



AGENDA
REGULAR CITY COUNCIL MEETING
TUESDAY, JUNE 12, 2012, 7:00 P. M.
SAN DIMAS COUNCIL CHAMBERS
245 EAST BONITA AVENUE

CITY COUNCIL:

Mayor Curtis W. Morris
Mayor Pro Tem Emmett G. Badar
Councilmember Denis Bertone
Councilmember John Ebner
Councilmember Jeff Templeman

1. CALL TO ORDER AND FLAG SALUTE

2. ORAL COMMUNICATIONS (Members of the audience are invited to address the City Council on any item not on the agenda. Under the provisions of the Brown Act, the legislative body is prohibited from taking or engaging in discussion on any item not appearing on the posted agenda. However, your concerns may be referred to staff or set for discussion at a later date. If you desire to address the City Council on an item on this agenda, other than a scheduled public hearing item you may do so at this time or ask to be heard when that agenda item is considered. Comments on public hearing items will be considered when that item is scheduled for discussion. The Public Comment period is limited to 30 minutes. Each speaker shall be limited to three (3) minutes.)

a. Members of the Audience

3. CONSENT CALENDAR

(All items on the Consent Calendar are considered to be routine and will be enacted by one motion unless a member of the City Council requests separate discussion.)

a. Resolutions read by title, further reading waived, passage and adoption recommended as follows:

(1) **RESOLUTION NO. 2012-37, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CERTAIN DEMANDS FOR THE MONTHS OF MAY AND JUNE, 2012.**

b. Approval of minutes for City Council/Staff Retreat meeting of May 14, 2012 and regular meeting of May 22, 2012.

c. Written report on the activities of the San Gabriel Valley Council of Governments.

d. Reject claim for damages from Betty P. Porrazzo.

END OF CONSENT CALENDAR

4. ORAL COMMUNICATIONS

a. Members of the Audience (Speakers are limited to five-minutes or as may be determined by the Chair.)

b. City Manager

c. City Attorney

d. Members of the City Council

- 1) Direction regarding the request for the Mayor to sign a letter asking for Phase 2B of the Gold Line project (from Glendora to Claremont) be included in an update of the Measure R expenditure plan and supporting an extension of the term of Measure R funds to ensure funding for Phase 2B.
- 2) Appointment to the Senior Citizen Commission.
- 3) Councilmembers' report on meetings attended at the expense of the local agency.
- 4) Individual Members' comments and updates.

5. CLOSED SESSION

Recess to a closed session pursuant to Government Code Section 54956.8:

a. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property: Assessor Parcel Number 8665-003-001 and 8665-001-005
Negotiating Parties:
For City: Blaine Michaelis, City Manager, Larry Stevens, Assistant City Manager for Community Development, and J. Kenneth Brown, City Attorney.
For Seller: NJD Limited; Agent: Travis W. Gillmore, Phelps-Tointon, Inc.
Under Negotiation: Terms of possible gifting of property to the City.

b. CONFERENCE WITH LABOR NEGOTIATOR (Pursuant to G.C. Section 54957.6)

City Representative: Blaine Michaelis
Employee Group: City of San Dimas Employees

c. Report on closed session items

6. ADJOURNMENT

The next meeting is on June 26, 2012, 7:00 p.m.

AGENDA STAFF REPORTS: COPIES OF STAFF REPORTS AND/OR OTHER WRITTEN DOCUMENTATION PERTAINING TO THE ITEMS ON THE AGENDA ARE ON FILE IN THE OFFICE OF THE CITY CLERK AND ARE AVAILABLE FOR PUBLIC INSPECTION DURING THE HOURS OF 8:00 A.M. TO 5:00 P.M. MONDAY THROUGH FRIDAY. INFORMATION MAY BE OBTAINED BY CALLING (909) 394-6216. CITY COUNCIL MINUTES AND AGENDAS ARE ALSO AVAILABLE ON THE CITY'S HOME PAGE ON THE INTERNET: <http://cityofsandimas.com>

SUPPLEMENTAL REPORTS: AGENDA RELATED WRITINGS OR DOCUMENTS PROVIDED TO A MAJORITY OF THE SUBJECT BODY AFTER DISTRIBUTION OF THE AGENDA PACKET SHALL BE MADE AVAILABLE FOR PUBLIC INSPECTION AT THE CITY CLERK'S OFFICE AT 245 EAST BONITA AVENUE DURING NORMAL BUSINESS HOURS. [PRIVILEGED AND CONFIDENTIAL DOCUMENTS EXEMPTED]

POSTING STATEMENT: ON JUNE 8, 2012, A TRUE AND CORRECT COPY OF THIS AGENDA WAS POSTED ON THE BULLETIN BOARDS AT 245 EAST BONITA AVENUE (SAN DIMAS CITY HALL); 145 NORTH WALNUT AVENUE (LOS ANGELES COUNTY PUBLIC LIBRARY, SAN DIMAS BRANCH); AND 300 EAST BONITA AVENUE (UNITED STATES POST OFFICE); AS WELL AS THE VONS SHOPPING CENTER (PUENTE/VIA VERDE) AND THE CITY'S WEBSITE AT WWW.CITYOFSANDIMAS.COM.

RESOLUTION NO. 2012-37

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SAN DIMAS, CALIFORNIA, APPROVING
CERTAIN DEMANDS FOR THE MONTHS OF
MAY AND JUNE 2012**

WHEREAS, the following listed demands have been audited by the Director of Finance;
and

WHEREAS, the Director of Finance has certified as to the availability of funds for
payment thereto; and

WHEREAS, the register of audited demands have been submitted to the City Council for
approval.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Dimas
does hereby approve Prepaid Warrant Register: 05/31/2012; 22834 through 22900; in the amount
of \$3,354,124.00; Warrant Register: 06/15/2012; 140300 through 140457; in the amount of
\$362,737.86. (Warrants 139993 through 140299 have been set aside for Prepays.)

PASSED, APPROVED AND ADOPTED THIS 12th DAY OF JUNE 2012.

Curtis W. Morris, Mayor of the City of San Dimas

ATTEST:

Ina Rios, CMC, City Clerk

I HEREBY CERTIFY that the foregoing Resolution was adopted by vote of the City
Council of the City of San Dimas at its regular meeting of June 12, 2012, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Ina Rios, CMC, City Clerk

3.a.1



***THE WARRANT DISBURSEMENT
JOURNAL IS NOT AVAILABLE TO
VIEW THROUGH LASERFICHE***

***A PAPER COPY IS AVAILABLE IN THE
FINANCE DEPARTMENT***

SORRY FOR ANY INCONVENIENCES.

DOCUMENT IMAGING DEPT.



MINUTES

**COUNCIL – STAFF RETREAT SESSION
MONDAY, MAY 14, 2012, 5:00 PM - 9:00 PM
CITY COUNCIL CHAMBERS CONFERENCE ROOM
SAN DIMAS CITY HALL
245 EAST BONITA AVENUE**

PRESENT:

Mayor Curtis W. Morris
Mayor Pro Tem Emmett G. Badar
Councilmember Denis Bertone
Councilmember John Ebner
Councilmember Jeff Templeman

City Manager Blaine Michaelis
City Attorney Ken Brown
City Clerk Ina Rios
Assistant City Manager for Community Development Larry Stevens
Assistant City Manager Ken Duran
Director of Development Services Dan Coleman
Director of Public Works Krishna Patel
Director of Parks and Recreation Theresa Bruns

Captain Don Slawson

CALL TO ORDER

Mayor Morris called the meeting to order at 5:05 p.m.

1. **10 minutes** Update on the Redevelopment dissolution process – first meetings of the Oversight Board.

City Manager Michaelis reported that the Oversight Board met twice in the past week and Mr. Duran will provide a summary of action items. Mr. Michaelis said there is one vacancy on the Board and on Tuesday, the County of Los Angeles is scheduled to appoint Bonnie Bowman to the Oversight Board.

Assistant City Manager Duran provided highlights of the Oversight Board meeting on May 9-10, 2012, at which time the Board appointed Curt Morris as the Chairman, David Hall as Vice Chairman, and Ken Duran as contact to the Department of Finance; and approved the bylaws and conflict of interest code. The Board also adopted 4:00 p.m. on the second and fourth Thursday as the regular meeting schedule. However, since Board Members had a conflict meeting on May 24, 2012, a special meeting will be scheduled. The Administrative Budgets of \$245,793 for February-June and \$131,842 for July-December to reimburse staff time and overhead costs were approved. He said the main item was the Recognized Obligation Payment Schedules (ROPS) for period January-June, and July-December. Mr. Duran stated that city loans were discussed at length and some Board Members understood that under the current statute, loans are not enforceable obligations.

In response to Councilmember Bertone, Mr. Duran replied that the vote carried 5.1 to leave the city loans on the Administrative Budget and provide a statement why it is felt the loans should be enforceable obligations.

Assistant City Manager Duran explained the review process and stated that the ROPS were sent to the State. The Department of Finance reviewed the ROPS and, as expected, expressed concerns that city loans are not enforceable obligations.

3. b

In response to Councilmember Bertone, Assistant City Manager Duran replied that the state has been consistent in responding that these are not enforceable obligations. He said if the state makes that finding, the documents will go before the Oversight Board for reconsideration.

In response to Councilmember Bertone, City Manager Michaelis replied that the City would consider the findings an impairment of a contract issue that would lead to a legal determination.

Assistant City Manager Duran explained the processing of the recognized obligations and said there is not a provision to get reimbursed if funds are not received in advance. He stated that once funds have been distributed, there are no surplus funds left.

City Manager Michaelis said if the ROPS is not approved, money is not allocated. He said the city's loans make up the biggest portion on the ROPS.

In response to Councilmember Bertone, City Manager Michaelis replied that if the Oversight Board reviewed every documentation and made the finding that city loans were used for legitimate redevelopment and are bound by legal agreements between the two parties in accordance with state law, rejection of those loans can be consider as a potential breach of contract issue.

City Manager Michaelis said staff prepared a letter that explains the ROPS and why city loans were included. He added that if AB 1585 passes, it strengthens our position to leave those city loans on the ROPS.

2. 35 minutes Discussion regarding the future of Housing Programs and Projects in the city.

- a. Review of the Housing Authority and potential changes and focus related to the dissolution of Redevelopment Agencies.

City Manager Michaelis reported that the dissolution of redevelopment eliminated housing and although the Successor Agency could continue to be the housing Successor Agency, there are no funds to maintain assets and no money to operate programs. He said although legislation was stalled, the Governor's budget was announced today with plans to sweep all available housing money into the State's general fund as a way to balance the state's budget.

Assistant City Manager Duran stated that at the end of February, there are \$6.5 million set aside funds, with a total of \$5.5 million committed to the Second Phase of the Grove Station and the Bonita Gateway project. The remainder will go to the State.

In response to Councilmember Templeman, Assistant City Manager Duran explained that the mobile home park bonds were issued by the Housing Authority, a separate entity from the Redevelopment Agency. He said the pledge on the bonds was the rental income from the mobile home park and if the park did not generate sufficient rental income, up to \$160,000 would be contributed from set aside funds toward making the bond payments. He said the primary pledge and bonds were issued by the Authority and staff feels confident those bonds and the park as property are not in jeopardy. He said currently, the park generates excess revenue. He added that the Housing Authority has assumed property management role for the three housing properties, however, redevelopment funds were being used to offset the shortfall for the Monte Vista Apartments whenever there is a vacancy.

City Manager Michaelis stated that the only potential source of money is from the mobile home park's surplus funds after meeting obligations for property maintenance. He said staff needs to look at core functions of the Housing Authority and put together a plan of action to retool the whole function.

In response to Council, Mr. Michaelis replied that the mobile home park has a bond reserve fund and contingency fund for projects and excess funds. He said the bond is current and all improvements to the park have been completed.

Councilmember Templeman suggested lowering the qualifications if the property sits vacant for a period of time. Mayor Morris stated that rents could be reduced, however, tenants must meet Federal requirements to qualify.

- b. Preliminary discussion about the need to make 2 appointments to the San Dimas Housing Authority.

City Manager Michaelis stated that Health & Safety Code Section 34290 mandates appointment of two tenants of the Authority as Commissioners with two year terms for the Monte Vista Apartments and the Mobile Home Park. One tenant Commissioner shall be over 62 years of age if the authority has tenants over that age.

In response to Mayor Morris, City Attorney Brown replied that a separate Commission must be established.

In response to Assistant City Manager Stevens, City Attorney Brown replied that members must be residents of our two facilities.

In response to Councilmember Bertone, City Manager Michaelis stated that the mobile home park is a solid investment, however, staff might consider the sale of other assets.

- c. Housing Element update information – Villas, RHNA numbers for the next round, etc.

Assistant City Manager Stevens reported that the Southern California Association of Governments (SCAG) released their preliminary regional housing needs assessment (RHNA) numbers. The city must have in place by Fall 2014 a new Housing Element that conforms with state law. He said it will take approximately two years to get to a point where the Housing Element is ready for adoption. He added that the California Housing and Community Development (HCD) is still responsible for certifying the Housing Element. Mr. Stevens highlighted his plan to overlay zones to establish housing opportunities at the requisite density of 30 units per acre and create SF 30 zone and MF 30 zone, to permit use projects that have a minimum of 30 units per acre. He said one area in jeopardy is a prior commitment for a substantial rehabilitation of the Villas Apartments to continue affordability covenants in place for an extended period of time because the existing agreement is expiring.

In response to Council, Mr. Stevens replied that the city took credit for low-very low affordable housing at 40 units per acre in order to comply with the 2008-2014 low-very low RHNA numbers. If the city is unable to comply, staff has to come up with an alternate plan, which will be brought before Council for consideration.

Assistant City Manager Stevens said the City-wide total RHNA number is 463, of which 193 fall into low-very low affordable housing that triggers zoning at 30 units per acre. That means that in addition to the 1.3 acres, another 6.5 acres has to be rezoned as part of the 2014 Housing Element to be compliant with base requirements. He said it will be difficult locating eight acres to rezone at 30 units per acre. Mr. Stevens said staff lost the first appeal of the RHNA numbers, but is entitled to one more appeal.

In response to Council, Mr. Stevens replied that the city is at higher risk of lawsuit by not having a certified Housing Element. He said use of gas tax funds could make the city ineligible for certain types of grants and programs.

In response to Councilmember Bertone, Mr. Stevens replied that rezoning acreage for 30 units per acre counts for compliance with these requirements, however, there is not a requirement to build a single unit. He said there might be an issue if someone tries to build and it is prudent to rezone places that would cause the least impact.

In response to Councilmember Ebner, Mr. Stevens highlighted some areas that can be considered for rezoning including the property slated for the Goldline parking; San Dimas Avenue Stables; and said staff will be as creative as can be.

In response to Council, Mr. Stevens replied that he plans to utilize services of the same consultant at a cost of approximately \$35,000, in addition to staff's assistance in conducting the windshield survey.

3. **5:45 pm - 25 minutes** City Entrance signs (welcome and service club sign) Bonita and Arrow – repair work being done/consider some removal – process to replace with new signage.

Parks and Recreation Director Bruns said photographs of the wagon and wooden arch with the various signs are included in the packet. She said the arch structure is sound and in good condition, but is in need of aesthetic work. Ms. Bruns said the wagon's wood frame is rotting and wheels cannot hold the weight of the wagon. She suggested aesthetic repair, patch and repair framework; replace exterior wood fascia; sand and prepare metal area; and sand, prep, and putty the wheels. She said the plaster wagon cover is structurally sound and could be cleaned and painted. She said all the work could be done in-house for approximately \$3,000 and the wagon could last another ten years.

Mayor Morris felt the signs detracted from the corner and suggested relocating the signs to another site.

Assistant City Manager Stevens stated that approximately one-half of the signs are for defunct organizations. He said five of the ten active organizations have indicated a willingness to rehabilitate their signs.

Director Bruns said if the signs are removed she is unaware of another site that is a landmark entry in town.

Assistant City Manager Stevens said he can work on an alternate site, however, at Council's direction, he looked at other options. He distributed three photographs of a citrus wagon provided by the Historical Society of plain, flat wagons with wheels and a seating area. He said staff is seeking one of these wagons or someone who is willing to build a replica. He added that the Historical Society has talked about citrus crates and labels representative of the past.

It was the consensus of the City Council to postpone the alternate option and to proceed with the recommended expenditure of \$3,000 to remove all signs, rehabilitate the arch and repair the wheels and wood frame. Additionally, staff was directed to explore the citrus field wagon at some point in time in the future, and bring back consideration of an alternate location for community service signs.

4. **6:30 pm - 60 minutes** Downtown discussions:

- a. Pedestrian crossing lighting Monte Vista and Bonita alternatives.

City Manager Michaelis said Director Patel will discuss the crosswalk lighting at Monte Vista and Bonita Avenue as well as downtown sidewalks.

Director of Public Works Patel said staff received concerns about a lack of nighttime lighting on Bonita Avenue and cars not stopping at the pedestrian crossings at Monte Vista and Exchange Place. He said in 2009, traffic calming measures were installed at these two intersections that resulted in a narrower street, improved ADA access, pedestrian crossings, landscaping, and higher lighting. He said in 2010 a new light was added and overall lighting improved by 150%.

Director Patel reviewed and presented three options for Council consideration to address current concerns:

- 1) Option 1 - mounting new LED flood light on existing street light post – for an estimated cost of \$6,000; this option has a potential light glare issue.
- 2) Option 2 – New LED Light Fixture and Light Post – for estimated cost of \$30,000; triggers lights when pedestrians approach the crosswalk and brighten the walk by 100%.
- 3) Option 3 – Rectangular Rapid Flashing Beacon Light Bar – at a cost of \$10,000 for solar and push button or \$15,000 for direct power with motion detector.

Staff recommended Option 3 for a budget cost of \$15,000, as the best alternative to address both issues of night and day crossing.

It was the consensus of the City Council to approve \$15,000 for Option 3 – direct power with motion detector.

b. Streetscape and landscape alternatives.

Public Works Director Patel reported that at the April 2011 Retreat, the City Council decided that Liquid Amber trees should be removed and replaced, and directed staff to bring back a plan for replacement trees. The City Council also eliminated the "frontier" theme and adopted an "historic" theme for the downtown corridor. Additionally, the City Council directed staff to replace the boardwalk with full-width concrete sidewalk with trees and additional landscaping.

Director Patel reviewed and provided a Powerpoint presentation of four Options prepared by the contracted Architect for Council's consideration:

- 1) Option 1 – estimated cost \$2,103,000 - Integrates City History in Conceptual Design; maximizes useable space with formal pavers and natural gray colored concrete with an antiqued etched finish similar to hardscape at Walker House; uses minimized landscaping with trees; and benches.
- 2) Option 2 – estimated cost \$1,924,000 – Integrates City History in Conceptual Design; uses informal stamped colored concrete boardwalk; antiqued etched finish with a scored grid pattern at entry of storefronts; minimized landscaping, and benches.

In response to Councilmember Templeman, Director Patel replied that there is no requirement for National Pollutant Discharge Elimination System (NPDES.)

- 3) Option 3 – Integrates City History in Conceptual Design; estimated cost \$2,105,000 – uses interlocking pavers, antiqued etched finish color concrete at entry of storefronts; using wagon wheel concept and rocks; minimized landscaping, and benches.
- 4) Option 4 – estimated cost \$560,000 – historical components are not a part of this design; simplified design retains existing wood plank "boardwalk" stamped concrete and handicap ramps; new areas of natural colored concrete paving design; minimized landscaping; and benches; utilizing City crews for portions of the work.

In response to Councilmember Templeman, Director Patel replied that to reduce costs, existing improvements completed in 2009 will be kept that include ADA improvements, bowouts, narrowing the street improving returns.

Director Patel answered specific questions from the City Council regarding replacing the old rotted wood with new construction; trees planted 40' apart will be used for landscaping; some trees will remain.

Staff felt that funding for this project was unavailable due to dissolution of redevelopment and thought it was in the best interest to not pursue any of the above alternatives. Staff proposed continued maintenance of the existing boardwalks at an annual cost of \$30,000, and approval of Alternative Plan B to replace the existing boardwalks with cost effective decorative concrete options in a couple of years. Staff also proposed to completely rehabilitate the existing 14' wide parkway trees and landscaping with new drought tolerant plant materials and trees, and replace the irrigation systems with water conserving drip systems.

