POSTED
July 30, 2018

NOTICE AND AGENDA
REGULAR MEETING

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

GOVERNING BOARD
August 2, 2018, 4:00pm
City of La Cañada Flintridge Council Chambers
1327 Foothill Boulevard
La Cañada Flintridge, CA 91011

PAULA DEVINE, MEMBER
MARINA KHUBESRIAN, MEMBER
EMILY GABEL-LUDDY, MEMBER
MARGARET MCAUSTIN, MEMBER, IMMEDIATE PAST CHAIR
DAVID PERRY, MEMBER
TERESA "TERRY" WALKER, MEMBER

COMMENTS FROM THE PUBLIC

The public is encouraged to address the Arroyo Verdugo Communities Joint Powers Authority Governing Board on any matter posted on the agenda or on any other matter within its jurisdiction. If you wish to address the Governing Board, you may do so during the ***COMMENTS FROM THE PUBLIC*** period noted on the agenda. Each person is allowed three (3) minutes speaking time.

Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The Governing Board may direct staff to investigate and/or schedule certain matters for consideration at a future Governing Board meeting.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Ann Wilson at (818) 790-8880 no later than Friday prior to the meeting. (28 CFR 34.102.104 ADA TITLE II)

PLEASE NOTE: Copies of staff reports and supporting documentation pertaining to each item on this agenda are available for public viewing and inspection at City of La Cañada Flintridge City Hall, 2nd floor lobby area, during regular business hours. For further information regarding agenda items, please contact the Office of the Executive Director, Ann Wilson at (818) 790-8880, or by e-mail at awilson@lcf.ca.gov.

SB 343: Any writings relating to an agenda item distributed to a majority of the Governing Board less than 72 hours prior to the meeting will be available for public review in the Executive Director's Office during normal business hours.

PLEASE TURN OFF CELL PHONES AND PAGERS WHILE MEETING IS IN PROGRESS.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the La Cañada Flintridge City Hall bulletin board at 1327 Foothill Boulevard, La Cañada Flintridge not less than 72 hours prior to the meeting in accordance with Government Code Section 54954.2.

Dated: July 30, 2018

Ann Wilson, Executive Director

4:00 P.M. REGULAR GOVERNING BOARD MEETING

PRELIMINARY BUSINESS

I. CALL TO ORDER

II. FLAG SALUTE

III. GOVERNING BOARD REORGANIZATION

A. Selection of Chair for the Arroyo Verdugo Communities Joint Powers Authority Governing Board
Motion: The Immediate Past Chair take nominations for Chair and the Governing Board vote to select a Chair for a term beginning on July 1, 2018 ending on June 30, 2019.

B. Selection of Vice-Chair for the Arroyo Verdugo Communities Joint Powers Authority Governing Board
Motion: The Chair take nominations for Vice-Chair and the Governing Board vote to select a Vice-Chair for a term beginning on July 1, 2018 ending on June 30, 2019

IV. COMMENTS FROM THE PUBLIC

V. PRESENTATIONS

A. Report from Cambridge Systematics, Inc. regarding the AVCJPA Measure M Five-Year Subregional Plan Projects
Presenter: Jonathan Overman
Motion: To Receive and File

VI. CONSENT AGENDA

Items on the Consent Calendar will be enacted by one motion without individual discussion. If discussion is desired, the item will be removed and considered separately.

A. Approval of the Arroyo Verdugo Subregion Minutes for the Meeting of February 1, 2018
Motion: To Approve Minutes of February 1, 2018

B. Approval of the Arroyo Verdugo Subregion Minutes for the Meeting of April 19, 2018
Motion: To Approve Minutes of April 19, 2018

C. Approval of Resolution Authorizing the Use of Citizen's Business Bank for Banking Services
Motion: To Approve the Resolution

D. Treasurer's Report
Motion: To Receive and File

E. Converting the AVCJPA into a "Council of Governments" - Report from AVCJPA City Managers
Motion: Discuss and Provide Direction

VII. PUBLIC HEARINGS: None

VIII. OTHER BUSINESS

A. Request from League of California Cities Division to Consolidate Two AVCJPA League Division Representatives into One
Motion: To Receive and File

B. Arroyo Verdugo Communities Joint Powers Authority (AVCJPA) Budget for FY 2018-19
Presenter: Executive Director Wilson
Motion: To adopt the FY2018-19 AVCJPA Budget

C. Appointment of New Metro Transportation Advisory Committee (TAC) Alternate
Presenter: Executive Director Wilson
Motion: That the Governing Board appoint Fred Dock, Director of Transportation for the City of Pasadena, as the Metro Transportation Advisory Committee (TAC) Alternate, to serve an indefinite term.

IX. REPORTS – INFORMATION ONLY

A. Reports from AVCJPA Appointees
1. SCAG Community, Economic & Human Development Committee – Alternate Robert Joe – Report Attached
2. SCAG Energy & Environment Committee – Member Paula Devine
3. SCAG Transportation Committee – Emily Gabel-Luddy – Report Attached
4. League of California Cities – L.A. County Division
   a. Division Representative Report – Marina Khubesrian
   b. Legislative Committee – Diana Mahmud

Motion: To Receive and File the Report; and to determine that Appointee Reports need only be made at Regular Governing Board Meetings; or, alternatively, provide staff with direction.

X. REPORTS – INFORMATION ONLY

A. Reports from AVCJPA TAC Representative (6/7./18 and 8/2/18)
Presenter: David Kriske
Motion: To Receive and File

B. Report from AVCJPA Executive Director (Oral)
Presenter: Ann Wilson, Executive Director
Motion: To Receive and File

XI. COMMENTS FROM MEMBERS

XII. ADJOURN

Next Special Meeting to Approve Measure M Multiyear Subregional Plan – TBD
(Depending on completion of the Public Participation Plan)

Next Regular Meeting: Thursday, November 1, 2018, 4:00 p.m.
(Special Guest, Phil Washington, Metro CEO)

AVCJPA

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

DATE: August 2, 2018

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Annual Selection of Chair and Vice-Chair

BACKGROUND

The Arroyo Verdugo Communities Joint Powers Agreement specifies what is to occur prior to July 1st of each year with respect to the Governing Board Chair and Vice-Chair selection:

> *"Annually, the Governing Board selects a Chair and Vice Chair..., and the terms of office are effective July 1st through June 30th. It is the task of the Chair to receive nominations for the position of the new Chair, or in the absence of the Chair, it would be the Vice-Chair's task. In the absence of a Vice-Chair, it would then fall to the next member who had served the longest on the Committee, thus having seniority."*

Staff therefore recommends that a Chair and Vice Chair be selected at this meeting, and that the selected individuals serve from July 1, 2018 through June 30, 2019. There currently is not Chair or Vice-Chair, and since each Member has served equally long on the Governing Board since October, the task of taking nominations for Chair will fall to Member McAustin, who is the Immediate Past Chair. Subsequently, the new Chair will take nominations for Vice-Chair.

RECOMMENDATION

It is recommended that

A. The Immediate Past Chair take nominations for Chair and the Governing Board vote to select a Chair and for a term beginning on July 1, 2018 ending on June 30, 2019.
B. The Chair take nominations for Vice-Chair and the Governing Board vote to select a Vice-Chair for a term beginning on July 1, 2018 ending on June 30, 2019.

CAMBRIDGE SYSTEMATICS

Think Forward

V.A

Memorandum

TO: Governing Board - Arroyo Verdugo Communities Joint Powers Authority

FROM: Cambridge Systematics, Inc

DATE: August 2, 2018

RE: Progress Update on Multi-Year Subregional Program (MSP) Plans

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This memorandum describes the progress made towards preparing the Arroyo Verdugo Communities Multi-Year Subregional Program (MSP) funding plans for the first five year programs. The MSP plans are funded through Measure M (the voter-approved Los Angeles County Traffic Improvement Plan of 2016) and administrated by the Los Angeles County Metropolitan Transportation Authority (Metro). The Arroyo Verdugo subregion has two MSP funding programs for the first five fiscal years of Measure M funding. Table 1 below includes the funding, by program, for the first five years.

Table 1: Arroyo Verdugo Communities MSP Funding

Funds by Year (less 0.5% for Planning)	**FY 2017-18**	**FY 2018-19**	**FY 2019-20**	**FY 2020-21**	**FY 2021-22**	**5-Year Total**
Transit Projects	$2,547	$2,594	$2,706	$2,774	$2,841	**$13,462**
Modal Connectivity and Complete Streets Projects	$2,002	$2,038	$2,126	$2,180	$2,232	**$10,577**
Total	**$4,549**	**$4,632**	**$4,833**	**$4,954**	**$5,073**	**$24,040**

The Arroyo Verdugo Communities Joint Powers Authority (AVCJPA), through a Technical Advisory Committee (TAC) comprised of representatives from each agency, is working with Cambridge Systematics to create a draft list of projects for inclusion in the first 5-year plan for this new funding source. The steps the project team will take to create the five year plans include:

1) Compile and Screen Candidate Projects
2) Determine Subregional Allocation
3) Prioritize projects

The basic approach and progress towards these steps are described below.

515 S. Figueroa Street, Suite 1975
Los Angeles, CA 90071
tel 213-372-3009 www.camsys.com fax 213-372-3010

1) Compile and Screen Candidate Projects

The candidate project list has been developed through collaboration with each local agency. The attached project lists include the full lists of candidate projects provided by each agency, sorted by program type: Transit Projects, "Modal Connectivity and Complete Streets Projects", and "Other Projects" which do not meet the eligibility requirements of the current funding programs. The initial project screening included identifying which projects are defined enough to be considered in the first 5-year plan and to meet the eligibility requirements of each program.

2) Determine Subregional Allocation

It is important to the TAC that each agency receives their fair share of funding or project benefits. As such, the TAC recommended that the money be allocated by per-capita share of total population. Table 2 below details the total program funding for each agency based on its share of the total subregional population. However, if an agency does not have candidate projects ready for each program in the first 5-years of funding, other agencies' projects may be advanced in exchange for future funding.

Table 2. Total MSP Funding Share by Agency

Agency	% of Pop*	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	5-Year Total
Burbank	20.3%	$925	$942	$983	$1,007	$1,031	$4,888
Glendale	39.1%	$1,777	$1,809	$1,888	$1,935	$1,981	$9,389
La Canada Flintridge	4.0%	$181	$184	$192	$197	$201	$954
La Crescenta-Montrose	3.9%	$176	$179	$187	$191	$196	$928
Pasadena	27.7%	$1,262	$1,285	$1,341	$1,375	$1,408	$6,671
South Pasadena	5.0%	$229	$233	$243	$249	$255	$1,210
Total	**100.0%**	**$4,550**	**$4,632**	**$4,834**	**$4,954**	**$5,072**	**$24,040**

*Based on California Department of Finance Estimates

3) Prioritize Projects

The projects will be prioritized separately for each agency and for each program. Project prioritization will include three elements:

1. *Qualitative Performance Evaluation.* Cambridge Systematics will evaluate each project based on its ability to address the performance measures listed in the Measure M Administrative Procedures. These performance measures are listed in Table 3 below. In addition to the qualitative performance measures, whether the projects have a subregional benefit will be a consideration for project prioritization.

