Arroyo Verdugo Communities Joint Powers Authority

NOTICE AND AGENDA
SPECIAL MEETING

POSTED
May 9, 2019

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY (AVCJPA)
GOVERNING BOARD

Thursday, May 16, 2019 – 4:00 p.m.
City of La Cañada Flintridge Council Chambers
One Civic Center Drive
La Cañada Flintridge, CA 91011

MARGARET MCAUSTIN, CHAIR
TERRY WALKER, VICE-CHAIR
PAULA DEVINE, MEMBER
MARINA KHUBESRIAN, MEMBER
DAVID PERRY, MEMBER
SHARON SPRINGER, 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 One Civic Center Drive, La Cañada Flintridge not less than 72 hours prior to the meeting in accordance with Government Code Section 54954.2.

Dated: Thursday, May 9, 2019

Ann Wilson, Executive Director

SPECIAL AVCJPA GOVERNING BOARD MEETING
Thursday, May 16, 2019

PRELIMINARY BUSINESS

I. CALL TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. COMMENTS FROM THE PUBLIC *(for items not on the agenda)*

V. GOVERNING BOARD REORGANIZATION

A. Selection of Chair for the Arroyo Verdugo Communities Joint Powers Authority Governing Board. The Chair will take nominations for Chair and the Governing Board will vote to select a Chair for a term beginning on July 1, 2019 ending on June 30, 2020.
Motion: That (*name*) is nominated as Chair, for a term effective July 1, 2019 and ending on June 30, 2020.

B. Selection of Vice-Chair for the Arroyo Verdugo Communities Joint Powers Authority Governing Board. The current Chair will take nominations for Vice-Chair and the Governing Board will vote to select a Vice-Chair for a term beginning on July 1, 2019 ending on June 30, 2020
Motion: That (*name*) is nominated as Vice-Chair, effective July 1, 2019 and ending on June 30, 2020.

VI. PRESENTATIONS

A. Update from Metro Regarding the Metro North Hollywood to Pasadena Bus Rapid Transit (BRT) Project
Presenter: Scott Hartwell, Project Manager, Metro
Staff Recommendation: To Receive and File

VII. CONSENT AGENDA

A. Approval of the Arroyo Verdugo Subregion Minutes for the Meeting of February 7, 2019
Staff Recommendation: To Approve Minutes of February 7, 2019

B. Treasurer's Report for May 2019
Rebekka Hosken , Treasurer, AVCJPA
Staff Recommendation: To Receive and File

C. Warrant Resolution
Staff Recommendation: Approve Resolution

D. Verdugo Workforce Appointments
Staff Recommendation: That the Governing Board Members of Burbank, Glendale and La Cañada Flintridge Approve the Appointment of Teresa

Sánchez and the Reappointment of Debbie Kukta, Nick Hacopian, James Darcy, Greg Astorian, Marisol Espinosa, Terry Walker, Lucy Burghdorf, Ara Aslanian, John Acosta, Michael Ritterbrown, Chris Lenz, Darlene Sanchez, Mary Hamzoian, and Nancy Ospio to the Verdugo Workforce Development Board; and that the Governing Board Members of Pasadena, South Pasadena and the County (5th District, La Crescenta/Montrose) abstain, since they are not part of the Verdugo Workforce Joint Powers Agreement.

VIII. PUBLIC HEARINGS - None

IX. OTHER BUSINESS

A. Audit Report
Presenter: Rebekka Hosken, Treasurer
Staff Recommendation: To Receive and File

B. Financial Policies Regarding Reserve and Spending from Reserve
Presenter: Rebekka Hosken, Treasurer
Staff Recommendation: To Approve Financial Policy No. 1: "Reserve Target" and No. 2 "Executive Director Spending Authority" as herein described.

C. Measure M MSP Funds – Final Cambridge Reports and Metro Final Submittals
Presenter: Ann Wilson, Executive Director
Staff Recommendation: Approve the new programming allocations on page 2 of the attached Cambridge Report, and the new project and funding changes on page 3 and 4 of that report.

D. Measure M Funds MSP Consultant Services – Year 2
Presenter: Ann Wilson, Executive Director
Staff Recommendation: Exercise the Year 2 Option, as proposed by Cambridge Associates for Measure M MSP consulting services, in the amount of $25,042, with $6,129 to be funded by the member agencies.

E. Strategic Planning Consulting Services
Presenter: Ann Wilson, Executive Director
Staff Recommendation: hat the Governing Board choose one of the four options listed:

1. Fund the estimated strategic plan consultant cost at $20,000 and include in the budget for FY 2019-20.
2. Do not fund the strategic plan consultant cost for 2019-20, but direct that it be included for consideration by the Governing Board in the FY 2020-21 budget.
3. Do not fund the strategic plan consultant.
4. Provide staff with alternate direction.

F. Annual Budget - FY 2019-20
Presenter: Ann Wilson, Executive Director
Staff Recommendation: Approve the Annual Budget for FY 2019-20, effective July 1, 2019 or (alternatively) provide staff with further direction

G. Website
Presenter: Ann Wilson, Executive Director
Staff Recommendation: Authorize the Executive Director to work with the City of Pasadena to build and maintain the new AVCJPA website

H. SCAG Bylaws Amendment
Presenter: Ann Wilson, Executive Director
Staff Recommendation: That the Governing Board take a formal position of opposition on this matter, should it arise again, and authorize the Chair to write a letter of opposition if needed.

X. REPORTS – INFORMATION ONLY

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

Staff Recommendation:
To Receive and File Reports

B. Report from AVCJPA TAC Representative
Presenter: David Kriske
Staff Recommendation:
To Receive and File

C. Report from AVCJPA Executive Director (Oral)
Presenter: Ann Wilson, Executive Director
Staff Recommendation:
To Receive and File

XI. COMMENTS FROM MEMBERS

XII. ADJOURN

Next Regular Meeting:
Thursday, August 1, 2019, at 4:00 p.m.

This information is tentative, and the schedule, time and location are subject to change.

Arroyo Verdugo Communities Joint Powers Authority

UNOFFICIAL UNTIL APPROVED

REGULAR MEETING OF THE GOVERNING BOARD

MINUTES
ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY
Thursday, February 7, 2019 - 4:00 p.m.
City of La Cañada Flintridge Council Chambers
1327 Foothill Blvd.
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 Devine led the Pledge of Allegiance.

III. ROLL CALL

Present: Margaret McAustin, Chair
Terry Walker, Vice-Chair
Paula Devine, Member
Marina Khubesrian, Member
David Perry, Member (Arrived at 4:04 p.m.)
Sharon Springer, Member

IV. COMMENTS FROM THE PUBLIC

None.

V. PRESENTATIONS *(items taken out of order)*

B. Report from Metro Regarding the Mobility on Demand Project
Presenter: Emma Huang, Principal Transportation Planner, Metro
Staff Recommendation: To Receive and File

Lillian De La Rosa Gutierrez, Community Relations Manager at Metro for the San Gabriel Valley, representing the new partnership with VIA, offering shared rides similar to Uber and Lyft type service, explained the twelve-month pilot program with option to extend one year. She presented goals, ride sharing and on demand services, availability of service to those without

smart phones or credit cards and handicapped riders. She discussed the three pilot stations, recent launch, and service areas.

In response to Member Devine, Ms. Gutierrez stated Glendale was not included.

Ms. Gutierrez explained the selected area based on first/last mile usage. She discussed the El Monte and Artesia stations. She discussed the rates for LIFE members and Tap cards, operation details, payment methods, and call in center serving multiple languages.

In response to Member Springer, Ms. Gutierrez stated the program launched one week ago. She stated TAP cards could not be used but rides were free until February 11.

Member Khubesrian asked how fares compared to other rideshare programs. Ms. Gutierrez stated Tap cards would be used to collect data. She stated increased marketing was coming and she suggested the members share information on their websites.

Chair McAustin discussed first mile/last mile efforts. Ms. Gutierrez discussed the Get Around program at other stations and Micro-Transit.

A. Report from Metro Regarding the NextGen Bus Project
Presenter: Robert Calix, Sr. Manager, Transportation Planning, Comm. Dept.
Staff Recommendation: To Receive and File

Robert Calix explained the NextGen Bus Project, four step study process, ridership population, public input, transit system coverage, trip distance, hours of operation, workshop format and follow-up, and next steps.

Member Devine discussed the information provided at SCAG regarding transportation and the need to educate and market different types of mobility. Mr. Calix discussed the importance of offering options.

Member Khubesrian commended Metro for the study. She asked how the workshops ensured inclusion of various perspectives. Mr. Calix explained the NextGen working group and inclusion of women's groups, various population groups, and elderly. He distributed fact sheets to the Board.

C. Update from Metro Regarding the Metro North Hollywood to Pasadena Bus Rapid Transit (BRT) Project

Presenter: Manjeet Ranu, Senior Executive Officer, Metro

Manjeet Ranu, Metro Senior Executive Officer, updated the Board on the activity since November 2018.

Scott Hartwell presented a PowerPoint presentation on the Measure M project, including project background, initial concepts, community outreach efforts and input, and project preferences. He summarized the primary alternative of street running alignment along an 18-mile corridor, project benefits, opportunities for Arroyo Verdugo and next steps.

Member Devine asked the distance of freeway connections. Mr. Hartwell discussed the envisioned segments on the freeway. Member Devine expressed concern with removing one lane off each side of the street and impacts to traffic and parking. Mr. Hartwell stated they were leaning toward freeway running alignment and design options.

Chair McAustin discussed the dedicated bus lanes and expressed dissonance with the idea of rapid transit with so many stops. She questioned EIR outreach, particularly removing a lane on Colorado Boulevard. Mr. Hartwell discussed the flexibility of BRT, signal priority, limited stops, dedicated bus lanes and public input.

In response to Chair McAustin, Lillian De Loza-Gutierrez introduced Karen Smith, her counterpart for San Fernando Valley, and discussed the public outreach efforts.

Chair McAustin suggested the problem would be the non-bus riders. Lillian De Loza-Gutierrez discussed efforts to inform residents. Chair McAustin stated the project represented a big change. Lillian De Loza-Gutierrez requested assistance in advancing their equity program.

Member Khubesrian discussed the location of South Pasadena between Eagle Rock and Pasadena and requested information on how to get their residents involved in providing feedback. Lillian De Loza-Gutierrez reminded the Authority of the effort to ensure limited stops. Member Khubesrian suggested the need to consider the impending climate crisis.

Director Wilson asked about the discussion at the PAC regarding the possibility of 28 projects to be completed by 2028. She expressed concern regarding SCVCOG using MSP or local return funds. She asked if it was the same project and if it was fully funded or if Subregional MSP Measure M funds or local return funds would be requested. Mr. Ranu stated it was a

major project funded from Measure M. He discussed bids for the Gold Line Extension and Metros' cost containment policy, looking for subregional funds. He explained the triggers in the cost containment policy. Director Wilson stated her understanding was that the Authority would have to agree to use of its funds. Mr. Ranu discussed the consideration of value engineering and possibility of the project not going as far east as planned.

Chair McAustin confirmed that local return money could not be taken without consent. Mr. Ranu explained the 3% contribution for rail projects, which this was not. Chair McAustin expressed concern about Metro being able to take back Metro return dollars. Director Wilson stated the PAC was writing a letter jointly to the Board to ensure consent was required for BRT funds. Mr. Ranu discussed Board direction for staff to come up with 28 by 2028 funding. He discussed conversations regrading congestion pricing and Board's discussions to reimaging LA County.

Chair McAustin reiterated the Authority's informal response regarding local return funds. Director Wilson recalled that some City Councils had made the decision to support Measure M based on receipt of substantial local return.

In response to Director Wilson, Mr. Ranu confirmed that the Project for I-5 North enhancement was North County.

Member Perry asked about grant funding. Mr. Hartwell confirmed that SP1 funds were received.

Staff Recommendation: To Receive and File.

D. Report from SCAG Regarding the SCAG 2020 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS)
Presenter: Kome Ajise, Director of Planning, SCAG
Presenter: Jon Curtis, Regional Council Member, SCAG, District 36 (representing cities of La Cañada Flintridge, Pasadena and South Pasadena) and Councilmember, City of La Cañada Flintridge

Director Wilson stated she had asked Regional Council Member Jon Curtis to attend but he was unable to attend.

Kome Ajise, Director of Planning for SCAG, outlined SCAG's role as the largest MPO in the Country and issues dealt with at SCAG. He outlined the Regional Transportation Plan and Sustainable Communities Strategy, update requirements,

reasons to update the plan, Federal requirements, and advanced modeling capacity.

Member Springer left at 5:30 pm.

Jon Curtis arrived at 5:30 pm.

Mr. Ajise discussed the Plan coinciding with the Regional Housing Needs Assessment (RHNA). He added that the role of technology needed to be considered. He highlighted new policy areas with an emphasis on resiliency and system preservation, and half a trillion dollars in revenues and investments, mostly from local sources.

Member Devine left at 5:41 pm.

Mr. Ajise discussed the financial forecast, Highway Trust Fund, and overview of the schedule.

Chair McAustin thanked Mr. Ajise for the presentation.

MOTION

Member Khubesrian moved and Member Perry seconded a motion to receive and file Items 5A through D. The motion carried 4-0, Member Devine and Member Springer absent.

VI. CONSENT AGENDA

Director Wilson provided a proposed correction to the minutes of November 1, 2018.

A. Approval of the Arroyo Verdugo Subregion Minutes for the Meeting of November 1, 2018
Staff Recommendation:
To Approve Minutes of November 1, 2018

B. Approval of the Arroyo Verdugo Subregion Minutes for the Meeting of December 6, 2018

C. Treasurer's Report from AVCJPA Treasurer Rebekka Hosken
Staff Recommendation:
Receive and File

D. Resolution Establishing Time, Place and Dates of Regular AVCJPA Meetings
Presenter: Executive Director Wilson
Motion: To Approve the Resolution

MOTION

Member Perry moved and Member Khubesrian seconded a motion to approve Consent Calendar. The motion carried 4-0, Member Devine and Member Springer absent.

