniture), vacancy loss payments in the event of departure without notice, and assistance with damage claims caused by tenants during their occupancy.

The purpose of this project is two-fold: 1) work with staff in each of the participating cities, staff of non-profit service providers, housing navigators, and previously and newly identified landlords to provide outreach and education on what the HIP provides in regards to services and support, and 2) provide monetary incentives to encourage landlords to rent their available units to LACDA's homeless Section 8 voucher holders.

The proposer should have experience implementing direct homeless service programs and should have knowledge of and experience with LACDA's HIP. The provider shall follow relevant guidelines and adhere to best practices in for a regional landlord education/outreach program.

Outreach spending for this project may not exceed 20% of funding allocation. The remaining 80% of funding must be directed towards providing funding to enable landlords to accept clients who are about to become homeless or are already homeless.

**Participating Jurisdictions (at this time):** TBD

### **Project Schedule**

The program must be operational – i.e. prepared to distribute incentives – by October 2020.

The launch of the program will be completed in phases, with the anticipated phasing schedule indicated below. The phasing schedule may be modified by the SGVCOG as implementation proceeds.

- Phase 1 (completed by end of September): Outreach and implementation plans completed; educational seminars and outreach presentations underway
- Phase 2 (started by October 2020): resources distributed

All project work must be completed by May 31, 2021.

### **Scope of Work**

Consultants proposals shall address, at a minimum, but not be limited to, the following scope of work identified below. Proposers are encouraged to add additional tasks as deemed necessary.

1. Complete high-level landlord outreach plan for each participating jurisdiction.
  - a. Hold meetings (at least one) with each participating jurisdiction to review high-level outreach plan to landlords.

**Deliverables:** Landlord outreach plan for each participating city.

- b. Agendas/sign-in sheets for up to 5 meetings with each participating city.
2. Work with housing navigation team to collect information on potential rental units that could be landlord outreach opportunities

**Deliverable:** List of potential rental units, organized by jurisdiction



3. Conduct outreach activities (i.e. presentations, tabling, etc.) to promote participation in HIP (at least 5 in each jurisdiction the proposer is applying for)
4. Post on social media outreach at least three (3) times to increase public awareness of HIP and related programs
5. Complete a detailed report on outreach to property owners with details on what outreach was performed to engage the persons/organizations listed and the outcome of outreach activities
  - a. Each person and property that is targeted for outreach must be addressed in the report separately

**Deliverables:** presentation; sign-in sheet & agenda/flyer for each event; social media posts; list of landlords outreached-to with report on outcomes related to outreach

6. Develop and implement approach to distribute, including an overview of expected uses of funding for clients, such as application fees, move-in assistance (security deposit, utility assistance, furniture), and other potential uses not listed here.
  - a. The provider should work with community partner organizations (such as churches, civic groups, neighborhood and city councils, etc.) to provide technical assistance and help ensure landlord participation.

**Deliverable:** Report on potential services provided; description of implementation approach.

7. Provide monthly report for each participating city and the SGVCOG on program expenditures for services/assistance provided to landlords and clients.

**Deliverable:** Monthly report for each participating city and the SGVCOG on expenditures of direct services/assistance provided to landlords and clients.

### **Evaluation Criteria**

Proposals will be evaluated using some or all of the following criteria in its evaluation and comparison of submitted proposals. The criteria listed are not necessarily an all-inclusive list. The order in which they appear is not intended to indicate their relative importance.

- Understanding of the project (20%)
- Services to be provided (20%)
- Ability to complete the work within the time specified (20%)
- Qualifications of the firm, including but not limited to its experience and personnel assigned to the project (30%)
- Cost (10%)

The SGVCOG shall have absolute discretion in determining the applicability and weight or relative weight of some or all of the criteria listed above and is not required to select the lowest monetary proposer.