In response to Council, City Manager Michaelis replied that problematic amber trees can be removed. City Council members suggested that not all trees be removed at one time.

In response to Mayor Morris, who opposed the use of stamped concrete, Director Patel stated that for a cost of \$527,000, concrete pavers similar to city hall plaza can be substituted. He suggested street improvements from San Dimas Avenue to Monte Vista be completed at a cost of \$240,000 at the time boardwalks and sidewalks are repaired or replaced.

In response to Councilmember Bertone, City Manager Michaelis stated that the consultant provided \$2 million plans that are not feasible with the elimination of redevelopment. He said the alternative proposal is to replace the wooden sidewalks with new concrete, replant and re-irrigate, including street improvements at a cost of \$450,000-\$527,000. He asked for Council's direction on use of stamped concrete or etched concrete similar to that at the Walker House.

It was the consensus of the City Council to utilize natural gray colored concrete with an antiqued etched finish, scored on a grid pattern similar to the hardscape used at the Walker House building.

City Manager Michaelis stated that the City Council felt strongly about funding this project from reserves. He stated that given the current financial situation, staff is proposing a more cost effective solution - to remove problematic trees now, repair and maintain existing boardwalks, and the alternate proposal includes removal and replacement of all wooden sidewalks with Walker House hardscape.

The City Council expressed concern with moving forward with a major project in light of the downsized budget.

City Manager Michaelis suggested that this is a concept plan to carry forward in the budget system and the work can be completed at a later date,

It was the consensus of the City Council to move forward with the concept and look at funding in January 2013.

In response to Mayor Morris, Assistant City Manager Stevens replied that plans are out to bid now for five facades in the downtown, and anticipates bid opening on June 5th, with award on June 12th, and construction to begin at the end of June or early July.

Mr. Stevens replied to specific questions from the City Council related to funding from the General Fund for estimated cost of \$210,000 plus contingency either from the current budget, or carried forward to the next fiscal year budget.

c. Status of the Business Improvement District meetings.

Assistant City Manager Stevens said Kevin Frey has had regular meetings with downtown merchants to facilitate the formation of a Business Improvement District. He stated that a core group of merchants have expressed interest and are leaning toward an annual assessment of \$100 per business, which would generate approximately \$12,000 per year. Mr. Stevens stated that he has funds available in the existing budget to cover the cost of preparing an engineer's report, bylaws, and boundary assessment, and set up an account to collect the tax. He will keep the City Council updated.

5. **7:30 pm - 10 minutes** Report on the Gold Line Station Parking Lot location – environmental analysis – focusing on the city's corporation yard.

Assistant City Manager Stevens reported that Gold Line staff is experiencing litigation issues with Phase II-A and suggested to city staff that they are looking at the city yard as a site for the Gold Line Station Parking Lot rather than the previously selected Mini-Storage site. Gold Line staff was informed that the city will express concerns with their choice.

In response to Councilmember Bertone, Assistant City Manager Stevens replied that the process of going through the settling of issues with the Mini-Storage site have caused the Gold Line to rethink having the issues resurface with the environmental report.

In response to Councilmember Templeman, Mr. Stevens replied that Walnut Street is not their first choice, however, if Walnut is considered, city staff would point out concerns due to the location of the fire station and emergency services located on Walnut.

Assistant City Manager Stevens stated he is expecting the Gold Line staff to set up a meeting to review the revised site plan utilizing the city yard. He said a community meeting would then be held and staff would prepare for Council's review and direction, a letter to the Gold Line expressing our concerns, and the Gold Line would then move forward with the environmental documents.

Mayor Morris expressed his opposition of the Gold Line's decision to use the city yard for their parking lot.

Mr. Stevens stated that it would be incumbent upon the Gold Line Authority to find an alternate site for the city yard and meet the needs of the city.

City Manager Michaelis suggested the purchase of the Post Office for use as a city yard. He said the building is currently zoned for postal services and asked if the property should be rezoned when the building is sold.

Mr. Stevens said the Post Office is on the list of eight acres of sites for 30 units per acre for the Housing Element. He indicated that staff must also consider the relocation of the postal services since there is no other location in the city zoned for that use.

Following things to review and discuss as time permits:

6. 7:40 pm - 15 minutes Ideas to streamline city council meetings.

City Manager Michaelis said that some organizations are routinely asking to be placed on the agenda to make their announcements. He suggested streamlining the City Council meetings by confining announcements or presentations to the designated three-minute oral communications, and summarizing proclamations, with the exception of youth recognitions. An alternate suggestion is to pre-record announcements to be aired on the cable television show.

Mr. Michaelis responded to Council that the Chamber of Commerce and Library announcements do not exceed three minutes.

Mayor Morris stated that if a speaker goes over the three minutes, he would allow additional time and would leave scheduling to city staff.

7. 8:00 pm – 10 minutes Council comments – projects for staff to work on.

1) In response to Councilmember Templeman, Assistant City Manager Stevens reported that a letter was received from Mr. Alipuria's attorney asking staff to amend the code to eliminate the reverse/turn-around station requirement. The City Council heard this item in June 2011 and it was the consensus of the City Council to eliminate the reverse-turn around requirement. It was staff's understanding that the City Council intended staff to apply other development standards such as the 25-foot setback allowance of the renovated station provided they did a substantial renovation. Mr. Stevens said he has been meeting with the property owner and his Counsel and has encouraged them to come up with a station renovation that complies with other standards. They are requesting to leave as is landscaping, pump islands, and canopy covers, and construct a new larger building.

In response to Councilmember Templeman, Mr. Stevens replied that if they leave the canopy covers and pump islands in the existing settings, they cannot comply with the landscape setback requirement on Arrow Highway.

Councilmember Templeman considered that intersection important and encouraged staff to work with the applicant to leave the pumps where they are. Mr. Stevens replied that moving pumps is not cost prohibitive. He said if the canopy and pump islands were moved, there would be a charge to reconnect the piping to the underground tanks.

Assistant City Manager Stevens stated that the issue is whether or not the City Council will allow a change in the site design, have additional landscaping on Arrow Highway, or allow them to leave much in the same location, and construct a larger building. He said there are many things they want to leave in place to make it less expensive, that it is difficult to get a plan that works.

In response to Mayor Pro Tem Badar, Mr. Stevens replied that the gas station is currently not in compliance and unless the applicant renovates, he is not required to be in conformance with the new requirements. However, the applicant only wants to do a portion of onsite renovation.

Assistant City Manager Stevens said staff feels a need to get a better plan that includes more landscaping on Arrow Highway, which is more than the applicant is willing to make. He said if the City

Council desires to give them more flexibility, staff needs direction to make any changes to the landscaping requirement in a code amendment as an agenda item.

2) In response to Councilmember Ebner, Assistant City Manager Stevens replied that under existing regulations, up to 20 chickens are allowed in the single family agriculture zone (SF-A) on parcels of 1,100 square feet or larger, at a distance of not less than 35 feet from any residence and 85 feet from a neighbor's residence, and housed in some fashion.

Councilmember Ebner requested staff to conduct a survey of other cities' requirements for keeping chickens.

Mayor Morris asked staff to find out if the Health Department had regulations on chickens and to bring back a report for review and decision.

3) In response to Councilmember Templeman, City Manager Michaelis replied that a study session would be held at 6:00 p.m. on May 22, 2012 to review proposed line item adjustments.

In response to Councilmember Ebner, Mr. Michaelis said that in a future meeting staff will bring back for discussion in closed session a master concept plan on how to address personnel issues.

4) Assistant City Manager Stevens stated he is working with the High School to paint an orange crate label mural on Cyndia Williams property, adjacent to the Gas Station on Bonita Avenue. Mr. Stevens said he had planned to include in the next fiscal year budget approximately \$3,000 for special department supplies and a stipend for the art teacher, however, the school desires to begin the project in June 2012.

In response to Councilmember Templeman, Mr. Stevens replied that Ms. Williams would be responsible for graffiti abatement maintenance.

Councilmember Ebner expressed concern with the current financial condition and suggested the Council consider the necessity of the project before approving the expenditure.

Assistant City Manager Stevens will inform the High School Art Teacher that the project will be postponed.

5) Mayor Morris stated that although he supported changing the reverse/turn-around gas station design, he is not in favor of amending the code to change the landscaping requirements.

Councilmember Templeman thought the project would move forward expeditiously if staff provided design assistance.

Mr. Stevens replied that he prepared a layout for a revised site plan, however, the applicant was reluctant to expend funds on the 25-foot setback requirements and rejected the design. Mr. Stevens will continue to work with the applicant.

8. Oral Communications – Members of the audience. Anyone wishing to address the City Council on an item not on the agenda. No action or discussion shall be undertaken on any item not appearing on the posted agenda. Speakers may be subject to a time limit as may be determined by the chair.

1) San Dimas Sheriff's Captain Don Slawson reported that on May 14, 1922, 90 years ago today, Constable William Funkhouser was shot and killed attempting to apprehend a burglar in the hills of San Dimas.

In response to Councilmember Ebner, Captain Slawson replied that Constable Funkhouser was the elected Constable under the Sheriff Department.

There were no members of the public present. Mayor Morris opened communications to members of the staff.

- 2) Councilmember Templeman said he invited Mr. Duran to join him for lunch with the restaurant owners in Pasadena.
9. Mayor Morris adjourned the Retreat meeting at 8:19 p.m. The next meeting of the City Council is 6:00 p.m., May 22, 2012 for a Study Session, in the City Hall City Council Chambers Conference Room.

Respectfully submitted,

Ina Rios, CMC, City Clerk



MINUTES
REGULAR CITY COUNCIL/
SAN DIMAS SUCCESSOR AGENCY
TUESDAY, MAY 22, 2012, 7:00 P. M.
SAN DIMAS COUNCIL CHAMBERS
245 E. BONITA AVENUE

PRESENT:

Mayor Curtis W. Morris
Mayor Pro Tem Emmett G. Badar
Councilmember Denis Bertone
Councilmember John Ebiner
Councilmember Jeff Templeman

City Manager Blaine Michaelis
City Attorney Ken Brown
City Clerk Ina Rios
Assistant City Manager for Community Development Larry Stevens
Assistant City Manager Ken Duran
Director of Public Works Krishna Patel
Director of Parks and Recreation Theresa Bruns

ABSENT:

Director of Development Services Dan Coleman

1. CALL TO ORDER AND FLAG SALUTE

Mayor Morris called the meeting to order at 7:02 p.m. and led the flag salute.

2. RECOGNITIONS

- Recognize San Dimas High School Athletes who represented the school in CIF Championship Competition, and the San Dimas High School Tribune Volleyball Coach of the Year.

Mayor Morris congratulated and presented Certificates to San Dimas High School 2010-11 CIF Championship Athletes: Darien Crain, Bree David, Ben Ellis, Tavit Garabedian, Danielle Hebert, Alexis Moore, Amy Patrick, Zac Robertson, Gavin Sandhu, and Tribute Volleyball Coach of the Year Jeff Pang for taking their team to the championships.

- 3. ORAL COMMUNICATIONS** (Members of the audience are invited to address the City Council on any item not on the agenda. Under the provisions of the Brown Act, the legislative body is prohibited from taking or engaging in discussion on any item not appearing on the posted agenda. However, your concerns may be referred to staff or set for discussion at a later date. If you desire to address the City Council on an item on this agenda, other than a scheduled public hearing item you may do so at this time or asked to be heard when that agenda item is considered. Comments on public hearing items will be considered when that item is scheduled for discussion. The Public Comment period is limited to 30 minutes. Each speaker shall be limited to three (3) minutes.)

a. Members of the Audience

1) Pui-Ching Ho, Library Manager, said a special program will be presented by professional Opera Singers from the Los Angeles Opera on Thursday, May 24, 6:30 p.m. On Saturday, May 26, 3:00 p.m., great Chef Marco Zapien will share tips and tricks in making Mexican cuisine with free food tasting at the end of the program. Beginning Saturday, June 16, sign up for the Summer Reading program and earn prizes; Volunteers are needed for the Summer Reading program through the end of July. Teens ages 13-17 years are encouraged to apply to help with a variety of programs; orientation will be held on Saturday, June 9, from 12:00 – 1:00 p.m. For more information on any program or activity, contact the San Dimas Library at 909.599.6738.

2) Margie Green announced that the Chamber of Commerce, Southern California Gas Company, and the City of San Dimas will host the Meet the Candidates Forum on Friday, May 25, at 6:00 p.m. in the Stanley Plummer Building. Representatives from Congress, Senate, Assembly and County will introduce themselves and be available to answer questions. Refreshments will be served at the Meet and Greet at 5:30 p.m.

4. CONSENT CALENDAR

(All items on the Consent Calendar are considered to be routine and will be enacted by one motion unless a member of the City Council or member of the audience requests separate discussion.)

MOTION: It was moved by Councilmember Ebiner, seconded by Mayor Pro Tem Badar, and carried to accept, approve, and act upon the consent calendar, as follows:

- a. Resolutions read by title, further reading waived, passage and adoption recommended as follows:
 - (1) **RESOLUTION NO. 2012-29**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CERTAIN DEMANDS FOR THE MONTH OF MAY, 2012.
 - (2) **RESOLUTION NO. 2012-30**, A RESOLUTION OF THE CITY OF SAN DIMAS APPROVING AN AGREEMENT FOR THE ADVANCE AND REIMBURSEMENT OF EXPENSES FOR CITY STAFF, OFFICE SPACE, EQUIPMENT AND SUPPLIES WITH THE CITY OF SAN DIMAS AS THE SUCCESSOR AGENCY TO THE CITY OF SAN DIMAS REDEVELOPMENT AGENCY.
 - (3) **RESOLUTION NO. 2012-31**, A RESOLUTION OF THE CITY OF SAN DIMAS AS SUCCESSOR AGENCY TO THE CITY OF SAN DIMAS REDEVELOPMENT AGENCY APPROVING AN AGREEMENT FOR THE ADVANCE AND REIMBURSEMENT OF EXPENSES FOR CITY STAFF, OFFICE SPACE, EQUIPMENT AND SUPPLIES WITH THE CITY OF SAN DIMAS.
- b. Approval of minutes for regular meeting of May 8, 2012 and special meeting of May 8, 2012.
- c. Approval of the Youth Employment Plan for Grant No. 58H9-07-2111, Horsethief Canyon Park Multi-Use Trail System, Poison Oak Trail and Hilltop Picnic Area.
- d. Rejection of claim for damages from Richard McKinn.
- e. Rejection of claim for damages from Ralph Breceda.

END OF CONSENT CALENDAR

5. PUBLIC HEARINGS

(The following item has been advertised and/or posted. The meeting will be opened to receive public testimony.)

- a. Recommending the Assessment Rate be confirmed for District 1 (Boulevard, Tract 32818) and District 1, Annexation No. 3 (Northwoods, Tract 32841), pursuant to the Landscape and Lighting Act of 1972 and subject to the procedures and approval process of Section 4 of Article XIID of the California Constitution.
 - 1) **RESOLUTION NO. 2012-32**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, CONFIRMING THE DIAGRAM AND ASSESSMENT FOR FISCAL YEAR 2012-2013 FOR OPEN SPACE MAINTENANCE DISTRICT NO. 1 (TRACT 32818, BOULEVARD.)

Director of Parks and Recreation Bruns reported that at their April 10, 2012 meeting, the City Council adopted Resolution No. 2012-19 approving the Engineer's Report with the scope of work to include general landscape maintenance, water, and electricity, with no increase in the assessment rate for fiscal year 2012-13 for Open Space Maintenance District No. 1 (Tract 32818 - Boulevard). She said a notice of public hearing was published and mailed to each property owner within the District and recommended the City Council conduct the public hearing and consider adopting Resolution No. 2012-32 confirming the diagram and assessment for fiscal year 2012-2013, with no increase in the assessment rate.

Mayor Morris opened the public hearing and invited testimony from residents of Open Space Maintenance District No. 1 (Tract 32818 - Boulevard). There being no one wishing to speak, the public hearing was closed.

MOTION: After the title was read, it was moved by Councilmember Bertone, seconded by Councilmember Ebner, to waive further reading and adopt **RESOLUTION NO. 2012-32**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, CONFIRMING THE DIAGRAM AND ASSESSMENT FOR FISCAL YEAR 2012-2013 FOR OPEN SPACE DISTRICT NO. 1 (TRACT 32818, BOULEVARD.) The motion carried by the following vote:

AYES: Councilmembers Badar, Bertone, Ebner, Templeman, Morris
NOES: None
ABSENT: None
ABSTAIN: None

- 2) **RESOLUTION NO. 2012-33**, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, CONFIRMING THE DIAGRAM AND ASSESSMENT FOR FISCAL YEAR 2012-2013 FOR OPEN SPACE MAINTENANCE DISTRICT NO. 1, ANNEXATION NO. 3 (TRACT 32841, NORTHWOODS.)

Director of Parks and Recreation Bruns reported that at their April 10, 2012 meeting, the City Council adopted Resolution No. 2012-20 approving the Engineer's Report and declared its intent to levy and collect an assessment for fiscal year 2012-13 for Open Space Maintenance District No. 1, Annexation No. 3 (Tract 32841, Northwoods). She stated that the Engineer's Report was prepared with the scope of work to include general landscape maintenance, water, and electricity, and no increase is proposed in the assessment rate and the rate proposed for 2012-13 will remain at \$898.42 per parcel. She said a notice of public hearing was published and mailed to each property owner within the District and recommended the City Council conduct the public hearing and consider adopting Resolution No. 2012-33 confirming the diagram and assessment for fiscal year 2012-2013 for Open Space Maintenance District No. 1, Annexation No. 3 (Tract 32841, Northwoods).

Mayor Morris opened the public hearing and invited testimony from residents of Open Space Maintenance District No. 1, Annexation No. 3 (Tract 32841 - Northwoods). There being no one wishing to speak, the public hearing was closed.

MOTION: After the title was read, it was moved by Councilmember Bertone, seconded by Councilmember Ebner, to waive further reading and adopt **RESOLUTION NO. 2012-33, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, CONFIRMING THE DIAGRAM AND ASSESSMENT FOR FISCAL YEAR 2012-2013 FOR OPEN SPACE MAINTENANCE DISTRICT NO. 1, ANNEXATION NO. 3 (TRACT 32841, NORTHWOODS.)** The motion carried by the following vote:

AYES: Councilmembers Badar, Bertone, Ebner, Templeman, Morris
NOES: None
ABSENT: None
ABSTAIN: None

b. Setting the Special City-wide parcel tax for Fiscal Year 2012-2013.

- 1) **RESOLUTION NO. 2012-34, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, SETTING THE SPECIAL CITYWIDE PARCEL TAX FOR FISCAL YEAR 2012-2013 TO BE USED FOR LANDSCAPE MAINTENANCE PURPOSES.**

Assistant City Manager Duran reported that in November 1997, voters approved Ordinance No. 1086 adopting a special parcel tax to be levied against properties in San Dimas to improve and maintain landscaping and trees in parkways, parks and other public areas. He said parcel tax collections do not cover the total cost for landscape maintenance, however, the Ordinance included an annual adjustment to reflect changes in the Consumer Price Index (CPI). Mr. Duran reviewed two options for Council consideration and recommended adoption of Option 2 of Resolution No. 2012-34 approving a 2% CPI increase.

Mayor Morris opened the public hearing and asked if anyone wished to speak regarding the citywide parcel tax approved by the voters in 1997. There being no one wishing to speak, the public hearing was closed.

MOTION: After the title was read, it was moved by Councilmember Templeman, seconded by Councilmember Bertone, to approve Option two increasing the rate to reflect the change of the Consumer Price Index by 2% and to waive further reading and adopt **RESOLUTION NO. 2012-34, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, SETTING THE SPECIAL CITYWIDE PARCEL TAX FOR FISCAL YEAR 2012-2013 TO BE USED FOR LANDSCAPE MAINTENANCE PURPOSE.** The motion carried by the following vote:

AYES: Councilmembers Badar, Bertone, Ebner, Templeman, Morris
NOES: None
ABSENT: None
ABSTAIN: None

6. OTHER MATTERS

a. Consider increase to Business License Fees.