VII. PUBLIC HEARINGS: None

VIII. OTHER BUSINESS

A. Update to Measure M Multi-Year Subregional Program Plan Submittal
Measure M Multi-Year Subregional Program Plan Submittal listed in the attached report from Cambridge Systematics.

Director Wilson discussed South Pasadena's changes to the MSP projects previously approved to ensure timely and effective cost delivery. She stated the required forms were submitted to Metro on January 31 and any changes would be presented to the Authority.

MOTION

Member Khubesrian moved and Member Walker seconded a motion to approve revisions to previously approved Measure M. The motion carried 4-0, Member Devine and Member Springer absent.

IX. REPORTS – INFORMATION ONLY

A. Reports from AVCJPA Appointees

1. SCAG Community, Economic & Human Development Committee – Alternate Robert Joe – Report Attached
2. League of California Cities – L.A. County Division - Diana Mahmud – Report Attached

Staff Recommendation:
To Receive and File Reports.

MOTION

Member Khubesrian moved and Member Walker seconded a motion to receive and file the reports. The motion carried 4-0, Member Devine and Member Springer absent.

B. Report from AVCJPA TAC Representative
Presenter: David Kriske

David Kriske announced that none of the Arroyo Verdugo applications received Active Transportation grants. He echoed Director Wilson's comments on the 28 by 2028 program regarding local return funds.

Member Perry asked if feedback had been received on grant applications. Mr. Kriske stated they had not but would follow up.

Staff Recommendation:
To Receive and File

MOTION

Member Walker moved and Member Perry seconded a motion to receive and file the report. The motion carried 4-0, Member Devine and Member Springer absent.

C. Report from AVCJPA Executive Director (Oral)
Presenter: Ann Wilson, Executive Director
Staff Recommendation:
To Receive and File

Director Wilson discussed her meeting with COG directors regarding the County's willingness to provide city services, including managing capital projects. She thanked Chris Golder for her work for the Arroyo Verdugo JPA and introduced Christina Nguyen.

Chair McAustin thanked and congratulated Chris Golder.

X. COMMENTS FROM MEMBERS

Member Khubesrian stated she was looking forward to the new meeting location.

XI. ADJOURN

Chair McAustin adjourned the meeting at 6:03 p.m.

_____
Ann Wilson, Executive Director

Arroyo Verdugo Communities Joint Powers Authority

VII.B

DATE: May 16, 2019

TO: Governing Board

FROM: Rebekka Hosken, Treasurer

SUBJECT: Treasurer's Report

BACKGROUND
Attached for your information is the Treasurer's Report for May 2019.

The first page summarizes Fiscal Year 2018-19 operations through 5/7/19. Revenues exceed expenses by $27,970.97. All membership dues have been received.

The second page summarizes status of the 5-Year Subregional Plan project. Members have fronted $120,802 and the Authority has paid the consultant, Cambridge Systematics, six invoices to date totaling $91,207.82, leaving $29,594.18 remaining in the project budget and $18,750.18 in the consultant's contract.

To date, Metro has reimbursed $81,164.48 of project expenses. A fourth reimbursement request was submitted to Metro on 4/16/19 for $10,043.34. When the full project cost is reimbursed later this year or early next, the JPA will refund members their fronted amounts.

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 5/7/19.

Arroyo Verdugo Communities Joint Powers Authority
TREASURER'S REPORT
as of 5/7/19

FY 2018-19 Operations

REVENUES		**Budget**	**Actual**
4395	Membership Dues	$ 37,675.00	$ -
	City of La Canada Flintridge		$ 4,503.00
	City of Pasadena		$ 8,444.00
	City of South Pasadena		$ 3,995.00
	City of Burbank		$ 7,163.00
	City of Glendale		$ 9,765.00
	County of Los Angeles		$ 3,805.00
		$ 37,675.00	$ 37,675.00
4610	Interest Income	$ -	
	Aug-19		$ 1.33
	Sep-18		$ 3.72
	Oct-18		$ 5.72
	Nov-19		$ 4.27
	Dec-18		$ 4.43
	Jan-19		$ 4.09
	Feb-19		$ 2.74
	Mar-19		$ 4.01
		$ -	$ 30.31
	Total Revenues	$ 158,477.00	$ 37,705.31

EXPENSES		**Budget**	**Actual To Date**
5003	Salaries - Other	$ 23,675.00	$ -
6033	Postage	$ -	$ -
	091718 Fedex 6-306-83249		$ 84.10
6034	Printing & Publishing		
	112918 Reimburse LCF - Legal Notice	$ -	$ 1,897.67
6038	Lease Agreements		
	103018 LCF Annual Lease		$ 1.00
6041	Insurance Premiums	$ 10,000.00	
	111318 Arthur J. Gallagher - Gen'l Liability		$ 1,003.80
	111318 Arthur J. Gallagher - Public Officials		$ 5,751.02
	Arthur J Gallagher - Treasurer Bond		$ 378.00
6061	Professional Services	$ 4,000.00	
	101918 Lisa Pope - Minutes -		$ 225.00
	13019 Lisa Pope - Minutes		$ 393.75
	Total Expenses	$ 37,675.00	$ 9,734.34

REVENUES LESS EXPENSES:	$ 27,970.97

NOTES:

Arroyo Verdugo Communities Joint Powers Authority
TREASURER'S REPORT
as of 5/7/19

Project 8501 - 5-Year Subregional Plan

BALANCE AS OF 7/1/18			**$ -**		**$ -**
REVENUES			**Budget**		**Actual**
2318	Advances from Members (.5%)	$	120,802.00		
	City of Burbank			$	22,968.00
	City of Pasadena			$	27,076.00
	County of Los Angeles			$	12,198.00
	City of Glendale			$	31,310.00
	City of La Canada Flintridge			$	14,441.00
	City of South Pasadena			$	12,809.00
	Total Revenues	$	120,802.00	$	120,802.00
4411	Subregional Measure M Funding (Metro Reimb.)	$	120,802.00		
	2018-1 Reimbursement 1			$	9,529.50
	2018-2 Reimbursement 2			$	11,946.67
	2019-1 Reimbursement 3			$	59,688.31
		$	120,802.00	$	81,164.48
EXPENSES			**Budget**		**Actual**
6061	Cambridge Systematics		$109,958		
	82218 Consulting Svcs (Jun)			$	9,529.50
	91818 Consulting Svcs (Jul)			$	11,946.67
	120418 Consulting Svcs (Oct)			$	10,956.49
	121918 Consulting Svcs (Aug/Sep)			$	31,422.09
	11519 Consulting Svcs (Nov)			$	17,309.73
	20719 Consulting Svcs (Dec)			$	10,043.34
	Total Expenses	$	109,958.00	$	91,207.82
REVENUES LESS EXPENSES:				**$**	**110,758.66**
Advances Due to Members:				$	(120,802.00)

NOTES:
Metro Reimbursement #4 for $10,043.34 was submitted on 4/16/19. This would bring total grant reimbursements to $91,207.82.

Arroyo Verdugo Communities Joint Powers Authority

WARRANT RESOLUTION NO. 19-02

The following charges have been received by the Arroyo Verdugo Communities Joint Powers Authority (AVCJPA) and are herewith submitted for approval and payment:

Check Warrant FY 2018-19

as of 5/16/19

Check Date	Check Number	Payee	Description/Purpose		Amount
8/22/18	1	Cambridge Systematics, Inc	Consultant Services - Subregional Program Plan	$	9,529.50
9/18/18	2	Cambridge Systematics, Inc	Consultant Services - Subregional Program Plan	$	11,946.67
10/19/18	3	Lisa Pope	Minutes Preparation	$	637.50
11/1/18	4	City of La Cañada Flintridge	Reimb. For FY 2017-18 expenses advanced by City	$	30,014.12
11/14/18	5	Arthur J. Gallagher & Co.	CJPA Insurance 11/1/18 to 10/31/19	$	6,754.82
12/4/18	6	Cambridge Systematics, Inc	Consultant Services - Subregional Program Plan	$	10,956.59
12/4/18	7	City of La Cañada Flintridge	Reimb. For 12/6/18 Public Hearing Notice, LA Times	$	1,897.67
12/19/18	8	Cambridge Systematics, Inc	Consultant Services - Subregional Program Plan	$	31,422.09
1/15/19	9	Cambridge Systematics, Inc	Consultant Services - Subregional Program Plan	$	17,309.73
2/4/19	10	Lisa Pope	Minutes Preparation	$	393.75
2/7/19	11	Cambridge Systematics, Inc	Consultant Services - Subregional Program Plan	$	10,043.34
3/12/19	12	Arthur J. Gallagher & Co.	Insurance - Treasurer Bond thru 1/19/20	$	378.00
			Total Checks Issued This Fiscal Year:	**$**	**131,283.78**

Approved for presentation to the AVCJPA Governing Board at their meeting of May 16, 2019

PASSED. APPROVED AND ADOPTED this 16th day of May 2019

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Margaret McAustin, Chair

ATTEST:

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Ann Wilson, Executive Director

DATE: April 25, 2019

TO: Arroyo Verdugo Communities Joint Powers Authority (AVCJPA) Governing Board Members of the cities of Burbank, Glendale and La Cañada Flintridge

FROM: Judith Velasco
Director, Verdugo Workforce Development Board

SUBJECT: Recommendation for (1) new appointment of membership and (14) reappointments on the VERDUGO WORKFORCE DEVELOPMENT BOARD

RECOMMENDATION:

New Appointments

It is recommended that the Arroyo Verdugo Communities Governing Board Members of Burbank, Glendale and La Cañada Flintridge appoint the following new members to the Verdugo Workforce Development Board:

Labor Representatives

- Teresa Sánchez
  Business Representative, of American Federation of State County and Municipal Employees (AFSCME) District Council 36
  Appointment expiration: April 9, 2022

Reappointments

It is recommended that the Arroyo Verdugo Communities Governing Board Members oMaf Burbank, Glendale and La Cañada Flintridge reappoint the following (14) members of the Verdugo Workforce Development Board for the specified term:

Business

- Debbie Kukta, Owner
  KO Properties
  New Reappointment expiration: June 29, 2022

- Nick Hacopian, Owner
  Glen West Management
  New Reappointment expiration: June 29, 2022

- James Darcey, Owner
  Copy Central
  New Reappointment expiration: June 29, 2022

- Greg Astorian, Sr. Vice President
  Re/Max Tri-City Realty
  New Reappointment expiration: July 21, 2022

- Marisol Espinosa, Public Affairs Manager
  Southern California Gas Company
  New Reappointment expiration: July 9, 2021

- Terry Walker, Director Provider Relations
  Providence St. Joseph Hospital
  New Reappointment expiration: July 31, 2021

- Lucy Burghdorf, Director Public Affairs and Communication
  Hollywood Burbank Airport
  New Reappointment expiration: February 27, 2022

- Ara Aslanian, President
  Inverselogic, Inc.
  New Reappointment expiration: May 16, 2022

Labor

- John Acosta, President
  American Federation of Musicians Local 47
  New Reappointment expiration: February 3, 2022

Education and Training

- Michael Ritterbrown, Vice President Instructional Services
  Glendale Community College
  New Reappointment expiration: July 31, 2021

- Chris Lenz, Director
  California State University, Los Angeles
  New Reappointment expiration: January 13, 2022

Governmental and Economic and Community Development

- Darlene Sanchez, Assistant Director
  City of Glendale, Community Development Department
  New Reappointment expiration: May 16, 2022

- Mary Hamzoian
  City of Burbank, Economic Development
  New Reappointment expiration: February 27, 2022

- Nancy Ospio-Peera, Staff Service Manager 1
  Department of Rehabilitation
  New Reappointment expiration: July 30, 2022

BACKGROUND:

The Joint Powers Agreement among the Verdugo Consortium Cities of Burbank, Glendale, and La Cañada Flintridge gives the authority to members of those cities in the Arroyo Verdugo Communities Joint Powers Authority (AVCJPA) to appoint and reappointment members of the Verdugo Workforce Development Board (VWDB). The federal Workforce Innovation and Opportunity Act (WIOA) require that majority of members are from business, twenty percent of the membership must be representatives from organized labor and the remainder from various public agencies, organized labor and nonprofit organizations.

CONCLUSION:

The attached updated membership roster for the Verdugo Workforce Development Board shows the new labor candidate along with current members already approved by the AVCJPA. This roster is consistent with the nomination and membership criteria required by the Workforce Innovation and Opportunity Act (WIOA) of 2014.

LOS ANGELES COUNTY FEDERATION OF LABOR AFL-CIO

Rusty Hicks
President

Thom Davis
Chair

April 5, 2019

SENT VIA E-MAIL
JVelasco@glendaleca.gov
Judith Velasco, Executive Director
Verdugo Workforce Development Board (VWDB)
1255 S. Central Avenue
Glendale, CA 91204

Re: **VWDB Labor Appointment**

Dear Ms. Velasco:

I am in receipt of your letter dated March 21, 2019 regarding the recommendation to nominate Ms. Teresa Sanchez as a labor representative to the Verdugo Workforce Development Board.

This correspondence confirms the recommendation of Ms. Sanchez to fill said vacant seat.

If you have any questions, please do not hesitate to reach out to me via phone (213) 381-5611 x123 or email rusty@thelafed.org.