## Homeless Prevention/Diversion Programs Grant Application

<b>Overview</b>	<p>The San Gabriel Valley Council of Governments will be awarding funding to facilitate the implementation of homeless prevention and diversion programs that prevent or divert San Gabriel Valley residents from becoming homeless. Homeless prevention and diversion programs alleviate minor financial obligations in order to provide a means of achieving safe temporary housing.</p> <p>The SGVCOG is seeking eligible applicants to administer homeless prevention/diversion program. Multiple applicants will likely be selected to administer these programs. However, the SGVCOG does want to maintain as much consistency as possible in program administration across the region.</p>
<b>Eligibility</b>	<p>Any San Gabriel Valley city can apply as a lead applicant. Service providers can apply in partnership with a city lead applicant.</p> <p>Additional cities can also be included in a multi-city application. A letter from each city manager from each participating city must be included in the application package. The letter must include the city's contact person and his/her contact information.</p>
<b>Award Amounts:</b>	<p>Up to \$15,000 per city. Multi-city applications are eligible for \$15,000 per city included in the application. Labor costs are capped at 10%.</p> <p>Additional funds may become available depending on the level of interest from cities across the region.</p>
<b>Project Requirements:</b>	<p>Applicants will administer a homeless prevention/diversion program that provides the following services to individuals and families experiencing homelessness or on the verge of experiencing homelessness:</p> <ul style="list-style-type: none"> <li>• Housing relocation and stabilization;</li> <li>• Short-term or medium-term rental assistance;</li> <li>• Rental application fees;</li> <li>• Security deposits;</li> <li>• Utility deposits &amp; payments;</li> <li>• Moving costs;</li> <li>• Housing search and placement;</li> <li>• Housing stability case management;</li> <li>• Mediation;</li> <li>• Tenant legal services;</li> <li>• Credit repair.</li> </ul> <p>Applicants should focus on how to supplement the problem-solving program that was launched in late 2018 by the Los Angeles Homeless Services Authority (LAHSA).</p>



	The applicant must also indicate how it will assess and monitor program outcomes.
<b>Applicant Requirements:</b>	<ul style="list-style-type: none"> <li>Must have received LAHSA problem solving (or equivalent) training</li> </ul>
<b>Project Reporting</b>	Program administrators will be required to submit monthly reports reporting on individuals/families served, by jurisdiction. These monthly reports must also include reports on outcomes for previous clients served for 6 months.
<b>Implementation</b>	Programs can be administered by in-house city staff or by the partner service provider. The lead program administrator must be included on the application.
<b>Project Timeline</b>	Programs must be operational by September 1, 2020. At least 10% of funding must be expended by May 31, 2021. All funding must be expended by December 15, 2021. Final report is due 6 months following expenditure of all funding but no later than June 15, 2022.
<b>Project Review Process</b>	Applications will be reviewed by panelists including the SGVCOG Regional Homelessness Coordinator and other outside professionals that work in the field of homelessness.

### Scoring Criteria:

Category	Points Available
Program Approach	25 points
Resource Leveraging	25 points
Administrator Experience	15 points
Performance Metrics	15 points
Partnerships	20 points
<b>TOTAL</b>	<b>100 points</b>

### APPLICATION

<b>Lead City Applicant:</b>	
<b>Service Provider Partner: (Participation Letter Attached)</b>	
<b>Additional City Partners (City Manager participation letters required as Attachment)</b>	
<b>Total Funding Request (\$15,000 per city maximum)</b>	
<b>Program Administrator:</b>	



--	--

**Has the Program Administrator completed the LAHSA problem solving training?**

- Yes; Date Completed \_\_\_\_\_
- No; Date Planned Completion \_\_\_\_\_
- Completed Equivalent Training (Attach description of training and documentation of completion)

**Contacts**

**Lead City Applicant**

<b>Name:</b>	
<b>Email:</b>	
<b>Phone Number:</b>	

<b>City Manager Name:</b>	
<b>City Manager Signature:</b>	

**Program Administrator (if different from Lead City Applicant)**

<b>Name:</b>	
<b>Email:</b>	
<b>Phone Number:</b>	

<b>City Manager Name:</b>	
<b>City Manager Signature:</b>	

**Proposed Program Approach**

*How will the Program Administrator administer the homeless prevention and diversion program?*