Table 3: Subregional Qualitative Performance Measures – Measure M MSP Administrative Guidelines

Theme	Performance Measure
Mobility	Relieve Congestion
	Increase travel by transit, bicycle, and pedestrian modes
	Improve travel times
	Improve effectiveness and reliability for core riders
Economy	Increase economic output
	Support job creation & retention
	Support goods movement
	Reduce household transportation costs
	Extend useful life of facilities
Accessibility	Improve transportation options
	Improve service to transit dependent, low-income, and disadvantaged populations
	Improve first-last mile connections to transit
Safety	Reduce incidents
	Improve Personal Safety
Sustainability and Quality of Life	Improve environmental quality
	Improve public health

2. *Agency Priority:* The relative importance of each project to the sponsor agency will be considered during the project prioritization process.

3. *Stakeholder Input:* The draft prioritized project lists will be shared with the public at six meetings in September. Stakeholders and the general public will have the opportunity to comment on the proposed funding plan at these meetings:

Agency	Commission/Body	Date	Time
City of Burbank	Transportation Commission	9/17/2018	5pm
City of South Pasadena	Freeway and Transportation Commission	9/18/2018	6:30pm
City of La Canada Flintridge	Public Works and Traffic Commission	9/19/2018	6pm
County of Los Angeles (5th District)	Crescenta Valley Town Council	9/20/2018	7pm
City of Glendale	Transportation and Parking Commission	9/26/2018	6pm
City of Pasadena	Transportation Advisory Commission	9/27/2018	4pm

TRANSIT PROJECTS

ID	Sponsor Agency	Name	Description	Short-Term Funding Request	Mid/Long Term Funding Request	Notes
Burbank						
104	Burbank	AVC Burbank/Glendale Improved Rail Transit - Burbank Portion	From LA Union Station to Burbank Airport via Antelope Valley Line corridor	$ -	$ 157,500,000	Long Term Project Capital Costs assumes Brighton-Roxford Double Track Project. Operational Costs taken from Burbank Airport LinkBurbank Study - Fill Metrolink Gaps in Service Alternative. Split 50/50 Burbank/Glendale
105	Burbank	BurbankBus State of Good Repair - Bus Replacement 2020	BurbankBus Transit Capital & State of Good Repair; Replace buses that have reached the end of their useful life. 3 @ $600k each	$ 1,800,000		Ready to Expend in 2020
131	Burbank	BurbankBus State of Good Repair - Bus Replacement 2023	BurbankBus Transit Capital & State of Good Repair; Replace buses that have reached the end of their useful life. 5 @ $650k each	$ 3,250,000		Ready to Expend in 2023
132	Burbank	BurbankBus State of Good Repair - Bus Replacement 2031	BurbankBus Transit Capital & State of Good Repair; Replace buses that have reached the end of their useful life. 6 @ $700k each	$ -	$ 4,200,000	Ready to Expend in 2031
106	Burbank	Burbank Transit Maintenance Facility	Transit Maintenance Facility	$ 20,000,000		
107	Burbank	BurbankBus Transit Expansion & Operations to Streamline Routes and Improve Frequency	Purchase 4 35-foot transit buses to implement reconfigured routes, expand to all-day service, and improve frequency. Implement Metrolink-Media District, New NoHo-Downtown via Magnolia, and NoHo-Airport / Airport - Media District Interline per Comprehensive Transit Operations Analysis Scenario F, 4 @ 550k each. 22,600 hrs/yr * 100	$ 8,980,000		Cost includes bus capital plus three years operations
126A	Burbank	AVJPA High Speed Transit Grid - Burbank portion		$ -	$ 64,000,000	Mid Term Project. Project assumes implementing up to 8 lane miles of bus lane bypass, queue jumps and/or traffic signal priority on up to 8 lane miles of streets.
Glendale						
108B*	Glendale	AVC Expansion Buses for Foothill Blvd to Gold Line - Glendale Portion 26.6%	Purchase 6 40-foot heavy duty transit buses to operate new route on Foothill Blvd (Gln, LAC, LCF) to Pas Gold Line Memorial Station. 6 @ $650k each.	$ 1,037,400		Ready to encumber in 2020
	Glendale	AVC Expansion Buses **& Operations** for Foothill Blvd to Gold Line - Glendale Portion 26%	Purchase 6 40-foot heavy duty transit buses to operate new route on Foothill Blvd (Gln, LAC, LCF) to Pas Gold Line Memorial Station. 6 @ $650k each. Operations = 15,500 hrs/yr *100	$ 1,417,000		Possible Metro funded extension to Cal Tech.
111	Glendale	Photovoltaic System for Beeline Maintenance Facility	Purchase and installation of PV panels and control equipment to increase sustainability of new BMF. Building is designed and being built with PV provisions. Facility will support service in GLN, LAC, LCF, & BUR	$ 350,000	$ -	Ready to expend in 2019.
112	Glendale	Emergency Generator for Beeline Maintenance Facility	Purchase and installation of permanent generator and switch equipment to provide continuing transit operation during a power outage or natural disaster. Building is designed and being built with generator provisions. Facility will support service in GLN, LAC, LCF, & BUR	$ 800,000	$ -	Ready to expend in 2019.
114*	Glendale	AVC Microtransit Expansion Vehicles - Foothills Glendale Portion 20%; Canyons Glendale 100%	New flex route microtransit to serve unmet needs in areas not accessible by standard bus service. Foothills (Gln, LAC, LCF) 6 vehicles @ $75k each; Canyons (Gln) 2 vehicles @ $75k each	$ 240,000	$ -	Ready to expend in 2020.
	Glendale	AVC Microtransit Expansion Vehicles **& Operations** - Foothills Glendale Portion 20%, Canyons Glendale 100%	New flex route microtransit to serve unmet needs in areas not accessible by standard bus service. Foothills (Gln, LAC, LCF) 6 vehicles @ $75k each; Canyons (Gln) 2 vehicles @ $75k each. Operations = Foothill 23,400 hr/yr * 100, Canyon 7,800 hr/yr *100	$ 1,488,000	$ -	Ready to expend in 2020.
115	Glendale	Beeline Replacement Buses 2021	Purchase 4 40-foot heavy duty transit buses to replace 40' buses that have met their life expectancy. 4 @ $650k each.	$ 2,600,000	$ -	Ready to encumber in 2021.
116	Glendale	ADA Access to select Metro & Beeline Bus Stop Zones	Reconfigure street section, add sidewalk and bus zone to meet ADA compliance for existing non-accessible stops on Glendale Ave and Verdugo Rd, Glendale.	$ 5,500,000	$ -	Design in 2019, build in 2020.
117	Glendale	1st/last mile for Glendale Transportation Center.	Install canopies, seating, and bike racks for waiting area, install wayfinding signage to and from site, provide real time train arrival signage on platforms and inside station, provide real time bus arrival signage at bus bays and inside station,	$ 7,000,000	$ -	Design in 2019, build in 2020.
126B	Glendale	AVC High Speed Transit Grid - Glendale portion	Install dedicated bus lanes and signal improvements to improve bus speeds on existing select routes. 12 miles at $8,000k per lane mile. 8 lane miles of bus lane bypass, queue jumps and/or traffic signal priority on up to 12 lane miles of streets.	$ -	$ 96,000,000	Mid Term Project
127	Glendale	Beeline Bus Electrification and Charging Infrastructure	Purchase electric buses and install charging infrastructure for Glendale Beeline	$ -	$ 45,600,000	Mid Term Project - could be split into phases
128	Glendale	Glendale Streetcar: Brand Blvd from GTC to Glenoaks Blvd	Street improvements to install rail line and purchase rolling stock	$ -	$ 100,000,000	Long Term Project
129	Glendale	Glendale Transportation Center State of Good Repair	Structural repairs to the historic train depot; parking, signage, communications, and landscape improvements.	$ 1,750,000	$ -	Ready to expend in 2019.
130	Glendale	Glendale Transportation Center Expansion	Purchase 7 developed parcels adjacent to the Glendale Transportation Center for service/parking/streetcar expansion or TOD.	$ -	$ 15,000,000	Long Term Project that can be expensed in portions as properties become available.
133	Glendale	Beeline Expansion Buses to Improve Frequency	Purchase 8 40-foot heavy duty transit buses to improve frequency on existing Beeline bus routes. 8 at $650k each.	$ 5,200,000	$ -	Ready to encumber in 2021.
133	Glendale	Beeline Expansion Buses **& Operations** to Improve Frequency	Purchase 8 40-foot heavy duty transit buses to improve frequency on existing Beeline bus routes. 8 at $650k each. Operations = 4200 hrs/yr *8 buses	$ 8,560,000	$ -	Ready to encumber in 2021.
134	Glendale	Beeline Expansion Buses For 2 New College Route and Route extension to Rapid Bus	Purchase 8 40-foot heavy duty transit buses for College Campus Route (Montrose to Trains station), and Route 4 extension to Metro Rapid Bus (Downtown to San Fernando Road. 8 at $700k each.	$ 5,600,000	$ -	Ready to encumber in 2022.
	Glendale	Beeline Expansion Buses **& Operations** For New College Route and Route extension to Rapid Bus	Purchase 8 40-foot heavy duty transit buses for College Campus Route (Montrose to Trains station), and Route 4 extension to Metro Rapid Bus (Downtown to San Fernando Road. 8 at $700k each. Operations = 4200 hrs/yr *8 buses	$ 8,960,000	$ -	Ready to encumber in 2022.
135	Glendale	Beeline Replacement Buses 2026	Purchase 4 40-foot heavy duty transit buses to replace 40' buses that have met their life expectancy. 4 at $700k each.	$ -	$ 2,800,000	Ready to encumber in 2026.
136	Glendale	Beeline Replacement Buses 2027	Purchase 10 40-foot heavy duty transit buses to replace 40' buses that have met their life expectancy. 10 at $700k each.	$ -	$ 7,000,000	Ready to encumber in 2027.
137	Glendale	Beeline Replacement Buses 2029	Purchase 9 40-foot heavy duty transit buses to replace 40' buses that have met their life expectancy. 9 at $725k each.	$ -	$ 6,525,000	Ready to encumber in 2029.

