

REGULAR MEETING

MINUTES

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

Thursday, April 19, 2018 - 4:00 p.m.
City of La Cañada Flintridge Council Chambers
1327 Foothill Boulevard
La Cañada Flintridge, CA 91011

I. CALL TO ORDER

Chair McAustin called the meeting to order at 4:00 p.m.

II. FLAG SALUTE

Mayor Walker led the Pledge of Allegiance.

III. ROLL CALL

Present: Chair Margaret McAustin, Vice Chair Teresa "Terry" Walker, Member Paula Devine, Member Marina Khubesrian, Member David Perry, Alternate Member Sharon Springer (in place of Member Gabel-Luddy)

Absent: Member Emily Gabel-Luddy

IV. COMMENTS FROM THE PUBLIC

None.

V. ACTION ITEMS

- A. Funding Agreement between the AVCJPA and Metro for Measure M .5% Planning Funds in the amount of \$120,802.

Executive Director Wilson discussed the funding agreement with Metro for the .5% planning funds. She stated \$120,802 was available and the successful bidder bid \$99,962 for year one. She stated Metro suggested applying for the entire amount and that Metro would approve the agreement, signed by Mark Steres, attorney for the JPA and City of La Cañada Flintridge. She recommended approval of the proposed agreement subject to review by Metro and the attorney.

In response to Member Walker, Executive Director Wilson clarified the available amount was \$120,802.

Member Khubesrian asked when Metro would return the advanced contributions. Executive Director Wilson explained that reimbursements were made on a quarterly basis.

Member Springer asked how the additional \$10,000 would be used. Executive Director Wilson suggested it be used towards year one of the agreement if the Governing Board chose to extend the Agreement.

Member Walker asked if unused funds could be reallocated. Executive Director Wilson stated funds would be deobligated then reissued.

In response to Member Springer, Executive Director Wilson stated money over the allotted amount would be paid by the cities.

Member Perry asked about the language on Attachment C, Page 1. Executive Director Wilson explained the following clause:

"During the development of the Five-year Programming Plan, the Grantee may identify priority projects in other Multi-Year Subregional Programs included in the Measure M Expenditure Plan within the subregion. Project Scope of work described in Attachment C is subject to be amended if those Multi-Year Subregional Programs are identified, and borrowing among the Programs is approved by both the Grantee and LACMTA's Governing Board."

MOTION

Member Devine moved and Alternate Member Springer seconded a motion to approve the Funding Agreement in the amount of \$120,802, subject to review by the AVCJPA Attorney as to Form; subject to Metro approval; authorize the Executive Director to execute the Agreement; and authorize the Executive Director to make non-substantive changes to the Agreement if required by Metro. The motion carried unanimously.

- B.** Advancement of Funds from Member Agencies for Payment of Multiyear Subregional Plan Development Consultant Prior to Reimbursement from Metro of Measure M Funds.

Executive Director Wilson explained that Metro reimbursed on a quarterly basis and the contractor had to be paid up front so the member agencies would need to advance the funds.

Member Devine asked the difference in allocation of charges between the County and Glendale. Executive Director Wilson explained that the

County's portion was only for the La Crescenta/Montrose portion of the County.

Member Walker asked for clarification on the amounts for each jurisdiction. Executive Director Wilson explained the weighted share included population, assessed value and land area, divided in half, and then an equal share also divided by half. The sum for each member agency was a combination of those two half-amounts.

Member McAustin stated there was previously a sense that smaller cities were overpaying, if it was just divided equally.

MOTION

Member Khubesrian moved and Alternate Member Springer seconded a motion to approve the advancement of member agency funds per the attached table for Payment of MSP Development Consultant Prior to Reimbursement from Metro of Measure M Funds with reimbursements (subsequent to Metro progress payments to the AVCJPA) or refunds to member agencies once per fiscal year. The motion carried unanimously.

- C. Contract Award to Cambridge Systematics, Inc. for Consultant Services to Develop the Arroyo Verdugo Communities Joint Powers Authority (AVCJPA) Measure M Multiyear Subregional Plan.

Executive Director Wilson thanked the staff of the member agencies. She stated the RFP was issued in early March, and four proposals received. She explained that the AVCJPA TAC members rated the proposals on detailed criteria and unanimously selected Cambridge Systematics. She stated the bid for year one was \$99,948, with options of \$25,043 for year two, \$25,750 for year three, \$27,227 in year four and \$26,227 in year five, 853 hours. She stated the goal to get the agreement to Metro in July. She discussed the timing of submittals by other agencies.

Chair McAustin pointed out the Summary of Deliverables.

Member Khubesrian commended staff for the hard work.

Member Walker asked if the agreement would be further vetted by the attorney. Executive Director Wilson stated it would be reviewed by the JPA Attorney.

MOTION

Member Khubesrian moved and Alternate Member Springer seconded a motion to:

1. Find that award of this project is exempt from the California Environmental Quality Act (CEQA), Section 15061 (b) (3) of the State CEQA Guidelines; and
2. Authorize the Executive Director to execute the attached contract, subject to review by the AVCJPA Attorney as to Form, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Cambridge Systematics for consultant services to Develop the Arroyo Verdugo Communities Joint Powers Authority (AVCJPA) Measure M Multiyear Subregional Plan. The motion carried unanimously.

VI. REPORTS – INFORMATION ONLY

Executive Director Wilson stated Mark Alexander was unavailable but he wanted to share the idea to get the agencies together to consider whether to become a COG.

VII. COMMENTS FROM MEMBERS

Member Perry stated they were monitoring AB1912 proposed to alter the relationship between member agencies and JPAs as it pertains to pensions, employees and liability.

Executive Director Wilson stated the City of La Canada Flintridge had written a letter in opposition.

Alternate Springer stated Mayor Will Rogers passed away today. Chair McAustin suggested adjourning the meeting in his memory.

Chair McAustin stated the meeting of May 3 would be cancelled and the next meeting would be June 7.

VI. REPORTS – INFORMATION ONLY

Mark Alexander (who had arrived by this point of the meeting) stated the City Managers would be meeting May 14, 2018 and he would extend an invitation to County.

VIII. ADJOURN

Chair McAustin adjourned the meeting at 4:36 p.m. in memory of Will Rogers.



Ann Wilson, Executive Director