--



**Administrator Experience**

*Describe the Program Administrator's experience in administering homeless prevention and diversion programs.*

[Empty response box for Administrator Experience]

**Program Leveraging**

*Describe the Program Administrator's experience with LAHSA's problem solving funds and how it will leverage those (and other) homelessness prevention and diversion funds.*

[Empty response box for Program Leveraging]

**Program Reporting**

*Describe how the Program Administrator will evaluate program outcomes, including evaluation of clients' outcomes, and report on these in monthly reports. Describe how the Program Administrator will use reports to help optimize program success.*

[Empty response box for Program Reporting]



**Program Outreach**

*Describe how the Program Administrator will reach those in need of potential services.*

**Partnerships**

*Discuss how the program will involve partnerships with other municipalities, service providers, nonprofits, or other community stakeholders.*



## Homelessness Pilot Programs

<b>Overview</b>	<p>The San Gabriel Valley Council of Governments will be awarding funding to support pilot projects that test innovative direct homeless solutions. This funding is intended for cities that have completed homeless plans and have identified innovative potential projects or programs.</p> <p>The pilot projects program will provide initial funding for the set-up and/or implementation of innovative pilot projects on a small scale. The pilot projects program will focus on collecting data and performance metrics on the proposed projects in order to determine assess whether they could be successfully implemented on a wider scale with additional funding.</p>
<b>Eligibility</b>	Any San Gabriel Valley city that has completed a Homeless Plan. Multiple cities can also apply together.
<b>Award Amounts:</b>	\$50,000 - \$150,000 (for a single city) \$200,000 maximum award for multi-city application
<b>Project Categories</b>	<ul style="list-style-type: none"> <li>• Homeless workforce development</li> <li>• Accessory dwelling units (ADUs) and shared housing</li> <li>• Innovative community outreach</li> <li>• Safe parking programs</li> <li>• Collaborative sub-regional models</li> <li>• Other (as defined by applicant)</li> </ul>
<b>Ineligible Activities</b>	<ul style="list-style-type: none"> <li>• Law enforcement activities</li> <li>• Pilot projects that are duplicative of the services provided through another program that is funded by the SGVCOG’s homelessness funding: homeless prevention/diversion, landlord education/outreach, master leasing. Pilot projects that address the same or related issues may be submitted, so long as their approach is distinct from the regional programs.</li> </ul>
<b>Project Objectives</b>	<ul style="list-style-type: none"> <li>• Test innovative approaches towards addressing homelessness</li> <li>• Demonstrate replicability and scalability</li> <li>• Collect data and identify performance metrics</li> <li>• Demonstrate coordination with other municipalities and non-profits</li> </ul>
<b>Data Collection</b>	Projects must include data collection and performance metrics that define how project success will be determined. Given the relatively small amount of funding available for each project, the data collection and performance metrics are not expected to be complex but should be in line with the scale of the proposed project.
<b>Project Reporting</b>	Project applicants will be required to submit quarterly reports (Attachment A) with their quarterly invoices.
<b>Project Implementation</b>	Projects can be completed by in-house city staff or by outside contractors/non-profits, as indicated on the project application. If a project applicant intends to complete the project using an outside contractor or non-profit, an approved competitive procurement process must be used.



<b>Project Timeline</b>	All projects must be completed by May 31, 2021. A final report and the final invoice must be submitted by June 15, 2021.
<b>Project Review Process</b>	Applications will be reviewed by panelists including the SGVCOG Regional Homelessness Coordinator and other outside professionals that work in the field of homelessness.

