



# San Gabriel Valley Council of Governments\*

## AGENDA AND NOTICE OF THE **SPECIAL** MEETING OF THE SGVCOG PUBLIC WORKS TECHNICAL ADVISORY COMMITTEE

**Monday, December 13, 2021 – 12:00 PM**

**Zoom Link: <https://us06web.zoom.us/j/81701467014>**

**Livestream Link: <https://www.youtube.com/watch?v=GCKPFWkz3s0>**

Chair  
**Rene Guerrero**  
City of Pomona

Vice Chair  
**David Liu**  
City of Diamond Bar

Immediate Past Chair  
**Phil Doudar**  
L.A. County DPW

### Members

*Arcadia*  
*Azusa*  
*Baldwin Park*  
*Diamond Bar*  
*El Monte*  
*Glendora*  
*Industry*  
*Irwindale*  
*La Verne*  
*Monrovia*  
*Monterey Park*  
*Pasadena*  
*Pomona*  
*Rosemead*  
*San Dimas*  
*San Marino*  
*South El Monte*  
*South Pasadena*  
*Temple City*  
*Walnut*  
*L.A. County DPW*

Thank you for participating in today's meeting. The Public Works Technical Advisory Committee encourages public participation and invites you to comment on agenda items.

**MEETINGS:** *Regular Meetings of the Public Works Technical Advisory Committee are held on the third Monday of each month at 12:00 PM at the Monrovia Community Center – 119 W. Palm Ave., Monrovia, CA 91016.* The Public Works Technical Advisory Committee agenda packet is available at the San Gabriel Valley Council of Government's (SGVCOG) Office, 1000 South Fremont Avenue, Suite 10210, Alhambra, CA, and on the website, [www.sgvkog.org](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 Committee 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 Public Works Technical Advisory Committee meetings. Time is reserved at each meeting for those who wish to address the Board. SGVCOG requests that persons addressing the Committee refrain from making personal, slanderous, profane, or disruptive remarks.

**TO ADDRESS THE PUBLIC WORKS TECHNICAL ADVISORY COMMITTEE:** At a regular meeting, the public may comment on any matter within the jurisdiction of the Committee during the public comment period and may also comment on any agenda item at the time it is discussed. At a special meeting, the public may only comment on items that are on the agenda. Members of the public wishing to speak are asked to complete a comment card or simply rise to be recognized when the Chair asks for public comments to speak. We ask that members of the public state their name for the record and keep their remarks brief. If several persons wish to address the Committee on a single item, the Chair may impose a time limit on individual remarks at the beginning of discussion. **The Public Works Technical Advisory Committee may not discuss or vote on items not on the agenda.**

**AGENDA ITEMS:** The Agenda contains the regular order of business of the Public Works Technical Advisory Committee. Items on the Agenda have generally been reviewed and investigated by the staff in advance of the meeting so that the Committee can be fully informed about a matter before making its decision.

**CONSENT CALENDAR:** Items listed on the Consent Calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion on these items unless a Committee 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 Public Works Technical Advisory Committee.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the SGVCOG office at (626) 457-1800. Notification 48 hours prior to the meeting will enable the SGVCOG to make reasonable arrangement to ensure accessibility to this meeting.



**\*MEETING MODIFICATIONS DUE TO THE STATE AND LOCAL EMERGENCY RESULTING FROM THE THREAT OF COVID-19:** AB 361 (Rivas), signed by California Governor Gavin Newsom on September 16, 2021, authorizes local agencies to hold public meetings via teleconferencing and allows for members of the public to observe and address the meeting telephonically or electronically to promote social distancing due to the state and local emergency resulting from the threat of the Novel Coronavirus (COVID-19).

To follow the new provisions in AB 361 and ensure the safety of Committee Members and staff for the purpose of limiting the risk of COVID-19, in-person public participation at the Public Works Technical Advisory Committee meeting scheduled for December 13, 2021 at 12:00pm will not be allowed. To allow for public participation, the Public Works Technical Advisory Committee will conduct its meeting through Zoom Video Communications. To participate in the meeting, download Zoom on any phone or computer device and copy and paste the following link into your browser to access the live meeting: <https://us06web.zoom.us/j/81701467014>. You may also access the meeting via the livestream link on the front of the agenda page.

Instructions for Public Comments: For those wishing to make public comments on agenda and non-agenda items you may submit comments via email or participate by Zoom.

- **Email:** Please submit via email your public comment to SGVCOG Management Aide, Sophia Sousa, at [ssousa@sgvcog.org](mailto:ssousa@sgvcog.org) at least 1 hour prior to the scheduled meeting time. Please indicate in the Subject Line of the email “FOR PUBLIC COMMENT.” Emailed public comments will be read into the record and will be part of the recorded meeting minutes. Public comment may be summarized in the interest of time, however the full text will be provided to all members of the Committee prior to the meeting.
- **Zoom:** Through Zoom, you may speak by using the web interface “Raise Hand” feature. Wait to be called upon by staff, and then you may provide verbal comments for up to 3 minutes. Public comment is taken at the beginning of the meeting for items not on the agenda. Public comment is also accepted at the beginning of each agenda item.