TRANSIT PROJECTS

ID	Sponsor Agency	Name	Description	Short-Term Funding Request	Mid/Long Term Funding Request	Notes
La Canada Flintridge						
118	La Canada Flintridge	Gold Line Connector Shuttle	Shuttle service. Includes approximate rate of driver, cost to use the vehicle Monday-Friday during select hours (4 hours max). The LCF spare vehicle can be used for this service.	$ 100,000	$ -	
119	La Canada Flintridge	Hollywood Burbank Airport Shuttle	Shuttle service from LCF to Burbank	$ 7,000,000	$ -	Cost estimate provided by City of Glendale Transportation Coordinator. Shuttle service connecting LCF and surrounding cities to the airport.
120	La Canada Flintridge	North/South bound Angeles Crest Hwy. connector between Foothill Blvd. and La Cañada Country Club *Option 1: Shuttle Stop*	Option 1: New shuttle stop including stop signage and bus shelter (Option 2: bike share)	$ 5,000	$ -	No additional cost to existing service for adding a stop. Impact to frequency and longer headway. Option 2 is bike share program
121	La Canada Flintridge	Town Center Shuttle Service *Option 1: Shuttle Stop*	Option 1: New shuttle stop including stop signage and bus shelter	$ 5,000	$ -	No additional cost to existing service for adding a stop. Impact to frequency and longer headway.
	La Canada Flintridge	Town Center Shuttle Service *Option 2: Trolley Service with multiple stops*	Option 2: Two new shuttle stops including stop signage and bus shelters + operating costs	$ 111,000	$ -	$100,000 for operating costs. Only partially eligible
Pasadena						
108E*	Pasadena	AVC Expansion Buses for Foothill Blvd to Gold Line - Pasadena Portion 13.3%	Purchase 6 40-foot heavy duty transit buses to operate new route on Foothill Blvd (Gln, LAC, LCF) to Pas Gold Line Memorial Station. 6 @ $650k each.	$ 518,700	$ -	Ready to encumber in 2020.
	Pasadena	AVC Expansion Buses **& Operations** for Foothill Blvd to Gold Line - Pasadena Portion 13.3%	Purchase 6 40-foot heavy duty transit buses to operate new route on Foothill Blvd (Gln, LAC, LCF) to Pas Gold Line Memorial Station. 6 @ $650k each. Operations = 15,500 hrs/yr *100	$ 724,850	$ -	Ready to encumber in 2020.
124	Pasadena	Pasadena Transt Bus Captial Purchases to Increase Frequency	Expansion 30/35' Transit Buses Identified in Pasadena SRTP	$ 3,780,000	$ -	
	Pasadena	Pasadena Transit Expansion EV	If CARB requires EV replacement, the EV equivalent of Item 124	$ 5,490,000	$ -	
125	Pasadena	Pasadena Transit Maintenance Facility	Transit Maintenance Facility to Support the General Plan	$ 15,000,000	$ -	
126E	Pasadena	AVC High Speed Transit Grid - Pasadena Portion	Install bus bypass lanes / queue jumps, and signal improvements to improve bus speeds on existing select routes. 8 miles at $8,000k per lane mile	$ -	$ 64,000,000	Mid Term Project. Project assumes implementing up to 8 lane miles of bus lane bypass, queue jumps and/or traffic signal priority on up to 8 lane miles of streets.
138	Pasadena	Purchase Replacement Buses	Replace existing 32' Transit Buses exceeding useful life with 35' CNG	$ 10,840,000	$ 8,435,000	
	Pasadena	Pasadena Transit EV Replacement	If CARB requires EV replacement, the EV equivalent of Item 138	$ 22,230,000	$ 17,820,000	
139	Pasadena	Purchased Transportation Services Associated with Captial Vehicle Acquisition	Purchased transportation services that are required for service delivery associated with the capital acquisition of vehicles in Item 124. This is 5 years of service based on the Pasadena SRTP	$ 8,785,617	$ -	
140	Pasadena	Next Gen Service Improvements TBD. - Pasadena portion	Next Gen Service Improvements TBD.	TBD	$ -	
141	Pasadena	Provide Upgrades, ADA Access to Metro & Pasadena Transit Stop Zones	Reconfigure street section, add sidewalk to bus zones to meet ADA compliance for existing non-accessible stops in Pasadena. In addition improve furniture and technology at bus stops in Pasadena.	$ 205,000	$ 486,000	
142	Pasadena	Replace Aging Bus Stop Shelters	Pasadena's aging bus stop shelters need to be replaced	$ 4,000,000		
143	Pasadena	EV Infrastructure	EV Power Infrastructure for Charging Pasadena Transit Vehicle Fleet	$ 2,985,000	$ -	

Blue cells indicate project that depends, in part, on Metro allowing operating expenses to be eligible
Green cells indicate projects with multiple sponsor agencies
*Projects 108 and 114 provide service to La Crescenta-Montrose and La Canada Flintridge and may require cost sharing

MODAL CONNECTIVITY AND COMPLETE STREETS PROJECTS

ID	Sponsor Agency	Name	Description	Short-Term Funding Request	Notes
Burbank					
202A	Burbank	Victory Blvd Connectivity Gap Closure and Transit Enhancements - Burbank portion	Complete a regional gap in the off-street bike path network between Chandler Bikeway and LA River via Burbank Western Channel and Victory Boulevard, and improve transit and pedestrian connectivity in the corridor.	$ 3,000,000	
203A	Burbank	Glenoaks Blvd Complete Street - Burbank portion	Complete streets improvements on Glenoaks Boulevard between Brand Boulevard and Verdugo Avenue. 5 miles total. Burbank (1 mile) and Glendale (4 miles)	$ 5,000,000	
205	Burbank	LA River Bridge	Connects Riverside to Forest Lawn. Includes bridge over LA River, Class III bike lanes, and Class I bike path	$ 1,500,000	Funds would augment a Metro Call for Projects Grant already received
Glendale					
201B	Glendale	Foothill Blvd Complete Street - Glendale portion	Sunland to LCF - 5 miles. Glendale portion (1.3 miles)	$ 3,900,000	5 miles. Coordinates with new Foothill Bl route. Project cost based on $15M total cost
202B	Glendale	Victory Blvd Connectivity Gap Closure and Transit Enhancements - Glendale portion	Complete a regional gap in the off-street bike path network between Chandler Bikeway and LA River via Burbank Western Channel and Victory Boulevard, and improve transit and pedestrian connectivity in the corridor.	$ 7,000,000	
203B	Glendale	Glenoaks Blvd Complete Street - Glendale portion	Complete streets improvements on Glenoaks Boulevard between Brand Boulevard and Verdugo Avenue. 5 miles total. Burbank (1 mile) and Glendale (4 miles)	$ 16,000,000	
204B	Glendale	San Fernando Rd Complete Street - Glendale portion		$ -	
207	Glendale	Brand Blvd-Glendale Ave Complete Street		$ -	
208	Glendale	Glendale Transportation Center Bicycle access improvements; on Los Feliz Rd and Brand Blvd		$ 8,000,000	
La Canada Flintridge					
209	La Canada Flintridge	Foothill Boulevard Link Bikeway and Pedestrian Greenbelt Project	Project Scope: south side of Foothill Blvd - new Class I Bikeway, landscaping, and new sidewalk; new raised center median along Foothill Blvd with landscaping; north side - Class II Bikeway, sidewalk, and landscaping. Limits: 2111 Foothill Blvd. (shopping center west of Leata Lane) to SR -2 On/Off Ramps/Hillard Ave. intersection	$ 1,835,653	Partially funded through Metro Call for Projects 2011
210	La Canada Flintridge	North/South bound Angeles Crest Hwy. connector between Foothill Blvd. and La Cañada Country Club: *Bike Share Program Option*	Two bike stations at Foothill Blvd. and La Cañada Country Club area. Option 2 is the shuttle service	$ 150,000	
LA County / La Crescenta-Montrose					
201D	LA County / LCM	Foothill Blvd Complete Street - LCM portion	Sunland to LCF - 5 miles. LCM portion (1.2 miles)	$ -	Long Term Project. LA County would like to further study this
212	LA County / LCM	Multi-modal and complete streets projects in LCM area	TBD projects based on future studies	$ -	Long Term Projects
Pasadena					
213	Pasadena	N. Hill Complete Street Project	Two Traffic Circles (Topeka St and Elizabeth St) and bulb outs at 12 intersections	$ 1,500,000	In CIP. Outreach complete
214	Pasadena	Mountain Street Complete Street Project	Two Traffic Circles between Hill Ave and Allen Ave	$ 1,000,000	In CIP. Outreach almost complete
215	Pasadena	Avenue 64 Complete Street Project	Installation of bulb outs and median islands at the intersections of Avenue 64 with Church Street, Melrose Avenue, Nithsdale Road and other locations, as well as a traffic signal at Avenue 64 and Nithsdale Road and small median islands south of Burleigh Drive - from Colorado Blvd to South City Limits	$ 2,000,000	In CIP. Outreach complete
216	Pasadena	Allen Ave. Complete Street Enhancement Project	Allen Avenue corridor, between Villa Street and Colorado Boulevard. Proposed improvements may include narrowing of streets by widening sidewalks, raised landscaped medians, "road diet" lane reconfiguration, constructing curb extensions/bulb outs at some intersections, upgrading traffic signal equipment, and modifying roadway signing and striping	$ 1,500,000	In CIP. Outreach underway. Scope will be similar to N. Hill
217	Pasadena	Citywide Transportation Performance Monitoring Network	This project would provide for traffic signal controller upgrades at up to 300 intersections, the upgrade of up to 100 traffic signal cabinets and the installation of fiber optic communication infrastructure to provide a redundant high bandwidth network. Upgraded controllers would collect high-resolution data, allowing for the development of improved coordination plans, reducing delay for roadway users while simultaneously providing the ability to manage traffic speeds. This would be the for arterial performance monitoring and reporting.	$ 8,500,000	
218	Pasadena	Old Pasadena and Playhouse Districts Pedestrian Improvements	Pedestrian Improvements for Old Pasadena and Playhouse Districts	$ 5,700,000	
219	Pasadena	Pedestrian and Bicyclist Automated Data Collection	Multi-modal counts stations at 36 locations within half-mile of the six Gold Line stations.	$ 1,400,000	
220	Pasadena	The Arroyo Link	Class I and Class III bicycle facilities connecting the Union Street cycle track (in progress) to the Arroyo Seco Path.	$ 1,500,000	
222	Pasadena	Lake Avenue Gold Line Station Pedestrian Access Improvements	This project provides for streetscape improvements to a 1.06 mile portion of Lake Avenue beginning at the Gold Line station at Corson Street to the southern terminus at California Boulevard. Work will include the addition of a mid-block crossing with pedestrian signal between Cordova Street and Del Mar Boulevard and new crossing signal at Granite Avenue; installation of a new pedestrian-scale street lighting system with foundations, electrical, conduit and fiber-optics; widening of sidewalks; curb extensions; reduction of curb radii within the corridor with reconstruction of curb and gutter; removal of bus turning bay at Colorado Boulevard (increased sidewalk width) elimination of "pork chops" islands at Union Street and Del Mar Boulevard with addition of right-turn pockets; realigning intersection crossings at Lake Avenue and Walnut Street; installation of two new pedestrian traffic crossing signals; ADA compliant curb ramps; street furniture; and in-fill street trees, landscaped islands and irrigation.	$ 2,886,991	Partially funded by Metro
South Pasadena					
221	South Pasadena	Citywide Safe Routes to School/Complete Streets	Includes operational and safety improvements, consisting largely of traffic signing and striping, traffic signal upgrades and timing changes, new traffic signals, and implementation of bikeways, with relatively few curb line modifications required.	$ 10,000,000	Needs specific alignments