In Solidarity,

Rusty Hicks
President

2130 W. James M. Wood Blvd.
Los Angeles, CA 90006
Office (213) 381-5611
Fax (213) 383-0772

Teresa Sánchez

Summary:

- Over 20 years of experience leading strategic public policy campaigns with strong focus on workforce, and economic development, labor/community partnerships and environmental justice
- Strong political organizing and campaign background
- Highly experienced union organizer, business representative, staff leader
- Strong commitment to building long-term power for working people
- Strong working knowledge of local and state legislative processes
- Highly effective ability to manage field operations, develop and implement work plans
- Excellent ability to build and strengthen alliances with labor and community partners as needed to support campaign objectives
- Excellent written and verbal communication skills, including ability to write reports, make presentations and facilitate meetings
- Demonstrated ability to take initiative, work with a team, skillfully handle a fast-paced environment, manage multiple projects and tight deadlines
- Highly developed ability to work effectively in politically sensitive and high-pressure environments

Experience:

American Federation of State County and Municipal Employees (AFSCME) District Council 36, Business Representative 2014 –Present

- Provide full range of representation to members.
- Developing, training and mentoring leaders in union administration, grievance handling through the arbitration level, contract negotiations, appearances before governmental councils. Boards and commissions, political action, internal communications, internal and external organizing.
- Created and negotiated the landmark Service and Workforce Restoration agreement on behalf of the Coalition of LA City Unions with the City of Los Angeles
- Implemented the Targeted Local Hire Program

Office of Mayor Antonio R. Vallaraigosa, Director of the Green Building Retrofit and Workforce Development Program 2010-2013

- Program management and strategic leadership on policy development, implementation, financing and workforce development for the City of Los Angeles Green Building Retrofit Program.

- Coordinated a large interdepartmental team to navigate complex policy development, financing, project oversight and management.
- Managed a budget of over $26 million of American Recovery and Reinvestment Act funds to retrofit over 100 City owned facilities to achieve energy efficiency, water conservation and maintenance cost reductions.
- Created 45 full-time civil service jobs and over 120,000 hours of work for union hiring hall Building Trades members.

- Developed the long-term financial sustainability strategy for the program independent of one-time grant funds.

- Represented the Mayor on city-wide inter agency work groups involving workforce and economic development, community and labor relations and environmental sustainability policy and programs.

Service Employees International Union Local 721 2007-2010
Research and Policy Coordinator

- Coordinated research and policy team for the Cities Division of an over 40,000-member local including contract bargaining, member mobilization and political campaigns.
- Lead staff on local and state legislative initiatives focused on support for high quality public services and advancing living standards for working families.

Service Employees International Union Local 347 1995-2007
Assistant General Manager

Union Representative

- Lead staff for multiple municipal jurisdictions in Los Angeles and Orange Counties.
- Recruited and trained new and existing members to participate in internal and external organizing, contract and policy campaigns.
- Lead negotiator on numerous first –time and successor contract campaigns.
- Developed and trained bargaining teams.
- Represented members at all levels including grievances, arbitration mediation, disciplinary investigations and civil service proceedings.

Political Director and Organizing Director

- Managed internal and external member driven political organizing campaigns.
- Coordinated political and policy programs including issue and electoral campaigns, planning, strategy and supervision of field staff leads, member organizer teams, set program goals and budgets, achieved and exceeded weekly, monthly and annual COPE fundraising goals.
- Liaison to larger regional and state-wide labor bodies, city council offices and state elected officials and their staffs and with community organizations and allies.

California Network for a New Economy 1993-1995
Lead Organizer, Southern California

- State-wide coalition of labor, community, environmental and environmental justice organizations working to promote the growth of green jobs policies California.

Greater Los Angeles Council on Deafness 1989-1993
Workforce Development Program Field Office Director/Staff Interpreter

- Directed a state funded workforce development program, focused on bringing workers with disabilities together with employers to access resources for workforce services and training.

Education:
Mount Saint Mary's College, Liberal Arts, Bachelor of Arts
California State University Los Angeles, Latin American Studies
Graduate Student Assistant

Verdugo Board Membership

#	Last Name	First Name	Organization	Membership
Total Business Members: 13				
1	**Aslanian**	**Ara**	Inverselogic, Inc.	Business
2	**Astorian**	**Greg**	ReMax Tri-City Realty	Business
3	**Burghdorf**	**Lucy**	Hollywood Burbank Airport	Business
4	**Darcey**	**James**	Copy Central	Business
5	**Espinoza**	**Marisol**	Southern California Gas Company	Business
6	**Flavin**	**Thomas**	Burbank Chamber of Commerce	Business
7	**Hacopian**	**Nicholas**	Glen West Management Co	Business
8	**Kukta**	**Debbie**	KO Properties, Inc.	Business
9	**McGuire**	**BJ**	The Walt Disney Company	Business
10	**Palazzo**	**George**	Motion Picture Industry Pension & Health	Business
11	**Romero**	**Veronica**	PacFed Benefits Administrators	Business
12	**Ruiz**	**Julio**	LiquidSky Sports	Business
13	**Walker**	**Terry**	Providence St. Joseph Medical Center	Business
Total Labor Members: 4				
1	**Acosta**	**John**	Professional Musicians Local 47	Labor
2	**Casady**	**Lee**	IATSE Local 33	Labor
3	**Koon**	**Gavin**	Operating Engineers, Local 501	Labor
4	**Sánchez**	**Teresa**	AFSCME District 36	Labor
Other				
Total Education & Training Members: 2				
1	***Lenz**	**Chris**	Cal State University LA - Career Dev. Svcs.	Education
2	****Ritterbrown**	**Michael**	GCC- Vice President, Instructional Services	Education
Total Government & Economic & Community development: 5				
1	**Bulanikian**	**Onnig**	City of Glendale, Comm. Services & Parks	Government
2	***Hamzoian**	**Mary**	City of Burbank, Economic Development	Economic Dev.
3	***Osipo-Peera**	**Nancy**	Department of Rehabilitation	WIOA Title IV
4	***Sanchez**	**Darlene**	City of Glendale, Economic Development	Economic Dev.
5	***Valladares**	**Cesar**	EDD	WIOA Title III

* = Member Required Under WIOA

** = Serves as a dual role representing Adult Education & Literacy, as well as Higher Education. GCC serves as the Adult School in Glendale.

Current Total membership: 24

Arroyo Verdugo Communities Joint Powers Authority

IX.A

DATE: May 16, 2019

TO: Governing Board

FROM: Rebekka Hosken, Treasurer

SUBJECT: Results of FY 2017-18 Audit

BACKGROUND

The Authority contracted with the accounting firm of Moss, Levy & Hartzheim, LLP, to undertake an annual fiscal audit of the Authority's books for FY 2017-18. The results of the audit, which was concluded on April 29, 2019, are provided here.

The Authority ended the year on June 30, 2018, with Assets of $43,971 and Liabilities of $39,871, resulting in a positive net position of $4,100.

The Authority's General Fund ended the year on June 30, 2018, with a deficit fund balance of $5,430. Member contributions of $32,025 were offset by $37,455 in expenditures on transit services.

This change from the budgeted positive balance of $1,683 is due to two things as a result of modified accrual accounting: 1) a consultant invoice paid in FY 2017-18 but with work performed prior to the year's start resulted in $2,416 in prepaid expenses, and 2) a grant receivable for a Metro reimbursement claim submitted but not received by year end resulted in a Deferred Inflow of Resources of $9,530.

FISCAL IMPACT

None

OPTIONS

1. Receive and file
2. Provide staff with other direction.

RECOMMENDATION

Staff recommends Option 1, Receive and file.

Attachment: 1. Audited Financial Statements as of June 30, 2018

ARROYO VERDUGO COMMUNITIES
JOINT POWERS AUTHORITY

BASIC FINANCIAL STATEMENTS

WITH REPORT ON AUDIT
BY INDEPENDENT
CERTIFIED PUBLIC ACCOUNTANTS

JUNE 30, 2018

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

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MOSS, LEVY & HARTZHEIM LLP
CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT

Board of Directors of the
Arroyo Verdugo Communities
Joint Powers Authority
La Cañada Flintridge, California

Report on the Financial Statement

We have audited the accompanying financial statements of the governmental activities and the major fund of the Arroyo Verdugo Communities Joint Powers Authority (the Authority) as of and for the fiscal year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control.

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Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Authority as of June 30, 2018 and the respective changes in its financial position for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Accounting principles generally accepted in the United States of America require that the schedule of revenues, expenditures, and changes in fund balance – budget and actual – general fund, identified as Required Supplementary Information (RSI) in the accompanying table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the RSI in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated April 29, 2019 on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That

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report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

Moss, Levy & Hartzheim, LLP
Culver City, California
April 29, 2019

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BASIC FINANCIAL STATEMENTS

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

STATEMENT OF NET POSITION

JUNE 30, 2018

	Governmental Activity
Assets:	
Current Assets	
Accounts receivable	$ 32,025
Grants receivable	9,530
Prepaid expense	2,416
Total Assets	43,971
Liabilities:	
Current Liabilities	
Accounts payable	39,871
Total Liabilities	39,871
Net Position:	
Unrestricted	4,100
Total Net Position	$ 43,971

See accompanying notes to the basic financial statements.

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

STATEMENT OF ACTIVITIES

For the fiscal year ended June 30, 2018

Function/Program	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Contributions and Grants	Program Revenues: Capital Contributions and Grants	Net (Expense) Revenue and Changes in Net Position: Governmental Activity
Governmental Activity:					
Transit services	$ 37,455	$ -	$ 9,530	$ -	$ (27,925)
Total Governmental Activity	$ 37,455	$ -	$ 9,530	$ -	(27,925)
General Revenues:					
Member contributions					32,025
Total General Revenues					32,025
Change in Net Position					4,100
Net Position, Beginning of Fiscal Year					-
Net Position, End of Fiscal Year					$ 4,100

See accompanying notes to the basic financial statements.

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

BALANCE SHEET - GOVERNMENTAL FUND

June 30, 2018

	General Fund
Assets:	
Accounts receivable	$ 32,025
Grants receivable	9,530
Prepaid expense	2,416
Total Assets	43,971
Liabilities, Deferred Inflows of Resources and Fund Balance:	
Liabilities:	
Accounts payable	$ 39,871
Total Liabilities	39,871
Deferred Inflows of Resources:	
Unavailable revenue (grants receivable)	9,530
Total Deferred Inflows of Resources	9,530
Fund Balance (Deficit):	
Nonspendable	2,416
Unassigned	(7,846)
Total Fund Balance	(5,430)
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	$ 43,971

See accompanying notes to the basic financial statements.

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET TO THE STATEMENT OF NET POSITION

June 30, 2018

Fund balance (deficit) of governmental Fund	$	(5,430)
Amounts reported for governmental activity in the Statement of Net Position are different because:		
Certain grants receivables are not available to pay for current period expenditures and, therefore, are offset by deferred inflows of resources in the governmental funds		9,530
Net position of governmental activities	$	4,100

See accompanying notes to the basic financial statements.

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - GOVERNMENTAL FUND

For the fiscal year ended June 30, 2018

	General Fund
Revenues:	
Membership contributions	$ 32,025
Total Revenues	32,025
Expenditures:	
Current:	
Transit services	37,455
Total Expenditures	37,455
Excess of Revenues over Expenditures	(5,430)
Fund Balance, Beginning of Fiscal Year	-
Fund Balance (Deficit) , End of Fiscal Year	$ (5,430)

See accompanying notes to the basic financial statements.

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

RECONCILIATION OF THE GOVERNMENTAL FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES

For the fiscal year ended June 30, 2018

Net change in fund balances of governmental fund	$	(5,430)
Amounts reported for governmental activities in the Statement of Activities are different because:		
Certain revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the governmental fund.		9,530
Change in net position of governmental activity	$	4,100

See accompanying notes to the basic financial statements.

NOTES TO BASIC FINANCIAL STATEMENTS

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES:

Financial Reporting Entity:

The Arroyo Verdugo Communities Joint Powers (Authority) is a public entity created in 2017 pursuant to a joint powers' agreement. Member agencies consist of the following entities: the City of Burbank, the County of Los Angeles, City of Glendale, City of La Cañada Flintridge, City of Pasadena and the City of South Pasadena.

The Authority was created to provide a vehicle for the members to coordinate regional and cooperative planning, primarily in the area of transportation and determining how to prioritize regional transportation projects and the allocation of Measure M funds and other public monies, including building a more connective transportation system between the member agencies. It is the clear intent among the members that the Authority shall not possess the legal authority to compel any of its members to conduct any activities or implement any plans or strategies that they do not wish to undertake (except for the payment of dues). The goal and intent of the Authority is one of voluntary cooperation among members for the collective benefit of the cities within the Arroyo Verdugo subregion.

The Authority is financially accountable to the member cities and is governed by the Board of Directors. The Board of Directors consists of one person designated as a Director by each of the legislative body of each of the members. Each Member shall also appoint one Alternate Director. No member shall be limited to "ex officio" non-voting representation on the Governing Board; however, the Governing Board, at its sole discretion, may allow "ex officio" non-voting representation from public entities that are not members.

Basis of Presentation:

The accounting policies of the Authority conform to accounting principles generally accepted the United States of America as they are applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

Government-Wide Financial Statements:

The government-wide financial statements (i.e. the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activity of the Authority. The governmental activities, which is supported by member contributions and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. The Authority's activity is governmental; no business-type activities are reported in the statements. The Authority also has no fiduciary activity.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are expenses that are clearly identifiable with a specific program, project, function or segment. Program revenues of the Authority include charges to customers: 1) or applicants who purchase, use, or directly benefit

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (Continued):

from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

Member contributions and other items that are properly not included among program revenues are reported instead as general revenues since there is no specific restriction on their usage.