- 1) **RESOLUTION NO. 2012-35, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, SETTING THE BUSINESS LICENSE FEES RATES FOR FISCAL YEAR 2012-13.**

Assistant City Manager Duran reported that in 1991, Ordinance No. 956 established fees for business licenses and allowed built-in automatic increases through 1993; as well as annual increases based on the Consumer Price Index (CPI) beginning in 1994. Staff provided two options for Council's consideration and recommended adoption of Resolution No. 2012-35, Option two, adjusting the business license fee rates for fiscal year 2012-13 by 2% CPI increase.

Mayor Morris stated that although this is not a public hearing, however, members of the audience are invited to speak on the proposal to increase business license fees. No one stepped forward to speak.

MOTION: After the title was read, it was moved by Councilmember Bertone, seconded by Councilmember Ebiner, to approve Option two increasing the rate to reflect the change of the Consumer Price Index by 2% and to waive further reading and adopt **RESOLUTION NO. 2012-35, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, SETTING THE BUSINESS LICENSE FEES RATES FOR FISCAL YEAR 2012-2013.** The motion carried unanimously.

- b. Consider continuation of the 1% Public, Educational and Government (PEG) fee for public access support.

- 1) **RESOLUTION NO. 2012-36, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS SETTING THE PUBLIC ACCESS FEE FOR FISCAL YEAR 2012-2013 TO BE USED FOR PEG PURPOSES.**

Assistant City Manager Duran reported that in 2006, the Digital Infrastructure and Video Competition Act of 2006 (DIVCA) Law went into effect which allowed video service providers to obtain a state issued franchise to provide video services in a local community. DIVCA delegated certain limited rights to local authorities including adoption of an up to 1% Public, Educational, Government (PEG) fee to be paid by all video subscribers to fund public access. In October 2008, the City Council adopted Ordinance No. 1183 establishing San Dimas rights under DIVCA. The enabling Ordinance requires the City Council to annually set the amount of the Public, Educational, Government (PEG) fee. Staff recommended the City Council adopt Resolution No. 2012-36 approving the public access fee in the amount of 1% for fiscal year 2012-2013.

MOTION: After the title was read, it was moved by Councilmember Ebiner, seconded by Councilmember Bertone, to waive further reading and adopt **RESOLUTION NO. 2012-36, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, SETTING THE PUBLIC ACCESS FEE FOR FISCAL YEAR 2012-2013 TO BE USED FOR PEG PURPOSES.** The motion carried unanimously.

7. ORAL COMMUNICATIONS

- a. Members of the Audience (Speakers are limited to five (5) minutes or as may be determined by the Chair.)

No one spoke.

- b. City Manager

There was no report.

c. City Attorney

There was no report.

d. Members of the City Council

1) Councilmembers' report on meetings attended at the expense of the local agency.

Councilmembers reported they attended the 53rd Annual California Contract Cities Association Municipal Seminar on May 17-20, 2012, in Indian Wells:

1) Councilmember Templeman stated he enjoyed the session presented by Assemblyman Anthony Portantino who voted in favor of the Democrat's budget and opposed term limits. Mr. Templeman said there was discussion about the dissolution of redevelopment and was told that legitimate debt is not going to be repaid. He met with County Library leadership and he conveyed his appreciation for Pui-Ching Ho, and the work being done on the Library roof. He also spoke with Southern California Edison to expedite work on the Gladstone project and met with the Pomona Business Improvement District Manager.

2) Councilmember Ebner enjoyed the sessions by three panelists on the lost Art of Compromise. He said the speakers discussed the lack of experience in the legislature. He said on the November ballot is one possible change to term limits to lengthen stay to 12 years total.

3) Councilmember Bertone said the most enlightening session for him was the Ethical Training.

4) Mayor Pro Tem Badar said the State mandates attendance of the Ethics Training every two years. He said in the Art of Compromise, people need to sit down and come together on some working relationship and do the right thing. He said now that redevelopment is gone, San Dimas is faced with budget challenges and compromises.

5) Mayor Morris stated that San Dimas is well equipped to deal with serious problems and everyone has ideas about the budget and recognize that compromise must be made.

6) Councilmember Templeman commented that since the realignment of state prisoners to the local level, communities are seeing an increase in crime and he was told by the Assembly Member that there was never any public safety committee meeting in Sacramento to discuss the realignment.

2) Individual Members' comments and updates.

1) Councilmember Templeman advised that he attended the Planning Commission meeting to discuss signs and also attended the Post Office public hearing. He spoke to the Postal hearing body about property maintenance and suggested they consider selling the building and leasing back 5,000 square feet for their operations in order to reduce their costs.

2) Mayor Pro Tem announced the new Olive Garden restaurant opened as of May 21st and a new 99 Cent Store will open on May 31, 2012.

3) Councilmember Bertone said on Sunday, May 20, the City of La Verne honored Councilmember Robert Rodriguez for 22 years of service and Mr. Bertone extended congratulations from the City of San Dimas. Mr. Bertone also attended the Older American Citizen of the Year ceremony honoring Linda Groth at the Dorothy Chandler Pavilion in downtown Los Angeles. Mr. Bertone said effective January, 2013, San Dimas will have a new 41st District Assembly, new 25th District Senate, new 32nd Congressional District and the 5th District with Michael Antonovich as our County Supervisor. He encouraged everyone to attend the Meet the Candidates Forum presented by the Chamber of Commerce and ask questions on Friday, May 25, in the Stanley Plummer Building.

4) Mayor Morris said he and Mayor Pro Tem Badar attended the 100th anniversary of San Dimas Community Church on Sunday, May 20th.

8. ADJOURNMENT

Mayor Morris adjourned the meeting at 7:55 p.m. The next meeting is 7:00 p.m. on June 12, 2012.

Respectfully submitted,

Ina Rios, CMC, City Clerk



Agenda Item Staff Report

TO: Honorable Mayor and Members of City Council
For the Meeting of June 12, 2012

FROM: Denis Bertone, City Councilmember

SUBJECT: Report on San Gabriel Valley Council of Governments activities

SUMMARY

The attached information is provided for your information and background to summarize the recent activities and work plan of the San Gabriel Valley Council of Governments.

Please feel free to pull this item from the consent calendar if you have questions or comments.

Attachment:
May 2012 Governing Board Meeting Highlights
FY 2012-13 Work Program

3.C



San Gabriel Valley Council of Governments

1000 S. Fremont Ave. Unit 42, Bldg A10, Alhambra, CA 91803 Phone: (626) 457-1800 FAX: (626) 457-1285 E-Mail: SGV@sqvcoq.org

Date: June 4, 2012
To: Governing Board Delegates and Alternates
From: Nicholas T. Conway, Executive Director
Re: **May 2012 Governing Board Meeting Highlights**

Below please find a summary of the major action items at the last Governing Board meeting. This should be used to provide an update to your colleagues regarding recent COG activities.

LA County Flood Control District Water Quality Initiative

At the April Governing Board meeting, staff from the LA County Flood Control District presented on the Water Quality Funding Initiative (WQFI), which proposes a property-related fee that would be levied to assist cities in Los Angeles County in funding the removal of pollutants from local rivers, lakes, channels, beaches and coastal waters. The proposed fee would be calculated based upon the size of the property, impervious area as determined by the property's land use, and the total cost of the improvements to be financed by the proposed fee. If approved by a property owner vote, over 90% of the funds collected would be returned to Municipalities directly or indirectly and would provide a dedicated source of funding for our communities to improve surface water quality. The District would fund the property owner election, which is tentatively planned for the spring of 2013.

At the April meeting, the Governing Board took no position on the LA County WQFI and Governing Board members asked for additional time to discuss this item in further detail with their respective city staff (City Managers, Public Works Directors, and Planning Directors). At the May meeting, LA County Flood Control District staff returned to answer any questions about the WQFI Ordinance.

Action: The Governing Board voted to support the Board of Directors of the Flood Control District's request to the Board of Supervisors' to set a property owner election on "The Los Angeles County Clean Water, Clean Beaches Protection Measure."

The Board of Supervisors will discuss that recommendation at its June 6, 2012 meeting.

Election of 2012-2013 Board Officers

At the May Governing Board meeting, the following members were elected as officers:

- ✓ President: Barbara Messina – Alhambra
- ✓ 1st Vice President Mary Ann Lutz – Monrovia
- ✓ 2nd Vice President Joseph Gonzales – South El Monte
- ✓ 3rd Vice President Gene Murabito – Glendora

Appointments and Recommendations of SGVCOG Representatives to SCAG, Metro Gold Line, League of California Cities, and RMC

The following members were elected as the SGVCOG representatives to various outside agencies:

SCAG HECD Committee

- ✓ G. Murabito – Glendora
- ✓ B. Shevlin – Monrovia
- ✓ J. Gonzales – South El Monte

SCAG Transportation Committee (TCC)

- ✓ T. Spohn – Industry
- ✓ T. Real Sebastian – Monterey Park

SCAG Energy and Energy Committee (EEC)

- ✓ S. Pedroza – Claremont
- ✓ D. Bertone – San Dimas

Metro San Gabriel Valley Service Sector Council

- ✓ Bruce Heard

Los Angeles County Division of the League of California Cities

- ✓ S. Pedroza – Claremont

Metro Gold Line Construction Authority Board of Directors

- ✓ S. Pedroza – Claremont (Delegate)
- ✓ D. Bertone – San Dimas (Alternate)

The COG is also recommending D. Bertone (San Dimas) to be appointed as the Foothill Cities Representative to the San Gabriel Valley and Lower Los Angeles Rivers and Mountains Conservancy (RMC) Board of Directors. This appointment will be confirmed by the Senate Rules Committee.

Annual Leadership Recognition Awards

Action: The Governing Board voted to approve changing the name of the Annual Leadership Award to the “Judy Wright/Jack Phillips Award.”

The 2012 Annual Leadership Recognition Awards will be held in conjunction with the COG’s July Governing Board meeting.

The 2012 nominees are as follows:

- ✓ David Dreier, Member of Congress, District 26
- ✓ Michael Miller, Former Governing Boardmember, former Director of Environmental Services, City of West Covina and Community Development TAC Chair.
- ✓ Stephen R. Maguin, Former General Manager, Los Angeles County Sanitation District
- ✓ Ron Wood, Former President of SGV Economic Partnership and Publisher of San Gabriel Valley Newspapers.

SGVCOG 2012-2013 Work Plan/Budget

FY 2011-2012 has been a productive year for the Agency and our members. Three notable highlights that have achieved regional recognition include the following:

- ✓ Leading the outreach effort in partnership with LA County for California’s Energy Upgrade Program. 346 San Gabriel Valley households, representing 45% of all applications submitted in LA County have applied for funding under the statewide energy savings and rebate program.
- ✓ Resurrecting the San Gabriel Valley Business Development Center. The Center was closed in 2009 and the San Gabriel Valley was the only location in Southern California without such a business support center. The SGVCOG HCED Committee led the effort along with the San Gabriel Valley Economic Partnership to structure a consortium of the Valley’s higher education institutions, including the Pasadena and Mt. Sac Community Colleges, Cal Poly Pomona, Cal State LA and University of LaVerne to secure Federal SBA funding and bring much needed financial support and technical assistance to the Valley’s small and emerging minority-owned businesses.
- ✓ Securing the appropriation of MTA’s Measure R dollars to support the immediate construction of the Gold Line Foothill Extension, Alameda Corridor-East Construction Authority, as well as the funding for environmental analysis needed to advance the 710 gap closure.

The San Gabriel Valley Council of Governments’ (SGVCOG) estimated revenues for FY 2012-13 will be \$1,833,096, while ongoing operating expenses are estimated to be \$1,814,533. This results in an expected surplus of \$18,563, or approximately 2.5% of next year’s estimated general operating income. This represents a balanced budget, and for the fifth consecutive year there will be no increases in member agency dues.

The SGVCOG’s reserves at the end of FY 2011-12 are currently estimated at \$626,470 and are expected, based on the expenditure plan for next year, to increase to \$645,033 by the end of FY 2012-13. At the end of FY 2012-13, the SGVCOG will be approximately 95% of the way towards achieving the Agency’s adopted goal of having reserves equal to one year of member dues income.

Action: The Governing Board voted to adopt the SGVCOG 2012-2013 Work Plan/Budget.

AB 480 (Solorio)

Existing law requires any solid waste facility operator to submit evidence to the Department of Resources Recycling and Recovery (DRRR) of its financial ability to provide for the cost of closure and post-closure maintenance of the facility for fifteen years past its closure. This insurance must meet specific requirements from the California Department of Insurance (CDI).

AB 480 (Solorio) would loosen the requirements on insurance providers. Opponents argue that if a landfill owner were to go bankrupt or were to otherwise not fulfill its clean-up requirements, the cities and counties that had sent waste to those facilities would be financially liable for the cost of the landfill's closure, post closure maintenance and any other corrective actions that would be required to correct environmental impairments. This would pose an obvious environmental and financial risk to local governments.

Action: The Governing Board voted to oppose AB 480 (Solorio) and authorize the Executive Director to send a letter of opposition.

Board Member Items

COG President Angel Carrillo requested an amendment to the COG's by-laws that would modify the structure of the Executive Committee to be consistent with best management practices found in other public agencies. This would be agendized for action at the June Governing Board meeting.

The current by-laws require the Executive Committee to include the Board Officers, the Chairs of each of the COG's standing policy committees, and all past presidents. With the recent elections, the Executive Committee will now expand to include four past presidents. This would be in addition to the other seven current committee members – the four officers and all three committee chairs.

Action: The Governing Board voted to agendize for action under Consent Items at the next Governing Board meeting a by-law change that would modify the structure of the Executive Committee to be consistent with best management practices and those found in other benchmark agencies.

c: City Managers TAC
Public Works TAC
Planning Directors TAC



San Gabriel Valley Council of Governments

DATE: May 31, 2012
TO: Governing Board Delegates and Alternates
FROM: Nicholas T. Conway, Executive Director
RE: FY 2012-2013 Work Program

Transmitted herewith is the San Gabriel Valley Council of Governments (SGVCOG) Work Program for the fiscal year 2012-13. The budget has been reviewed by the City Managers Steering Committee and has been unanimously recommended for approval. For the fifth consecutive year, the proposed budget is balanced and the SGVCOG continues to make significant progress towards its efforts to achieve long-term financial stability and sustainability. Finally, for the sixth consecutive year, there will be no increase in the Agency's dues.

FY 2011-12 has proven to be a most productive one for the Agency and our members. Three notable highlights that have achieved regional recognition include:

- ✓ Leading the outreach effort in partnership with LA County for California's Energy Upgrade Program. As shown in Figure 1, 346 San Gabriel Valley households representing 45% of all applications submitted in LA County have applied for funding under the statewide energy savings and rebate program.
- ✓ Resurrecting the San Gabriel Valley Business Development Center. The Center was closed in 2009 and the San Gabriel Valley was the only location in Southern California without such a business support center. The SGVCOG HCED Committee led the effort along with the San Gabriel Valley Economic Partnership to structure a consortium of the Valley's higher education institutions, including the Pasadena and Mt. Sac Community Colleges, Cal Poly Pomona, Cal State LA and University of

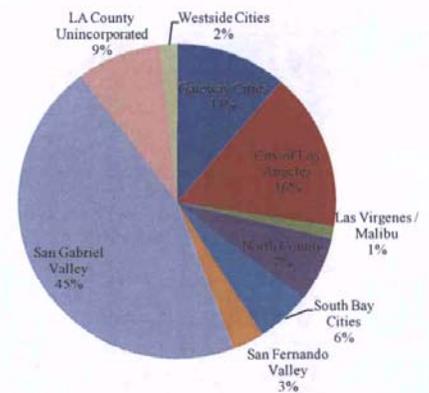


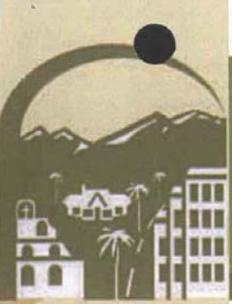
Figure 1
EUCLA Participation Rates by Subregion

LaVerne to secure Federal SBA funding and bring much needed financial support and technical assistance to the Valley's small and emerging minority-owned businesses.

- ✓ Securing the appropriation of MTA's Measure R dollars to support the immediate construction of the Gold Line Foothill Extension, Alameda Corridor-East Construction Authority, as well as the funding for environmental analysis needed to advance the 710 gap closure.

These are just a few of the many accomplishments this past year that benefit the San Gabriel Valley and our businesses and residents. These accomplishments are directly attributable to the Governing Board's leadership and strategic decision making. At our Spring 2007 strategic planning session, the Agency's stakeholders, including both elected and appointed officials from throughout the Valley, identified the need for a structural change and a bold expansion in the SGVCOG's depth and breadth of services. The consensus enabled this Agency to continue achieving and exceeding those desired outcomes.

c: City Managers
Planning Directors TAC
Public Works TAC



San Gabriel Valley Council of Governments

Draft FY 2012-13 Work Plan

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As shown in Table 1, the San Gabriel Valley Council of Governments' (SGVCOG) estimated revenues for FY 2012-13 will be \$1,833,096 while ongoing operating expenses are estimated to be \$1,814,533. Currently, this is expected to result in a surplus of \$18,563, or approximately 2.5% of next year's estimated general operating income. This represents a balanced budget, and for the fifth consecutive year there will be no increases in member agency dues. Exhibit 1 on the following page provides a consolidated matrix of revenues and expenses allocated by fund. It is important to note that this proposed budget does not reflect implementation of any of the recommendations from the recently completed organization and operations review that was conducted by City Gate Associates, LLC. Any changes resulting from implementation of those recommendations would be presented as revisions to this budget.

As shown in Figure 1 below, the SGVCOG's reserves at the end of FY 2011-12 are currently estimated at \$626,470 and are expected, based on the expenditure plan for next year, to increase to \$645,033 by the end of FY 2012-13. At the end of FY 2012-13, the SGVCOG will be approximately 95% of the way towards achieving the Agency's adopted goal of having reserves equal to one year of member dues income.