Green cells indicate projects with multiple sponsor agencies

OTHER PROJECTS

Sponsor Agency	Name	Description	Project Cost	Notes
Highway Efficiency, Noise Mitigation and Arterial Projects				
La Canada Flintridge	Soundwalls	Provide funding for the design & construction of one soundwall segment or funds to go towards soundwall design & construction	$ 2,000,000	The City self-funded for the required NBSSR and has used all of its Subregional Measure R funds for this construction, and has built 3 soundwall segments (with a fourth in progress). There are 23 Metro-eligible segments for which the City would like to seek funding. Each segment is approximately $1.5 million - $2.5 million. Depending upon the level of funding granted, the City would select a soundwall segment to be built from those yet to be designed and constructed.
Burbank, Glendale	Freeway On/Offramp Improvements (2, 5, 110, 134, 210)			
Burbank	Traffic Signal System Improvements and State of Good Repair	Includes adaptive control implementation, signal sync, hardware replacement	$ 12,800,000	
Burbank	Arterial State of Good Repair	Includes resurfacing or reconstruction, repair, and sidewalk repairAdditional funding needed to improve average Pavement Condition Index of Burbank Streets to 75 or greater	$ 68,400,000	
Burbank	Arterial Intersection Improvements	Intersection Mitigations identified in the Burbank2035 General Plan	$ 34,100,000	
Burbank	Soundwalls in Downtown Burbank	City has identified 1.3 miles of soundwall that may be needed near Downtown Burbank and other areas where residential devepment in previous commercial areas has been approved or is planned	$ 18,000,000	
Glendale	SR-134 Ramp Improvements	Including EB off-ramp at Central Ave., WB off-ramp at Brand Blvd, WB on- and off-ramps incl. BRT stop at Harvey Dr.	$ 86,600,000	
Glendale	SR-2 Verdugo Avenue SB On-ramp Signalization		$ 400,000	
Glendale	SR-2/Holly Dr: Add signals at ramps		$ 600,000	
Glendale	Expand Harvey Dr / SR-134 Park-and-Ride		$ 15,000,000	
Glendale	SR-2/Fern Ln: Add NB Off/On Ramp		$ 20,000,000	
Glendale	I-210: Add soundwalls - Pennsylvania Av to Lowell Av		$ 23,000,000	
Glendale	Glendale Ave: Add 1 NB lane from Doran St to SR-134		$ 1,100,000	
Glendale	Monterey Rd: Extend to Glenoaks Blvd over Verdugo Wash		$ 10,000,000	
LA County / La Crescenta-Montrose	Freeway On/Offramp Improvements (2, 5, 110, 134, 210)			
LA County / La Crescenta-Montrose	Foothil Bl Intersection Operational Improvements		$ 500,000	New route connecting GCC Montrose, Verdugo, Garfield campuses to Glendale Train Station
La Crescenta Montrose	La Crescenta Avenue Improvements at I-210	La Crescenta Avenue; At I-210; Modify traffic signals and channelization, construct WB on-ramp to improve traffic flow.	$ 5,000,000	
La Crescenta Montrose	Pennsylvania Avenue; At I-210; Modify on- and off-ramp intersections and traffic signals to improve southbound to eastbound I-210 left turn capacity.	Pennsylvania Avenue; At I-210; Modify on- and off-ramp intersections and traffic signals to improve southbound to eastbound I-210 left turn capacity.	$ 1,000,000	
South Pasadena	State Route 110/Fair Oaks Avenue Interchange Modifications	Includes modifications to the SR-110 on- and off-ramps at Fair Oaks Avenue and additional street improvements on Fair Oaks Avenue. Modifications include a new southbound SR-110 "hook" on-ramp via State Street east of Fair Oaks Avenue, widening of the northbound SR-110 off-ramp at Fair Oaks Avenue from 2 to 4 lanes, removal of the dual left turn lanes from northbound Fair Oaks Avenue to southbound SR-110, addition of a right turn lane from northbound Fair Oaks Avenue to State Street, removal of the existing traffic island at the current SR-110 on-ramp, and restriping the Fair Oaks Avenue bridge.	$ 27,000,000	The City has issued an Request for Proposals for a consultant to develop the draft and final conceptual design plans.
South Pasadena	Citywide Transportation Improvements	Includes Fremont Avenue/Huntington Drive/Fair Oaks Avenue regional traffic corridor improvements (short-term) and traffic safety study focused on speed management and safety improvements along specified corridors (medium term). The regional traffic corridor improvements include implementing an Adaptive Traffic Control System and synchronization of traffic signals, increasing the visibility of crosswalks, modifying traffic lane configurations and striping improvements, installation of traffic signs, installation of flashing beacons or other safety measures at crosswalks and reconstructing bulb-outs to prevent auto intrusion on the sidewalk. Traffic safety study will evaluate potential improvements to improve safety, manage speed and reduce impacts from regional "cut-through" traffic on local streets.	$ 25,000,000	
Active Transportation				
Glendale	Glendale Bicycle Transportation Plan projects	Including Verdugo Wash bikeway and bridges over LA River	$ 44,000,000	
Glendale	Improvements to bike/pedestrian bridges and tunnels over SR-134-Bridge	Bridges include: Louise, Geneva, Concord, Columbus, Adams. Tunnel: Kenilworth	$ 7,500,000	
South Pasadena	Active Transportation Improvements	Short-term: Includes Fair Oaks Avenue Bikeway, which extends from the north city limit to Huntington Drive and contains Class II bike lanes between Monterey Road and Huntington Drive and a Class III bike route north of Monterey Road. This bikeway will provide linkages to the public library, Gold Line Station, school and parks. Medium-term: Includes El Centro Street/Oxley Street, Meridian Avenue, Huntington Drive, Fremont Avenue, Oak Street, Monterey Road bikeways. The bikeways on these streets include both Class II bike lanes and Class III bike routes and will also provide linkages to schools, parks, business and shopping areas and to City Hall. The Monterey Road bikeway will serve as a crosstown regional bikeway that connects to the City of Los Angeles.	$ 250,000	
Goods Movement				
Burbank	Burbank Rail Crossing Improvements	Rail Crossing Improvements; includes quiet zone, Downtown Station Ped Rail Crossing, Burbank Airport South grade crossing, and Clybourn grade crossing	$ 25,000,000	

AVCJPA

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

UNOFFICIAL UNTIL APPROVED

REGULAR MEETING

MINUTES
ARROYO VERDUGO COMMUNITIES
JOINT POWERS AUTHORITY
Thursday, February 1, 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

Member Perry 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. Approval of the Arroyo Verdugo Subregion Minutes for the meeting of November 30, 2017

MOTION
Member Perry moved and Member Devine seconded a motion to approve the November 30, 2017 Subregion minutes. The motion carried unanimously.

B. Metro Presentation – New Metro Measure M Administrative Procedures
Presenters: Kalieh Honish and Laurie Lombardi

Kalieh Honish, Long Range Planning at Metro, provided an update on the Draft Administrative Procedures. She explained provisions in Measure M requiring guidelines and administrative procedures. She summarized the guidelines, including multi-year sub-regional programs; cash flow; competitive, visionary and seed funding; public participation; five-year planning; and interaction with Metro for funding and project execution. She explained circulation of the draft funding agreement.

Chair McAustin asked about the possibility of advancing future funds. Ms. Honish explained the five-year funding envelope and difficulty with advanced funding. She discussed cash flow readiness and ability to swap amongst fund types.

Chair McAustin asked about the visionary fund and 2% system connectivity fund. Ms. Honish explained that the transit 2% system connectivity and the ATP 2% would be competitive funds, anticipated to be used for projects with regional benefits.

In response to Member Khubesrian's inquiry regarding whether a lot of this information was being discussed at the "TAC" meetings, Ms. Honish stated the information was discussed at PAC meetings and the PACs were updated.

Executive Director Wilson explained that if Member Khubesrian was actually referring to the "PAC" meetings as Ms. Honish had been discussing (rather than the "TAC" meetings), that the JPA was not represented on the PAC (Policy Advisory Committee). She stated the JPA's representative on the TAC (Technical Advisory Committee), on which the JPA is represented, was David Kriske.

Alternate Springer asked if funds could be borrowed from another fund and balance retained. Ms. Honish explained there was an ability to swap funds.

Ms. Honish announced the informational link on Metro's website and introduced Fanny Pan, who would be coordinating the MSP funding agreements.

MOTION

Member Khubesrian moved and Member Walker seconded a motion to receive and file. The motion carried unanimously.

VI. COMMENTS FROM THE PUBLIC (Reopened)

Juanita Martinez, NCE Civil Engineering Firm, stated they were the consultant for the California Statewide Local Streets and Roads Needs Assessment, the study utilized for getting SB 1 passed. She requested each City and County respond to the survey in the letters sent out in January.

V. ACTION ITEMS (Continued)

C. Metro Presentation – Measure M Project Acceleration/Deceleration
Presenter: Manjeet Ranu

Manjeet Ranu, Senior Executive of Planning at Metro, presented the Early Project Delivery Strategy including background on project acceleration allowed under Measure M, Board's desire to provide guidelines on acceleration, goals of establishing uniform criteria, promoting cooperation and discipline, protecting those performing well, with the Board of Directors making the final decision based on the Measure M ordinance. He reviewed the four categories of strategic inputs for early project delivery: funding, partnerships, process, and innovations. He stated Metro needed the work and collaboration of its partners. He discussed the disclosure and recovery plan for delayed projects and evaluation process. He stated the Board unanimously approved the strategy in November.

MOTION

Member Khubesrian moved and Member Walker seconded a motion to receive and file. The motion carried unanimously.

D. Request for Proposals - AVCJPA Measure M 5-Year Subregional Plan
Presenter: Fred Dock, Director of Transportation, City of Pasadena

Executive Director Wilson explained that City of Pasadena, Julie Gutierrez, Assistant City Manager, and Fred Dock, Transportation Director offered to write the RFP.

Fred Dock, City of Pasadena Transportation Director, explained the Metro requirement for a five-year program for the expenditure of sub-regional programs. He summarized the proposed RFP, which had been reviewed by the AVCJPA TAC. He requested the Board approve the basic structure of the RFP and authorize the Executive Director to make certain changes.

Chair McAustin asked when the RFP would be issued. Mr. Dock anticipated issuing the RFP in February, with responses due the beginning in March, and consultant on board in late spring.

Executive Director Wilson requested calling a special meeting to award the project and authorizing the Executive Director to put the project out to bid.

Ms. Honish stated the Public Participation Plans were not going to change.

Member Perry asked if it was necessary for the consultant to work on the Public Participation Plan. Executive Director Wilson explained that Metro wanted the Public Participation Plan in place prior to receiving the .5% and the consultant would be implementing the Public Participation Plan.

Chair McAustin asked the members of the Technical Advisory Committee. Executive Director Wilson stated it was staff from all six agencies, with Margaret Lin from South Pasadena as the Chair.

MOTION

Member Khubesrian moved and Alternate Member Springer seconded a motion to review and approve: (1) The attached Request for Proposal (RFP) for the Measure M 5-year Multi-Year Subregional Program (MSP) and the Consultant Contract; (2) authorize the Executive Director to make necessary changes; (3) following review by the TAC, authorize the Executive Director to go out to bid; and (4) To call a special meeting, if necessary, for the award of the contract. The motion carried unanimously.