Any member of the public requiring reasonable accommodation to participate in this meeting should contact SGVCOG Management Aide, Sophia Sousa, at least 48 hours prior to the meeting at (626) 209-9354 or at [ssousa@sgvcog.org](mailto:ssousa@sgvcog.org).

**PRELIMINARY BUSINESS**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment (*If necessary, the Chair may place reasonable time limits on all public comments*)
5. Changes to the Agenda Order: Identify emergency items arising after agenda posting and requiring action prior to next regular meeting.

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

6. Adoption of Resolution 21-03-PWTAC Making Specified Findings to Enable the Public Works Technical Advisory Committee to Continue to Hold Teleconferencing Meetings  
*Recommended Action: Adopt Resolution 21-03-PWTAC making certain findings that the existence of a local and state of emergency in California caused by the ongoing COVID-19 pandemic continues to directly impact the ability of the SGVCOG to hold public meetings safely in-person, thereby necessitating an ability to continue holding meetings via teleconference.*
7. Public Works TAC Meeting Minutes: 11/15/2021  
*Recommended Action: Review and approve.*

**ADJOURN**

# REPORT

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DATE: December 13, 2021

TO: Public Works Technical Advisory Committee

FROM: Marisa Creter, Executive Director

**RE: ADOPTION OF RESOLUTION 21-03-PWTAC MAKING SPECIFIED FINDINGS TO ENABLE THE PUBLIC WORKS TECHNICAL ADVISORY COMMITTEE TO CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING**

## **RECOMMENDED ACTION**

Adopt Resolution 21-03-PWTAC making certain findings that the existence of a local and state of emergency in California caused by the ongoing COVID-19 pandemic continues to directly impact the ability of the SGVCOG to hold public meetings safely in-person, thereby necessitating an ability to continue holding meetings via teleconferencing.

## **BACKGROUND**

Introduced by Assemblymember Robert Rivas (D-Hollister) on February 1, 2021, AB 361 codifies portions of Governor Gavin Newsom's existing Ralph M. Brown Act exemptions pertaining to teleconferencing if a local agency issues an emergency finding, and reissues it every 30 days, that it is unsafe to meet in person. Specifically, the Brown Act exemptions include requirements to provide a public teleconference location, to maintain a member quorum within the agency's jurisdiction and to provide for public comment at each teleconference location, such as a private residence. The legislation expires in December 2024. On September 16, 2021, California Governor Gavin Newsom signed AB 361 into law, effective immediately.

A local agency wishing to rely on the provisions of AB 361 must meet one of the following criteria:

1. The local agency holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; or
2. The local holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
3. The local agency holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California due to the threat of COVID-19 and shortly thereafter issued Executive Order N-29-20 suspending certain Brown Act provisions relating to teleconferencing as public meetings began to be held online.<sup>1</sup>

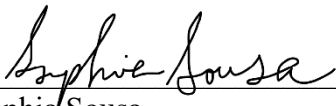
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<sup>1</sup> Similarly, on March 4, 2020, the Los Angeles County Board of Supervisors and Los Angeles County Health Officer declared a local and health emergency due to the threat of COVID-19.

However, this Executive Order expired on September 30, 2021, despite the State of Emergency remaining in place.

The threat that COVID-19 has presented continues to directly impact the ability of the SGVCOG to conduct Governing Board/committee meetings safely in person. Updated guidelines issued by the Centers for Disease Control and Prevention (CDC) and the Los Angeles County Department of Public Health in July and August 2021 advise governmental entities to refrain from conducting indoor meetings and consider moving operations outdoors, where feasible, to prevent transmission. SGVCOG staff finds it has been unable to find a suitable outdoor space with the requisite audio/visual capabilities at which the monthly committee meetings can be held safely. Similarly, an indoor space with sufficient capacity to accommodate safe social distance practices among members, staff, and the public could not be identified.

In order to continue to conduct meetings in a safe manner and to prevent unnecessary COVID-19 exposure to members, staff and the public, staff is recommending that Public Works Technical Advisory Committee adopt Resolution 21-03-PWTAC making certain findings in order to be able to continue teleconferencing for its meetings.

Prepared by:   
Sophia Sousa  
Management Aide

Approved by:   
Marisa Creter  
Executive Director

**ATTACHMENTS**

[Attachment A – Resolution 21-03-PWTAC](#)



**SGVCOG Public Works TAC Meeting Minutes**  
**Unapproved Minutes**  
**November 15, 2021**  
**12:00 PM – Via Zoom/Teleconference**