Fund financial statements report detailed information about the Authority. The focus of governmental fund financial statements is on the major fund rather than reporting funds by type. The major governmental fund is presented in a separate column, and all non-major funds and aggregated into one column. There are no non-major funds.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation:

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under the economic resources measurement focus, all assets, liabilities, and deferred inflows of resources (whether current or noncurrent) associated with their activity are included on the statement of net position. Operating statements present increases (revenues) and decreases (expenses) in total net position. Under the accrual basis of accounting, revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Amounts paid to acquire capital assets are capitalized as assets in the government-wide financial statements, rather than reported as an expenditure. The Authority has no capital assets.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the current financial resources measurement focus, only current assets, current liabilities, and deferred inflows of resources are generally included on their balance sheets. The reported fund balance is considered to be a measure of "available spendable resources." Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in fund balance. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period. Noncurrent portions of long-term receivables due to governmental funds are reported on their balance sheets in spite of their spending measurement focus.

Under the modified accrual basis of accounting, revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Authority considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, except for principal and interest on long-term liabilities which are recognized as expenditures to the extent they have matured. Proceeds of long-term liabilities are reported as other financing sources.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (Continued):

Intergovernmental revenues and member contributions are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period to the extent normally collected within the availability period. Other revenue items are considered to be measurable and available when cash is received by the Authority.

The accounts of the Authority are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, deferred inflows of resources, fund balances, revenues, and expenditures or expenses, as appropriate. Authority resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

The Authority's accounts are organized into one major fund as follows:

Major Governmental Fund:

The General Fund is used to account for the accumulation of resources for, and the payment of, transit services.

Deferred Outflows/Inflows of Resources:

In addition to assets, the Statement of Net Position and the Governmental Fund Balance Sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Authority does not have any deferred outflows of resources to report.

In addition to liabilities, the Statement of Net Position and the Governmental Fund Balance Sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to future periods and will not be recognized as an inflow of resources (revenue) until that time. The Authority has one item that qualifies for reporting in this category. It is unavailable revenues from grants receivable collections, which is reported only in the Governmental Fund Balance Sheet and will be recognized as an inflow of resources in the period that the amounts become available.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (Continued):

Use of Estimates:

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that effect certain reported amounts and disclosures. Accordingly, actual results could differ from the estimates.

Cash:

Cash includes all demand accounts and savings accounts of the Authority. The City of La Cañada Flintridge holds all funds collected for the Authority at June 30, 2018 as the Authority had not yet opened their own bank account.

Account Receivables:

In the government-wide statements, receivables consist of all membership fees earned at fiscal year-end and not yet received. Major receivable balances for the governmental activities includes intergovernmental revenues. The Authority has determined that all receivables are collectible and, therefore, there is no allowance for doubtful accounts.

Grant Receivables:

The member agency, the County of Los Angeles, has provided a grant to the Authority to be utilized for development of the Measure M Sub-Regional Plan for transit projects in the area. Grant receivables at June 30, 2018 were $9,530.

Equity Classifications:

Government-wide Statements:

Equity is classified as net position which can be further classified as net investment in capital assets, restricted, or unrestricted.

Net investment in capital assets - consists of net position represented by the current net book value of the Authority's capital assets, less the outstanding balance of any debt issued to finance these assets. The Authority has no capital assets or debt.

Restricted net position - consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation. The Authority has no restricted net position at June 30, 2018.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (Continued):

Government-wide Statements (Continued):

Unrestricted - consists of net position which is not restricted or invested in capital assets.

Sometimes the Authority will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Authority's practice to consider restricted - net position to have been depleted before unrestricted - net position is applied.

Fund Statements:

Governmental fund equity is classified as fund balance. The Authority has not adopted a fund balance policy. Fund balance is further classified as follows:

Nonspendable - amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

Restricted - amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Committed - amounts that can be used only for specific purposes determined by a formal action of the governing board as the highest level of decision-making authority for the Authority. Commitments may be established, modified, or rescinded only through resolutions approved by the governing board.

Assigned - amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. Under the Authority's adopted policy, only the governing board or director may assign amounts for specific purposes.

Unassigned - all other spendable amounts.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the Authority considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balance are available, the Authority considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

Future/Pending Accounting Pronouncements:

GASB Statement No. 83 "Certain Asset Retirement Obligations - The provisions of this statement are effective for fiscal years beginning after June 15, 2018.

GASB Statement No. 84 "Fiduciary Activities" – The provisions of this statement are effective for fiscal years beginning after December 15, 2018.

GASB Statement No. 87 "Leases" – The provisions of this statement are effective for fiscal years beginning after December 15, 2019.

GASB Statement No. 88 "Certain Disclosures related to Debt, including Direct Borrowings and Direct Placements" – The provisions of this statement are effective for fiscal years beginning after June 15, 2018.

GASB Statement No. 89 "Accounting for Interest Cost incurred before the End of a Construction Period" – The provisions of this statement are effective for fiscal years beginning after December 15, 2019.

GASB Statement No. 90 "Majority Equity Interests" – The provisions of this statement are effective for fiscal years beginning after December 15, 2018.

NOTE 2 CASH AND INVESTMENTS:

As of June 30, 2018, the Authority has no cash balance or investments. The City of La Cañada Flintridge held all monies on behalf of the Authority as the Authority did not establish a bank account until after year end.

Investments Authorized by the California Government Code and the Authority's Investment Policy:

Under provision of Section 53601 of the California Government Code, the Authority may invest in the following:

NOTE 2 CASH AND INVESTMENTS (Continued):

Investments Authorized by the California Government Code and the Authority's Investment Policy (Continued):

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Bankers' Acceptances	180 days	40%	30%
Certificates of Deposit	5 years	None	None
Negotiable Certificates of Deposit	5 years	30%	None
Commercial Paper, Prime Quality	270 days	25%	None
State if California Local Agency Investment Fund (LAIF)	N/A	None	$ 65,000,000
Medium Term Notes, Prime Quality	5 years	30%	None
Money Market Mutual Funds, Prime Quality	N/A	20%	10%
Mutual Funds, Prime Quality	N/A	20%	10%
Passbook Savings and Money Market Accounts (Insured)	None	None	None
United States Treasury Obligations	5 years	None	None
United States Government Sponsored Agency Securities	5 years	None	None

Custodial Credit Risk:

Custodial credit risk for *deposits* is the risk that, in the event of failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the Authority's investment policy do no contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits.

The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure Authority deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. At June 30, 2018, the Authority had no bank balance.

NOTE 3 RISK MANAGEMENT:

The Authority has various insurance coverage as follows:

General Liability – The Authority is insured up to $1,000,000 aggregate limit with a $5,000 deductible.

Public Officials Liability – The Authority is insured up to $1,000,000 with a deductible of $5,000.

Non-monetary Coverage – Defense Only – The Authority is insured up to $50,000 for defense expense from such claims with a deductible of $5,000.

Policy Aggregate Limit of Liability – The Authority is insured for claims and all defense expenses up to $1,000,000 with a deductible of $5,000.

Public Officials Crisis Management – The Authority is insured up to $25,000 for all crisis management expenses with a deductible of $5,000.

Adequacy of Protection:

None of the above insurance policies had experienced settlements or judgments that exceeded insured coverage during the fiscal year.

NOTE 4 Excess of Expenditures over Appropriations:

The General Fund Transit Services expenditures of $37,455 exceeded the approved budget by $7,113. The expenditures over appropriations resulted from a consultant beginning the development and implementation of a Measure M 5-year subregional plan but the Authority budgeted the entire project for the FY 2018 – 2019 year.

NOTE 5 Deficit Fund Balance:

The Authority's General Fund had a deficit fund balance of $5,430 as of June 30, 2018. The Authority anticipates that future revenue will be sufficient to cover this deficit.

REQUIRED SUPPLEMENTARY INFORMATION

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

SCHEDULE OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

GENERAL FUND

For the fiscal year ended June 30, 2018

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Member contributions	$ 32,025	$ 32,025	$ 32,025	$ -
Total Revenues	32,025	32,025	32,025	-
EXPENDITURES				
Current:				
Transit services	30,342	30,342	37,455	(7,113)
Total Expenditures	30,342	30,342	37,455	(7,113)
Excess (Deficiency) of Revenues Over Expenditures	1,683	1,683	(5,430)	(7,113)
Fund Balance, Beginning of Fiscal year	-	-	-	-
Fund Balance, End of the Fiscal Year	$ 1,683	$ 1,683	$ (5,430)	$ (7,113)

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

For the Fiscal Year Ended June 30, 2018

NOTE 1 BUDGETS AND BUDGETARY ACCOUNTING

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for the general fund. Prior year operating appropriations lapse unless they are re-appropriated through the Authority's Board approval. Prior to July 1, the budget is legally enacted through approval of the Board.

The budget is revised by the Authority's governing board and the Executive Director during the fiscal year, to give consideration to unanticipated income and expenditures. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is established at the individual fund level.

MOSS, LEVY & HARTZHEIM LLP
CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors
Arroyo Verdugo Communities
Joint Powers Authority
La Cañada, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activity and the major fund of the Arroyo Verdugo Communities Joint Powers Authority (the Authority) as of and for the fiscal year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements and have issued our report thereon dated April 29, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses.

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MEMBER AMERICAN INSTITUTE OF C.P.A.'S · CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS · CALIFORNIA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Moss, Levy & Hartzheim, LLP
Culver City, California
April 29, 2019

Arroyo Verdugo Communities Joint Powers Authority

DATE: May 16, 2019

TO: Governing Board

FROM: Rebekka Hosken, Treasurer

SUBJECT: Proposed New Financial Policies

BACKGROUND

As the Authority has moved forward in its second year, the need for more guidance on financial operations has become apparent. Staff is recommending the adoption of two new policies to address these issues.

1. Reserve Target

Currently the Authority has no reserves in place (revenues over expenditures) in excess of budgeted amounts. This leaves zero "wiggle room" for discretionary needs that should occur during the year. Staff recommends that the Board consider adoption of the following policy:

> *"The Authority should maintain a reserve level of at least $5,000."*

Actual reserves will vary from year to year, but the goal should be to build up to at least the $5,000 level to ensure appropriate cushion outside of budgeted expenditures.

2. Executive Director Spending Authority

Currently, the Executive Director has no authority to expend funds without Board approval. As needs arise between quarterly meetings (such as, for example, publishing of a necessary public hearing notice in the newspaper), a special meeting of the Board must be called to gain approval to move forward. This is restrictive and time consuming.

Staff proposes that the Board approve a policy as follows:

> *"The Executive Director is authorized to use administrative discretion to spend up to $2,000 on items deemed necessary without prior approval of the Board, and only if such expenditures will not exceed estimated year-end reserves."*

Two signatures are still required on all Authority checks, so that one Board member will have knowledge as well as the Executive Director. In addition, all purchases shall be listed in a check warrant provided at each quarterly meeting which includes, at a minimum, the payee, check number, amount, and purpose of the expenditure. In this way, the Board will have full knowledge of all expenditures.

FISCAL IMPACT
None

OPTIONS

1. Approve the policy as stated;
2. Approve an amended policy;
3. Provide staff with other direction.

RECOMMENDATION
Staff recommends Option 1, Approve the policy as stated.

Arroyo Verdugo Communities Joint Powers Authority

IX.C

DATE: May 16, 2019

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Measure M MSP Funds – Final Report and Project Submittals

---

BACKGROUND

On April 14, 2018, the Governing Board awarded a contract to Cambridge Associates for consulting services for the AVCJPA Measure M MSP fund projects. The firm worked diligently with all of the AVCJPA agencies in ascertaining what projects would be included. The Governing Board held a public hearing and approved the project list on December 6, 2018. The projects were then submitted to Metro for review. Metro required each agency complete additional forms for each project and, with assistance from Cambridge, in January these forms were submitted. Metro then underwent a 60-day review period. At the conclusion of that time, they questioned the eligibility of one project, which, after discussion with the agency, was then considered eligible. Metro staff also believed that two projects were not eligible under the type of Measure M Program under which they were submitted and asked that we "swap" to a different type of funding, which both they and the Board allowed staff to do.

Two agencies have remaining unprogrammed Measure M funds: Burbank has $88,172 and the County has $927,995. These funds can be either held or reprogrammed once each year in the event an eligible project is determined and Metro approves.

Therefore, none of the AVCJPA projects are ineligible, and of the total $24,039,601 in available MSP funding, the AVCJPA has requested that Metro program $23,023,434. Metro is expected to program that amount on May 25th and that will conclude "Year 1" of the contract.

The TAC would like to commend and thank Jon Overman of Cambridge Associates for his and the firm's excellent work.

RECOMMENDATION

Approve the new programming allocations on page 2 of the attached Cambridge Report, and the new project and funding changes on page 3 and 4 of that report.