E. Public Participation Plan for 5-Year Measure M Subregional Funds
Presenter: Executive Director Wilson

Executive Director Wilson discussed Metro's Public Participation Guidelines and indicated each jurisdiction determined the appropriate body to receive public input. She stated notice of the JPA was posted and there were no public comments on the Public Participation Plan. She summarized the content of the proposed Public Participation Plan and recommended the Authority approve the proposed Public Outreach Plan for the initial 5-year Measure M sub-regional programming plan and authorize the Executive Director to submit it to Metro.

Member Khubesrian stated her staff brought the matter to the South Pasadena Freeway and Transportation Commission, who agreed to be the facilitator of the public process and make a recommendation to the City Council.

Chair McAustin stated it went to Pasadena's Transportation Advisory Commission yesterday.

Alternate Member Springer questioned the timing. Executive Director Wilson explained the desire to swap out funds and explained that the consultant would review sub funds for the possibility of swapping, with Metro making the final decision.

There were no public speakers.

MOTION

Member Perry moved and Alternate Member Springer seconded a motion to approve the Public Participation Plan. The motion carried unanimously

F. Letter of No Prejudice
Presenter: Executive Director Wilson

Executive Director Wilson requested Board authority to apply to Metro for a Letter of No Prejudice in the JPA was not approved for the .5% funding, although she did not anticipate the need.

MOTION

Member Walker moved and Member Devine seconded a motion to approve the Executive Director's submission of the Letter of No Prejudice to Metro, to be submitted only in the event the AVCJPA is unable to proceed with the bidding and award of contract to the consultant firm. The motion carried unanimously.

G. Appointment of New League of California Cities Division Representative
Executive Director Wilson

Executive Director Wilson reported that Member Khubesrian had a scheduling conflict for the League of California Cities and requested a new representative.

Member Khubesrian stated the commitment was one hour per month on a phone conference to discuss legislation, with social events, fundraising events and an annual retreat to set goals.

Alternate Member Springer volunteered to serve.

Chair McAustin called for nominations.

MOTION

Member Khubesrian moved and Member Devine seconded a motion to nominate Alternate Sharon Springer to fill the position of League of California Cities Board of Directors vacated by Member Khubesrian, with an indefinite term of office. The question was called and the motion carried unanimously.

H. Treasurer's Report – Signatories
Presenter: Treasurer Hosken

Ms. Hosken explained the need to set up the bank account for the Authority and recommended a Governing Board member of the Treasurer's City as the primary signer and the Executive Director as the alternate.

In response to Member McAustin, Ms. Hosken stated there were a very low volume of checks each month.

Chair McAustin suggested two signatories as a safeguard and checks and balance system and volunteered to be the second signer.

The Board agreed with the need for two signatures.

MOTION

Member Khubesrian moved and Member Devine seconded a motion to have Member Walker as primary signatory with Executive Director Wilson, and Chair McAustin as alternate.

Member Perry asked the authority provided in the bylaws. Executive Director Wilson explained the types of checks and warrant list.

Member Walker requested seeing the warrants.

Ms. Hosken stated the warrants would be provided with the quarterly reports.

The motion carried unanimously

I. Treasurer's Report– Quarterly Financial Statement
Presenter: Treasurer Hosken
Motion: To Receive and file

Ms. Hosken presented the quarterly report and explained the required surety bonds.

Member Walker requested the warrants be provided with the quarterly financials.

MOTION

Member Khubesrian moved and Member Devine seconded a motion to receive and file and to bring quarterly warrants along with quarterly financials. The motion carried unanimously.

J. Resolution Establishing Time, Place and Dates of Regular AVCJPA Meetings
Presenter: Executive Director Wilson

Executive Director Wilson pointed out the need to amend the resolution to read quarterly on the first Thursday.

MOTION

Member Perry moved and Member Khubesrian seconded a motion to approve the resolution as amended. The motion carried unanimously

VII. REPORTS – INFORMATION ONLY

A. Reports from Arroyo Verdugo Appointees
   1. SCAG Community, Economic & Human Development Committee – Alternate Robert Joe – Report Attached
   2. SCAG District #42 – Vartan Gharpetian – Report Attached
   3. SCAG Energy & Environment Committee – Member Paula Devine – Report Attached
   4. League of California Cities – L.A. County Division
      a. Legislative Committee – Diana Mahmud (written report)

Member Khubesrian recommended inviting Jennifer Quan, League Executive Director, to annually attend the JPA meeting.

MOTION

Member Khubesrian moved and Alternate Member Springer seconded a motion to receive and file written and oral reports and to ask the Los Angeles League of California Cities Division Director to annually attend an AVCJPA Governing Board meeting. The motion carried unanimously.

B. Report from AVCJPA Representative to Metro TAC
Presenter: David Kriske

Mr. Kriske provided an update on the Metro TAC meeting at which it received information on SB 1 funding, Active Transportation Program funds, and update on TOD funding program for Round 5 plan for land use changes around metro rail and link stations.

MOTION

Member Walker moved and Alternate Member Springer seconded a motion to receive and file. The motion carried unanimously

C. Report from AVCJPA Executive Director
Presenter: Ann Wilson, Executive Director

Chair McAustin discussed the $121,000 to be received from the half of one percent in administrative fees. She suggested an item to request additional funding from each of the member cities. Executive Director Wilson discussed possible options for additional funds to pay for the consultant.

Member Khubesrian suggested discussing the matter until the special meeting.

VIII. COMMENTS FROM MEMBERS

Member Khubesrian stated the City of South Pasadena submitted an early action plan list for Measure R projects and the City of Pasadena had submitted a list of projects for the 710 Corridor.

IX. ADJOURN

Chair McAustin adjourned the meeting at 5:15 pm.

AVCJPA

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

UNOFFICIAL UNTIL APPROVED

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 ember 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.

AVCJPA

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

DATE: August 2, 2018

TO: Governing Board

FROM: Rebekka G. Hosken, Treasurer

SUBJECT: Resolution to Use Citizen's Business Bank for Banking Services for the AVCJPA

BACKGROUND

In order to set up a bank account for the Arroyo Verdugo Communities Joint Powers Authority (AVCJPA), the Board must approve a resolution stating its intent to use Citizen's Business Bank for this purpose.

Citizen's Business Bank is proposed for use as it is the current bank for the City of La Cañada Flintridge, which is providing treasury services for the AVCJPA. While the same banking institution would be used, the AVCJPA would have its own separate and portable accounts.

As approved at its February 1, 2018, meeting, the Chair and La Cañada Flintridge Board Member would be authorized signers, with the Executive Director as an alternate.

FISCAL IMPACT

None

OPTIONS

1. Approve the attached Resolution authorizing the use of Citizen's Business Bank for AVCJPA banking services.
2. Provide other direction.

RECOMMENDATION

Staff recommends Option 1, approve the attached Resolution authorizing the use of Citizen's Business Bank for banking services.

Attachments 1 – Resolution to Use Citizen's Business Bank for Banking Services

ATTACHMENT 1

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

RESOLUTION NO. 18-__

A RESOLUTION OF THE ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY AUTHORIZING THE USE OF CITIZEN'S BUSINESS BANK FOR BANKING SERVICES

WHEREAS, the Arroyo Verdugo Communities Joint Powers Authority ("AVCJPA") is a Joint Powers Authority, which was established pursuant to Chapter 5 of Division 7, Title 1, of the Government Code of the State of California (Sections 6500, et seq.); and

WHEREAS, Section 14 of the Arroyo Verdugo Communities Joint Powers Agreement states that: "*...the City of La Canada Flintridge's Director of Finance shall hold the position of Treasurer of the Authority and shall have charge of the depositing and custody of all funds and property held by the Authority.*"; and

WHEREAS, the City of La Cañada Flintridge currently uses Citizen's Business Bank (CBB) for its banking services and the Treasurer of the AVCJPA is also an employee of the City of La Cañada Flintridge, thereby making banking with CBB both trustworthy and efficient;

NOW, THEREFORE, THE GOVERNING BOARD OF THE ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The Governing Board adopts, ratifies, and approves the use of Citizen's Business Bank in the provision of banking services.

SECTION 2. This Resolution shall take effect immediately upon its adoption.

SECTION 3. The Executive Director of the AVCJPA shall certify to the passage and adoption of this resolution and its approval by the Governing Board and shall cause the same to be listed in the records of the AVCJPA.

PASSED, APPROVED and ADOPTED this 2nd Day of August 2018.

_____

_____, Chair

ATTEST:

_____

Ann Wilson, Executive Director

AVCJPA

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

DATE: August 2, 2018

TO: Governing Board

FROM: Rebekka G. Hosken, Treasurer

SUBJECT: Treasurer's Report

BACKGROUND
Attached for your information is the Treasurer's Report as of 5/31/18.

There was only one transaction since the last report on 1/31/18. This was an expenditure $378 for the cost of a bond required by State law for the Treasurer. No warrants were issued during this period.

The ending balance as of 5/31/18 for the JPA is $24,967.18.

The Governing Board will recall that the expected liability and other insurance and certain other costs were both budgeted for and paid for through dues. The cost for the bond was unexpected and occurred after the account was set up, and thus it appears on your Treasurer's report. It should be noted that although a $24,967.18 balance is shown, the AVCJPA will not reimburse for staff costs of $22,650 until the end of this fiscal year. A small surplus is projected at fiscal year end.

FISCAL IMPACT
None

OPTIONS

1. Receive and file

RECOMMENDATION
Staff recommends that the Board receive and file this report.

Attachments: 1. Treasurer's Report as of 5/31/18

Arroyo Verdugo Communities Joint Powers Authority
TREASURER'S REPORT

BALANCE AS OF 1/31/18		**$ 25,345.18**
INCOME	**Budget**	**Actual**
		$ -
Total Income		$ -
EXPENSES	**Budget**	**Actual**
Arthur J. Gallagher, Bond for Treasurer through January 2019		$ 378.00
Total Expenses		$ 378.00
ENDING BALANCE		**$ 24,967.18**

NOTES:
No warrants were issued during this period.

Rebekka G. Hosken, Treasurer

AVCJPA

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

DATE: August 2, 2018

TO: Governing Board

FROM: AVCJPA City Managers

SUBJECT: Converting the AVCJPA into a "Council of Governments"

At the Governing Board's request, the AVCJPA city managers met to discuss the benefits and/or drawbacks of converting the Arroyo Verdugo Communities Joint Powers Authority ("AVCJPA") into a Council of Governments ("COG"). The following questions were identified and subsequent discussion points considered as part of that meeting:

QUESTIONS:

1. Is there a substantive difference between a Joint Powers Authority ("JPA") and a Council of Governments ("COG") and, if so, what are those differences?
2. Does an "Arroyo Verdugo Communities Council of Governments" need to be formally recognized by regional governments (such as SCAG or METRO) to be valid and viable?
3. Can a member agency be an active and participating member of more than one COG?
4. Does it make sense (from a cost, staffing, politically strategic status view) to "convert" the existing JPA into a COG?

DISCUSSION:

1. JPAs are authorized pursuant to Government Code § 6500 et seq. This provision of State law allows public agencies to create partnerships with other public agencies to address issues of common concern, to pool resources, and to address matters that cross jurisdictional boundaries. They exist, in fact, as separate and distinct legal entities from their parent member agencies and carry-out identified functions and exercise the powers and authorities as delegated to them by the member agencies. These powers and authorities must be consistent with the powers and authorities of the delegating member agencies and cannot be greater.