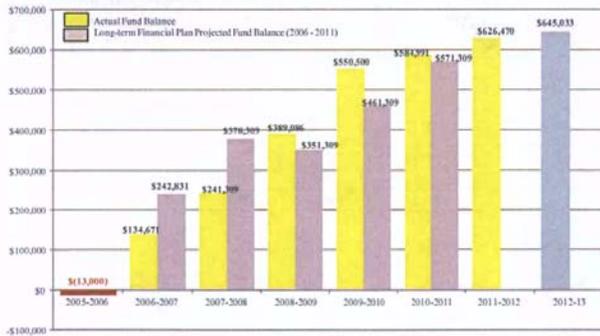


Figure 1
SGVCOG Reserves 2005-2013

Budget Item	Adopted FY 2011-12	Approved Mid-Year Revision FY 2011-12	Estimated Actual FY 2011-12	Proposed FY 2012-13
General Operating Income				
Member Dues	\$701,211	\$701,211	\$701,211	\$702,096
Interest	\$1,000	\$1,000	\$2,387	\$1,000
Total General Operating Income	\$702,211	\$702,211	\$703,598	\$703,096
Grants & Special Project Income				
SGV Local Government Partnership	\$178,965	\$160,000	\$143,420	\$75,000
Watershed Coordinator Grant	\$34,000	\$50,995	\$50,995	\$0
CalRecycle Grant	\$186,000	\$186,000	\$150,534	\$0
SGV CE3NP Grant	\$2,560,000	\$2,360,000	\$1,286,555	\$1,000,000
Energy Upgrade California	\$55,000	\$55,000	\$55,115	\$55,000
MS-4 Permit Coordination	\$0	\$0	\$165,500	\$0
Reach #2 TMDL	\$0	\$0	\$55,317	\$0
Total Grants & Special Project Income	\$2,813,965	\$2,811,995	\$1,807,426	\$1,140,000
Misc. Income				
Vehicle Registration Fees for Items	\$0	\$0	\$750	\$0
Total Misc. Income	\$0	\$0	\$750	\$0
Total Income	\$3,516,176	\$3,514,206	\$2,611,774	\$1,843,096
General Operating Expenses				
Operating Equipment and Operational Contracts				
Management Services Contract (MSC)	\$422,184	\$428,073	\$428,073	\$428,073
MTA Board Support	\$50,000	\$50,000	\$50,000	\$50,000
Legal Services	\$66,214	\$66,214	\$93,800	\$40,000
Financial Audit Services	\$15,000	\$15,000	\$15,500	\$15,000
Bookkeeping / Accounting	\$12,500	\$12,000	\$12,000	\$13,000
Compliance Services				
Federal Advisory Services	\$25,000	\$5,000	\$0	\$0
Strategic Planning	\$16,000	\$16,000	\$9,519	\$16,000
Media/Public Relations	\$10,000	\$10,000	\$715	\$15,000
Annual Insulation	\$4,500	\$4,500	\$0	\$4,500
SGVCOG Organization and Operation Review	\$0	\$19,949	\$19,949	\$0
LARWQCB Technical Support	\$0	\$7,500	\$7,500	\$0
Special Events and Advocacy Travel				
Annual Federal & State Advocacy Delegation	\$22,000	\$22,000	\$1,000	\$22,000
Local Receptions	\$5,000	\$5,000	\$6,017	\$5,000
Governing Board and Committee Meetings	\$7,500	\$7,500	\$7,871	\$7,500
Direct Expenses				
Board Stipends	\$11,000	\$11,000	\$11,800	\$11,000
Insurance	\$6,000	\$6,000	\$4,863	\$6,000
Printing / Publication	\$20,000	\$14,000	\$6,947	\$14,000
Miscellaneous	\$20,000	\$20,000	\$4,426	\$20,000
Total Operating Expenditures	\$712,868	\$718,197	\$668,020	\$667,813
Grants & Special Projects Expenses				
Grants & Special Projects Staff				
MSC - Amendment #1 (Energy Wise, CalRecycle, Watershed)	\$105,000	\$105,000	\$105,000	\$52,500
MSC - Amendment #1 (CE3NP)	\$200,000	\$160,000	\$135,624	\$100,000
MSC - Amendment #1 (Energy Upgrade)	\$55,000	\$55,000	\$55,115	\$55,000
Grants & Policy Committee Internship Program	\$20,000	\$0	\$0	\$10,000
Cultural Audit Response Expenses	\$0	\$2,000	\$2,421	\$0
Contract Administrator	\$20,000	\$0	\$0	\$0
Compliance Services and Other Direct Grant Expenses				
Miscellaneous Grant Expenses	\$10,000	\$5,000	\$4,500	\$5,000
Local Government Sustainable Energy Coalition	\$0	\$10,000	\$10,000	\$10,000
Information Technology	\$5,000	\$5,000	\$1,600	\$5,000
Watershed Coordinator Grant	\$30,000	\$44,344	\$44,401	\$0
SGV Local Government Partnership Expenses	\$20,000	\$30,000	\$39,250	\$10,000
CalRecycle Grant Expenses	\$175,000	\$175,000	\$133,734	\$0
SGV CE3NP Expenses	\$2,160,000	\$2,200,000	\$1,150,971	\$900,000
MS-4 Permit Coordination	\$0	\$0	\$165,500	\$0
Reach #2 TMDL	\$0	\$0	\$55,317	\$0
Total Grant & Special Project Expenses	\$2,809,000	\$2,791,744	\$1,981,704	\$1,147,500
Total Expenditures	\$3,511,868	\$3,509,941	\$2,649,724	\$1,814,313
Surplus	\$3,308	\$4,265	\$41,479	\$18,563

Table 1
Recommended SGVCOG FY 2012-13 Budget

SGVCOG FY 2012-13 General Operating and Grants Revenue / Expenses Matrix

Exhibit 1

		Member Dues		Other	Grants Income		Balance	
		General Fund	A&C / Other Restricted	Interest	SGVEWP	SCE CEESP Grant		Energy Upgrade California
		\$ 250,000	\$ 452,096	\$ 1,000	\$ 75,000	\$ 1,000,000		\$ 55,000
General Operating Expenses	Ongoing Management and Operational Contracts							
	Management Services Contract (MSC)	\$428,033	\$ 30,437	\$ 385,096	\$ 12,500		\$0	
	MTA Board Support	\$50,000		\$ 50,000			\$0	
	Legal Services	\$40,000	\$ 40,000				\$0	
	Financial Audit Services	\$15,000	\$ 6,000	\$ 9,000			\$0	
	Bookkeeping / Accounting	\$13,000	\$ 9,000	\$ 4,000			\$0	
	Consultant Services							
	Strategic Planning	\$16,000	\$ 12,000	\$ 4,000			\$0	
	Media/Public Relations	\$15,000	\$ 15,000				\$0	
	Annual Evaluation	\$4,500	\$ 4,500				\$0	
	Special Events and Advocacy Travel							
	Annual Federal Advocacy Delegation	\$22,000	\$ 22,000				\$0	
	Local Receptions	\$5,000	\$ 5,000				\$0	
	Governing Board and Committee Meetings	\$7,500	\$ 7,500				\$0	
	Direct Expenses						\$0	
	Board Stipends	\$11,000	\$ 11,000				\$0	
	Insurance	\$6,000	\$ 6,000				\$0	
	Printing / Publication	\$14,000	\$ 14,000				\$0	
	Miscellaneous	\$20,000	\$ 20,000				\$0	
	Grants & Special Project Expenses	Grants & Special Projects Staff						
MSC - Amendment #1		\$52,500			\$ 52,500		\$0	
MSC - Amendment #2		\$100,000				\$ 100,000	\$0	
MSC - Amendment #3		\$55,000				\$ 55,000	\$0	
Grants & Policy Committee Internship Program		\$10,000	\$ 10,000					
Consultant Services and Other Direct Grant Expenses								
Local Government Sustainable Energy Coalition		\$10,000	\$ 10,000				\$0	
Miscellaneous Grant Expenses		\$5,000	\$ 5,000				\$0	
Information Technology		\$5,000	\$ 5,000				\$0	
SCE Local Government Partnership Expenses		\$10,000			\$ 10,000		\$0	
SCE CEESP Expenses	\$900,000				\$ 900,000	\$0		
Balance		\$17,563	\$0	\$1,000	\$0	\$0	\$18,563	

FY 2012-13 Grant Funding

Included in the estimated income for this next year is revenue attributable to three grant sources listed below:

- ✓ ***Southern California Edison (SCE) Local Government Partnership (\$75,000)***: This is the third year of a three-year program cycle for this grant program. All work for the current funding cycle is expected to complete by December 31st, 2012. This grant funds the San Gabriel Valley Energy Wise Partnership (SGVEWP) and has a number of specific objectives including the following: assisting local governments in implementing energy-efficiency projects, providing training to city staff on energy efficiency issues, and educating and outreaching to the public to increase knowledge of energy-efficiency. During FY 2012-13, the SGVCOG anticipates receiving \$75,000 for administration, implementation and expenses associated with specific workplan elements of this program.
- ✓ ***SCE California Long-Term Energy-Efficiency Strategic Plan (CEESP) Grant (\$1,000,000)***: This is the second year of the two-year period for this grant. All work is expected to conclude by the end of FY 2012-13. This program will provide funding for two activities: 1) developing customized energy-efficiency chapters for cities' existing or planned climate action plans or greenhouse gas (GHG) emissions inventories, and 2) training and funding for city staff to upload cities' municipal facility energy usage data onto a county-wide energy management and tracking program. Both of these efforts will assist cities in complying with AB 32 and other mandates regarding energy-efficiency and climate change. The SGVCOG is administering this program and anticipates receiving \$100,000 in FY 2012-2013 for labor costs associated with this work. The remaining funds (\$900,000) will be used for reimbursements to cities for their respective staff time spent on the project, data and software fees, consultant services for the climate action planning task, and reimbursement to the County of Los Angeles for costs associated with the energy management program.
- ✓ ***Energy Upgrade California (\$55,000)***: This is the second year of the two-year period for this grant. All work is required to be completed by the end of FY 2012-13. This grant provides part-time staffing to implement marketing and outreach activities associated with the Energy Upgrade California program. This work is being funded by the County of Los Angeles through a grant from the CEC and DOE. "Energy Upgrade California" is a partnership of the California Energy Commission (CEC), the California Public Utilities Commission (CPUC), investor-owned and municipal utilities, Councils of Governments, local governments, and other stakeholders. The goal of this program is to create a new market for residential and commercial investment grade retrofits.

It is important to note that two of the SGVCOG's grant projects, CalRecycle and Watershed Coordinator, that were included in the 2011-12 adopted budget have been successfully completed, and the projects have been closed out. Staff has received positive feedback from the grant managers at the respective State agencies that oversee these grants. Additionally, the SGVCOG's Watershed Coordinator grant was included in a statewide financial audit conducted by the Department of Finance, and there were no findings as a result of this audit. The CalRecycle final report was submitted in April 2012, and the report, as well as all deliverables associated with the grant, were accepted and approved by the Agency's assigned grant manager.

Staffing

Over the past three years, due to the increased workload associated with staffing and managing grants, the SGVCOG expanded its staffing. In FY 2011-12, there was a total of 6 Full-Time Equivalent (FTE) positions. However, as several grants continue to reach completion, it is anticipated that the needed staffing resources will decrease. In FY 2012-13, a total of 5 FTEs will be requested to meet the Governing Board's adopted contracts. Across the MSA and all three Amendments, the SGVCOG pays an average fully burdened hourly rate of \$60 for the turnkey services provided by Arroyo Associates Inc. (AAI) for all staffing. As shown in Table 2, nearly half of the SGVCOG positions (2.0 FTE) are assigned to work on grant-related work.

Budget Item	Adopted Budget FY 2011-12	Approved Mid-Year 2011-12	Proposed FY 2012-13	Estimated FY 2012-13 FTE	Average Hourly Rate
Management Services Agreement (MSA)	\$428,033	\$428,033	\$428,033	3	\$69
MSA - Amendment #1 (Energy Wise)	\$105,000	\$105,000	\$52,500	0.5	\$50
MSA - Amendment #2 (SCE CEESP)	\$200,000	\$160,000	\$100,000	1	\$48
MSA - Amendment #3 (Energy Upgrade)	\$55,000	\$55,000	\$55,000	0.5	\$53
Total	\$788,033	\$748,033	\$635,533	5	\$56
Total FTE	6	6	6	5	\$56

Table 2
Overview of SGVCOG Staffing and Average Hourly Rate by Project

II. FY 2011-12 GOALS, OBJECTIVES, AND ACHIEVEMENTS

Beginning six years ago and in response to recommendations from the City Managers' TAC, the SGVCOG engaged in a formal strategic planning process. An outside consultant was hired to facilitate a Strategic Planning Retreat, the first of which was held in 2006. Since that time, we have held seven additional strategic workshops in six month intervals. This process has had numerous benefits:

- Developing consensus among SGVCOG member agencies regarding the long and short-term goals of the organization
- Identifying a specific timeline in order to achieve long-term goals
- Maximizing accountability of staff performance to ensure that all desired outcomes and objectives established by member agencies are achieved

More broadly, this exercise has helped our stakeholders establish a clear vision for the Agency and has heightened our sense of accountability within the SGVCOG. Below are highlights of the SGVCOG's major accomplishments this past year. This is by no means an exhaustive list and is only meant to serve as a snapshot. See the Appendix for a full explanation of all activities listed below.

Transportation

- ✓ **710 Gap Closure Environmental Work:** This year, work began on the 710 Gap Closure environmental impact report. This Measure R funded effort represents significant project on a long-standing SGVCOG transportation priority.
- ✓ **Measure R Funding:** This year, 710 Gap Closure, ACE and the Gold Line Foothill Extension saw the first draw down of Measure R funding. In total, ACE will receive \$400 million in Measure R funding and the Gold Line Foothill Extension will receive \$780 million. This is in addition to the funds that are allocated to the 710 environmental work. To date, the San Gabriel Valley has received the most Measure R funding of any subregion.
- ✓ **California High Speed Rail Project "Blended Approach":** Last year, under the initiation of Supervisor Antonovich, SCAG and MTA began analyzing the feasibility of the "blended approach" to high speed rail in Southern California. This plan would focus on investing in upgrades and improvements to the existing rail network, including Metrolink, rather than building a separate high speed rail system. New high speed rail systems would only be built to connect the major metropolitan areas. In September, the SGVCOG Governing Board took a position of support for this approach. In January, the California High Speed Rail Authority incorporated this approach into its business plan and began negotiations with SCAG, MTA and other southern California transportation agencies to secure funding for this approach.

- ✓ **ACE Phase II:** This year, with input from the City Managers' Steering Committee and the Transportation Committee, a project list for ACE Phase II remaining projects for completion of ACE has been evaluated and selected. A budget and project schedule is being prepared for adoption by SGVCOG Board in June.

Environment

- ✓ **Partnership with the County of Los Angeles on Energy Upgrade California:** SGVCOG is assisting the County with implementation of this new statewide energy efficiency rebate and incentive program for single-family homes by providing coordination, staffing resources and technical assistance to cities to help promote the program. Through this program, residents can qualify for financial rebates and incentives and secure significant monthly energy savings by implementing upgrades to their homes. The San Gabriel Valley continues to have the highest participation rate in the EUCLA program in all of Los Angeles County. As of April 30th, 846 projects have submitted applications through the program in the County and 384 (or 46%) have been in the San Gabriel Valley. See Figure 2 for a comparison of EUCLA participation rates across all subregions in Los Angeles County. Over the past year, SGVCOG staff attended 58 events in 18 cities, interacting with over 4,000 residents.
- ✓ **Product Stewardship:** In 2009, the COG was awarded a \$395,951 grant from the California Department of Resources Recycling and Recovery (CalRecycle) with the goal of building knowledge and capacity among San Gabriel Valley local governments, retailers, producers, and other stakeholders to begin the transition from government-managed and financed product end-of-life (EOL) systems to producer-managed and financed EOL systems for products banned from trash under the universal waste disposal ban. In April 2012, the SGVCOG completed all work on this grant and submitted a final report to CalRecycle. This 400+ page report detailed all of the work that was completed as part of this grant and provided documentation for all of the deliverables required in the SGVCOG's workplan and contract. Staff has since received notification from the SGVCOG's CalRecycle grant manager that the final report was accepted and approved. In 2011, the grant team launched 40 household battery collection sites at local businesses throughout the San Gabriel Valley and served as the lead in promoting the SCE-sponsored CFL/fluorescent tube take-back event. The grant team also engaged in extensive education and outreach to educate consumers about the hazards of batteries and CFL/fluorescent tubes, and the opportunities to properly and conveniently recycle these items at partnering business locations. To date, over 8,000 pounds of non-rechargeable batteries have been collected through this program. This accomplishment was featured on the Reuters Sign in New York City Times Square in March 2012 with a caption that read "San Gabriel Valley Area Project Collects 7,809 lbs. of Batteries for Safe Disposal."

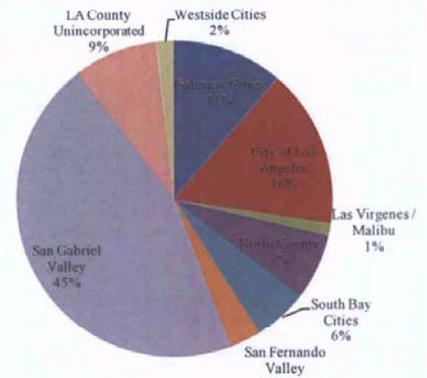


Figure 2
EUCLA Participation Rates by Subregion

- ✓ **Watershed Coordination:** This year, the SGVCOG completed work on the California Department of Conservation Watershed Coordinator Grant. The purpose of this grant was to implement watershed goals established in the comprehensive San Gabriel and Rio Hondo Watershed Management Plans. The program's main accomplishments were in the areas of planning, policy and partnership building. The program deliverables included a database and toolkit for the watershed to identify opportunities to improve water quality and supply reliability, conservation messaging, and enhancement of open space acquisition and development and connectivity planning for humans and wildlife. By working with local and regional municipalities, agencies, non-profits, the public and leaders in the region, this program identified areas of need and future opportunities to provide a variety of watershed friendly projects, including multi-purpose trails and parks along our waterways, daylighting streams, and restoration of habitats along channels. Additionally, the grant supported an overall green and sustainable message to the area's residents through demonstration gardens, interpretive signage, pilot projects and community gardens.
- ✓ **LA Permit Group:** In support of the LA Permit Group's negotiation efforts on the National Pollutant Discharge Elimination System Municipal Storm Separate Stormwater System (NPDES MS4) Permit, the COG assisted the Group in obtaining a technical assistance consultant. The COG carried out the procurement process and collected the funds necessary to cover the cost of the contract. The COG reached out to all cities in the San Gabriel Valley, as well as the cities in the LA Permit Group that are not in the Valley, and through these outreach efforts, the COG received funds from 38 cities in the LA Permit Group. Twenty-four cities within the COG have participated, as well as 14 cities outside of the San Gabriel Valley. The money collected covered the cost of the contract, so all participating cities will receive a refund.
- ✓ **Los Angeles Regional Water Quality Control Board Technical Assistance:** The Los Angeles Regional Water Quality Control Board (LARWQCB) is a nine-member Board that meets monthly to make decisions on water quality matters. It is tasked with preserving and enhancing the water quality in the Los Angeles Region. Mary Ann Lutz, Mayor of Monrovia, was appointed to the Regional Water Quality Control Board in 2004 to serve as the representative for municipal agencies in Los Angeles, Ventura and parts of Kern County, and she is currently the only elected official on the nine-member Board. To help her fulfill her assigned duty, in the fall of 2007, Vice Chair Lutz worked with the League of California Cities/Los Angeles Division to secure funding to hire a part-time staff member to provide technical assistance to support her in fulfilling her role on the Board. However, due to the current economic constraints of that Agency, this year, they indicated that they were no longer able to provide the needed resources. In order to fill the funding gap for FY 2011-12, the SGVCOG committed \$7,500 in funding and, at the same time, worked with the League of California Cities to restore funding in the future. That funding has now been secured for the coming fiscal year, and Mayor Lutz will continue to have ongoing technical assistance. This will benefit the cities in our region and throughout the area, as she represents their interests on the LARWQCB.

Housing, Community/Economic Development, and Homelessness

- ✓ **Small Business Assistance:** Two years ago, the Small Business Development Center (SBDC) at Mount SAC closed, making the San Gabriel Valley the only area in metropolitan Los Angeles without an SBDC. With the large number of small businesses within the San Gabriel Valley, the COG decided to focus its economic development efforts on bringing an SBDC and small

business services back to the Valley. Throughout the year, the HCED Committee has met with representatives from colleges throughout the Valley to identify schools to house the SBDCs. As a result of these efforts, the University of La Verne has agreed to house an SBDC, and this is expected to open in the summer of 2012. Officials at Mt. SAC and Pasadena City College have also expressed interest in opening a center, and the HCED Committee is hopeful that these additional satellite centers will open as well. It is anticipated the San Gabriel Valley Consortium, which would include the University of La Verne, Mt. SAC and Pasadena College, will submit an application to SBA for full funding of SBDCs covering the entire San Gabriel Valley.

- ✓ **RHNA:** The Regional Housing Needs Assessment (RHNA) is completed by the Southern California Association of Governments (SCAG) every eight years to determine the number of low- and moderate-income housing units that should be developed in each city to meet the region's needs. This number is allocated based on the population projections and demographics of each city, in order to ensure that no one city is providing more than its "fair-share" of affordable housing. This year, the COG provided monthly updates on the RHNA process at the HCED meetings and Planners TAC meetings to ensure that its member cities were informed about the process of submitting revisions and appeals to SCAG. The City of La Puente successfully submitted a revision request and received a reduction in its RHNA numbers. The revision was granted on the basis that the city boundary of La Puente was noted incorrectly in the RHNA calculation and population was incorrectly allocated to the City. The City was one of the only cities in the SCAG region to be successful in its revision request.