Attachments

Measure M Multi-year Subregional Programs

5 Year Plan Programming Forecast (Step 2, V.) - Summary

PROJECT ELIGIBILITY CONFIRMATION

4/23/2019

Total Allocations and Projects by Fiscal Year	Project Funding Sources				MSP Funding (5-Year Program)					
	Total Project Cost Estimate	MSP Funding (5-yr Program)	Other Funding Sources	Unfunded Amount	Year 1 (FY 17-18)	Year 2 (FY 18-19)	Year 3 (FY 19-20)	Year 4 (FY 20-21)	Year 5 (FY 21-22)	5 Year Total
Original Transit Allocation (from Metro)		**$ 13,462,386**			$ 2,547,479	$ 2,593,717	$ 2,706,430	$ 2,774,091	$ 2,840,669	**$ 13,462,386**
AVCJPA Adopted Transit Allocation		**$ 11,313,348**			$ 1,800,205	$ 1,940,862	$ 2,462,851	$ 2,524,422	$ 2,585,008	**$ 11,313,348**
Arroyo Verdugo Transit MSP Funding Request	**$ 67,975,000**	**$ 10,793,663**	**$ 16,810,396**	**$ 40,370,941**	$ -	$ -	$ 5,126,000	$ 2,467,663	$ 3,200,000	**$ 10,793,663**
UnProgrammed Transit Funds		**$ 519,685**								**$ 519,685**
Original MCCS Allocation (from Metro)		**$ 10,577,215**			$ 2,001,520	$ 2,037,848	$ 2,126,406	$ 2,179,566	$ 2,231,875	**$ 10,577,215**
AVCJPA MCCS Allocation (pending board approval)**		**$ 4,455,073**			$ -	$ 1,633,934	$ 1,419,985	$ 235,020	$ 1,166,134	**$ 4,455,073**
Arroyo Verdugo MCCS MSP Funding Request	**$ 26,982,920**	**$ 3,958,591**	**$ 2,693,801**	**$ 20,330,528**	$ -	$ 1,253,919	$ 1,800,000	$ 235,020	$ 669,652	**$ 3,958,591**
UnProgammed MCCS Funds		**$ 496,482**								**$ 496,482**
Original Arterial Allocation (from Metro)		**$ -**			$ -	$ -	$ -	$ -	$ -	**$ -**
AVCJPA Arterial Allocation (pending Board approval)*		**$ 1,140,000**			$ -	$ -	$ 950,000	$ -	$ 190,000	**$ 1,140,000**
Arroyo Verdugo Arterial MSP Funding Request	**$ -**	**$ 1,140,000**	**$ -**	**$ -**	$ -	$ -	$ 950,000	$ -	$ 190,000	**$ 1,140,000**
Original Active Transportation Allocation (from Metro)		**$ -**			$ -	$ -	$ -	$ -	$ -	**$ -**
AVCJPA Active Transporation Allocation (pending Board approval)**		**$ 7,131,180**			$ 2,748,795	$ 1,056,769	$ -	$ 2,194,215	$ 1,131,401	**$ 7,131,180**
Arroyo Verdugo Active Transportation MSP Funding Request	**$ 17,384,000**	**$ 7,131,180**	**$ 4,384,000**	**$ 5,868,820**	$ -	$ 3,000,000	$ -	$ 4,131,180	$ -	**$ 7,131,180**
Total MSP Allocation		**$ 24,039,601**			**$ 4,549,000**	**$ 4,631,565**	**$ 4,832,836**	**$ 4,953,657**	**$ 5,072,543**	**$ 24,039,601**
Total Arroyo Verdugo MSP Funding Request	**$ 94,957,920**	**$ 23,023,434**	**$ 19,504,197**	**$ 60,701,469**	$ -	$ 4,253,919	$ 7,876,000	$ 6,833,863	$ 4,059,652	$ 23,023,434
Annual Cash Flow (Cumulative allocated minus spent)					$ 4,549,000	$ 4,926,646	$ 1,883,482	$ 3,276	$ 1,016,167	
UnProgrammed Funds		**$ 1,016,167**								**$ 1,016,167**

* On December 6th, 2018 the AVCJPA Governing Board approved a new allocation of AVC MSP funds. However, the allocation amount submitted here differs slightly than what the Board approved.

** On March 27, 2019, Metro provided comments on the submitted project schedule and details. The latest summary reflects adjustments requested by Metro.

Report

TO: Arroyo Verdugo Communities Joint Powers Authority (AVCJPA) Governing Board

FROM: Cambridge Systematics, Inc.

DATE: April 23, 2019

RE: Measure M Multi-Year Subregional Program Plan Submittal

Background

On December 6th, 2018, the Arroyo Verdugo Communities Joint Powers Authority (AVCJPA) Governing Board approved the draft 5-Year Measure M Multi-Year Subregion Program Funding Plan (MSP Plan) for the Arroyo Verdugo subregion. Along with that approval, the AVCJPA Governing Board approved the reallocation of Arroyo Verdugo MSP program funding through the swapping between future Arroyo Verdugo Communities MSP sources (see staff report for 12/6/2018 meeting). After approval from the AVCJPA Governing Board, the AVCJPA staff and TAC gathered specific project information and additional documentation for submittal to Metro. This process resulted in the identification of several changes required to the JPA Board Adopted draft MSP Plan and MSP allocation. On January 29, 2019, Cambridge Systematics submitted a memorandum to the AVCJPA Governing Board highlighting these changes.

On March 27, 2019, Metro completed their eligibility review of the projects listed in the MSP Plan. AVCJPA communities responded to Metro's respective comments, and through this process, identified several changes in total project costs from those listed in the latest MSP Plan shown in the January 29, 2019 memorandum from Cambridge Systematics (see Table 2 for details). The split between the Arroyo Verdugo communities is unchanged and the funding request to Metro in the first five program years is unchanged, with the exception of South Pasadena now utilizing funds previously identified as "unprogrammed" from their own respective allocation.

Additionally, Metro requested that Burbank and Glendale's Victory Boulevard project be funded out of Metro's Active Transportation program, rather than the Modal Connectivity/Complete Streets program. Metro does not require any action from Burbank and Glendale to carry out this change of Metro funding source until further notice. However, the allocation between AVC MSP funding sources has changed slightly. Table 1 highlights the original allocation, the adopted allocation from 12/6/2018, the revised allocation from the 01/29/19 memorandum, and the new proposed allocation based on the MSP submittal.

CAMBRIDGE SYSTEMATICS

Table 1: Reallocation of MSP Fund Amounts for Arroyo Verdugo Communities First 5-year MSP Plan

Five Year Funding Amount by Program (less 0.5% for Planning)	**Original Allocation**	**Board Adopted Allocation 12/6/2018**	**Revised Allocation 01/29/2019**	**New Allocation**
Transit Projects	$ 13,462,386	$ 11,313,348	$ 11,313,348	$ 11,313,348
Modal Connectivity and Complete Streets Projects	$ 10,577,215	$ 11,676,253	$11,586,253	$4,455,073
Highway Efficiency, Noise Mitigation, and Arterial Projects	$ 0	$ 1,050,00	$1,140,000	$1,140,000
Active Transportation	$0	$0	$0	$7,131,180
Total	**$ 24,039,601**	**$ 24,039,601**	**$ 24,039,601**	**$ 24,039,601**

Table 2 on the following pages displays the draft MSP Plan: the 5-year Funding Plan for the Arroyo Verdugo Communities Multi-year Subregional Program. There are a few minor changes to the table since the January 29, 2019 memorandum. These changes are highlighted in red text and strike through and include:

- Glendale has updated its total Victory Boulevard project cost from $8.5 million to $10 million. The funding request from Metro in the first five years remains unchanged
- South Pasadena has updated its total bikeway project cost from $64,200 to $135,200. As a result, this project's funding request in Year 5 is able to use $5,452 of funds previously designated as "unprogrammed" for South Pasadena, increasing South Pasadena's funding request to Metro by that amount ($5,452)

Table 2. Arroyo Verdugo Communities Draft 5-Year Multi-year Subregional Program Plan (MSP Plan)

Agency and Project	Five Year Total MSP Funding	Years 1 & 2 (FY 17-18 & 18-19)*	Year 3 (FY 19-20)	Year 4 (FY 20-21)	Year 5 (FY 21-22)
Burbank	**$ 4,888,172**	$ 3,000,000	$ -	$ -	$ 1,800,000
Victory Blvd Connectivity Gap Closure and Transit Enhancements - Burbank portion***	$ 3,000,000	$ 3,000,000			
BurbankBus State of Good Repair - Bus Replacement 2020	$ 1,800,000				$ 1,800,000
Un-programmed Burbank Funds	*$ 88,172*				
Glendale	**$ 9,389,231**	$ -	$ 4,426,000	$ 4,963,231	$ -
Beeline Maintenance Facility	$ 4,426,000		$ 4,426,000		
Beeline Replacement Buses 2021	$ 832,051			$ 832,051	$ -
Victory Blvd Complete Streets Project***	$ 4,131,180			$ 4,131,180	$ -
La Cañada Flintridge	**$ 953,919**	$ 953,919	$ -	$ -	$ -
Foothill Blvd Link Bikeway and Ped. Greenbelt	$ 953,919	$ 953,919			
La Crescenta-Montrose	**$ 927,995**	$ -	$ -	$ -	$ -
Un-programmed La Crescenta-Montrose Funds	$ 927,995				
Pasadena	**$ 6,670,632**	$ 300,000	$ 2,500,000	$ 1,870,632	$ 2,000,000
Avenue 64 Complete Street Project	$ 1,800,000	$ 300,000	$ 1,500,000		
N. Hill Complete Street Project	$ 1,135,020		$ 300,000	$ 235,020	$ 600,000
Pasadena Transit Maintenance Facility	$ 3,035,612			$ 1,635,612	$ 1,400,000
Purchase Replacement Buses (FY 2018-2022)	$ 700,000		$ 700,000		
South Pasadena	**$ 1,209,652**	$ -	$ 950,000	$ -	$ 254,200
Columbia St and Pasadena Ave Turn Lanes, Columbia St and Orange Grove Ave Striping**	$ 150,000		$ 150,000		
Garfield Ave and Monterey Road Signal**	$ 400,000		$ 400,000		
Garfield Ave and Oak St Signal**	$ 400,000		$ 400,000		

Agency and Project	Five Year Total MSP Funding	Years 1 & 2 (FY 17-18 & 18-19)*	Year 3 (FY 19-20)	Year 4 (FY 20-21)	Year 5 (FY 21-22)
Fremont Ave and Huntington Dr Signage**	$ 140,000				$ 140,000
Grevelia St and Fair Oaks Ave Striping and Signal Timing	$ 50,000				$ 50,000
Fair Oaks, El Centro/Oxley, Meridian, Fremont Bikeway Improvements	~~$ 64,200~~ $ 69,652				~~$ 64,200~~ $ 69,652
Un-programmed South Pasadena Funds	~~$ 5,452~~ $ 0				
Total AVC MSP Funding Request	~~$ 23,017,982~~ $ 23,023,434	$ 4,253,919	$ 7,876,000	$ 6,833,863	~~$ 4,054,200~~ $ 4,059,652
Total AVC MSP Available Funding	**$ 24,039,601**	$ 9,180,565	$ 4,832,836	$ 4,953,657	$ 5,072,543
Cumulative Cash Flow (End of Year Balance)		$ 4,926,646	$ 1,883,482	$ 3,276	~~$ 1,021,621~~ $ 1,016,167
Un-programmed Funds	~~*$ 1,021,619*~~ *$ 1,016,167*				

* Fiscal year 17/18 ended June 30th, 2018. Un-programmed funds roll over into the next fiscal year; therefore, Years 1 and 2 for this MSP are combined.

**Projects to be funded with *Highway Efficiency, Noise Mitigation, and Arterial Projects* MSP funding source.

*** Projects to be funded with *Active Transportation* MSP funding source.

Red text and strikethrough indicate changes made since the January 29, 2019 memorandum update, including numbers changed by a single dollar due to rounding based on the latest update.

CAMBRIDGE SYSTEMATICS

MSP Name: [INSERT MULTI-YEAR PROGRAM NAME]
Project Name: [INSERT PROJECT NAME]

PROJECT FINANCIAL PLAN

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

1. PROJECT FINANCIAL EXPENSES

NOTE: INDICATE ALL AMOUNTS IN WHOLE DOLLARSFROM CURRENT FISCAL YEAR.

	PROJECT EXPENSES *	Prior Years	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	Future Years (if any)	TOTAL
	CAPITAL EXPENSES:								
1	Design and PS&E					$650,000			$650,000
2	Right-of-Way Acquisition or Lease								
3	Utilities Relocation					$3,481,180		$1,018,820	$4,500,000
4	Equipment Purchase or Lease (e.g., computers)								
5	Vehicle Purchase or Lease								
6	Construction							$4,000,000	$4,000,000
7	Construction Engineering							$850,000	$850,000
	OPERATING EXPENSES:								
8	Administration/Management								
9	Operating Costs								
10	Maintenance								
11	Marketing								
	OTHER EXPENSES (Specify):								
12									
13									
14									
15									
16									
17									
18	**TOTAL PROJECT EXPENSES**					$4,131,180		$5,868,820	$10,000,000

* List only expenses to be incurred in the completion of the Scope of Services of the project for which you are applying for funding. Expense categories are not applicable for all projects.

PLEASE INDICATE THE AMOUNT AND YEARS IF YOU HAVE INCURRED COSTS IN THE EARLIER YEARS OR IF YOU WILL REQUIRE ADDITIONAL FUNDING IN LATER YEARS FOR THIS PROJECT.

MSP Name: Arroyo Verdugo MSP Five Year Funding Plan
Project Name: City of South Pasadena -- Fair Oaks, El Centro/Oxley, Meridian, Fremont Bikeway Improvements (FY2021-2022)

PROJECT FINANCIAL PLAN

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

1. PROJECT FINANCIAL EXPENSES

NOTE: INDICATE ALL AMOUNTS IN WHOLE DOLLARSFROM CURRENT FISCAL YEAR.

	PROJECT EXPENSES *	Prior Years	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	Future Years (if any)	TOTAL
	CAPITAL EXPENSES:								
1	Design and PS&E						$30,000		$30,000
2	Right-of-Way Acquisition or Lease								
3	Utilities Relocation								
4	Equipment Purchase or Lease (e.g., computers)								
5	Vehicle Purchase or Lease								
6	Construction						$39,652	$60,548	$100,200
7	Construction Engineering							$5,000	$5,000
	OPERATING EXPENSES:								
8	Administration/Management								
9	Operating Costs								
10	Maintenance								
11	Marketing								
	OTHER EXPENSES (Specify):								
12									
13									
14									
15									
16									
17									
18	**TOTAL PROJECT EXPENSES**						$69,652	$65,548	$135,200

* List only expenses to be incurred in the completion of the Scope of Services of the project for which you are applying for funding. Expense categories are not applicable for all projects.

PLEASE INDICATE THE AMOUNT AND YEARS IF YOU HAVE INCURRED COSTS IN THE EARLIER YEARS OR IF YOU WILL REQUIRE ADDITIONAL FUNDING IN LATER YEARS FOR THIS PROJECT.