   Typically, a JPA has a specific purpose(s) and is limited by the delegation of authorities and duties as enumerated within the executed joint powers agreement. Joint powers agreements must be filed with the Secretary of State's office and, as a separate legal entity, a JPA can incur financial obligations, debt, liabilities, ownership interests, and can sue and be sued. The benefits or liabilities of the JPA typically do not inure or

become the debts or obligations of the parent member agencies. As such, JPAs (and their member agencies) are best protected by acting with independence from their parent member agencies (albeit with direction through the representative Board members) and are best served by securing their own liability insurance and Directors & Officers liability coverage.

A COG is, in fact, a form of JPA. Its main distinction from the traditional JPA appears to be the scope of responsibilities undertaken and authorities delegated to it by the member agencies. The number of participating member agencies is also, likely, a key consideration in determining whether to identify as a JPA or a COG (i.e. two-member agencies would likely better identify as a "JPA" whereas twenty-member agencies would, likely, better identify as a "COG") subject to and dependent upon its scope of responsibilities and delegation of authorities.

Because of the very minor differences between a JPA and a COG, converting the AVCJPA into a "COG" may be more a matter of semantics than form, albeit, such a change would necessitate a name change filed with the California Secretary of State's office. The real substantive difference between "JPA" and "COG" comes with respect to the scope of responsibilities delegated to the entity, the level of resources committed to the entity, and the variety of policy issues to be undertaken to serve the needs of the member agencies. The current focus of the AVCJPA is on transportation coordination and planning services for the subregion. If there is a preference toward maintaining the current focus, a change in name/identifier would likely provide little benefit or advantage and might, actually, result in external confusion regarding each respective member agencies' existing status and participation in their respective current COGs. If there is a preference toward expanding the AVCJPA's scope of responsibilities to be more of a regional participant in a myriad of other issues (such as housing, homelessness, stormwater management, etc.), a COG might better reflect the organization's stature and positioning within the region for reasons to be discussed further below.

2. Staff confirmed that the existing AVCJPA member agencies could proceed with converting the existing JPA into a COG without the need of securing formal recognition by the various regional governments, such as SCAG and METRO. These regional governments would, on a going forward basis, recognize and associate the member agencies and track their activities as members of the new COG (if that was the indicated preference by each respective member agency.) For example, housing information, homeless counts, demographic information, building activity, grant funding opportunities, etc., would be tracked/disbursed based on where each respective member agency indicated their desired association. The COG (and its member agencies) would <u>not</u> need to seek "permission" or "authorization" or "formal recognition" from the regional governments for it to be valid and viable as the official COG of the member Arroyo Verdugo communities.

3. Five of the current six AVCJPA member agencies are also presently members of existing and established COGs (namely, the San Gabriel Valley COG or the San Fernando Valley COG). As the AVCJPA is currently solely focused on transportation planning issues, dual membership in outside COGs helps the member agencies to satisfy various service needs and to address other public policy issues that AVCJPA does not currently address, including: Affordable Housing issues; Homelessness issues; Storm Water Management issues; Capital Projects planning; Home/PACE Program services, other water and utility issues.

   Because of the existing COGs' dedicated staffing, coordination and resource allocation to these other issues, most AVCJPA members are likely to remain with their current respective COGs and maintain dual membership with them and the AVCJPA. Should the AVCJPA look to expand its breadth of services to entertain these and potentially other areas, there may be more of an interest by the member agencies to consider a departure from their existing COGs in favor of an expanded multi-service Arroyo Verdugo Communities Council of Governments. Dual membership is not prohibited by any of the regional governmental agencies, however, SCAG and METRO have requested that each agency identify and designate its primary association.

4. Strategic Status - An additional factor to be considered is the strategic advantage, prestige, influence or status that might be associated with being known as a COG rather than a JPA. Most local governments within the County of Los Angeles maintain a membership in at least one of the existing COGs and there does exist a general perception that a "COG" is more robust than a "JPA". In fact, within the County of Los Angeles, there are five well-known COGs that include most of the 88 cities in Los Angeles County:

	Cities*:	Population*
San Gabriel Valley COG	31	1,800,205
San Fernando Valley COG	2	1,409,278
Gateway Cities COG	28	2,004,751
Las Virgenes/Malibu COG	5	87,936
South Bay COG	16	1,319,797

   There are four lesser known subregions that represent fewer cities and are engaged in fewer public policy issues:

Arroyo Verdugo Subregion	3	339,006
Central Los Angeles	1	1,698,572
North Los Angeles County	3	588,858
Westside Cities	5	587,552

   **2009 Metro Long Range Transportation Plan Technical Document*

Some cities maintain dual membership in both a JPA and a COG which, by its virtue, could be a contributing factor in the perception that COGs are more robust than JPAs. Whether there is a strategic advantage to existing as a JPA or as a COG really is subjective given the similar legal authorities granted to both. The following questions are designed to prompt consideration of some of the factors that might shape general perceptions of JPAs versus COGs:

- Does the number of member entities play a role in determining the agency's influence?
- Does the represented population play a role in determining the agency's influence?
- Does the stature/reputation(s) of the member entities, themselves, play a role in determining the agency's influence? If so, does that influence enhance/diminish as the membership changes?
- Do the number of legislators (State/Federal) representing the agency area's jurisdictional boundaries enhance the agency's influence?
- Does the reputation/active involvement of the local elected officials, themselves, of the member entities, enhance the agency's influence?
- Do demographic/geographic/other political factors play a role in the influence of the agency?
- Are funding or participation opportunities by regional governments or other external entities afforded to JPAs in the same manner as COGs?

In general, it would appear that visibility and active engagement of the organization (and its members) are two of the leading factors that contribute to an organization's strategic influence. This can be achieved regardless of whether the organization is constituted as a JPA or COG, albeit, a dedication and commitment of resources generally afforded to COGs opens the opportunity to expand the organization's visibility and active engagement.

Staffing - For the reasons as indicated previously, converting the JPA into a COG would, to some degree, connote an interest by the member agencies to expand the scope of services/policy issues that are to be undertaken by such a new COG. To expand such levels of services, additional staffing would be required. Given the infancy of the AVCJPA, the current economic and legislative climate (in particular, AB 1912 (Rodriguez)), and the more specific level of expertise needed in an expanded scope of services to be undertaken, external consultant staffing would be recommended (at least initially) to fulfill the increased staffing needs of a new COG.

Cost - To employ a dedicated contract consultant would necessitate higher dues/membership fees to cover the associated costs. This amount would be dependent upon the number and complexity of the issues/services to be undertaken, the number of additional staff positions, the level of expertise required, and the provision of office space, furnishings, equipment, insurance and other operational costs in order for the consultant to effectively function as an executive director for the organization. Such costing analysis was not performed by the city managers as an element of this Report. In order to prepare such an analysis, the Board would need to establish some parameters as to the extent of the scope of services and functions that would be undertaken by a new COG.

RECOMMENDATION:

Discuss and provide direction. The city managers welcome the Governing Board's input on this matter, however, upon consideration and evaluation, it was the general consensus of the city managers that, at the present time, the Governing Board maintain the status quo of the AVCJPA (keep as a joint powers authority). While there could be some politically advantageous and operational benefits to converting the organization into a COG, given the infancy of the organization, as well as the currently limited focus of the AVCJPA, such advantages do not currently outweigh the costs and disadvantages of converting to a COG. However, it was noted that this might be a recommendation to revisit (sooner rather than later) should either the SGVCOG or SFVCOG experience a significant change in their operations or focus anytime within the near future.

AVCJPA

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

DATE: August 2, 2018

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Request from the League of California Cities to Consolidate Two Representatives to One

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BACKGROUND

Staff recently received a request from Jennifer Quan, Regional Director, League of California Cities Los Angeles Division, to consolidate the current two League Division Representatives to one. Apparently, because the AVCJPA has two representatives, and all of the other agencies have one, each of our representatives needed to ask questions which many times, all of the others had already heard about in other calls. This was only due to the fact that there were two representatives.

The practice of having two representatives for the League dates back to several years ago when Laura Friedman needed asked to split the duties into two representatives due to her schedule. On a short-term basis, it worked, but the League wishes to discontinue the practice and return to the normal League representation of one Governing Board Member.

RECOMMENDATION

To take nominations or volunteers for this position and select one representative for the position with an indefinite term of office.

Attachments: League Schedule – Conference Calls and Events

2018-19 Important Dates – Conference Calls and Events

Board of Director and Legislative Committee Conference Calls -- 4:00 p.m. (Call-in number: 916-658-8212)

Wednesday, August 29, 2018
Wednesday, September 26, 2018
Wednesday, October 24, 2018
Wednesday, November 28, 2018
Wednesday, December 26, 2018
Wednesday, January 30, 2019
Wednesday, February 27, 2019
Wednesday, March 27, 2019
Wednesday, April 24, 2019
Wednesday, May 29, 2019
Wednesday, June 26, 2019
Wednesday, July 24, 2019

General Membership Meetings, Division Events and Trainings

Thursday, August 23, 2018, 6:00-8:30 p.m. – Annual Installation Ceremony & Dinner, Palos Verdes Golf Club
Wednesday, September 12, 2018, 12:00-1:15 p.m. – Lunch during Annual Conference, Long Beach
December TBD, 4:00-8:00 p.m. – Annual Division Strategic Planning Retreat, Location TBD
Thursday, December 6, 2018, 6:00-8:30 p.m. – All Cities Holiday Reception, Location TBD
Thursday, January 3, 2019, 6:00-8:30 p.m. – General Membership Meeting, Location TBD
Wednesday, January 30, 2019 – Dinner during New Mayors & Council Members Academy, Irvine
February TBD – Ballot Measure Training Academy – Location TBD
Thursday, March 7, 2019, 6:00-8:30 p.m. – General Membership Meeting, Location TBD
April/May TBD – CITIPAC Event, Location TBD
Wednesday, April 24, 2018 – Lunch during Legislative Action Day, Sacramento
Wednesday, May 15, 2019, 9:00 a.m.-2:00 p.m. – Annual Countywide City Mgrs Mtg, Grand Events Center, Long Beach
May TBD – Newly Elected Officials Governance Workshop, Location TBD
Thursday, June 6, 2019, 6:00-8:30 p.m. – General Membership Meeting, Location TBD
Wednesday, June 12, 2018, 9:00 a.m.-3:00 p.m. – Annual Economic Development Conf, Grand Events Center, Long Beach
Wednesday, June 19, 2018 – Dinner during Mayors and Council Members Executive Forum, Newport Beach

For additional details, contact Jennifer Quan at 626-786-5142 or jquan@cacities.org

AVCJPA

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

DATE: August 2, 2018

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Proposed AVCJPA Budget for FY2018-19

BACKGROUND

The Arroyo Verdugo Communities Joint Powers Authority (AVCJPA) has a policy of assigning dues which assessed each city a total of 50% of the weighted share (weighted by the average of population, assessed valuation and land area) plus 50% of an equal share. The attached budget represents this method of calculation. The 2018-19 budget, presented for the Governing Board's consideration, reflects figures for each AVCJPA agency based on that formula. Estimated expenditures include the listed staff time and expenses to be incurred by the City of La Cañada Flintridge as it administers the AVCJPA.