**PRELIMINARY BUSINESS**

**1. Call to Order**

R. Guerrero called the meeting to order at 12:01pm.

**2. Pledge of Allegiance**

R. Guerrero led the Public Works TAC in the Pledge of Allegiance.

**3. Roll Call:**

**Members Present:**

Arcadia	P. Wray
Azusa	R. Delgadillo
Diamond Bar	D. Liu
El Monte	L. Torres, L. Ortiz, S. Mendez
Glendora	A. Sweet, S. Mateer
Industry	M. Hudson
Irwindale	D. Co
La Verne	S. Igoe
Monrovia	C. Casitruita
Monterey Park	F. Lopez
Pomona	R. Guerrero, M. Pilarz
Rosemead	B. Janka
San Dimas	S. Garwick
San Marino	M. Throne
South El Monte	R. Pelayo
South Pasadena	G. Shelleh, T. Gerber
Walnut	M. Rooney
L.A. County DPW	J. Pletyak, J. Yang, S. Ahmed, S. Lai

**Members Absent:**

Baldwin Park  
Pasadena  
Temple City

**SGVCOG Staff:**

A. Fung; K. Ward; S. Sousa; V. Guerra, Staff

**Guests:**

Caltrans, J. Newman  
City of La Canada Flint., J.  
Dodd, P. DeChellis  
City of San Gabriel, C.  
Hernandez  
HDR/WKE, D. Cadena

**4. Public Comment**

No public comment was received for the meeting.

**5. Changes to Agenda Order**

No changes were requested.



**SGVCOG Public Works TAC Meeting Minutes**  
**Unapproved Minutes**  
**November 15, 2021**  
**12:00 PM – Via Zoom/Teleconference**

**CONSENT CALENDAR**

6. Adoption of Resolution 21-02-PWTAC Making Specified Findings to Enable the Public Works Technical Advisory Committee to Continue to Hold Teleconference Meetings  
*Action: Adopt Resolution 21-01-PWTAC making certain findings that the existence of a local and state of emergency in California caused by the ongoing COVID-19 pandemic continues to directly impact the ability of the SGVCOG to hold public meetings safely in-person, thereby necessitating an ability to continue holding meetings via teleconference.*
  
7. Review Public Works TAC Meeting Minutes: 10/18/2021  
*Action: Review and approve.*

**There was a motion to approve consent calendar item 6. (M/S: M. Rooney/P. Wray)**  
**[Motion Passed]**

<b>AYES:</b>	Arcadia, Azusa, Diamond Bar, El Monte, Glendora, Irwindale, La Verne, Monrovia, Monterey Park, Pomona, Rosemead, San Dimas, South Pasadena, Walnut, L.A. County DPW
<b>NOES:</b>	
<b>ABSTAIN:</b>	San Marino, South El Monte
<b>NO VOTE RECORDED:</b>	Industry
<b>ABSENT:</b>	Baldwin Park, Pasadena, Temple City

**There was a motion to approve consent calendar item 7. (M/S: P. Wray/M. Rooney)**  
**[Motion Passed]**

<b>AYES:</b>	Arcadia, Azusa, Diamond Bar, El Monte, Glendora, Irwindale, La Verne, Monrovia, Pomona, Rosemead, South Pasadena, Walnut, L.A. County DPW
<b>NOES:</b>	
<b>ABSTAIN:</b>	Monterey Park, San Dimas, San Marino
<b>NO VOTE RECORDED:</b>	Industry, South El Monte
<b>ABSENT:</b>	Baldwin Park, Pasadena, Temple City

**ACTION ITEM**

8. FY 2022-2025 Measure M Multi-Year Subregional Program (MSP) Active Transportation, Bus System Improvements, and First/Last Mile Programming Recommendations  
 SGVCOG Senior Management Analyst, Alexander Fung, presented on this item.

**There was a motion to:**

- 1) **Recommend the Governing Board to program \$15,000,000.00 from FY 2022-2025 MSP Active Transportation, Bus System Improvements, and First/Last Mile Funds for the East San Gabriel Valley Sustainable Multimodal Improvement Project.**



**SGVCOG Public Works TAC Meeting Minutes**  
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- 2) **Direct staff to work with cities and agencies that submitted applications for Category 2 to refine project scopes that can lead to improvements that would provide regional benefits to the San Gabriel Valley’s active transportation, bus system, and first/last mile networks.** (M/S: M. Throne/P. Wray)

**[Motion Passed]**

<b>AYES:</b>	Arcadia, Azusa, Diamond Bar, El Monte, Glendora, Irwindale, La Verne, Monrovia, Monterey Park, Pomona, San Dimas, San Marino, South Pasadena, Walnut
<b>NOES:</b>	
<b>ABSTAIN:</b>	Rosemead, L.A. County DPW
<b>NO VOTE RECORDED:</b>	Industry, South El Monte
<b>ABSENT:</b>	Baldwin Park, Pasadena, Temple City

**UPDATE ITEM**

9. **Broadband Resource Guide**  
 SGVCOG Management Aide, Sophia Sousa, provided updates on this item.

**ANNOUNCEMENTS**

The upcoming committee meeting is scheduled for Monday, December 13, 2021 at 12:00pm. Subsequent teleconference meetings may be rescheduled in order to comply with AB 361 requirements.

**ADJOURN**

R. Guerrero adjourned the Public Works Technical Advisory Committee meeting at 12:41pm.