Arroyo Verdugo Communities Joint Powers Authority

DATE: May 16, 2019

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Measure M MSP Consultant Services – Year 2

BACKGROUND

On April 14, 2018, the Governing Board awarded a contract for Measure M MSP consultant services to Cambridge Associates for Year 1. Options for the four successive years of Measure M MSP consultant services were also included, with a price for each year. Once Metro has programmed the AVCJPA Year 1 projects, the AVCJPA can proceed with the Year 2 Option, if the Governing Board votes to the option for Year 2.

In October of 2018, Metro released the Measure M MSP Funds available for 2022-23 (see attached). As a part of this report, Metro indicated that, in FY 2022-23, the AVCJPA would have an additional $5,224, 083 available at that time. The figures by agency (consistent with past practice, based on population alone) are as follows:

AVCJPA FUNDS AVAILBLE IN 2022-23

AGENCY	POPULATION	PERCENTAGE	TOTAL AMOUNT BY AGENCY
Burbank	105,952	20.18%	$ 1,054,185
Glendale	206,283	39.29%	$ 2,052,443
La Cañada Flintridge	20,602	3.92%	$ 204,983
Pasadena	146,312	27.87%	$ 1,455,753
South Pasadena	26,245	5.00%	$ 261,129
County of Los Angeles 5th District (La Crescenta-Montrose)	19,658	3.74%	$ 195,590
Totals:	525,052	100.00%	$ 5,224,083

Although these funds will not be available until FY 2022-23, there is a possibility, if Metro releases additional figures for FY 2023-24 this fall, that those funds could be planned for at the same time as the above FY 2022-23 project funds.

DISCUSSION

Cambridge Associates have made the following proposal as a Year 2 Option:
Proposal to provide strategic assistance to the AVCJPA, as needed, not to exceed the year 2 budget listed below. The scope would be as follows:

1. Update the project list, as needed with any newly proposed projects;
2. Updates, as necessary, at AVCJPA TAC meetings during preparation of project list;
3. Coordination with Metro as needed to ensure project list is analyzed per Metro guidelines;
4. Appear at City Council meetings as requested (only once and only for those with new projects)
5. Submittal of Draft MSP Plan to all AVCJPA agency staff for review.
6. Presentation on progress of current projects and initial draft of MSP, highlighting any changes, to AVCJPA Governing Board.
7. Final draft presentation to AVCJPA Governing Board for final comment and approval.
8. Final MSP to Metro for approval.
9. Respond to Metro comments and submit additional information as needed to Metro for the remainder of the first year.

Year 2 Option (from original contract):

Cambridge Systematics	$17,215.21
STV, Inc	$6,452.74
Civic Projects	$1,374.50
Total Year 2 Budget	$25,042.45

The consultant will consider any changes to existing projects, amounts to be spent for each year, along with any new projects. This will all be finally submitted for programming within the FY 2019-20 fiscal year. The consultant would not provide any public participation services in Year 2. Metro only requires this for new projects and that function would be left up to each individual agency to provide that service and to submit evidence to the AVCJPA so that it could be then transmitted to Metro in fulfillment of their public participation requirement.

FISCAL IMPACT

The cost of the Year 2 Option is $25,042. Less the remaining Measure M MSP Planning (.05%) funds on the AVCJPA current Funding Agreement, anticipated to be $18,913, leaves $6,129 to be funded by the AVCJPA agencies using the same formula as is used for the budget. This amount has been included in the proposed budget. However, in the event the Governing Board does not exercise its Year 2 Option, then the amount will be withdrawn.

OPTIONS

1. Exercise the Year 2 Option, as proposed by Cambridge Associates for Measure M MSP consulting services, in the amount of $25,042, with $6,129 to be funded by the member agencies.
2. Do not exercise the Year 2 Option and provide staff with alternate direction.

RECOMMENDATION

Option 1. Exercise the Year 2 Option, as proposed by Cambridge Associates for Measure M MSP consulting services, in the amount of $25,042, with $6,129 to be funded by the member agencies.

Attachment

Measure M Multi-Year Subregional Programs 5-Year Cashflows (October 2018)

In Year of Expenditure Dollars

Program	Sub-region	Ground-breaking Start Date	Unallocated Balance from FY 2017/2018	FY 2018 FY 2019	FY 2019 FY 2020	FY 2020 FY 2021	FY 2021 FY 2022	FY 2022 FY 2023	New 2018 5-Year Total Plus Unallocated Balance	2018 Project Development Funding Maximum [a]	Project Development Fund Unexecuted Balance [c]
Modal Connectivity Program and Complete Streets Proj.	av	FY 2018	$ 2,020,000	$ 2,072,520	$ 2,126,406	$ 2,179,566	$ 2,231,875	$ 2,294,591	$ 12,924,957	$ 64,625	$ 11,473
Transit Projects	av	FY 2018	$ 2,571,000	$ 2,637,846	$ 2,706,430	$ 2,774,091	$ 2,840,669	$ 2,920,492	$ 16,450,527	$ 82,253	$ 14,602
Active Transportation Projects	av	FY 2033									
Arroyo Verdugo Projects to be Determined	av	FY 2048									
Goods Movement Projects	av	FY 2048									
Highway Efficiency, Noise Mitigation and Arterial Proj.	av	FY 2048									
Arroyo Verdugo Subregion Total									**$ 29,375,485**	**$ 146,877**	**$ 26,075**
Active Transportation, 1st/Last Mile, & Mobility Hubs	cc	FY 2018	$ 2,150,000	$ 2,205,900	$ 2,263,253	$ 2,319,835	$ 2,375,511	$ 2,442,263	$ 13,756,762	$ 68,784	$ 68,784
Los Angeles Safe Routes to School Initiative	cc	FY 2033									
BRT and 1st/Last Mile Solutions e.g. DASH	cc	FY 2048									
Freeway Interchange and Operational Improvements	cc	FY 2048									
LA Streetscape Enhancements & Great Streets Prog.	cc	FY 2048									
Public Transit State of Good Repair Program	cc	FY 2048									
Traffic Congestion Relief-Signal Synchronization	cc	FY 2048									
Central City Area Subregion Total									**$ 13,756,762**	**$ 68,784**	**$ 68,784**
Active Transportation Program	gc	FY 2018	TBD						$ -	$ -	$ -
I-605 Corridor 'Hot Spot' Interchange Improvements [b]	gc	FY 2018	$ 12,400,000	$ 12,722,400	$ 13,053,182	$ 13,379,512	$ 13,700,620	$ 14,085,608	$ 79,341,322	$ 269,925	$ 269,925
Gateway Cities Subregion Total									**$ 79,341,322**	**$ 269,925**	**$ 269,925**
Active Transportation, Transit, and Tech. Program	lvm	FY 2018	$ 2,133,333	$ 2,188,800	$ 2,245,708	$ 2,301,851	$ 2,357,096	$ 2,423,330	$ 13,650,118	$ 68,251	$ 12,117
Highway Efficiency Program	lvm	FY 2018	$ 8,866,667	$ 9,097,200	$ 9,333,728	$ 9,567,071	$ 9,796,680	$ 10,071,967	$ 56,733,313	$ 283,667	$ 50,360
Modal Connectivity Program	lvm	FY 2048									
Traffic Congestion Relief and Improvement Program	lvm	FY 2048									
Las Virgenes Malibu Subregion Total									**$ 70,383,431**	**$ 351,917**	**$ 62,476**
Active Transportation Program	nc	FY 2018	$ 2,640,000	$ 2,708,640	$ 2,779,065	$ 2,848,541	$ 2,916,906	$ 2,998,871	$ 16,892,023	$ 84,460	$ 84,460
Transit Program [b]	nc	FY 2018	$ 5,880,000	$ 6,032,880	$ 6,189,735	$ 6,344,478	$ 6,496,746	$ 6,679,304	$ 37,623,143	$ 23,753	$ 23,753
Multimodal Connectivity Program	nc	FY 2033									
Arterial Program	nc	FY 2048									
Goods Movement Program	nc	FY 2048									
Highway Efficiency Program	nc	FY 2048									
North County Subregion Total									**$ 54,515,167**	**$ 108,213**	**$ 108,213**

Measure M Multi-Year Subregional Programs 5-Year Cashflows (October 2018)

In Year of Expenditure Dollars

Program	Sub-region	Ground-breaking Start Date	Unallocated Balance from FY 2017/2018	FY 2018 FY 2019	FY 2019 FY 2020	FY 2020 FY 2021	FY 2021 FY 2022	FY 2022 FY 2023	New 2018 5-Year Total Plus Unallocated Balance	2018 Project Development Funding Maximum [a]	Project Development Fund Unexecuted Balance [c]
South Bay Highway Operational Improvements [b]	sb	FY 2018	$ 11,000,000	$ 11,286,000	$ 11,579,436	$ 11,868,922	$ 12,153,776	$ 12,495,297	$ 70,383,431	$ 134,962	$ 3,398
Transportation System and Mobility Improve. Prog.	sb	FY 2018	$ 3,500,000	$ 3,591,000	$ 3,684,366	$ 3,776,475	$ 3,867,111	$ 3,975,776	$ 22,394,728	$ 111,974	$ 19,879
Transportation System and Mobility Improve. Prog.	sb	FY 2018	$ 19,566,667	$ 20,075,400	$ 20,597,361	$ 21,112,295	$ 21,618,990	$ 22,226,483	$ 125,197,196	$ 625,986	$ 111,132
South Bay Subregion Total									**$ 217,975,355**	**$ 872,922**	**$ 134,410**
Active Transportation Prog. (Including Greenway Proj.)	sg	FY 2018	$ 2,310,000	$ 2,370,060	$ 2,431,682	$ 2,492,474	$ 2,552,293	$ 2,624,012	$ 14,780,521	$ 73,903	$ 13,120
Bus System Improvement Program	sg	FY 2018	$ 550,000	$ 564,300	$ 578,972	$ 593,446	$ 607,689	$ 624,765	$ 3,519,172	$ 17,596	$ 3,124
First/Last Mile and Complete Streets	sg	FY 2018	$ 1,980,000	$ 2,031,480	$ 2,084,298	$ 2,136,406	$ 2,187,680	$ 2,249,153	$ 12,669,018	$ 63,345	$ 11,246
Highway Demand Based Prog. (HOV Ext. & Connect.)	sg	FY 2018	$ 2,310,000	$ 2,370,060	$ 2,431,682	$ 2,492,474	$ 2,552,293	$ 2,624,012	$ 14,780,521	$ 73,903	$ 13,120
Goods Movement (Improvements & RR Xing Elim.)	sg	FY 2048									
Highway Efficiency Program	sg	FY 2048									
ITS-Technology Program (Advanced Signal Tech.)	sg	FY 2048									
San Gabriel Valley Subregion Total									**$ 45,749,230**	**$ 228,746**	**$ 40,610**
Active Transportation 1st/Last Mile Connections Prog.	w	FY 2018	$ 3,610,000	$ 3,703,860	$ 3,800,160	$ 3,895,164	$ 3,988,648	$ 4,100,729	$ 23,098,562	$ 115,493	$ 20,504
Westside Subregion Total									**$ 23,098,562**	**$ 115,493**	**$ 20,504**

Notes:

[a] - Project development funding (0.5%) amount based on Measure M funding only.

[b] - Includes all funding sources programmed in the Expenditure Plan (page 3 of Attachment A) to subregional program.

[c] - Difference between 2018 Project Development Funding and Executed Agreements.

Forecasts assume inflation.

Arroyo Verdugo Communities Joint Powers Authority

IX.E

DATE: May 16, 2019

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Strategic Planning Consulting Services

BACKGROUND

Members of the Governing Board have been previously asked about the future activities of the AVCJPA. One of the Governing Board Members has requested that an item for discussion be placed on the agenda to potentially hire a Strategic Planning Consultant for this purpose.

Staff spoke to three different strategic planning consultants. One was used by the San Gabriel Valley COG and the other two were referrals by Foothill Transit. They were asked to "ballpark" the cost. Of course, this was without knowing the scope of the project, although the organization and where it is in its organizational life was described to them. The amounts given to staff ranged from$10,000 to $30,000. As a result, staff used $15,000 as the potential cost. If approved, staff would almost certainly need to come back to the Governing Board with both a scope and an increased or decreased cost.

Since this issue has been raised by one Governing Board Member, the cost has not been included as a part of the budget as yet. If the Governing Board decides to approve this item, the estimate would be added into the budget, to be revised at a later date if necessary.

FISCAL IMPACT

The amounts listed on page 2 of this report, in the far-right column, would be added to each agency's dues payment contained within the budget. In the event the final amount was more than the $15,000 estimate, the agencies would be billed for this additional amount. In the even it was less, it would be added to fund the reserve up to the $5,000 recommended amount. Any other surplus would be refunded.