The charges for the budget are made up of estimated staff time for the Executive Director, the Administrative Technician, contract minutes preparation, and Liability Insurance. The budget reflects 18% of the La Cañada Flintridge Division Manager's time spent as JPA Executive Director at her current salary. The charges for the contract minutes preparation have been estimated to increase in anticipation of additional Special meetings which may be needed. Liability and other insurance costs have also been incorporated. The Treasurer obtained a quote for our first Audit (for FY 2017-18) of $2,500. Although this is a not-to-exceed figure, and it is expected that the amount will be somewhat less than this, the full estimate of $2,500 is included.

The proposed budget reflects the 2017 Department of Finance Population estimates, along with the 2017 Assessed Valuations.

The revenue for this budget comes from dues, and each agency will be invoiced, as other COGs or similar organizations do, at the beginning of the fiscal year (prospectively). Therefore, following Governing Board approval of the budget, all AVCJPA agencies will be billed for their share as listed for the 2018-19 fiscal year.

Although the cost for a new logo was included within the previous year's budget, that project was not begun due to recent possibilities that the AVCJPA could be renamed and/or reconstituted. Staff has found an existing resource that will result in there not being a charge for a logo. Staff will proceed, since it is at no charge.

The budget is once again a "bare bones" budget, in that the AVCJPA member agencies are being assessed for the cost of salaries only. No employee benefit costs are charged. Also, there are

no charges for office supplies, mileage or any other charges beyond the cost of salaries. This represents a substantial cost savings for all member agencies.

The Proposed Budget reflects four regular meetings per year and an estimated two special meetings.

This year marks the first year in which there has been an estimated surplus for the end of 2017-18. This small surplus will be saved for future expenditures.

The second page of the budget is the Multi-Year Subregional Plan (MSP) Revenues and Expenditures. These amounts reflect the advancement and reimbursement of funds by each member agency, as well as the expenditures for the MSP consultant.

RECOMMENDATION

It is recommended that the Governing Board adopt the FY 2018-19 Proposed Budget or (alternatively) provide staff with further direction.

Attachment 1: Proposed Arroyo Verdugo Subregion Budget for FY 2018-19

ARROYO VERDUGO JOINT POWERS AUTHORITY (AVCJPA)
PROPOSED BUDGET 2018-19

FY 2018-19 OPERATING BUDGET

WEIGHTED SHARE (1/2 BUDGET)

CITY	POPULATION (DEPARTMENT OF FINANCE POPULATION ESTIMATES AS OF 1/1/18)		2017 ASSESSED VALUE (in billions)*		LAND AREA		WEIGHTED FACTOR (average % of population, assessed value & land area)	Total Weighted Share Cost per City
Burbank	107,029	20.44%	$23.09	23.68%	17.380	20.11%	21.36%	$8,047.38
Glendale	205,536	39.25%	$30.47	31.25%	30.453	35.23%	35.17%	$13,250.30
La Cañada Flintridge	20,683	3.95%	$7.59	7.78%	8.645	10.00%	7.24%	$2,727.67
Pasadena	144,388	27.57%	$29.27	30.02%	23.130	26.76%	28.16%	$10,609.28
South Pasadena	26,047	4.97%	$4.55	4.67%	3.405	3.94%	4.54%	$1,710.45
County of Los Angeles 5th District (La Crescenta-Montrose)	19,940	3.81%	$2.54	2.60%	3.426	3.96%	3.53%	$1,329.93
Totals:	523,623	100.00%	$97.51	100.00%	86.439	100.00%	100.00%	$37,675.00

**Assessed valuations are only available in July of each year. Therefore, the Assessed Valutions shown are for the previous year.*

EQUAL SHARE (EXPENDITURES DIVIDED EQUALLY AMONG AGENCIES) (1/2 BUDGET)

Estimated Budget Item		Burbank	Glendale	La Cañada Flintridge	Pasadena	South Pasadena	County of Los Angeles 5th District (La Crescenta-Montrose)
Executive Director (Salary X 18%)	$23,000.00						
Administrative Technician (30 hours @ $22.46/hour)	$675.00						
Minutes Preparation	$1,500.00						
Audit of FY 2017-18	$2,500.00						
Treasurer Surety Bond	$400.00						
Insurance - General Liability	$2,200.00						
Insurance - Public Officals	$6,000.00						
Insurance Auto	$1,400.00						
Total proposed expenditures:	$37,675.00	$6,279.17	$6,279.17	$6,279.17	$6,279.17	$6,279.17	$6,279.17

FY 2018-19 PROPOSED TOTAL COST BY AGENCY:	Burbank	Glendale	La Cañada Flintridge	Pasadena	South Pasadena	Co. of L.A. 5th Dist. (La Crescenta-Montrose)	TOTAL
Weighted Share	$8,047.38	$13,250.30	$2,727.67	$10,609.28	$1,710.45	$1,329.93	$37,675.00
One-Half Weighted Share:	$4,023.69	$6,625.15	$1,363.84	$5,304.64	$855.22	$664.96	$18,837.50
Equal Share	$6,279.17	$6,279.17	$6,279.17	$6,279.17	$6,279.17	$6,279.17	$37,675.00
One-Half Equal Share:	$3,139.58	$3,139.58	$3,139.58	$3,139.58	$3,139.58	$3,139.58	$18,837.50
DUES (unrounded):	$7,163.27	$9,764.73	$4,503.42	$8,444.22	$3,994.81	$3,804.55	$37,675.00
TOTAL PROPOSED DUES BY AGENCY (Rounded):	$7,163.00	$9,765.00	$4,503.00	$8,444.00	$3,995.00	$3,805.00	$37,675.00

FY 2018-19 MULTI-YEAR SUBREGIONAL PLAN REVENUES AND EXPENDITURES

Multi-Year Subregional Plan
REVENUES

PROPOSED FRONT FUNDING BY AGENCY:	Burbank	Glendale	La Cañada Flintridge	Pasadena	South Pasadena	Co. of L.A. 5th Dist. (La Crescenta-Montrose)	TOTAL
Weighted Share	$25,803.31	$42,486.06	$8,746.06	$34,017.84	$5,484.41	$4,264.31	$120,802.00
One-Half Weighted Share:	$12,901.65	$21,243.03	$4,373.03	$17,008.92	$2,742.21	$2,132.16	$60,401.00
Equal Share	$20,133.67	$20,133.67	$20,133.67	$20,133.67	$20,133.67	$20,133.67	$120,802.00
One-Half Equal Share:	$10,066.83	$10,066.83	$10,066.83	$10,066.83	$10,066.83	$10,066.83	$60,401.00
TOTAL (unrounded):	$22,968.49	$31,309.87	$14,439.87	$27,075.75	$12,809.04	$12,198.99	$120,802.00
Front Funding by Agency:	**$22,975.00**	**$31,300.00**	**$14,452.00**	**$27,075.00**	**$12,800.00**	**$12,200.00**	**$120,802.00**
Metro Funding/Reimbursement							$120,802.00
TOTAL MULTI-YEAR SUBREGIONAL PLAN REVENUES							**$241,604.00**

Multi-Year Subregional Plan
EXPENDITURES

Estimated Budget Item		Burbank	Glendale	La Cañada Flintridge	Pasadena	South Pasadena	County of Los Angeles 5th District (La Crescenta-Montrose)	TOTAL
Multi-Year Subregional Plan Consultant	$102,802.00							$120,802.00
Reimburse Front Funding	$102,802.00	$22,975.00	$31,300.00	$14,452.00	$27,075.00	$12,800.00	$12,200.00	$120,802.00
TOTAL MULTI-YEAR SUBREGIONAL PLAN EXPENDITURES								**$241,604.00**

FY 2018-19 TOTAL BY AGENCY
(OPERATING + MULTI-YEAR SUBREGIONAL PLAN COSTS, with Plan costs to be refunded)

FY 2018-19 PROPOSED TOTAL COST BY AGENCY:	Burbank	Glendale	La Cañada Flintridge	Pasadena	South Pasadena	County of Los Angeles 5th District (La Crescenta-Montrose)	TOTAL
Operating Costs	$7,163.00	$9,765.00	$4,503.00	$8,444.00	$3,995.00	$3,805.00	$37,675.00
Multi-Year Subregional Plan Costs	$22,975.00	$31,300.00	$14,452.00	$27,075.00	$12,800.00	$12,200.00	$120,802.00
TOTAL PROPOSED COSTS BY AGENCY (Rounded):	$30,138.00	$41,065.00	$18,955.00	$35,519.00	$16,795.00	$16,005.00	$158,477.00

AVCJPA

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

DATE: August 2, 2018

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Appointment of Alternative to the Metro Transportation Advisory Committee (TAC)

BACKGROUND

For many years, David Kriske (City of Burbank) has served as the Governing Board's Transportation Advisory Committee (TAC) Representative. More recently, Roubik Golanian (City of Glendale) has served as the TAC Alternate, attending when David Kriske could not attend.

Mr. Golanian recently was promoted and, as a result, submitted his resignation as the AVCJPA TAC Alternate.

The transportation staff of all the agencies were asked if any of them were interested in assuming the TAC Alternate position, and only one person was interested. Fred Dock, Director of Transportation, City of Pasadena, has volunteered as the TAC Alternate, pending the appointment of the Governing Board.

For your information, a list of current AVCJPA appointments is attached.

RECOMMENDATION

That the Governing Board appoint Fred Dock, Director of Transportation for the City of Pasadena, as the Metro Transportation Advisory Committee (TAC) Alternate, to serve an indefinite term.

Attachment 1: Current AVCJPA Appointees

Attachment 1

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY (AVCJPA)

Current Appointees (as of 7/30/18)

Arroyo Verdugo Communities Joint Powers Authority Appointee	Agency	Term of Office
Robert Joe (South Pasadena)	SCAG (Community, Economic and Human Committee (CEHDC))	10/4/17 -6/30/19
Emily Gabel-Luddy (Burbank) (Rep.); Terry Walker (La Cañada Flintridge (Alt.)	SCAG (Transportation Committee (TC))	10/4/17 -6/30/19
Paula Devine (Glendale)	SCAG (Energy, & Environment Committee (EEC))	10/4/17 -6/30/19
Sharon Springer (Burbank)*	League of California Cities (Division Representative)	Indefinite
Diana Mahmud (South Pasadena) *	League of California Cities (Legislative Representative)	Indefinite
David Kriske (Burbank)	Metro (Transportation Advisory Committee (Representative))	Indefinite
(VACANT)	Metro (Transportation Advisory Committee (Alternate))	Indefinite

**These two positions will be consolidated due to the request of the League.*

AVCJPA

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

DATE: August 2, 2018

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Reports from AVCJPA Appointees

BACKGROUND

The AVCJPA Governing Board has had a practice for many years of having the AVCJPA Appointees present reports to the Governing Board regarding their meetings and activities related to the JPA. Attached are written reports, and other oral reports may be made at the meeting.