- ✓ **Climate Action Planning Requirements:** Through a grant from Southern California Edison, the COG has been working to help cities plan to increase their energy efficiency and reduce their greenhouse gas emissions (GHG) emissions, especially in support of AB 32. The COG has assisted in the development of GHG inventories and Energy Action Plans for 27 participating cities in the San Gabriel Valley. The GHG data collected includes all emissions sectors for both municipal operations and community-wide, as well as a baseline inventory and a forecast inventory. Using this emissions data, each city has been working with the COG and the COG's consultant team to complete an Energy Action Plan to serve as a guiding document for municipalities in identifying GHG mitigation activities and strategies that are appropriate to each city. Together, these two work products make up a significant portion of the work that would be required to complete a full Climate Action Plan (CAP). The CAP would not only assist cities in addressing the increased scrutiny from regulatory agencies related to GHG mitigation but would also assist in other planning efforts, including General Plan Updates and CEQA compliance.

III. FY 2012-13 GENERAL OPERATING INCOME

Table 3 provides a summary of current and anticipated general operating revenue for FY 2012-13. General operating income is derived from member dues and interest. All agencies in the San Gabriel Valley are current on their member dues. The total anticipated general operating income for FY 2012-13 is \$703,096.

Budget Item	Adopted Budget FY 2011-12	Estimated Actual FY 2011-12	Proposed FY 2012-13
General Operating Income			
Member Dues	\$701,211	\$701,211	\$702,096
Interest	\$1,000	\$2,387	\$1,000
Total General Operating Income	\$702,211	\$703,598	\$703,096

Table 3
SGVCOG Revenue Summary

Dues (\$702,096)

The revenue from dues is the primary source of income to support SGVCOG’s day-to-day operations and services as outlined in the Management Services Agreement (MSA). This money is also used to support the agency’s efforts to secure other funding resources and to support needed and desired programs. Membership and dues monies should provide sufficient working capital to ensure stability but must be leveraged to achieve other specific program and desired outcomes (i.e. watershed management, San Gabriel Valley Energy Wise Partnership, Leadership 21, etc.).

Methodology

In 2007, the Governing Board revised and approved a simplified dues structure as follows:

$$\$5,000 \text{ flat fee} + \$0.30 \text{ per capita} = \text{Member Dues}$$

There is a \$30,000 cap on member agencies dues. Appendix A provides a listing of the projected dues per jurisdiction. Furthermore, the Governing Board approved a recommendation by the City Managers’ Steering Committee that the Governing Board annually review the need for an adjustment of dues proportionate to increases in the Consumer Price Index (CPI). For the fifth consecutive year, no increase in dues is being recommended. It is important to note that member dues remain substantially below those paid by members in our benchmark organizations.

Source of Dues

Under this revised dues structure, the only required source of funding for dues was that a minimum of \$5,000 be paid using cities’ General Fund money. However, in light of the fiscal challenges confronting our member agencies, I am recommending that this policy requiring General Fund designated dues be revised and members be allowed to use whatever funds they choose to pay their dues, provided that the use is considered eligible under the terms and restrictions of the respective funds.

The remaining amount of member dues (\$.30 per capita) can be paid using any eligible¹ source of funds. Despite this flexibility, historically, member agencies have paid dues from a combination of only the three following sources:

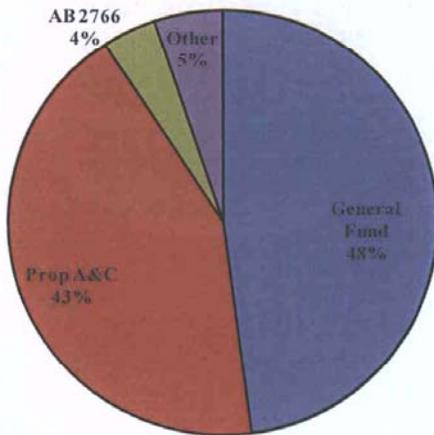


Figure 3
SGVCOG Membership Dues and Revenue

General Fund – Each member agency pays a minimum contribution of \$5,000 of general fund monies to support the general administrative activities of the SGVCOG. As shown in Figure 3, the SGVCOG’s operating monies derived from this revenue source now account for 48% of the SGVCOG’s dues income.

Propositions A & C – Propositions A & C are ½¢ sales tax measures passed by Los Angeles County voters in 1980 and 1986 respectively. The funds are restricted to supporting transportation improvements in the County and its cities. In the San Gabriel Valley, many member cities pay 15¢ per capita from the receipt of their City’s Proposition A & C funds to support our regional transportation activities. As shown in Figure 3, this revenue source provides 43% of our dues income.

AB 2766 – AB 2766 is a tax levied by the State on car registrations and subvented to cities and other public agencies. The tax for Mobile Source Emission Reduction is intended to raise revenues to support planning and projects that reduce emissions in the South Coast Air Basin. In the San Gabriel Valley, several member cities pay 15¢ per capita from AB 2766 monies to support SGVCOG programs relating to air quality and transportation. As shown in Figure 3, monies from this revenue source represent 4% of the SGVCOG’s dues income. As the South Coast Air Quality Management District (SCAQMD) receives additional mandates from the California State Air Resources Board (ARB) to demonstrate calculable emissions reductions, they are developing more stringent requirements for how cities may use these funds. This has been problematic for cities as they struggle to comply with these new requirements. Therefore, two years ago, the Governing Board, with concurrence from the City Managers’ Steering Committee, took action to recommend that cities no longer utilize AB 2766 funds in the payment of dues.

Other – Last year, a limited number of cities utilized housing and redevelopment funds to pay a portion of their dues.

¹ It is the responsibility of member agencies to determine any restriction on funding sources when determining eligibility.

IV. FY 2012-13 GRANTS AND SPECIAL PROJECTS INCOME

A summary of grants and special projects income is shown in Table 4. One of the strategies identified in the SGVCOG's Strategic Plan was to expand and diversify the Agency's resources to support Governing Board adopted goals and service levels. In the coming year, there will be an estimated \$1,130,000 in revenue from the following three grant sources:

- **SCE Local Government Partnership (\$75,000):**

Since 2009, the SGVCOG has been in a local government partnership with Southern California Edison (SCE) to increase energy-efficiency throughout the San Gabriel Valley. This effort, known as the San Gabriel Valley Energy Wise Partnership (SGVEWP), is funded by the California Public Utilities Commissions (CPUC) and has a number of specific objectives including the following: 1) assisting local governments in identifying and implementing energy-efficiency projects in their municipal facilities; 2) providing training to city staff on energy efficiency issues and initiatives including Title 24, AB 32 and Demand Response; and 3) educating and outreaching to the public to increase knowledge of energy-efficiency in their homes and businesses and to provide information on SCE's residential programs and rebates. While a third-party implementer and qualified technical consultants are utilized to manage and implement specific energy-efficiency retrofit projects, the SGVCOG, as the local government partner, is primarily responsible for administrating and coordinating with SCE staff in identifying energy-efficiency projects in city facilities and marketing and outreach for the Partnership. During FY 2012-13, the SGVCOG anticipates receiving \$75,000. Of this, approximately \$10,000 will cover direct expenses for events, including speaker fees, room charges, food, and marketing materials. The remaining \$65,000 will be received by the SGVCOG as reimbursement for labor costs associated with this program.

- **SCE California Long-Term Energy-Efficiency Strategic Plan (CEESP) Grant (\$1,000,000):** This is a grant program that was initiated in FY 2010-11. This grant provides funding for 27 of the SGVCOG's member cities that are SCE customers to complete the two activities described below:²

Budget Item	Adopted FY 2011-12	Estimated Actual FY 2011-12	Proposed FY 2012-13
SCE Local Government Partnership	\$178,965	\$143,429	\$75,000
Watershed Coordinator Grant	\$34,000	\$50,995	\$0
CalRecycle Grant	\$186,000	\$150,534	\$0
SCE CEESP Grant	\$2,360,000	\$1,286,555	\$1,000,000
Energy Upgrade California	\$55,000	\$55,115	\$55,000
MS-4 Permit Coordination	\$0	\$165,500	\$0
Reach #2 TMDL	\$0	\$55,317	\$0
Total Grants & Special Project Income	\$2,813,965	\$1,907,446	\$1,130,000

Table 4
Anticipated Grants Income for FY 2012-13

² The Cities of Pasadena and Azusa operate their own municipal utilities, the County of Los Angeles submitted a separate application (which was also funded), and the City of Industry opted not to participate in the SGVCOG's submittal. After the grant was awarded and approved, the City of Walnut indicated that it was not participating in the grant at this time.

- 1) Energy Efficiency Portion of Climate Action Plans/Energy Action Plans (\$650,000) – Participating cities are currently working with a consultant to develop greenhouse gas (GHG) inventories both for municipal facilities and community-wide. This will help cities save money and demonstrate their leadership in addressing climate change and energy-efficiency requirements. Building off of the inventories, cities can then develop and adopt an energy-efficiency (EE) chapter of their climate action plan (CAP) or develop a standalone energy action plan. This activity will help cities develop a road map for decreasing energy usage, increasing financial savings, and implementing AB 32 requirements. Of the total funding for this activity, approximately 4% will be kept by the SGVCOG to fund the labor costs involved in the administration and management of this program as set forth in MSA Amendment #2, 15% will be returned to the cities as a direct-cash reimbursement for staff time spent on this effort, and the remaining 81% will be paid to the consulting firm, selected through a competitive bidding process, that will develop the inventories and energy-efficiency chapters of climate action plans. These expenses are further explained in Chapter 5 of this budget.
 - 2) Procurement and Implementation Strategy for City Facility Energy Management System (\$350,000) – The County of Los Angeles has purchased an unlimited license for an online Enterprise Energy Management Information System (EEMIS), whereby for a fee, cities can opt in to track and monitor energy usage in their facilities. This will allow cities to strategize cost-effective measures that significantly impact building efficiency. Under this proposal, cities can procure this program through the County at a significantly reduced cost and develop an implementation strategy for ongoing management. Of the total funding for this activity, approximately 3% will be kept by the SGVCOG to administer and manage this program, 41% will be returned to the cities as a reimbursement for staff time spent on this effort, and the remaining 56% will be used to cover other expenses including a share of the software license fee and purchase of energy data.
- **Energy Upgrade California (\$55,000):** Since 2008, the County of Los Angeles, as well as numerous agencies statewide, has worked on the development of “Energy Upgrade California.” This initiative was created to serve as the umbrella for a package of programs, including marketing, outreach, rebates, and financing, that are intended to encourage people to undertake energy-efficiency retrofit and renewable energy projects. In order to support the marketing and rebates that are envisioned as part of Energy Upgrade California, the County applied for and was awarded funding under both the California Energy Commission (CEC) State Energy Program (SEP) and the U.S. Department of Energy (DOE) BetterBuildings program.

At its October 21, 2009 meeting, SGVCOG took a position of support for both of the County’s applications and submitted letters of support for the programs. The County was subsequently awarded the grant. Because of the complexity of managing these programs County-wide, Los Angeles County approached each of the participating councils of governments (San Gabriel, South Bay and Westside Cities) to provide assistance with administration of both of these grant programs in each respective subregion as well as, more generally, to support the Energy Upgrade California effort.

At the October 2010 Governing Board meeting, the SGVCOG authorized the Executive Director to execute Memorandums of Understanding (MOU) with LA County to implement this grant funded program in San Gabriel Valley. Included in this MOU is funding for the SGVCOG in the amount of \$125,000 to implement this program for FY 2011 – 2013.

V. FY 2012-13 GENERAL OPERATING EXPENSES

As shown in Table 5, the SGVCOG's general operating expenses are anticipated to be \$667,033 for FY 2012-13. The majority of these expenses (\$546,033 or 82%) are associated with five ongoing contracts the SGVCOG has to support its management and ongoing operations, and the delivery of its programs and services. Additionally, the SGVCOG has three ongoing consultant contracts for specific activities, including strategic planning, media/public relations, and annual evaluation, which account for \$35,500 (5%) in expenses. This item is discussed in further detail below. The remaining \$85,500 (13%) accounts for costs associated with direct expenses, such as memberships, printing costs, travel, and board stipends.

Management Services Contract (\$428,033)

Background

One of the founding principles of the SGVCOG was that there would be no public employees in this newly created agency. In keeping with that directive, in 1994, the Agency entered into a management services agreement (MSA) with Ken Spiker & Associates (KSA) to provide all services related to the organization and operation of the new fledgling organization.

In 1996, the SGVCOG Board hired an executive recruiting firm to conduct a national search which resulted in the unanimous selection of Arroyo Associates, Inc (AAI). As stipulated in the recruitment, the SGVCOG Board required that all services would be performed by the Firm under a MSA. The initial MSA with AAI was for a two-year period (1996-98). At its conclusion, a committee composed of Board Directors and City managers conducted an evaluation, and the Governing Board unanimously approved a new three-year MSA with AAI. In 2001, 2004 and 2009, the MSA with AAI was rebid and renewed, by unanimous vote of the Governing Board, for five-year periods. It is important to note that the COG's current MSA with AAI is identical to the scope and terms and conditions that were specified by the SGVCOG and its legal counsel in its MSA with Ken Spiker & Associates beginning in 1994.

Budget Item	Adopted Budget FY 2011-12	Estimated Actual FY 2011-12	Proposed FY 2012-13
Ongoing Management and Operational Contracts			
Management Services Contract (MSC)	\$ 422,154	\$ 428,033	\$ 428,033
MTA Board Support	\$ 50,000	\$ 50,000	\$ 50,000
Legal Services	\$ 66,214	\$ 83,880	\$ 40,000
Financial Audit Services	\$ 15,000	\$ 13,500	\$ 15,000
Bookkeeping / Accounting	\$ 12,500	\$ 12,000	\$ 13,000
Consultant Services			
Federal Advisory Services	\$ 25,000	\$ -	\$ -
Strategic Planning	\$ 16,000	\$ 9,519	\$ 16,000
Media/Public Relations	\$ 10,000	\$ 715	\$ 15,000
Annual Evaluation	\$ 4,500	\$ -	\$ 4,500
SGVCOG Organization and Operation Review	TBD	\$ 19,949	\$ -
LA Regional Water Board Technical Support	\$ -	\$ 7,500	\$ -
Special Events and Advocacy Travel			
Annual Federal & State Advocacy Delegation	\$ 22,000	\$ 1,000	\$ 22,000
Local Receptions	\$ 5,000	\$ 6,017	\$ 5,000
Governing Board and Committee Meetings	\$ 7,500	\$ 7,871	\$ 7,500
Direct Expenses			
Board Stipends	\$ 11,000	\$ 11,800	\$ 11,000
Insurance	\$ 6,000	\$ 4,863	\$ 6,000
Printing / Publication	\$ 20,000	\$ 6,947	\$ 14,000
Miscellaneous	\$ 20,000	\$ 4,426	\$ 20,000
Total Operating Expenditures	\$ 712,868	\$ 668,020	\$ 667,033

Table 5
SGVCOG General Operating Expenditures

Scope of Work

As set forth in the MSA, AAI is responsible for overseeing the day-to-day management of SGVCOG. The firm provides all ongoing staff support to the Agency’s Governing Board and its committees, including the three standing policy committees (Transportation; Housing, Community and Economic Development (HCED); and Energy, Environment and Natural Resources (EENR)) and three technical advisory committees (City Managers’, Planning and Public Works). There are also three workings groups which report to the EENR Committee: Energy, Solid Waste, and Water Resources. SGVCOG committee meeting attendance typically ranges from 10-40 people per meeting. In addition to the SGVCOG work, AAI also provides all staff support for SCAG Regional Council members and policy committee members.

As defined in the scope of the SGVCOG’s MSA, this contractual arrangement is intended to be a turnkey operation. AAI arranges for all SGVCOG meetings, including coordinating and scheduling all participants, and ordering and delivery of food including cleanup after every event. AAI also prepares and distributes all meeting agendas, minutes and Board actions; conducts all staff analysis for the Board and all committees; prepares all grant applications and staff reports; prepares, copies and distributes all correspondence and mailings; and oversees and manages all contracts and projects authorized by the Governing Board. AAI also provides all infrastructure related to the administration and operation of the SGVCOG, including office space, supplies, furniture, computer equipment, utilities and all ancillary services necessary to run the day-to-day operations of the SGVCOG.

In addition to providing staff support for the ongoing meetings, AAI staff responds to all Board member and public inquiries, supplies all materials in response to requests for information, and represents the SGVCOG at public events deemed of importance to the Board.

Expenditures

The current five-year contract provides for annual cost-of-living adjustment based on changes in the consumer price index. That adjustment is effective July 1 of each fiscal year. As shown in Figure 4, the management services contract has increased 35% over the last ten-year period. This increase is below the changes in the consumer price index for that same time period.

As shown in Figure 5, 78% of the monthly management services fees (\$333,866 annually) paid to AAI supports the

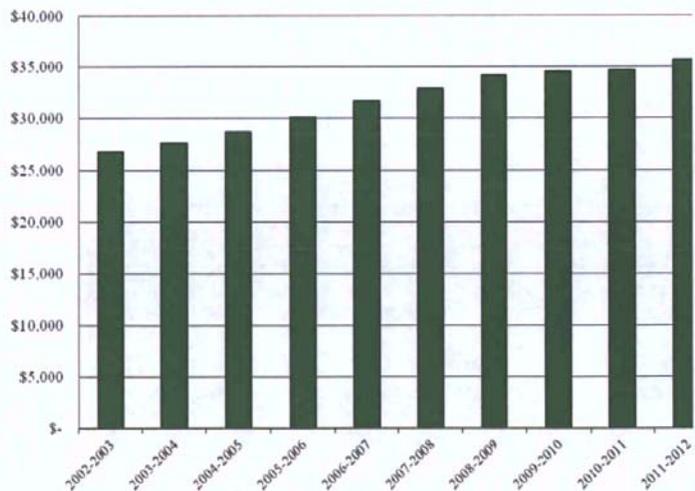


Figure 4
Monthly Management Service Fee

payment of salaries and benefits (retirement, vacation, sick leave, medical, auto etc.) related to the three full time staff and equipment needed to complete all of the required work identified in the above scope of work.

As noted in the Citygate Associates, LLC report, the staffing level (6,240 man hours or 3 FTEs) allocated under the SGVCOG's management services contract with AAI continues to be substantially below that found in other comparable organizations in Southern California. This benchmark is particularly significant given the fact that the SGVCOG is the second largest agency in the benchmark survey and has the most extensive committee structure and member participation involvement of any peer organization in our region. Despite the limited budget and staffing levels, SGVCOG is consistently judged by its peers as being one of the most successful agencies of its kind in the State and enjoys a national reputation for excellence.

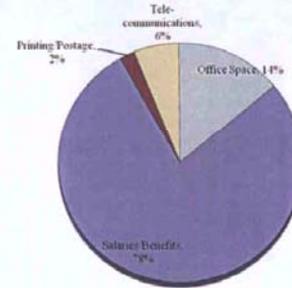


Figure 5
AAI Allocation of Management Services Contract Expenses

MTA Board Support (\$50,000)

Background

When MTA was formed in the early 1990s, the new agency and the thirteen-member Board used a variety of staffing models to assist them in their new oversight and policy development responsibilities. The five members from the County Board of Supervisors utilized the staff resources of their respective offices and county staff; the LA Mayor and his three appointments utilized staff from LA City. The elected officials from the four designated corridors: San Gabriel, Gateway (southeast), South Bay and North County that represented the other 87 cities in the County were left to secure their own resources for needed staff and technical support. Several relied on their respective city staff, consultants, or MTA assigned staff.

In 1994, shortly after the SGVCOG was formed, some member agencies agreed to contribute limited funding to support an independent contractor to provide these needed part-time Board support services for their area representative, John Fasana, as well as to undertake planning work for other desired transportation needs. This consultant was housed in the SGVCOG offices and allocated their time proportionately based on funding constraints.