**Scoring Criteria:**

<b>Category</b>	<b>Points Available</b>
Innovation	30 points
Replicability & Scalability	25 points
Cost Effectiveness	15 points
Performance Metrics	20 points
Partnerships	10 points
<b>TOTAL</b>	<b>100 points</b>

**APPLICATION**

<b>Lead Applicant:</b>	
<b>Additional Applicants:</b>	
<b>Project Name:</b>	
<b>Total Funding Request:</b>	

**Project Category:**

- Homeless Workforce Development  
 Accessory Dwelling Units (ADUs) & Shared Housing  
 Innovative Community Outreach  
 Safe Parking Programs  
 Collaborative Sub-regional Models  
 Other \_\_\_\_\_

<b>Contact Name:</b>	
<b>Email:</b>	
<b>Phone Number:</b>	

**Project Implementation**

- Work will be completed in house  
 Work will be completed by non-profit, including service providers  
 Work will be completed by consultant





**Project Summary**

*Provide an overview of the proposed project.*

Empty text box for Project Summary.

**Project Objectives**

*Describe the problem that the proposed project is intended to address and how the proposed pilot project is anticipated to do that.*

Empty text box for Project Objectives.

**Project Justification**

*Describe how the proposed project supports the Project Objectives.*

Empty text box for Project Justification.

**Scope of Work**

*Define the project scope of work and the proposed tasks.*

Empty text box for Scope of Work.



**Data and Performance Metrics**

*Define what data will be collected and how it will be collected and the performance metrics that will be used to define project success.*

[Empty response box for Data and Performance Metrics]

**Partnerships**

*Discuss how the project will involve partnerships with other municipalities or nonprofits.*

[Empty response box for Partnerships]

## **Master Leasing Program Statement of Work**

### **Project Description**

The SGVCOG is implementing a funding that would be used to master lease one or more motel or apartment units for use as crisis, interim, or transitional housing. The funding could also cover the cost of outreach workers, security and services. For example, a block of hotel rooms could be secured through a Master Lease between the provider and the property owners. In addition to the cost of the unit, the cost of outreach workers, security and services would be eligible expenses.

The purpose of this project is to work with staff in each of the participating cities, staff of non-profit service providers, and housing navigators to establish master lease agreements.

- **Participating Jurisdictions (at this time):** TBD

It is expected that providers will leverage other programs and funding to implement the master leasing program.

### **Project Schedule**

The program must be operational – i.e. prepared to begin utilizing master leased units – by November 2020.

The launch of the program will be completed in phases, with the anticipated phasing schedule indicated below. The phasing schedule may be modified by the SGVCOG as implementation proceeds.

- Phase 1 (completed by end of September 2020): Identification of master lease candidates and draft cooperation template drafted.
- Phase 3 (started by November 1, 2020): resource distribution underway.

The program must be fully operational, with units available for housing, for a minimum of six months, with a target start date of November 1, 2020, and project closeout by May 31, 2021.

### **Scope of Work**

Consultants proposals shall address, at a minimum, but not be limited to, the following scope of work identified below. Proposers are encouraged to add additional tasks as deemed necessary.

1. Develop a plan to outreach to potential landlords, hoteliers, and other property owners who could have interest in becoming a master lease signatory.
2. Work with housing navigation team to collect information on potential rental units that could be landlord outreach opportunities  
Deliverable: List of potential rental units, organized by jurisdiction
3. Execute master lease agreement with property owner and manage program.
  - a. Should complete operational plan that details how service and security will be provided, how people will be referred to the units, etc.  
Deliverable: Executed master lease agreement; operational plan
4. Maintain records and provide report on the number of clients accepted, placements outside of the program, and other assistance rendered to clients.

**Deliverable:** Cost and Outcome report for each master-lease location

### **Evaluation Criteria**

Proposals will be evaluated using some or all of the following criteria in its evaluation and comparison of

submitted proposals. The criteria listed are not necessarily an all-inclusive list. The order in which they appear is not intended to indicate their relative importance.