Additionally, because the Governing Board has had a number of Special Meetings in addition to the Regular meetings, and since these are irregular and often catch the appointee unprepared, it is recommended that Appointee Reports only be called for at the Regular Meetings of the Governing Board. If Governing Board Members wish to comment on their own assignments, the Member can make that report under "Comments from Members". Additionally, if an appointee wanted to update the Governing Board, at a Special meeting, of course they could appear to update the Governing Board. The purpose of this would be so that the Appointee could plan to do reports on a regular basis and their staff would also not be caught off guard with a Special meeting.

RECOMMENDATION

To Receive and File the Report and to determine that Appointee Reports need only be made at Regular Governing Board Meetings, or, alternatively provide staff with direction.

Attachments: Report from Member Gabel-Luddy
Report from Alternate Joe

May 30, 2018

TO: Arroyo Verdugo Communities Joint Powers Authority
Attn: Ann Wilson, Executive Director

FROM: Emily Gabel Luddy, Mayor
City of Burbank

RE: SCAG Transportation Committee
March 1, 2018 Meeting Summary

First, thank you members for your remembrance of our late Mayor Will Rogers who passed away on April 19, 2018. The months of April and May have been particularly challenging for all of us who were his colleagues.

On March 1, 2018, the Transportation Policy Committee, SCAG held a number of presentations, while not all directly related to our work at the JPA, nonetheless demonstrate ongoing and significant programs for improving air quality in the region and expanding the use of electric-power generated facilities.

1. Report from the Port of Los Angeles, an update of the Clean Air Action Plan (CAAP)

a. As part of the Green Flag Program, a shipping marketing plan was launched to educate shippers on availability to plug-in at the Port. Vessels plug-in when they arrive at the port. Smaller vessels are currently and the plan is to expand to car carrying and other large vessels. Strategy is to route the cleanest vessels to the Port and give them a preference.

2. Trucking remains the biggest air quality concern. Through the Clean Truck program, approximately 16,000 trucks have been changed in 4 years and diesel particulate matte has been reduced by 97%

3. Terminal equipment. The Port is continuing efficiency and operations by serving unloading operations on an appointment basis which reduces the queues.

4. Technology development. The Port is continuing conversions of cranes from diesel to electric — it is the largest change among US Ports and is proceeding in a partnership with Southern California Edison.

5. A fully automated terminal is scheduled for completion in 2019 in the Port of Long Beach.

6. Micro grids. These localized grids are being developed to provide independent continuing energy if there is a larger grid loss.

B. Legislation and Updates SB 743

1. Implementation Guidelines will have far reaching impacts on how land use and transportation planning is conducted. Public comment ended March 15

2. Preliminary list of focus areas for SCAG comment letter: Make VMT analysis for high capacity projects optional rather than mandatory— as revised this approach will enhance region's capacity to obtain GHG in a feasible manner—

a. Facilitate implementation the local level. SCAG wants additional 2 years from date of final rules.
b. More technical assistant to local agencies

3. Will LOS go to VMT? Questions from members were penetrating and reflect the challenge for all of us at the local level—

If VMT cannot be mitigated, then Mitigate as much as feasible and full mitigation may not be required. Look to a Statement of Overriding Considerations (a highly problematic issue for local government). Or charge fees for VMT mitigation at regional level.

C. Orange County streetcar. A short summary on the proposed Orange County Streetcar system; an application to the Federal New Starts Program for funding.
Every ten minutes during peak

Respectfully,

Emily Gabel-Luddy
AVCJPA Representative
Mayor, City of Burbank

CITY OF SOUTH PASADENA

OFFICE OF THE CITY COUNCIL
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Date: May 29, 2018
To: Arroyo Verdugo Subregion Steering Committee
From: Robert S. Joe, South Pasadena City Councilmember
Subject: SCAG Community, Economic and Human Development Committee Update

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Since January, the Community, Economic and Human Development (CEHD) Committee has met three times.

The following items have been Received and Filed by the CEHD:

- Governor's Office of Planning and Research (OPR) Proposed SB 743 Implementation Guidelines and Technical Advisory gate of California 2017 Climate Change Scoping Plan
- OPR's Proposed Updates to the California Environmental Quality Act Guidelines
- Updated California Air Resources Board (ARB) Pollution Mapping Tool
- Update on Housing Legislation
- Affordable Housing and Sustainable Communities – SCAG Application Review
- Regional Planning Working Group Series
- 2019 Active Transportation Program Guidelines and Call for Projects
- Environmental Justice Working Group
- CEHD Committee Proposed Topic Outlook

The CEHD has received informational presentations on the following:

- Summary of Department of Finance's 2017 Population Growth Estimates for the SCAG Region
- Proposition 64: Local Regulation and Zoning Requirements and Updates for Commercial Cannabis Activity
- Update on SCAG's Earthquake Preparedness Initiative
- Governor's Office of Planning and Research (OPR) Proposed SB 743 Implementation Guidelines and Technical Advisory
- Mobile Home Parks as a Source of Affordable Housing
- Historic Preservation, Social Equity and Community Engagement
- Update on Bottom-Up Local Input and Envisioning Process
- Go Human Active Transportation Safety and Encouragement Campaign Update
- ARB SB 375 Regional Greenhouse Gas Target Update for the 2020 Regional Transportation Plan/Sustainable Communities Strategy
- 29th Annual Demographic Workshop (June 11, 2018)
- Mapping Transit Supportive Measures in Southern California

The next meeting will be held on July 5, 2018.

AVCJPA

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

DATE: August 2, 2018

TO: Governing Board

FROM: David Kriske, AVCJPA Representative, Metro Technical Advisory Committee

SUBJECT: Metro Technical Advisory Committee (TAC) Update

The Metro TAC meets monthly to provide input on Metro programs and projects, and to hear updates on various Metro programs that affect the cities, subregions, and Councils of Government in Los Angeles County. The following summarizes the major projects or programs discussed at TAC since the AVCJPA Governing Board met in June.

Metro Call for Projects

As reported to the AVCJPA Governing Board at their June 2018 meeting, the Metro TAC completed its review and recommendation of Metro Call for Projects grant funding extensions. These appeals were approved by the Metro Board of Directors as their regular July meeting. As part of this Board report, Metro staff included a recommendation that Metro begin a comprehensive review of the entire Call for Projects grant program.

In August 2016, Metro suspended the Metro Call for Projects pending the adoption of Measure M and completion of the Metro Long Range Transportation Program (LRTP). The Metro Call for Projects was initiated in the early 1990s and has changed significantly in its policy emphasis over the years. Further, the overall funding environment for transportation projects, including changed levels of state and federal funding used to fund Call projects, has also changed dramatically. The latest 2015 Call cycle programmed funding through FY 2020-21, and Metro indicated that all funding commitments will remain. However, given the changed funding landscape, Metro staff recommended a comprehensive evaluation of the current Call process.

This evaluation will include assessments of past and current project delivery performance, administrative challenges for both Metro and recipients, and the ability to continue the Call for Projects given more recent Metro Board investment priorities shaped by Measure R and Measure M. Metro staff recommended that this Call evaluation include outreach to Metro advisory committees including the transit Municipal Operators, Metro TAC, and Councils of Governments. Based on this analysis and public input, Metro staff plans to present the Metro Board of Directors with a recommendation on the future of the Metro Call for Projects in Winter 2018.

All AVCJPA agencies rely on the Metro Call for Projects to fund important transportation projects and programs, particularly active transportation and transit projects. In particular, the

Burbank, Glendale, and Pasadena transit operators have relied on the Call for Projects to fund bus replacement; these operators have no other funding sources for transit capital other than constrained transportation local return funding. AVCJPA staff recommends the Governing Board closely monitor and participate in this Call for Projects evaluation process to ensure that the AVCJPA cities' transportation needs are addressed in any update, change, or elimination of the Metro Call for Projects. Staff will continue to monitor this evaluation process and advise the Governing Board of the status of Metro's evaluation.

AVCJPA

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

DATE: June 7, 2018

TO: Governing Board

FROM: David Kriske, AVCJPA Representative, Metro Technical Advisory Committee

SUBJECT: Metro Technical Advisory Committee (TAC) Update

The Metro TAC meets monthly to provide input on Metro programs and projects, and to hear updates on various Metro programs that affect the cities, subregions, and Councils of Government in Los Angeles County. The following summarizes the major projects or programs discussed at TAC since the AVCJPA Governing Board met in January.

Metro Call for Projects

At the May 2018 meeting, TAC heard several appeals from cities with Metro Call for Projects grants that are subject to lapsing. When Metro awards funding under the Call for Projects grant program, this funding requires that cities make progress on projects or be subject to several funding lapse deadlines. Cities may request grant extensions if they can justify reasons for project delays, and the Metro TAC reviews extension requests and makes recommendations to the Metro Board. This occurs once a year in May. For the 2018 cycle, no Arroyo Verdugo cities (nor County projects in the subregion) were subject to lapsing deadlines. While the TAC continues to hear appeals for previously-awarded Call for Project grants, Metro is currently reviewing the Call for Projects process as part of the Long Range Transportation Plan update and has not announced if future Call for Projects will be offered. All of the Arroyo Verdugo cities rely on this funding source to fund transportation improvements, particularly transit and active transportation projects.

NextGen Bus Study

The TAC received an informational report on Metro's NextGen Bus Restructuring Study. The goal of this two-year program is to conduct a top-to-bottom review of Metro's bus network to determine what changes should be made to improve ridership, efficiency, and reliability. Metro reviewed the project's goals and schedule with TAC. The study begins with significant public outreach throughout this summer to riders, community groups, and other stakeholders to determine current system deficiencies. In concert with this public input, Metro is also conducting extensive data analysis of existing transit ridership and countywide travel patterns to determine how the current network should be changed to better address these travel patterns. Based on this analysis and input, Metro will develop potential service strategies to meet these identified service deficiencies, and then, once approved by the Metro Board, will create a bus service plan to make changes to routes, schedules, and service. If approved by the Metro Board, these new service changes could be implemented beginning in Fall 2019. As part

of this comprehensive study, Metro is specifically analyzing the transit network in the Arroyo Verdugo subregion. This includes analysis of BurbankBus, Glendale Beeline, and Pasadena Transit. These three cities have already provided data analysis to Metro for incorporation into the countywide study, and staff from all three cities is participating on a technical working group to provide input, review study findings, and help develop staff recommendations.

Active Transportation Program (ATP)

The TAC heard ongoing updates on the State's revised ATP funding program. The ATP is a competitive program, open for funding requests every two years, that consolidates state and federal funding for projects that encourage increased use of active modes of transportation such as bicycling and walking. SB 1 provides an additional $100 million annually to the ATP. The 2019 ATP Cycle 4 Call for Projects opened in May, and cities wishing to submit projects have until July 31 to submit a statewide application. Metro has offered grant assistance to cities who wish to enlist the help of Metro-funded consultants to prepare applications for projects that meet Metro's Countywide ATP goals. The Arroyo Verdugo cities of Burbank and La Canada Flintridge are participating in Metro's grant assistance program and are preparing applications for the July 31 deadline.