Due to policy changes at MTA in the late 1990s, contractor positions were prohibited and the four city representatives made various staffing changes in response to that new policy. In the case of the SGVCOG, the Agency entered into an agreement with MTA to have a full-time MTA staff member assigned to the SGVCOG. The SGVCOG would reimburse MTA for 50% of the assigned analyst's salary (\$100,000) with the understanding the individual would spend 50% of their time on Board-support related activities and the balance of their time (50%) on work related to SGVCOG transportation activities, including providing all needed staff analysis and support to the SGVCOG's Transportation Committee and Public Works TAC. The other COGs used different staffing models to

address this change in Board support using a combination of local and MTA funds. Over the last twelve years as both MTA and SGVCOG evolved, the segmentation of these split job duties and responsibilities between MTA and the SGVCOG has changed and the SGVCOG related planning workload has been absorbed by existing COG staff. At the same time, the MTA Board support services continue to be provided by the MTA staff member assigned to support the San Gabriel Valley sector representative, which it should be. However, over the last six years, MTA policy has once again changed and contractors are once again allowed to provide these Board support services. This staffing model policy change was accompanied by changes in MTA practices with the various subregions relating to the cost sharing of these needed Board support services. Currently, those Board support costs are not being equitably borne by the four subregions. The SGVCOG's model is not consistent with the model used by two other subregions, and inequitably places the cost burden on the SGVCOG as compared to other areas.

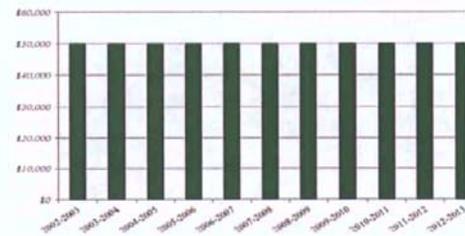


Figure 6
MTA Board Support

I am currently working with the MTA Executive Director and other COGs to ensure the funding for these needed MTA Board staff positions is done equitably and consistently. I anticipate this issue will be resolved in the coming months and the budget impact will be addressed at the midyear review.

Scope of Work

This staff member is assigned to provide staff assistance to John Fasana, the San Gabriel Valley MTA Board representative in the performance of those duties. In addition, the position is intended to provide 50% of their staff time to supporting the SGVCOG and its various transportation-planning initiatives here in the Valley.

Expenditure

The contract amount for this staff position is \$4,166.67 per month or \$50,000 annually and is matched by an equal amount from MTA. As shown in Figure 6, the SGVCOG's cost for this support service has remained unchanged for the last ten years.

Legal Services (\$40,000)

Background

Richard Jones of Jones & Mayer serves as General Counsel for the SGVCOG. This upcoming year will be the fourth year of a five-year contract.

Scope of Work

Retainer Services

The scope of the legal services covered under the retainer include: attending the Governing Board meeting each month it is held; reviewing Governing Board and Executive Committee minutes and agendas; reviewing grants and contracts entered into between the SGVCOG and funding agencies; responding to inquiries from public regarding public records requests and Brown Act compliance matters; and providing legal assistance to staff and Board Members on an as needed basis on relevant issues.

AAI staff completes all other written work associated with the Governing Board and committees, including writing resolutions. General Counsel is responsible for ensuring the Agency’s compliance with all applicable State and Federal rules and regulations. The retainer is limited and intended to cover on-going activities of the SGVCOG.

Non-retainer Services

In the event non-retainer legal services (i.e. services outside the scope of the above mentioned retainer legal services) are required to support a Board approved activity, the SGVCOG is billed on a time and materials basis. Unless there is a specific source of funds (i.e. special assessments) to pay for these services, the costs incurred for these legal services are paid out of the Agency’s reserves. Figure 8 provides an overview of the SGVCOG’s retainer and non-retainer costs from 2006 to present.

Over the past two years, there has been an increase in non-retainer related legal fees associated with the Gold Line litigation, Caltrans audit, ACE and Brown Act litigation. Figure 9 provides a graphic analysis of non-retainer legal fees as discussed above.

Expenditure

The SGVCOG’s retainer agreement provides for \$24,000 annually, or \$2,000 per month (actual amount is based on annual CPI adjustments). Additionally, it is recommended that \$16,000 be budgeted for non-retainer services to support related to the ongoing

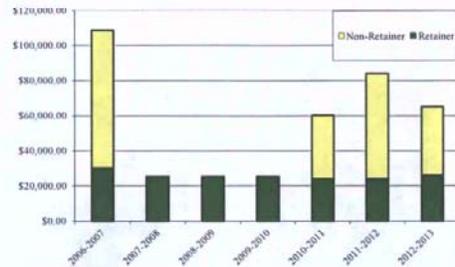


Figure 8
Retainer and Non-Retainer Legal Fees (FY 2010-12)

Brown Act litigation (\$16,000). In addition, any related on-going costs associated with the ACE Project would be billed separately and paid by ACE.

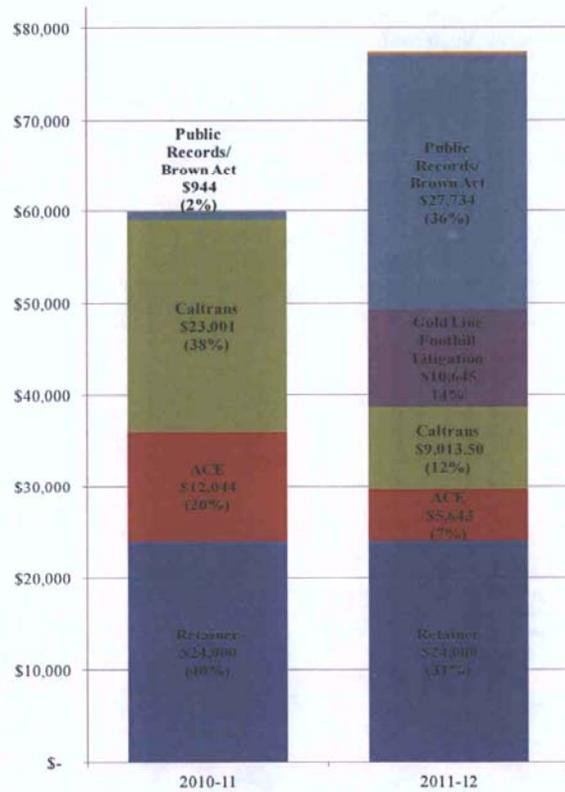


Figure 9
Non-Retainer Legal Fees Analysis (FY 2010-12)

Financial Audit Services (\$15,000)

Background

As set forth in the bylaws, the SGVCOG is required to have an independent financial audit conducted by a certified public accounting firm every fiscal year. The scope of the COG's audit includes the Alameda Corridor East (ACE) Construction Authority, which is a component unit of the COG. ACE pays separately their proportional costs for that part of the audit.

This external audit is in addition to the financial and compliance audits that are conducted of the SGVCOG by MTA, SCAG and AQMD pertaining to the use of their subvented funds. Since its founding in 1994, the SGVCOG has received a clean and unqualified opinion from every audit conducted by the above-mentioned agencies of the SGVCOG's operations. In February 2009, the Governing Board authorized negotiation of a five-year contract with the firm of Vasquez & Company. This upcoming year will be the fourth year of a five-year contract.

Scope of Work

This firm is responsible for conducting an annual audit of the SGVCOG, and its component unit (ACE), to ensure the Agency's compliance with adopted rules and regulations with respect to accounting and financial reporting.

Expenditure

A fee of \$15,000 is budgeted for SGVCOG's annual independent financial audit. Figure 10 shows that these costs have had relatively constant increases to account for cost-of-living increase and the additional work associated with increases in the scope of our Agency's operations and the audit requirements for public agencies.

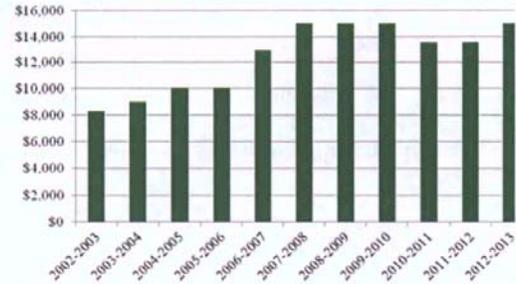


Figure 10
Financial Audit Services

Accounting Services (\$13,000)

Background

In 2007, SGVCOG’s Independent Financial Auditor’s Management Letter recommended that the SGVCOG hire a bookkeeper to provide the needed accounting expertise and, more importantly, the staffing required to maintain needed checks and balances with respect to SGVCOG’s internal accounting and controls and to meet the expanded financial reporting requirements for all government agencies. In 2009, the Governing Board approved changes to the bylaws that identified this position as the treasurer/auditor for the SGVCOG, a position which is required under State law for all joint powers authorities.

Scope of Work

The treasurer/auditor position reports directly to the Governing Board and is responsible for maintaining the Agency’s records accounting and preparing all reports related thereto.

Expenditure

As shown in Figure 11, the recommended budget for 2012-13 is \$13,000. This reflects a \$1,000 increase in costs in order to allow more hours to address the assigned duties and responsibilities as stated in the COG’s bylaws.

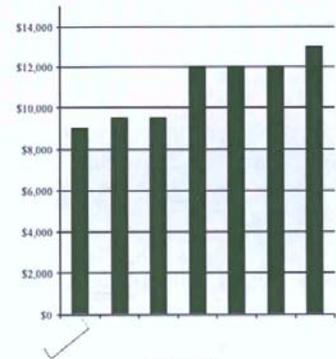


Figure 11
Accounting Services

Strategic Planning Workshops (\$16,000)

Background

Four years ago, the SGVCOG Governing Board approved a multi-year commitment to implement a Strategic Planning Process. This process helped develop consensus among SGVCOG member agencies regarding the long and short-term goals of the organization, identifying a specific timeline in order to achieve long-term goals, and creating accountability to ensure that all objectives are achieved.

Scope of Work

The process includes the hiring of a consultant/facilitator and the application of a structured methodology to illicit input and dialogue from the Agency’s stakeholders with regards to their desired objectives, outcomes, and timeframes. The approach requires that a workshop be held every 6 months to review the progress being made on the adopted goals and objectives and make revisions where appropriate.

Expenditure

The total costs for FY 2012-13 are \$16,000, which provides for two strategic planning sessions that occur at six month intervals.

Media / Public Relations (\$10,000)

Background

This program was first included in the budget three years ago in response to recommendations by the Governing Board during the annual evaluation process as well as objectives identified in the SGVCOG's strategic plan. This addition was deemed necessary as the Agency continues to expand its membership and scope and sphere of issues. Simultaneously, the number of inquires for information is increasing daily as the Agency grows in importance and its various projects and services touch more organizations and people's lives.

Expenditure

For the coming fiscal year, it is recommended that this funding be used to hire a qualified public relations/media relations firm or firms to assist and advise SGVCOG with media activities. The Consultant would serve as the Public Information Officer for SGVCOG and will maintain relationships with local print, radio, and television media outlets, including and especially with those serving non-English speaking communities. The Consultant will also develop and implement a long-term strategic communications plan to enhance community awareness of the San Gabriel Valley Council of Governments. A total of \$10,000 is being budgeted for this effort.

Annual Evaluation (\$4,500)

Background

The SGVCOG's bylaws stipulate that there will be an annual evaluation of the Executive Director and his staff. This provision is intended to complement the SGVCOG's strategic planning process, which began that same year. It was also intended to provide the Executive Director and his staff with feedback on an annual basis as a supplement to the evaluation that occurs every five years prior to the renewal of the management services contract.

Scope of Work

This process includes the hiring of a consultant/facilitator to conduct the evaluation. The consultant utilizes a written evaluation instrument in order to survey the SGVCOG's member agencies. These results are then analyzed and synopsisized for presentation to the Governing Board.

Expenditure

The budget provides for the full cost of the consultant contract in an amount not to exceed \$4,500.

Special Events and Advocacy Travel (\$34,500)

Background

One of the objectives identified in the SGVCOG Strategic Plan is to work with the Valley's representatives in Washington D.C. and Sacramento to ensure our region's fair share of resources. In addition to strengthening the working relationships between our Governing Board and these legislatures, the SGVCOG organizes several legislative receptions throughout the year. Additionally, the SGVCOG pays for the officers to participate in annual advocacy trips to Sacramento and Washington D.C.

Expenditure

Special events and legislative receptions are jointly sponsored with other agencies (Foothill Transit, ACE, etc.) and represent approximately \$13,000 of the budgeted amount. Typically, the SGVCOG co-hosts three such events annually: one in Washington D.C., one in Sacramento, and one locally. An additional \$14,000 is budgeted for travel costs to allow the four officers to participate in advocacy trips to Washington D.C. and Sacramento. The remaining \$7,500 is for food and other miscellaneous expenses for the Governing Board and other SGVCOG meetings held throughout the year.

Board Stipends (\$11,000)

Background

During 2001-2002, the SGVCOG Board was facing challenges in meeting its quorum requirements needed to conduct its business. As an incentive, the Governing Board decided to implement a stipend of \$50 per Governing Board Meeting.

Expenditure

Based on past attendance records and on 10 meetings during the year, \$11,000 has been budgeted to cover these reimbursements, as illustrated in Figure 12. In 2008, under staff's recommendation, the SGVCOG implemented a quarterly payment of these stipends.

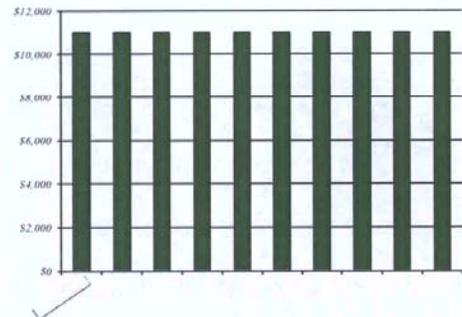


Figure 12
Governing Board Stipends

Insurance (\$6,000)

As a joint powers agency, the SGVCOG is required to secure errors and omission insurance to cover its operations. The premium for this policy is \$6,000 annually. AAI is also required as part of its MSA to secure insurance coverage for its employees and its overall operations.

Printing and Publication (\$14,000)

In July 2010, the SGVCOG entered into a new contract with CBE for copier leasing and supply services. It is anticipated that the costs, which include both a monthly rental fee and a per-copy cost, will remain under \$14,000.

Miscellaneous (\$20,000)

This expenditure covers all miscellaneous costs that occur throughout the year including conference registration, special meetings, and special mailings.

VI. FY 2012-13 GRANTS AND SPECIAL PROJECT EXPENSES

As discussed in Chapter 4, there will continue to be significant activity associated with grant and special projects for FY 2012-13. As shown in Table 6, the total anticipated expenditures for these programs are \$1,147,500. The majority (\$930,000 or 81%) of these grant expenses are for either consultant services or other direct expenses. Remaining costs (\$217,500 or 19%) are associated with SGVCOG staff labor hours spent managing or implementing the grants. Below is a detailed description of the expenditures associated with the grants and special projects staff as well as the other grant expenses.

MSA – Amendment #1 (\$52,500)

Background

This amendment was originally approved in 2008 and was intended to provide staffing for the Energy, Environment and Natural Resources (EENR) Committee and its working groups (Energy, Solid Waste, and Water Resources). This amendment has been reviewed and approved every year thereafter. This provides staffing for all administrative functions associated with this policy committee and its working groups, including coordinating meetings, developing agendas and minutes, and writing staff reports. Combined, the EENR Committee and its working groups represent the largest policy committee of the SGVCOG, with over fifty elected officials and staff participating and regularly attending meetings. This staff position also has the primary responsibility for completing grant applications for projects identified by the EENR Committee, and requested and approved by the City Managers’ Steering Committee and the Governing Board. As a result of this expanded effort, the SGVCOG has secured over \$5 million in grants for use by our member agencies.

In addition to the broad responsibility discussed above, this amendment provides staffing to implement and manage the SCE Local Government Partnership Program (aka the San Gabriel Valley Energywise Partnership - SGVEWP), which provides the majority of funding for this staff position. Since 2009, the SGVCOG has been in a local government partnership with Southern California Edison (SCE) to increase energy-efficiency through the San Gabriel Valley. Objectives for this program include: 1) assisting local governments in identifying and implementing energy-efficiency projects in their municipal facilities; 2) providing training to city staff on energy efficiency issues and initiatives including Title 24, AB 32 and Demand Response; and 3) educating and outreaching to the

Budget Item	Adopted Budget FY 2011-12	Approved Mid- Year Revision	Proposed FY 2012-13
Grants & Special Projects Staff			
MSA - Amendment #1 (Energy Wise, CalRecycle, Watershed)	\$105,000	\$105,000	\$52,500
MSA - Amendment #2 (SCE CEESP)	\$200,000	\$135,624	\$100,000
MSA - Amendment #3 (Energy Upgrade)	\$55,000	\$55,115	\$55,000
Grants & Policy Committee Internship Program	\$20,000	\$0	\$10,000
Caltrans Audit Response Expenses	\$0	\$2,421	\$0
Contract Administrator	\$20,000	\$0	\$0
Consultant Services and Other Direct Grant Expenses			
Miscellaneous Grant Expenses	\$10,000	\$4,500	\$5,000
Local Government Sustainable Energy Coalition	\$0	\$10,000	\$10,000
Information Technology	\$5,000	\$10,000	\$5,000
Watershed Coordinator Grant	\$30,000	\$44,401	\$0
SCE Local Government Partnership Expenses	\$20,000	\$38,250	\$10,000
CalRecycle Grant Expenses	\$175,000	\$133,734	\$0
SCE CEESP Expenses	\$2,160,000	\$1,150,931	\$900,000
MS-4 Permit Coordination	\$0	\$165,500	\$0
Reach #2 TMDL	\$0	\$55,317	\$0
Total Grant & Special Project Expenses	\$2,800,000	\$1,910,794	\$1,147,500

Table 6
SGVCOG Grants and Special Project Expenses

public to increase knowledge of energy-efficiency in their homes and business and provide information on SCE's residential programs and rebates. This program is funded by the California Public Utilities Commission).

Scope of Work

The primary work associated with this budget item includes implementing the Energy Wise workplan (including providing assistance to cities on SCE program offerings and planning training and marketing events).

Expenditure

This contract amendment is based upon workload and available grants and other non-dues funding and is paid to AAI on a reimbursement basis. The total expenditure for this amendment in FY 2012-13 is \$52,500. Because the 2010-12 cycle of the Energywise Partnership is scheduled to end on December 31, 2012, in the coming year, the term of this amendment is for a six month period, and the estimated expenditure reflects only 50% of the costs of a full one-year of services and man-hours.

MSA – Amendment #2 (\$100,000)

Background

In order to maintain transparency and ensure that costs are controlled as new grants are added, last year the SGVCOG's budget was revised to clearly reflect the source of funds used to pay various expenses and segregate ongoing operating expenses from grants expenses. In May 2010, the Governing Board approved Amendment #2 to the MSA. The purpose of this amendment is to provide staffing to implement and manage the following Board-adopted grant programs:

- ✓ **SCE California Long-Term Energy-Efficiency Strategic Plan (CEESP) Grant** (*funded by the California Public Utilities Commission*): This program will provide funding for two activities: 1) developing customized energy-efficiency chapters for cities' existing or planned climate action plans or greenhouse gas (GHG) emissions inventories; and 2) training and funding for city staff to upload cities' municipal facility energy usage data onto a county-wide energy management and tracking program.

The primary work associated with this grant includes managing a \$1.8 million consultant contract for the development of energy-efficiency climate action plans, coordinating with and assisting 27 participating cities efforts to collect data, and coordinating with Los Angeles County on the implementation of the energy management software. It is anticipated that work on this grant will be completed by the end of FY 2012-13.

Scope of Work & Expenditure

The recommended expenditure for this contract amendment, \$100,000, is an estimate. This funding is used for the salary and benefits associated with an estimated 1.0 FTE that is responsible for managing this program during its final year.

MSA – Amendment #3 (\$55,000)

Background

At the request of LA County, the COG was requested to assist in the implementation of Energy Upgrade California. In March 2011, with approval from the SGVCOG Governing Board, staff began work on activities associated with Energy Upgrade California. This work is being funded by the County of Los Angeles through a grant from the CEC and DOE. “Energy Upgrade California” is a partnership of the California Energy Commission (CEC), the California Public Utilities Commission (CPUC), investor-owned and municipal utilities, Councils of Governments, local governments, and other stakeholders. The goal of this program is to create a new market for residential and commercial investment grade retrofits. The program was developed utilizing over \$200 million in statewide funding.