AVCJPA STRATEGIC PLAN CONSULTANT COST, IF COST IS $15,000												
CITY	POPULATION (DEPARTMENT OF FINANCE POPULATION ESTIMATES AS OF 1/1/19)		2018 ASSESSED VALUE (in billions)*		LAND AREA		WEIGHTED FACTOR (average % of population, assessed value & land area)	Total Weighted Share Cost per City	1/2 Weighted Share	Equal Share	1/2 Equal Share	Total Cost by Agency
Burbank	105,952	20.18%	$23.95	23.40%	17.380	20.11%	21.23%	$3,184.42	$1,592.21	$ 2,500	$ 1,250	$ 2,842
Glendale	206,283	39.29%	$31.92	31.19%	30.453	35.23%	35.24%	$5,285.44	$2,642.72	$ 2,500	$ 1,250	$ 3,893
La Cañada Flintridge	20,602	3.92%	$8.02	7.84%	8.645	10.00%	7.25%	$1,088.08	$544.04	$ 2,500	$ 1,250	$ 1,794
Pasadena	146,312	27.87%	$31.05	30.34%	23.130	26.76%	28.32%	$4,248.25	$2,124.12	$ 2,500	$ 1,250	$ 3,374
South Pasadena	26,245	5.00%	$4.86	4.75%	3.405	3.94%	4.56%	$684.33	$342.17	$ 2,500	$ 1,250	$ 1,592
County of Los Angeles 5th District (La Crescenta-Montrose)	19,658	3.74%	$2.54	2.48%	3.426	3.96%	3.40%	$509.47	$254.74	$ 2,500	$ 1,250	$ 1,505
Totals:	525,052	100.00%	$102.34	100.00%	86.439	100.00%	100.00%	$15,000.00	$7,500.00	$ 15,000	$ 7,500	$15,000

OPTIONS

1. Fund the estimated strategic plan consultant cost at $15,000 and include in the budget for FY 2019-20.
2. Do not fund the strategic plan consultant cost for 2019-20, but direct that it be included for consideration by the Governing Board in the FY 2020-21 budget.
3. Do not fund the strategic plan consultant.
4. Provide staff with alternate direction.

RECOMMENDATION

That the Governing Board choose one of the four listed options.

Arroyo Verdugo Communities Joint Powers Authority

DATE: May 16, 2019

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Annual Budget FY 2019-20

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 proposed budget reflects the 2019 Department of Finance Population estimates, along with the 2018 Assessed Valuations. The attached budget represents this method of calculation. The 2019-20 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.

Attached is an operating budget of $66,796. Less Metro revenues, the AVCJPA agencies will be invoiced for $47,883.

The items in the budget are made up of estimated staff time for the Executive Director, the Management Analyst, contract minutes preparation, Liability Insurance, Annual Audit, establishment of reserve (1/2) and Measure M MSP Consultant costs (Year 2). The budget reflects 18% of the La Cañada Flintridge Division Manager's time spent as JPA Executive Director at her current salary.

One difference in this year's budget is that the agencies will not have to front money for the AVCJPA which would be subsequently returned to them. Last year, the AVCJPA did not have sufficient funds to begin paying the consultant (since Metro operates on a reimbursement basis only), so the funds were, in effect, borrowed from the agencies until the close of the consultant contract. It is anticipated that the consultant's contract will close out this month. Since there are still funds remaining from reimbursement from Metro, those funds can go towards the Year 2 consultant, which has been included in the budget. The remainder of the costs would need to be paid by the agencies, since there is not enough of a surplus to cover the entire Year 2 consultant fee. The agencies would not be paid back in this instance because there is no reimbursement once the Metro funds are depleted. The costs to the agencies (minimal) are also included within this budget.

Each agency will be invoiced, at the beginning of the fiscal year (prospectively). Therefore, following Governing Board approval of the budget, all AVCJPA agencies will be billed after July 1, 2019, for their share as listed for the 2019-20 fiscal year.

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.

RECOMMENDATION

Approve the attached Annual Budget for FY 2019-20, effective July 1, 2019 or (alternatively) provide staff with further direction.

Attachment

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY (AVCJPA)
FY 2019-20 PROPOSED BUDGET

REVENUES:

	TOTAL
Member Dues - Operations	$47,883.00
Estimated Balance of Metro Measure M Funding (.05 Planning Funds) - $120, 802 (Funding Agreement) Less projected FY 18-19 expenditures of $101,889 = $18,913 remaining	$18,913.00
TOTAL REVENUES	**$66,796.00**

EXPENDITURES

Estimated Budget Item	
Executive Director (Salary X 18%)	$21,500.00
Management Analyst (30 hrs.)	$1,050.00
Minutes Preparation	$1,800.00
Audit of FY 2018-19	$2,500.00
Treasurer Surety Bond	$450.00
Insurance - General Liability	$2,150.00
Insurance - Public Officals	$6,000.00
Insurance Auto	$1,300.00
Establishment of Reserve (one-half)	$2,500.00
Subtotal Operating Costs:	**$39,250.00**
Measure M Consultant - Year 2	**$27,546.00**
TOTAL PROPOSED EXPENDITURES:	**$66,796.00**
Less FY18-19 Measure M Balance(*):	**-$18,913.00**
Total Expenditures for Dues:	**$47,883.00**

27546	Consultant Year 2
18913	Remaining Measure M Planning Funds
8633	What was charged to cities for contract

** Subregional Plan Balance - Metro Measure M Funding (.05 Planning Funds) of $120,802 (funding agreement) less projected FY 18-19 expenditures of $101,889 = $18,913 remaining*

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY (AVCJPA)
FY 2019-20 ALLOCATION BY AGENCY

WEIGHTED SHARE (1/2 BUDGET)

CITY	POPULATION (DEPARTMENT OF FINANCE POPULATION ESTIMATES AS OF 1/1/19)		2018 ASSESSED VALUE (in billions)*		LAND AREA		WEIGHTED FACTOR (average % of population, assessed value & land	Total Weighted Share Cost per City
Burbank	105,952	20.18%	$23.95	23.40%	17.380	20.11%	21.23%	$10,165.30
Glendale	206,283	39.29%	$31.92	31.19%	30.453	35.23%	35.24%	$16,872.19
La Cañada Flintridge	20,602	3.92%	$8.02	7.84%	8.645	10.00%	7.25%	$3,473.38
Pasadena	146,312	27.87%	$31.05	30.34%	23.130	26.76%	28.32%	$13,561.26
South Pasadena	26,245	5.00%	$4.86	4.75%	3.405	3.94%	4.56%	$2,184.52
County of Los Angeles 5th District (La Crescenta-Montrose)	19,658	3.74%	$2.54	2.48%	3.426	3.96%	3.40%	$1,626.33
Totals:	525,052	100.00%	$102.34	100.00%	86.439	100.00%	100.00%	$47,883.00

**Assessed valuations are only available in July of each year. Therefore, the Assessed Valutions shown are for the previous year. Assessed valuation for La Crescenta/Montrose is at the 2015 level - annual estimates are not available.*

FY 2019-20 PROPOSED TOTAL ANNUAL COST BY AGENCY:	Burbank	Glendale	La Cañada Flintridge	Pasadena	South Pasadena	Co. of L.A. 5th Dist. (La Crescenta-Montrose)	TOTAL
Weighted Share	$10,165.30	$16,872.19	$3,473.38	$13,561.26	$2,184.52	$1,626.33	$47,883.00
One-Half Weighted Share:	**$5,082.65**	**$8,436.10**	**$1,736.69**	**$6,780.63**	**$1,092.26**	**$813.17**	$23,941.50
Equal Share ($47,883 / 6)	$7,980.50	$7,980.50	$7,980.50	$7,980.50	$7,980.50	$7,980.50	$47,883.00
One-Half Equal Share:	**$3,990.25**	**$3,990.25**	**$3,990.25**	**$3,990.25**	**$3,990.25**	**$3,990.25**	$23,941.50
DUES (unrounded):	**$9,072.90**	**$12,426.35**	**$5,726.94**	**$10,770.88**	**$5,082.51**	**$4,803.42**	**$47,883.00**
TOTAL PROPOSED DUES BY AGENCY (Rounded):	**$9,073.00**	**$12,426.00**	**$5,727.00**	**$10,771.00**	**$5,083.00**	**$4,803.00**	**$47,883.00**

Arroyo Verdugo Communities Joint Powers Authority

DATE: May 16, 2019

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Website

BACKGROUND

The Governing Board previously directed staff to look into the possibility of the AVCJPA having its own website. To that end, Mark Alexander, City of La Cañada Flintridge City Manager, emailed the City Managers of Burbank, Glendale and Pasadena to ask if their IT staff would be able to build and maintain the site. All were willing, and in the end, Pasadena is the agency which will provide the service at no charge to the AVCJPA.

This will involve either the Executive Director or another person posting and un-posting the agendas and other agency documents in compliance with the Brown Act.

FISCAL IMPACT

None

OPTIONS

1. Authorize the Executive Director to work with the City of Pasadena to build and maintain the new AVCJPA website.
2. Provide staff with alternate direction.

RECOMMENDATION

1. Authorize the Executive Director to work with the City of Pasadena to build and maintain the new AVCJPA website.

Arroyo Verdugo Communities Joint Powers Authority

DATE: May 16, 2019

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: SCAG Bylaws Amendment

BACKGROUND

At the SCAG General Assembly, there was a Bylaws Amendment (attached) concerning representation on SCAG Policy Committees which was proposed by Mayor Hofbauer of Palmdale. The amendment was tabled after a vote of 96-25. The impact of this amendment would have been that each city that was in two COGs/JPAs would be required to *choose* – for SCAG Policy Committee purposes only – which COG/JPA they wanted to represent them. Once the choice was made, they would have competed for a position on that Committee with anyone else from the chosen COG/JPA for that seat. Thus, the representation would have been reduced.

For example, in the case of Glendale (below), the City would have had to choose between the AVCJPA and the SFVCOG. If they chose SFVCOG, Member Devine could no longer serve as the AVCJPA representative because Glendale chose the SFVCOG. Since the SFVCOG already has a representative, Member Devine would come off. Alternatively, if Glendale chose the AVCJPA, then Ara Najarian could no longer serve as the SFVCOG appointee and would have had to resign his seat (see below).

Transportation Committee:
- Emily Gabel-Luddy – Burbank – AVCJPA Appointment
- Ara Najarian – Glendale – SFVCOG Appointment

CEHD:
- Bob Joe – South Pasadena – AVCJPA Appointment

EEC:
- Paula Devine – Glendale – AVCJPA Appointment
- Sharon Springer – Burbank – SFVCOG Appointment
- Diana Mahmud – South Pasadena – SGVCOG Appointment

The cities of Santa Clarita, South Pasadena, and La Cañada Flintridge wrote letters to Mayor Hofbauer asking that he table the motion. There was not letter from the AVCJPA because there had been no meeting to address the issue.

Since the motion was tabled indefinitely and not voted down (meaning it could arise again) staff is requesting that the Governing Board take a formal position of opposition on this matter, should it arise again, and authorize the Chair to write a letter of opposition if needed.

RECOMMENDATION

That the Governing Board take a formal position of opposition on this matter, should it arise again, and authorize the Chair to write a letter of opposition if needed.

Attachment

TABLED SCAG BYLAWS AMENDMENT

B. Proposal by The Honorable Steve Hofbauer
Regional Council member Steve Hofbauer submitted the following request to the Bylaws and Resolution Committee: "Please add consideration that cities shall belong to one SCAG district, COG, and / or sub-region for purposes of appointment of representatives to committees and the regional council. There are cities that have a foot in more than one. This sets up an unhealthy political standoff and quid-pro-quo environment."

Currently, each city in the SCAG region is already represented on one District on the Regional Council in the SCAG Bylaws so no revision to the Bylaws is needed to address Mayor Hofbauer's proposal. However, the SCAG Bylaws does not require a city represent only one subregion or COG for purposes of subregional representation on SCAG Policy Committees. The SCAG Bylaws provides each subregional organization within SCAG with a minimum of three subregional representatives to SCAG.

REPORT
Policy Committees and the subregions are free to determine which of its members will serve as its representatives on the SCAG Policy Committees. Because there are cities who are members of more than one subregional organizations within the SCAG region, these cities are able to represent two separate subregions on the SCAG Policy Committees. For example, the city of Santa Clarita is a member of both the North Los Angeles County subregion and the San Fernando Valley Council of Governments. Councilmembers from Santa Clarita represent both subregions on the Policy Committees. There are four other cities (Burbank, Glendale, La Cañada Flintridge and South Pasadena) which similarly belong to two subregional organizations and represent these subregions on the SCAG Policy Committees.

Mayor Hofbauer proposes to establish more equity such that a city may only represent one subregion on the SCAG Policy Committees. He contends that allowing a city to represent more than one subregion on the SCAG Policy Committee gives an advantage to that city and limits the ability of other cities to participate on SCAG Policy Committees, and that his proposal would encourage subregional cooperation.

The Bylaws and Resolutions Committee reviewed the proposal on March 21, 2019 and recommended its approval to the Regional Council. On April 4, 2019, the Regional Council also reviewed the proposal and after considerable discussion, recommended its approval to the General Assembly by a majority vote. Staff concurs with Mayor Hofbauer's proposal from a representational perspective in that similar to a city represented on one RC District per the SCAG Bylaws, a city should represent one subregion for Policy Committee representation and that this approach could provide for more participation from jurisdictions on the Policy Committees. That said, staff recognizes that subregional representation is determined by the subregions and that in some instances, subregions have found that certain cities are more interested or are more able to serve on SCAG Policy Committees than others.

Attachment:
Marked-up version of the SCAG Bylaws illustrating proposed Bylaw Amendment:
E. ***Policy Committees***
(1) ***Membership:***
(a) The Policy Committees may include as voting committee members the following: representatives of voting-eligible Regional Council members serving on the Regional Council; one (1) representative from the California Department of Transportation; local government elected representatives from each of the general purpose subregional organizations as established under Article V(A)(1)(a)(5) of these Bylaws, except that local government elected representatives may only represent one subregional organization on the Policy Committees if that local government is a member of more than one subregional organization; and one (1) representative who is a general purpose local elected official and duly appointed board member from an agency with which the Association has a statutory or Memorandum of Understanding relationship.

Date: **May 16, 2019**

To: **Arroyo Verdugo Communities Joint Powers Authority Governing Board**

From: **Paula Devine, Council Member, City of Glendale**

Subject: **SCAG Energy & Environment Committee (EEC) Update**

February 7, 2019 Meeting

The EEC received a report on the Imperial County Walk Ride Learn. Upon approval from the EEC and Regional Council (RC), SCAG would accept Active Transportation Program grant funds to assume responsibility and manage the Imperial County Walk Ride Learn Safe Routes program. The EEC approved a motion to recommend that the Regional Council adopt Resolution Nos. 19-608-1 and 19-608-2, with a correction noted in the resolutions included in the packet that the amount of the grant funds should be $224,000 instead of $203,000.