- Understanding of the project (20%)
- Services to be provided (20%)
- Ability to complete the work within the time specified (20%)
- Qualifications of the firm, including but not limited to its experience and personnel assigned to the project (30%)
- Cost (10%)

The SGVCOG shall have absolute discretion in determining the applicability and weight or relative weight of some or all of the criteria listed above and is not required to select the lowest monetary proposer.

# REPORT

DATE: February 20, 2020

TO: Governing Board

FROM: Marisa Creter, Executive Director

RE: **VOTING SOLUTIONS FOR ALL PEOPLE: LOS ANGELES COUNTY'S VOTE CENTERS AND THE NEW VOTER EXPERIENCE**

## **RECCOMENDED ACTION**


For information only.


## **BACKGROUND**

The Voting Solutions for All People (VSAP) was developed by the Los Angeles Registrar-Recorder/County Clerk in 2009 to address an aging voting system and the complex needs of an electorate with 5.3 million voters. The project seeks a collaborative approach to voting system design that will put voters at the center and maximize stakeholder participation. VSAP offers voters access to improved new technology, as well as flexible and expanded voting options. Key feature of VSAP include:

- **Ballot Marking Device (BMD):** The BMD uses a modern touchscreen that prints a paper ballot that can be verified by the voter before casting a ballot. The BMD features accessibility features that include the ability to adjust font size, multilingual audio capabilities, as well as adjustable screen color and contrast.
- **Interactive Sample Ballot (ISB):** The ISB is an option that voters can use at a vote center to help expedite the voting process by allowing voters to mark their sample ballot on a mobile device or computer and generate a Poll Pass prior to arriving at a vote center. The voter then has the option to scan the Poll Pass on the BMD to verify or make changes to selections before casting a ballot.
- **Electronic Pollbooks (ePollbooks):** ePollbooks replaces printed list of voters for vote center staff to verify the registration eligibility of a voter in real time. ePollbooks will indicate if a voter had already voted anywhere in the County and will not allow voting at multiple locations. Also, ePoolbooks enables conditional voter registration, which enables a voter to register and vote on the same day.
- **Extended Voting Period:** Vote centers will be open for up to 11 days, which include two weekends, and open for a minimum of 8 hours per day. Vote by Mail Drop Box locations will be available for 30 days.

Additionally, vote centers will be placed at nearly 1,000 locations throughout the County and allows voters to cast ballots at any voter center in the County. Jeff Klein, Manager of Civic Engagement and Community Relations and Monica Flores, Project Manager from the Los Angeles County Registrar-Recorder/County Office will provide an overview presentation of the VSAP project to the Governing Board.

Prepared by:   
Katie Ward  
Senior Management Analyst

Approved by:   
Marisa Creter  
Executive Director

**ATTACHMENTS**

Attachment A – LA County New Voter Experience Factsheet



# LA County is Modernizing the Voting Experience by 2020

LA County's current voting experience is outdated and in critical need of modernization. Voters should be able to vote when, where and how they want. The new voting system under Voting Solutions for All People is an important step to accomplishing these goals.

## CURRENT VS. FUTURE



- Limited Voting Experience
- Only 1 Day to Vote
- Polling Places



- Any Voter Can Use
- 11 Days to Vote
- Vote Centers

**Inka Vote**

Voting equipment is outdated and inaccessible to many voters; limited to **1 device** per location

Paper rosters are printed in advance and often require supplemental printing

Voters can vote at **any** vote center throughout the County with full language services and expanded accessibility

\*Electronic rosters access data in **real time** and allow for same day registration



Early voting only available at a **limited** number of locations in the County



Fully accessible voting equipment available at **every** vote center



Voters can only vote at **1 location** on **1 day** between 7:00am and 8:00pm



Voting available for **11 days** at vote centers throughout the County



Vote by Mail is difficult to use for many with no drop-off locations available



Vote by Mail is accessible and easier to use with over **150** drop-offs available across the County

\*The new voting model will move us away from reliance on pre-printed paper rosters and in its place provide real time access to the full voter database at all voting locations that makes same-day voter registration easier.