Scope of Work & Expenditure

The structure of Amendment #3 is identical to Amendment #2. All monthly charges are on a reimbursement basis from CEC and DOE and reflect the level of effort required to complete the assigned tasks multiplied by the fully-burdened hourly rate of the staff member working on the assigned grant activity. Primary work activities associated with this grant includes:

- ✓ Participating in monthly County-wide Program Advisory Committee Meetings
- ✓ Coordinating and assisting cities in developing tailored marketing plans
- ✓ Serving as a point of contact between city staff and County staff and EU consultants
- ✓ Hosting informational booths at community events
- ✓ Organizing residential educational workshops
- ✓ Conducting presentations for City Councils and Commissions
- ✓ Conducting outreach to specific non-profit organizations
- ✓ Grant reporting and tracking

It is anticipated that expenditures on this effort will be approximately \$55,000 for FY 2012-2013. This will provide funding for 0.5 FTE to manage this grant and provide necessary staffing at events.

It is important to note, Amendments #1, #2 and #3 are paid on a reimbursement and time-and-materials basis set forth in a not-to-exceed contract. Therefore, the costs included in the draft FY 2012-13 budget are estimates based on fully-burdened hourly rates of assigned employees multiplied by the man-hours estimated to provide specific deliverables set forth by the grantor. In the event that these deliverables are not provided and/or the man-hours incurred are lower than projected, the costs are not incurred and are not invoiced. The hourly rates charged by AAI are in compliance with all applicable federal and state rules and regulations and are below that of other comparable professional firms. Additionally, the full cost of the grant is reimbursed to the SGVCOG by the funding agent, and there is no additional cost borne out by our member agencies. This is the Board’s adopted strategy to pursue external

funding opportunities that will provide additional resources needed to support the objectives of our member agencies. All grant activities are at the direct direction of the EENR committee and approved by the Governing Board.

Grants & Policy Committee Internship Program (\$10,000)

Since FY 2007-2008, the COG has budgeted funds to support an internship program that supports the special projects that the Governing Board identified as priorities. Since that time, this program has been extremely successful in supporting the COG's special projects. The Housing and Community Economic Development Committee has requested the COG Governing Board allocate funds to support the Valley's educational institutions and small businesses in preparing a grant application to the SBA to bring back a Small Business Development Center (SBDC) to the San Gabriel Valley. The COG funding would support two interns for the summer to develop the foundation for a San Gabriel Valley small business needs assessment and economic development plan. These interns would be tasked with surveying the San Gabriel Valley to identify the existing business development services and the additional needs of businesses in the Valley. The data collected and analyzed will be the foundation to create a successful SBDC application.

Miscellaneous Grant Expenses (\$5,000)

As the SGVCOG becomes more involved in applying for and administering grants, there are a number of associated expenses that often cannot be charged to these grants, but are necessary to perform the work. These costs including publishing request for proposals in newspapers and journals and legal fees associated with reviewing and developing contracts.

Information Technology (\$5,000)

This item includes computer hardware and software costs for all staff performing grants and special projects work. Depending on the restriction of the grants, these costs are usually reimbursable.

Memberships – Local Government Sustainable Energy Coalition (LGSEC) - \$10,000

Background

The San Gabriel Valley Energy Wise Partnership (SGVEWP), a partnership between the SGVCOG and Southern California Edison (SCE), is funded by the California Public Utilities Commission (CPUC). The CPUC is currently initializing work on a filing for 2013-14 that will determine how energy efficiency (EE) is allocated and programmed statewide. This includes funds that are set aside for local government partnerships, such as the SGVEWP.

This upcoming filing presents an opportunity to expand the role of local governments in designing, implementing and administering EE programs. However, the filing process is a complex legal proceeding that requires knowledge of the relevant legal and filing

procedures, as well as prior filings and advice letters. The Local Government Sustainable Energy Coalition (LGSEC) is a non-profit membership organization, made up of cities, counties, and non-profit organizations, that advocates on behalf of local governments at the state level. As a result of their previous involvement in filings and proceedings at the state level, they have extensive knowledge in how to participate in the filing process and have had documented success in bringing program changes that have directly benefited local governments.

Expenditure

In January 2012, the SGVCOG voting approved staff's recommendation to join the LGSEC. The annual membership dues are \$10,000.

SCE Local Government Partnership Expenses (\$10,000)

Background

As discussed previously, the SGVCOG is responsible for all marketing, outreach and education events related to the San Gabriel Valley Energy Wise Partnership. These activities include: website management, brochures, ribbon-cutting ceremonies and press conferences, trainings and workshops, community outreach events, and luncheons.

Expenditure

These expenses, which are estimated at \$10,000 for the coming year, will be reimbursed by the SGVEWP program and will pay for the costs of all events, speakers, and marketing materials.

SCE CEESP Grant (\$900,000)

As discussed previously, this grant program began last year and is anticipated to be completed in FY 2012-13. This program provides funding for two distinct activities:

1) Energy Efficiency Portion of Climate Action Plans/Energy Action Plans

Background

Participating cities will have the opportunity to complete greenhouse gas (GHG) inventories both for municipal operations and community-wide. This will help cities save money, and demonstrate their leadership in becoming more energy efficient. Building off of the inventories, cities can then develop and adopt an energy-efficiency (EE) chapter of their climate action plan (CAP) or develop a standalone energy action plan. This activity will help cities develop a road map for decreasing energy usage, increasing financial savings, and implementing AB 32 requirements.

Expenditure

Over the two year grant program, the total expenses, aside from SGVCOG staffing, for this work element will be \$3,001,544. Of that \$2,472,064, or 82%, will be used to fund consultants that will develop each of the 27 participating cities' EE CAPs. The consultants managing this effort, PMC, were selected through a competitive bidding process and with the input of the cities. Additionally, there is funding for cities to conduct energy-efficiency audits of their municipal facilities utilizing qualified energy firms. The remaining \$529,480, or 18%, of expenses, is being paid out to cities as reimbursement for their staff labor spent on this effort. It is estimated that in FY 2012-13, the total expenditures for this work element will be \$600,000. As shown in Appendix A, in addition to receiving approximately \$80,000 worth of consultant work in developed cities GHG inventories and energy action plans, the SGVCOG's contract with SCE provides up to \$18,910 in reimbursement for each participating for staff time spend on the project.

2) Procurement and Implementation Strategy for City Facility Energy Management System

Background

The County of Los Angeles has purchased an unlimited license for an online Enterprise Energy Management Information System (EEMIS), whereby for a fee, cities can opt in to track and monitor energy usage in their facilities. This will allow cities to strategize cost-effective measures that significantly impact building efficiency. Under this proposal, cities will be able to procure this program through the County at a significantly reduced cost and develop an implementation strategy for ongoing management.

Expenditure

Over the two year grant program, the total expenditure, aside from SGVCOG staffing, for this work element will be \$1,317,520. Of that \$749,680, or 57%, will be used to fund software costs, costs associated with accessing necessary energy usage data, and costs to the County for incorporating the cities' data. The remaining \$567,840, or 43%, of expenses, will be paid out to cities as reimbursement for their staff labor spent on this effort. It is estimated that in FY 2012-13, the total expenditures for this work element will be \$300,000. As shown in Appendix A, in addition to receiving approximately \$50,000 worth of software and technical assistance from LA County staff, the SGVCOG's contract with SCE provides up to \$20,280 in reimbursement for each participating for staff time spend on the project.

Projected SGVCOG Member Agency Dues FY 2012-13

	2012 Population Dept. of Finance	Actual 2011-12 Dues	Estimated 2012-13 Dues
Alhambra	83,661	\$ 30,000	\$ 30,000
Arcadia	56,546	\$ 21,964	\$ 21,964
Azusa	46,618	\$ 18,920	\$ 18,985
Baldwin Park	75,830	\$ 27,699	\$ 27,749
Bradbury	1,065	\$ 5,318	\$ 5,320
Claremont	35,300	\$ 15,516	\$ 15,590
Covina	48,038	\$ 19,379	\$ 19,411
Diamond Bar	55,819	\$ 21,730	\$ 21,746
Duarte	21,411	\$ 11,414	\$ 11,423
El Monte	113,912	\$ 30,000	\$ 30,000
Glendora	50,361	\$ 20,078	\$ 20,108
Industry	436	\$ 20,035	\$ 20,060
Irwindale	1,416	\$ 20,035	\$ 20,060
La Canada Flintridge	20,335	\$ 11,090	\$ 11,101
La Puente	39,987	\$ 16,979	\$ 16,996
La Verne	31,461	\$ 14,346	\$ 14,438
Monrovia	36,727	\$ 16,006	\$ 16,018
Montebello	62,857	\$ 23,838	\$ 23,857
Monterey Park	61,153	\$ 23,131	\$ 23,346
Pasadena	139,222	\$ 30,000	\$ 30,000
Pomona	149,950	\$ 30,000	\$ 30,000
Rosemead	54,172	\$ 21,210	\$ 21,252
San Dimas	33,499	\$ 15,040	\$ 15,050
San Gabriel	39,926	\$ 16,952	\$ 16,978
San Marino	13,195	\$ 8,956	\$ 8,959
Sierra Madre	10,963	\$ 8,284	\$ 8,289
South El Monte	20,190	\$ 11,052	\$ 11,057
South Pasadena	25,725	\$ 12,708	\$ 12,718
Temple City	35,749	\$ 15,702	\$ 15,725
Walnut	29,661	\$ 13,832	\$ 13,898
West Covina	106,713	\$ 30,000	\$ 30,000
LA County District 1	N/A	\$ 30,000	\$ 30,000
LA County District 4	N/A	\$ 30,000	\$ 30,000
LA County District 5	N/A	\$ 30,000	\$ 30,000
SGV Water Agencies	N/A	\$ 30,000	\$ 30,000
TOTALS	1,501,898	\$701,211	\$702,096

Maximum Reimbursable Expenses Per City for SCE
CEESP Grant by Task

	Energy Action Plans Task	Utility Manager Task	Total
Alhambra	\$ 18,910	\$ 20,280	\$ 39,190
Arcadia	\$ 18,910	\$ 20,280	\$ 39,190
Azusa	\$ -	\$ -	\$ -
Baldwin Park	\$ 18,910	\$ 20,280	\$ 39,190
Bradbury	\$ 18,910	\$ 20,280	\$ 39,190
Claremont	\$ 18,910	\$ 20,280	\$ 39,190
Covina	\$ 18,910	\$ 20,280	\$ 39,190
Diamond Bar	\$ 18,910	\$ 20,280	\$ 39,190
Duarte	\$ 18,910	\$ 20,280	\$ 39,190
El Monte	\$ 18,910	\$ 20,280	\$ 39,190
Glendora	\$ 18,910	\$ 20,280	\$ 39,190
Industry	\$ -	\$ -	\$ -
Irwindale	\$ 18,910	\$ 20,280	\$ 39,190
La Canada Flintridge	\$ 18,910	\$ 20,280	\$ 39,190
La Puente	\$ 18,910	\$ 20,280	\$ 39,190
La Verne	\$ 18,910	\$ 20,280	\$ 39,190
Monrovia	\$ 18,910	\$ 20,280	\$ 39,190
Montebello	\$ 18,910	\$ 20,280	\$ 39,190
Monterey Park	\$ 18,910	\$ 20,280	\$ 39,190
Pasadena	\$ -	\$ -	\$ -
Pomona	\$ 18,910	\$ 20,280	\$ 39,190
Rosemead	\$ 18,910	\$ 20,280	\$ 39,190
San Dimas	\$ 18,910	\$ 20,280	\$ 39,190
San Gabriel	\$ 18,910	\$ 20,280	\$ 39,190
San Marino	\$ 18,910	\$ 20,280	\$ 39,190
Sierra Madre	\$ 18,910	\$ 20,280	\$ 39,190
South El Monte	\$ 18,910	\$ 20,280	\$ 39,190
South Pasadena	\$ 18,910	\$ 20,280	\$ 39,190
Temple City	\$ 18,910	\$ 20,280	\$ 39,190
Walnut	\$ -	\$ -	\$ -
West Covina	\$ 18,910	\$ 20,280	\$ 39,190
LA County District 1	\$ -	\$ -	\$ -
LA County District 4	\$ -	\$ -	\$ -
LA County District 5	\$ -	\$ -	\$ -
SGV Water Agencies	\$ -	\$ -	\$ -
TOTALS	\$ 510,570	\$ 547,560	\$ 1,058,130



CARL WARREN & COMPANY
Claims Management and Solutions



June 4, 2012

TO: The City of San Dimas

ATTENTION: Ken Duran, Assistant City Manager

RE: Claim : Porrazzo vs. The City of San Dimas
Claimant : Betty P. Porrazzo
D/Event : 11/15/2011
Rec'd Y/Office : 5/14/2012
Our File : S-1752261-SWQ

We have received and reviewed the above claim and request that you take the action indicated below:

CLAIM REJECTION: Send a standard rejection letter to the claimant.

Please provide us with a copy of the notice sent, as requested above. If you have any questions please contact the undersigned.

Very truly yours,

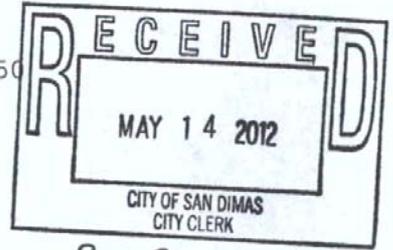
CARL WARREN & COMPANY

Richard D. Marque

cc: CJPIA w/enc.
Attn.: Executive Director

3.d

1 WINNER'S CIRCLE LAW, INC.
2 Suzanne Patricia Porrazzo, Attorney SBN157950
3 P.O. Box 985
4 Del Mar, CA. 92014
5 858)792-7597



6
7
8 **NOTICE OF CLAIM FOR PERSONAL INJURIES**

9
10
11 BETTY PATRICIA PORRAZZO,) NOTICE OF CLAIM FOR PERSONAL
12) INJURIES
13)
14 Plaintiff,)
15)
16 vs.)
17)
18 CITY OF SAN DIMAS)

19
20 TO: THE CITY OF SAN DIMAS

21 You are hereby notified that Betty Patricia Porrazzo, whose
22 present address is 414 North Rennell Avenue, San Dimas, CA 91773
23 is hereby demanding recovery for damages sustained on or about
24 November 15, 2011. Claimant was injured on property that Claimant
25 has reason to believe is owned and/or controlled and/or managed by
26 the City of San Dimas and is located at the following address: 135
27 West Bonita Avenue, San Dimas, CA 91773 -- Bank of America back
28

1 entrance adjacent to the handicapped ramp. Claimant is objecting
2 to the city's request for her social security number in that is
3 privileged information.

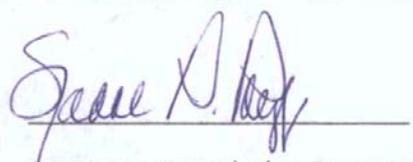
4 On or about the date of November 15, 2011, Claimant parked in
5 the handicapped parking adjacent to the North side of the
6 aforementioned address and entered the building to conduct bank
7 business. Claimant was using a cane and was walking on the
8 handicapped ramp. After completing her bank business, Claimant
9 exited the bank and thereafter fell on a raised piece concrete
10 obstruction in the handicapped ramp that was located near the
11 bottom of the ramp. Claimant contends that the handicapped ramp
12 was not assessable to her since she is part of the protected class
13 of individuals protected by the Americans with Disabilities Act.
14 Claimants contends that the handicapped ramp was dangerous and
15 violated her rights under the Americans with Disabilities Act.
16

17
18 Claimant sustained the following injuries: broken left wrist
19 which necessitated orthopedic medical treatment, Xrays, casts,
20 physical therapy. Claimant is part of the protected class covered
21 by the Americans with Disabilities Act and has a handicapped
22 placard issued by the State of California and has a history of
23 disability related to walking. Claimant's birthday is May 25,
24 1927.
25

26
27 Plaintiff sustained personal injuries the exact nature and
28 extent of such injuries are as yet unknown.

1 All notices or other communications with regard to this claim
2 should be sent to Suzanne Patricia Porrazzo, Attorney, P.O. Box
3 985, Del Mar, CA. 92014

4 Date: 5/11/12



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6 Suzanne Patricia Porrazzo,
7 Attorney for Claimant

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Agenda Item Staff Report

TO: Honorable Mayor and Members of City Council
For the Meeting of June 12, 2012

FROM: Blaine Michaelis, City Manager *BM*

SUBJECT: Request for the Mayor to sign a letter supporting the extension of the Measure R sales tax and the inclusion of the Gold Line Phase 2B (Glendora to Claremont) in the expenditure plan.

SUMMARY

Measure R was approved by the voters in 2008 to provide additional sales tax revenue for transportation projects over the next 30 years. MTA desires to secure voter approval to make Measure R permanent. The Gold Line has asked Mayors to support this proposal and to also ask MTA to ensure funding for the completion of Phase 2B from Glendora to Claremont.

It is not clear if or how the MTA would provide funding assurance for Phase 2B. In recent public statements the MTA has not been as clear as San Gabriel Valley officials had hoped. Perhaps the MTA will provide more clarity on just what they would be willing to include in the expenditure plan that would accompany their efforts to secure voter approval to make Measure R permanent.

In the meantime, the Gold Line and the San Gabriel Valley Council of Governments are either asking for cities to take a position on this matter.

RECOMMENDATION

1. Receive presentation on this request.
2. Council pleasure

Attachment:

Draft letter from the Gold Line

Backup material on the proposal to make Measure R permanent

H.d.1

DATE

Board of Directors
Los Angeles County Metropolitan
Transportation Authority
One Gateway Plaza
Los Angeles, California 90012

*GOLD LINE LETTER
REQUESTING SUPPORT
FOR THE EXTENSION
AND FUNDING COMMITMENT
FOR PHASE 2 B*

SUBJECT: Measure R Extension – Updated Expenditure Plan

Dear Metro Board of Directors:

As mayors representing 12 cities and nearly one million people from South Pasadena to Claremont, we urge you to include the total funding needed to complete the Foothill Extension from Pasadena to Claremont in the upcoming updated Expenditure Plan.

AB1446 specifically defines the Foothill Extension project as the “Metro Gold Line (Pasadena to Claremont) Light Rail Transit” project. This is the same definition presented to voters in 2008, when they overwhelmingly supported Measure R. However, similar to nearly all of the transit capital projects identified in Measure R, the anticipated revenues did not fully fund completing the project. That is why AB1446 requires an updated Expenditure Plan, and specifically mandates updated cost estimates, timing of funding and completion dates for all projects to be funded through an extension of the tax.

In the case of the Foothill Extension, the total estimated cost in the updated Expenditure Plan should be \$1.574 billion. This is the amount needed to complete the voter-mandated project. This updated cost includes the current allocation of \$810 million – enough to complete the initial segment from Pasadena to Azusa – plus \$764 million needed to complete the project to the county line in Claremont.

The Pasadena to Azusa segment is on schedule to be completed in late 2015 and the Azusa to Claremont segment will be environmentally cleared later this year. Azusa to Claremont will be ready for funding starting in 2016 and can be completed in 2021, a true success of Measure R.

As one of four priority projects identified by the Metro board in 2009, the Foothill Extension to Claremont must be a priority project to be completed through an extension of the sales tax. We look forward to seeing this critically needed project become a reality for our cities, our county and most importantly for our citizens.

Respectfully yours,

Robert Harbicht
Mayor, City of Arcadia

Don Kendrick
Mayor, City of La Verne

Joseph R. Rocha
Mayor, City of Azusa

Mary Ann Lutz
Mayor, City of Monrovia

Larry Schroeder
Mayor, City of Claremont

Bill Bogaard
Mayor, City of Pasadena

John Fasana
Mayor, City of Duarte

Elliott Rothman
Mayor, City of Pomona

Gene Murabito
Mayor, City of Glendora

Curt Morris
Mayor, City of San Dimas

David Fuentes
Mayor, City of Irwindale

Michael Cacciotti
Mayor, City of South Pasadena



San Gabriel Valley Council of Governments

Date: June 6, 2012
To: City Managers' Steering Committee
From: Nicholas T. Conway, Executive Director
Re: Proposed Measure R Extension

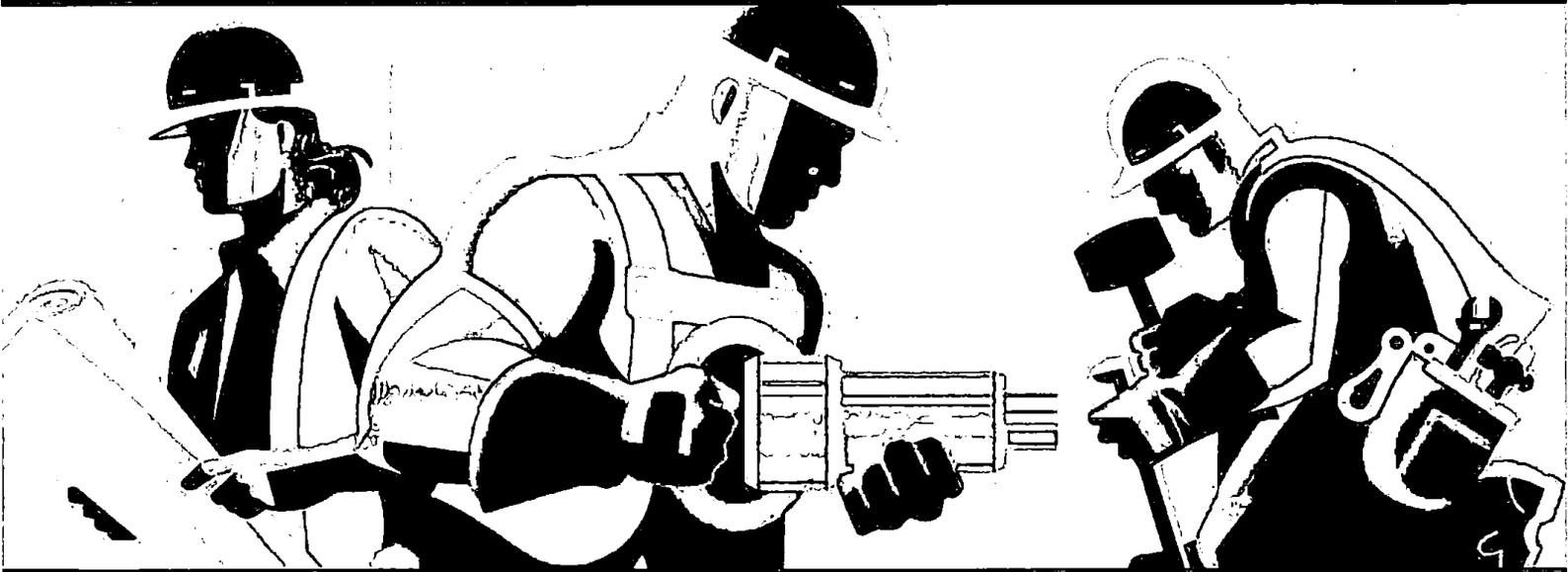
Recommended Action:

Receive and File

Background:

At the May Transportation Committee meeting, Art Leahy, CEO of MTA, is scheduled to present on the proposed extension of the Measure R ½ cent sales tax. This tax was originally approved by voters in 2008 and was scheduled to expire in 30 years. MTA is currently seeking legislation that would allow this sales tax to be extended permanently. This extension would require voter approval and is intended to accelerate the construction of projects included in the original Measure R expenditure plan. Attached is a copy of the presentation. I will provide an update on the discussion from the Transportation Committee at the June City Managers' Steering Committee meeting.

Extending Measure R



Metro

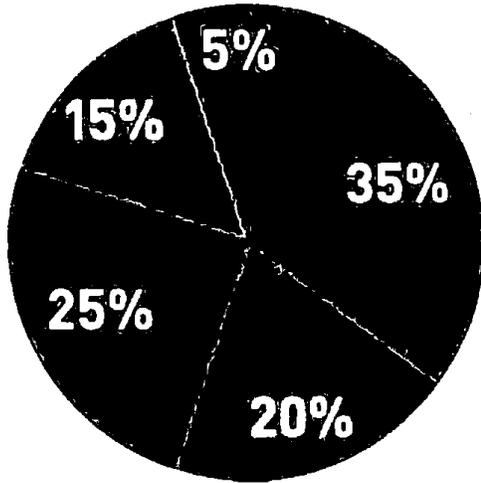
**ATTACHMENT
D**



What is Measure R?

- > Half cent sales tax
- > For transportation improvements
- > Throughout Los Angeles County
- > 30 Years – Pay as You Go

The Funding Pie



- Rail Expansion Projects
- Highway Improvements
- Operating Improvements
- Local City Improvements
- Metrolink and Rail Facilities

Measure R Extension will maintain funding commitments



Voter-approved Measure R funds are:



- > Funding 12 transit projects**
- > Funding 16 highway improvement projects**
- > Creating jobs (410,000 at completion)**
- > Providing \$5.9 billion to local cities**
- > Limiting reductions in transit service**
- > Keeping fares low for students, seniors and the disabled**

Measure R Projects Under Construction or Completed:



- > Expo Phase I
- > Expo Phase II
- > Gold Line Foothill Extension
- > Metro Orange Line Extension (Canoga)
- > Burlington Northern Santa Fe Grade Separations
- > Soundwalls
- > I-405, I-110, I-105, SR-91 Ramp Improvements
- > I-5 HOV from SR-134 to SR-170
- > I-5 North/SR-14 Capacity Enhancement
- > I-5/Carmenita Rd. Interchange
- > I-5/SR-14 HOV Connector
- > Arroyo Verdugo Operational Improvements
- > Las Virgenes/Malibu Operational Improvements



The next step?



- > Continue Measure R until taxpayers decide to eliminate it.

Measure R Extension Draft Principles:



- > Accelerate Measure R transit and highway project schedules**
- > Preserve existing Measure R funding commitments and restrictions**
- > Ensure geographic equity**
- > Create opportunities for new projects in the future**

Preliminary polling results:



- > 71-76% support for the extension**
- > Strong support from every region of LA County**
 - 83% 'yes' in Westside**
 - 78% 'yes' in South Bay**
 - 77% 'yes' in Central Los Angeles**
 - 71% 'yes' in San Gabriel Valley**
 - 67% 'yes' in San Fernando Valley**
 - 68% 'yes' in North County**
 - 63% 'yes' in Gateway Cities**

What an extension will do:



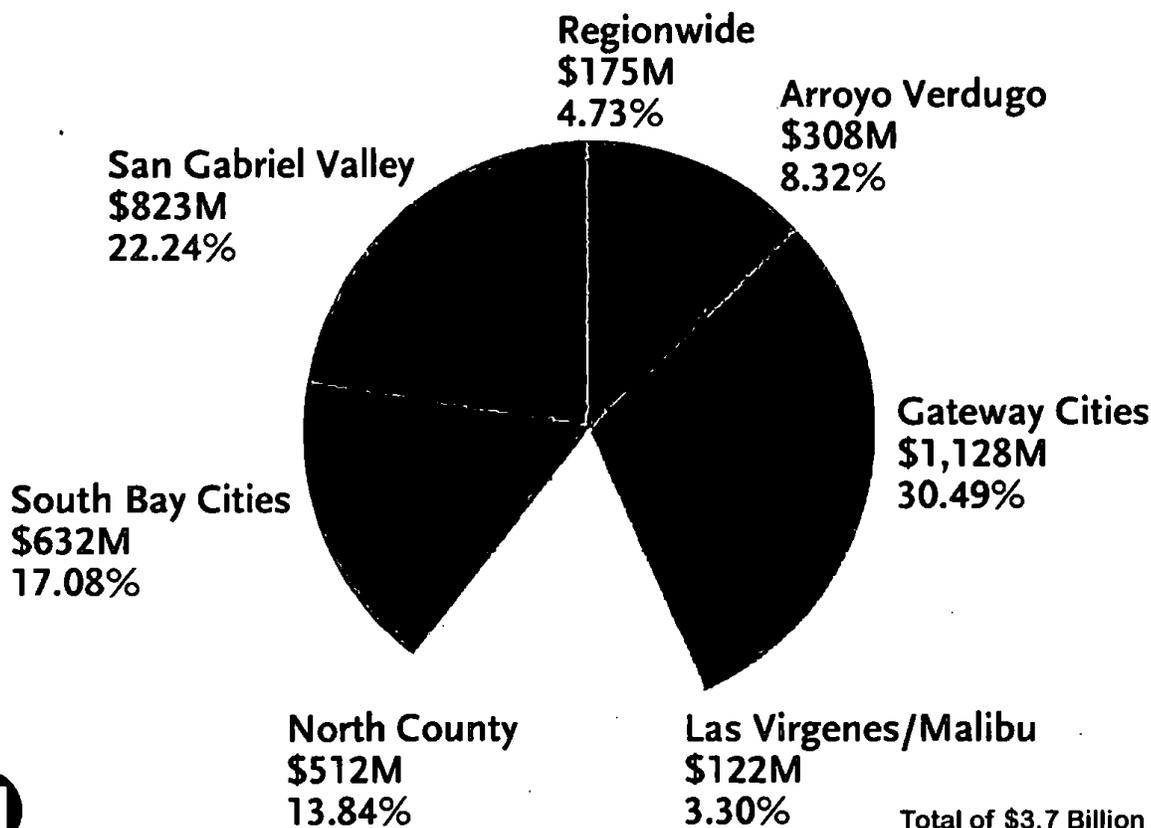
- > Accelerate transit and highway construction
- > Create bonding capacity
- > Take advantage of lower interest rates and construction costs
- > Complete promised transit and highway expansion much sooner
- > Provide continued funding for:
 - Highway projects
 - Transit projects
 - Local Return projects

The benefits:



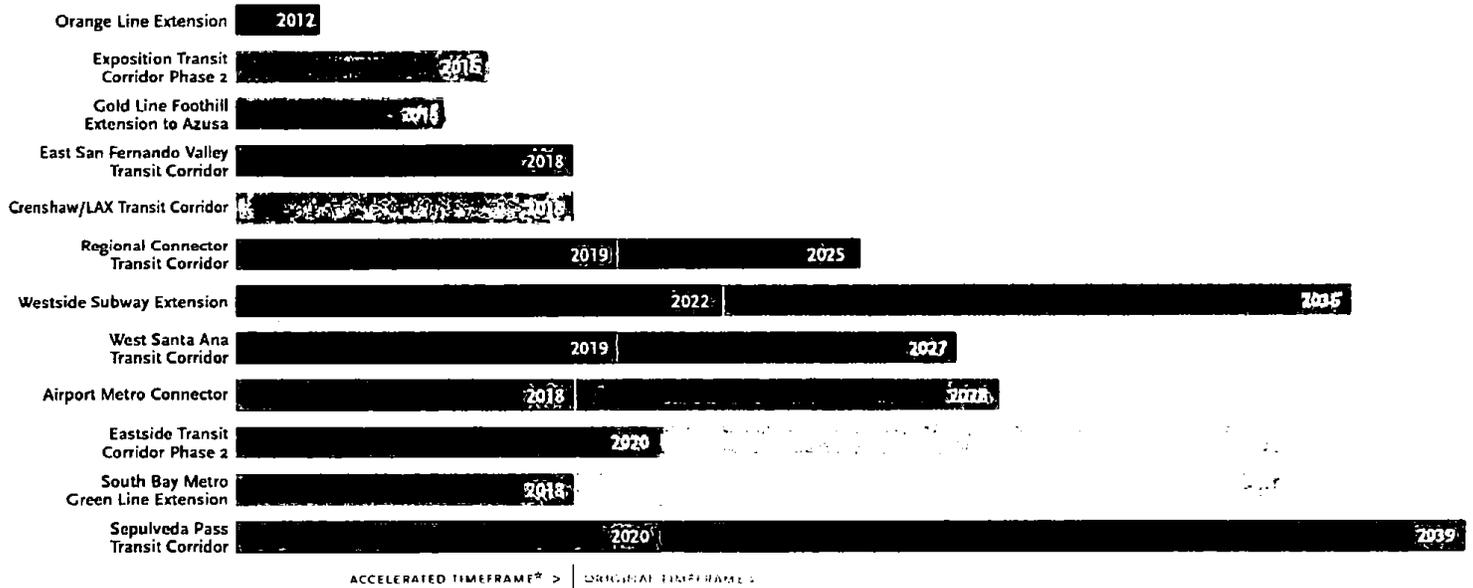
- > More local jobs and a boost to local economy
- > Local dollars, local projects, local control
- > Improved traffic flow for drivers
- > More transportation options for generations to come
- > Safer streets, roads and highways
- > An affordable alternative to high gas prices

Measure R Extension Highway Targets



Total of \$3.7 Billion Additional
Highway Bonds if Taken in First
Decade

How much sooner will transit projects be completed?



What are the components?



- > State legislation
- > Action by Metro Board
- > 2/3 voter approval in November

Blaine Michaelis

From: Habib Balian <HBalian@foothillextension.org>
Sent: Wednesday, June 06, 2012 2:35 PM
Subject: Foothill Extension Update: Metro Expenditure Plan Expected Soon
Attachments: Attachment A - questions-comments.pdf

Yesterday, during a quarterly briefing for representatives of Foothill Extension corridor elected officials, I was asked a number of questions regarding: (1) the current proposal to permanently extend Measure R, (2) AB1446 - the extension's enabling legislation working its way through Sacramento, and (3) why there seems to be confusion regarding the Foothill Extension's definition in Measure R.

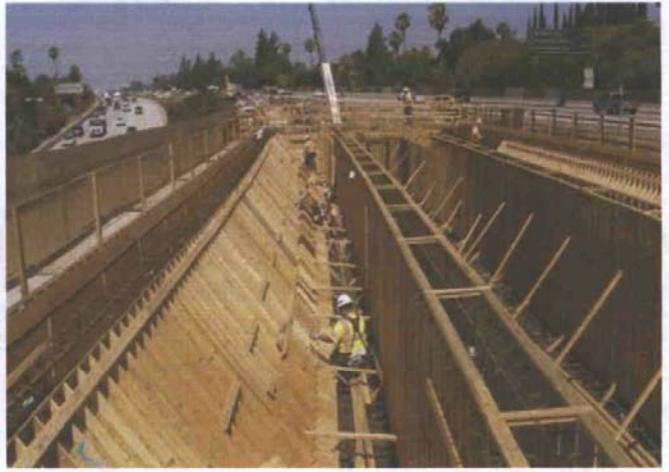
First, let me clarify that AB1446 (as well as AB2321 – the enabling legislation approved in 2008 for Measure R) correctly defines the Foothill Extension project as Pasadena to Claremont. The state legislation specifies that Measure R (and the proposed permanent extension) is to fund the "Metro Gold Line (Pasadena to Claremont) Light Rail Transit Extension," along with a list of other transit capital and highway improvement projects. Importantly, the same list of projects approved by voters in 2008 is being used in the current legislation (AB1446) moving through the state legislature.

Metro's 2008 Expenditure Plan allocated the anticipated 30-years of tax revenue and divided the funding up according to the Metro board's direction, which included partial funding for all of the major capital transit projects (the Regional Connector, Westside Subway, Expo Phase 2, Crenshaw Light Rail, Foothill Extension, etc). Unfortunately, the 2008 Expenditure Plan did not provide the correct total project cost for the Foothill Extension project to Claremont. The total project cost was identified at \$758 million, enough only to complete the first of the two Foothill Extension segments.

As you can read in the latest article (below) published in the San Gabriel Valley Tribune and Pasadena Star News about last week's San Gabriel Valley Council of Governments meeting, local legislators are working hard on the project's behalf to make sure the updated Expenditure Plan for the permanent tax extension corrects this inaccuracy and commits to fully funding the entire project from Pasadena to Claremont, per the voter-mandate. Thereby treating the Foothill Extension project the same as the other major transit capital projects identified in the initial Measure R bill. Attached are a list of questions from the legislators that were asked at last week's meeting.

We anticipate the updated Expenditure Plan will be published in the coming days and will know more at that point.

Also, as you can see in the two photos below, Skanska is nearly complete with the internal support structure for the I-210 Bridge superstructure. 500 tons of reinforcing steel has been installed along the 584-linear-foot structure, and internal walls are now being formed to support the bridge deck. In the coming weeks, 2,100 cubic yards of concrete will be placed within this area.



The Journey Continues,

Habib F. Balian

San Gabriel Valley cities, lawmakers want Measure R details

By Steve Scauzillo, SGVN

twitter.com/stevscazsgvtribune.com

Posted: 06/02/2012 12:12:24 AM PDT

IRWINDALE - San Gabriel Valley cities and legislators spoke in one voice Thursday evening, saying they needed to know exactly what local rail and highway projects would be funded before they would support a ballot measure making permanent Measure R, the half-cent sales tax passed by voters in 2008 that expires in 2039.

Members of the San Gabriel Valley Council of Governments, meeting here as the transportation committee, withheld a motion to deny support to Assembly Bill 1446, saying they would revisit the issue at their next meeting on June 21.

The bill would extend the 30-year funding source indefinitely. If approved by the Senate and signed by the governor, it would create a measure for the November ballot that would remove the sunset clause from the tax. It requires two-thirds voter approval.

The bill, authored by Los Angeles Assemblyman Mike Feuer, would allow the Metropolitan Transportation Authority to accelerate funding for projects by borrowing against future revenues.

Despite the possibility of the San Gabriel Valley realizing a windfall of \$823 million in highway funds available in the next 10 years, the COG and local members of Congress and the state Legislature said they could not support the measure without seeing more specifics.

Many at the meeting were concerned that the measure will speed up funding for a subway to the westside and a regional connector rail project in downtown Los Angeles, projects preferred by L.A. Mayor Antonio Villaraigosa, while leaving funding and a timeline for San Gabriel Valley projects uncertain.

The COG committee grilled Art Leahy, CEO of MTA, on why the second half of the Gold Line Foothill Extension from Azusa to Claremont was not considered in a report he gave entitled "Extending Measure R." The Gold Line Construction Authority needs about \$800million to complete this second phase and is nearly finished with its environmental review. The COG argued that Measure R specifically listed the Gold Line extension to Claremont in 2008. But Leahy called the wording "ambiguous."

John Fasana, chairman of the committee and also a member of the MTA board, asked Leahy: "Is there financial capacity for Azusa to Claremont?"

Leahy said the plan is to complete all Measure R projects before adding new ones. But he was not clear about the meaning of the word "complete."

"Measure R is a bit ambiguous about the Foothill (Gold Line) extension. It defines it as Claremont, but there is only enough money to get it to Azusa," he told the committee. "Because Measure R defines it to Claremont, that is the Measure R project," Leahy added.

Sam Pedroza, a Claremont council member and committee member, wanted Leahy to amend the report's language. "On slide 13, Gold Line Foothill Extension should say Claremont, not Azusa. The Gold Line Foothill extension is one of the shovel-ready projects," Pedroza said. In fact, the board discussed a different bill which also passed the Assembly allowing the line to go to Montclair.

But Leahy's answers did not satisfy the committee.

"There are still questions about what the (Measure R) extension would mean," Fasana said.

Leahy said the MTA would have a more definitive project list "with numbers" sometime in the next two weeks. The San Gabriel Valley COG said it would wait to examine the new information before taking a position on the bill.

Representatives for Rep. Judy Chu, Rep. Adam Schiff and for state Sens. Bob Huff and Carol Liu said they agreed with the committee. A spokesman for state Sen. Ed Hernandez said the senator would not vote for the legislation unless a project list and timetable were included.

"Right now, he's not at a level supporting this until he sees more detail," said Rob Charles, Hernandez's aide.

Others in the audience spoke about including monies for the Alameda Corridor East's phase two projects, which is short about \$260 million.

The ACE board will take up the Feuer bill on Monday.

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Agenda Item Staff Report

To: Honorable Mayor and Members of the City Council
For the meeting of June 12, 2012

From: Blaine Michaelis, City Manager *Bm*

Initiated by: Ina Rios, CMC, City Clerk

Subject: Senior Citizen Commission

SUMMARY

There is one vacancy on the Senior Citizen Commission. The recruitment period closed on Friday, May 18, 2012.

Interviews were conducted on Wednesday, June 6, 2012.

BACKGROUND

Senior Citizen Commissioner Lorous (Connie) Brown's term expired at the end of May 2012. She has completed three terms and is not eligible for reappointment.

There is currently one vacancy on the Senior Citizens Commission.

The opening was advertised with a deadline to apply by Friday, May 18, 2012. On Wednesday, June 6, 2012, four applicants were interviewed by Mayor Morris and Councilmember Bertone.

RECOMMENDATION

Pleasure of Council.