The EEC received and filed reports on the ATP Cycle 4 Update, as well as Future Communities Pilot.

The EEC received an informational report, "Connect SoCal: Planning for Children and Families." Angelica Baltazar, Executive Director, Lewis-San Antonio Healthy Communities Institute (HCI), provided the presentation and the shifting dynamics of the population structure in general. She discussed the importance of beginning to evaluate these changes now, estimating an increase in population of 3.8 million people over the next 20-25 years. It is forecast that by 2040, the Hispanic community will grow to 53%, a majority of the population. In order to prepare for these changing dynamics, it is critical that communities are planning now for the growing housing and transportation infrastructure demands.

The EEC also received an informational report, "Notice of Preparation and Scoping Meetings for the Connect SoCal PEIR" by Roland Ok, SCAG Senior Regional Planner. SCAG staff prepared a Notice of Preparation (NOP) for the Connect SoCal (2020 Regional Transportation Plan/Sustainable Communities Strategies) Program Environmental Impact Report (PEIR), and the EEC approved the NOP to be released on January 23, 2019. The NOP provides a brief overview of the environmental issues associated with Connect SoCal. The release of the NOP initiates the PEIR preparation process for Connect SoCal, required under the California Environmental Quality Act (CEQA), which begins with a 30-day public review from January 23-February 22, 2019. Additionally, two Public Scoping Meetings are scheduled, which will be followed by stakeholder outreach.

The EEC also received an informational report, "Connect SoCal Environmental Justice Outreach Update" by Anita Au, SCAG Associate Regional Planner, who provided an update of activities associated with Connect SoCal Environmental Justice (EJ) Outreach. The EJ outreach was initiated in May 2018 via the EJ Working Group. The work plan for EJ includes two major components: (1) EJ Working Group, which also includes website updates and pop-up events;

and (2) working with the subregions through a program known as “Office Hours.” Two additional strategies include General Public Workshops and Focus Groups that will be launched later in the year. Outreach will begin late February and continue throughout the year, and invitations regarding the upcoming sessions will be shared with all subregional agencies.

The EEC also received an informational report, “Connect SoCal: Public Health Framework” by Hannah Brunelle, SCAG Assistant Regional Planner. Ms. Brunelle provided a brief overview of the Public Health Framework component of Connect SoCal that included a review of the 2016-2040 RTP/SCS health framework appendix. Studies have shown that public health outcomes are affected by the policies and procedures of many sectors. The public health framework appendix provides a single hub for policy-makers and interested stakeholders to access data that impacts the public health and outlines the relationships between land-use, transportation and public health as a resource for local planning.

March 7, 2019 Meeting

The EEC received and filed reports on SCAG’s Bottom-Up Local Input and Envisioning Process for Connect SoCal and RHNA, as well as the SCAG Sustainable Communities Program.

The EEC received an informational report, “Emerging Regional Issues: Where Will We Grow?” in which Jason Greenspan, SCAG Manager of Sustainability provided an update on the research and collaboration efforts that have taken place over the past 15 months within SCAG’s jurisdictions. The next step will be to forecast regional development patterns based on what staff has heard. There are areas with existing or planned transportation infrastructure in established urban and suburban centers that can absorb future growth. There are also opportunities for growth in more remote locations, areas that may increase the regions per capita greenhouse gas emissions, and also be vulnerable to climate stressors like wildfire, extreme heat, and flooding. The challenge for the Sustainability Community Strategy (SCS) will be to provide as many mobility choices as possible, while preserving the region’s resources and improving air quality. The presentation was continued by Ms. Kate Meis, Executive Director, Local Government Commission (LGC) to continue the discussion initiated during the Joint Policy Committee Meeting. Ms. Meis’ presentation centered on opportunities and challenges for developing more resource-efficient communities, in the areas of energy, housing and transportation needs. Another issue discussed was parking requirements related to housing and transportation growth. She cited that the amount of land in Los Angeles and surrounding communities dedicated to automobile transit is greater than housing, parks, and other areas combined. Members were directed to Assembly Bill 744 (Chau) for additional information to adjust parking requirements in their communities. Assembly Bill 744 allows developers to make a case that they do not need the level of parking allocated for a specific development, if a parking feasibility study is unavailable providing an opposite opinion.

The EEC also received an informational report regarding ARB Draft Guidelines on SCS Evaluation. Ping Chang, SCAG Manager of Compliance and Performance Monitoring, reported that the ARB Draft Guidelines provide guidance for how the MPOs will prepare their next Sustainable Communities Strategies. This ARB report is still in draft form and is likely to be

adopted by the ARB board in April 2019. Staff summarized the difference of how ARB would evaluate the SCS compared to the past. In the past ARB's determination of the compliance of the SCS focused very narrowly as to whether the region would achieve the required GHG emission reduction target. This will no longer be the case; the main difference is that ARB will use a broader strategy-based framework. Going forward the SCS should demonstrate a realistic basis, such that the SCS strategies would have a track record relating to implementation. Further, SCAG cannot propose a very aggressive strategy, without identifying the specific actions needed. The challenge to the SCAG Region is that SCAG does not have land use and transportation system implementation authority. This is an opportunity for SCAG to work closely with local jurisdictions and transportation agencies regarding SCS implementation.

CITY OF SOUTH PASADENA

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Date: May 6, 2019
To: Arroyo Verdugo Communities Joint Powers Authority Governing Board
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 were recommended by the CEHD to the Regional Council for approval:

- Final Regional Housing Needs Assessment (RHNA) Charter
- SCAG Sustainable Communities Program
- RHNA Subregional Delegation Guidelines

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

- Future Communities Pilot Program
- Connect SoCal Environmental Justice Outreach Update
- Notice of Preparation and Scoping Meetings for the Connect SoCal Program Environmental Impact Report
- Air Resources Board (ARB) Draft Guidelines on Sustainable Communities Strategy Evaluation
- Active Transportation Program Cycle 4 Update
- 2019 SCAG Regional Active Transportation Program
- May is National Bike Month

The CEHD has received informational presentations on the following:

- Connect SoCal: Planning for Older Adults
- ARB Senate Bill 150 Report on SB 375 Implementation Progress
- Emerging Regional Issues: Where Will We Grow?
- Update on SCAG's Growth Forecast of Population, Households, and Employment for Connect SoCal
- Report on SCAG's Bottom-Up Local Input and Envisioning Process for Connect SoCal and RHNA
- Connect SoCal: How Will We Connect?
- Sustainable Communities Strategy Framework Update
- RHNA Methodology Survey Packet
- Update on Local Economic Development Tools and SCAG's Recommendations for Improvements

The next meeting will be held on June 6, 2019.

DATE: May 7, 2019

TO: Arroyo Verdugo Communities Joint Powers Authority Governing Board

FROM: Emily Gabel-Luddy, SCAG Transportation Committee Member

SUBJECT: Summary of SCAG Transportation Committee meetings from February, March, and April 2019.

The following is a summary of SCAG Transportation Committee meetings from the last several months. SCAG began holding Joint Policy Committee meetings to educate members on larger regional issues.

FEBRUARY

(From Joint Policy Committees Meeting, February 7, 2019.)

The new Regional Transportation Plan will come forward for adoption in 2020.

Demographic shifts in SCAG's region show:

- 65% of total population growth in the next 15 years will be people 65 years old and older;
- Region represents 49% of state population;
- People will "age in place;"
- Job growth will be uneven with astonishing loss of middle wage jobs ($18 to $30/hour);
- 25% of existing work hours will become automated;
- Drought may not impose constraints on growth because of conservation and technological improvements;
- People still will lean to automobiles, while more alternatives will emerge.
- Prior Regional Transportation Plan did not account for these (scooters, Lyft/Uber, other personal mobility devices).

(From SCAG Transportation Policy Committee meeting, February 7, 2019.)

Travel Behavior of Millennials – Evelyn Blumenberg, professor at UCLA Institute of Transportation Studies.

She evaluated national data, but it is also relevant to Southern California. Since 2017, there has been a slight decline of licensed drivers after uptick following the end of the recession.

Some possible reasons for this are stricter license requirements; having a greener outlook; caring more about smart phones and options they provide; living in urban areas; better transportation options being available.

Alternate reasons could be effects of the recession, younger people transitioning later into adulthood, preferring suburban living. Household structure has changed significantly – people are moving back home, especially young adults. Licensing is becoming more stringent over time (lower rates in stricter states). Research shows many young adults live in new developments, with two-thirds residing in suburban household neighborhoods. Unexpected.

Four findings:

1. Through 2009 and the recession, there was a significant decline in travel among youth that persists today.
2. This decline is largely explained by a downturn in the economy.
3. This has a small cohort effect.
4. Youth and adults travel fewer miles in dense urban areas.

The SCAG Transportation Committee wants a strategic plan to address these issues. This will mean looking at all new technology for transportation demand management - all traditional transportation, plus new modes like Lyft, scooters, skateboards etc., and making plans easier for cities to implement.

MARCH:

(From SCAG Transportation Policy Committee Meeting, March 7, 2019.)

City Manager Chi of Monrovia on Monrovia's experience – all the challenges of future, $3/ft apartment rent. More people needing housing, lack of affordable housing etc. Striving for balanced growth in Monrovia.

Monrovia subsidized "Dial a Ride" at a per capita rate of $20/person/ride.

Reached agreements with Lyft (non-ADA compliant rides) and Lime bikes. These look useful. They adopted a scooter/bike share ordinance to help govern use of those products. Discontinued bikes due to non-use by residents/commuters; however, Lyft outperformed expectations.

In March 2018 there were approximately 5,000 Lyft rides taken, that grew to 71,000 rides in December.

18,749 people have signed up for Lyft. The Gold Line Station is the main point of ride origination. Overall cost to this program averaged out to $4/ride, a substantial savings from the old model of "Dial a Ride".

By using a shared platform with Lyft, every ride counts as a public transit ride.

APRIL

(From Joint Policy Committees Meeting, April 4, 2019.)

Public speakers: partner with Caltrans to install Porous reflective pavements to reduce temperatures. Up to 11 degrees and 6-decibel reduction.

Director of SCAG planning spoke about RTP development.

"How will we connect? Have high-level goals. A breakdown of Vehicle Miles Traveled is 56% work; 40% other; 4% school trips. Of those, 77% drive alone, 16% carpool, 3% transit, 4% walk or bike.

There has been an evolution of the transportation system. Now electric bikes and e-scooters.

Challenges – worse congestion, unstable funding, declining transit ridership, and safety.

Tech use without travel. 5g technology will create a revolution in tech use – medical diagnoses, work meetings, transportation demand strategies. Work at home is the fastest growing mode of travel.

Uber – As a platform and sustainable urban mobility. Austin Heyworth, Uber, Ca Public affairs. The company started in 2010, now 5 billion trips taken. The work of Uber and Lyft on one platform can support 25 rider trips. Use of QR code to access shared use transit.

(From SCAG Transportation Policy Committee Meeting, April 4, 2019.)

Speaker: Annie Nam with SCAG.

Congestion pricing – fixed or variable fees in highly congested areas. Electronic toll collection. "Go zone" is improved and affordable access as a result.

A Westside study area evaluated congestion pricing. The area encompassed routes around the intersection of I-10 and I-405. The most promising results for congestion pricing (e.g., reduction in VMT) occur when pricing affects the peak period. A 21% decrease in VMT was predicted, with sufficient revenues anticipated to underwrite cost to low income workers. Congestion pricing has had promising results.

Memo

To: Arroyo Verdugo Communities Joint Powers Authority Governing Board

From: Diana Mahmud, South Pasadena City Councilmember

cc: Ann Wilson, AVCJPA Executive Director

Date: May 8, 2019

Re: February – April Report re League of California Cities, Los Angeles County Division (LACD)

Here's what has happened at the LACD during the months of February 2019 – April 2019.

January 2019

The Board considered a proposed change to our legislative scorecard, which currently reports legislator votes on all bills on which the Division has taken a position, and have been passed by the Legislature. The change would have included votes on all Division bills, whether or not they were enacted. Ultimately the Board elected to maintain our current methodology.

February 2019

The Board elected to send a letter of support to the LA County Board of Supervisors for the City of La Verne EIFD, which would be the first established in the county. La Verne proposes an EIFD near its future Gold Line station. Kristine Guerrero reported on bills of interest relating to local government.

March 2019

The Board supported two bills addressing stormwater, AB 755 (Holden) and AB 1093 (Rubio). AB 755 would increase the tire fee by $.75 to a total of $3.25 to offer competitive grants for statewide and regional programs that address the effect of metals and zinc contaminants in stormwater runoff. AB 1093, based on last year's AB 2358 which was vetoed by Governor Brown, would direct the state to develop a financial capability assessment to better determine the ability of MS4 permittees to comply with MS4 permit conditions.

The Board also voted to oppose AB 1568 (McCarty), which would withhold and divert SB 1 transportation funds from a city if it is not certified by Cal. Department of Housing and Community Development to meet its Housing Element requirements. Finally, the Board voted

to support SB 355 (Portantino) which would amend the Brown Act to permit unelected alternate Board members of a joint powers agency to participate in the JPA's closed session discussions. Currently only alternate JPA Board members that are on the JPA member's legislative body can participate in such discussions.

Unfortunately current President Jennifer King was not re-elected to her seat on the Palos Verdes City Council, so Vice-President Juan Garza is now President, and Secretary/Treasurer Blanca Pacheco is now Vice-President. Jennifer Quan reported nominations were being selected to fill the Secretary/Treasurer and State Director position. A Nominating Committee was established.

April 2019

This month the Board considered four bills: SB 732 (Allen), SB 50 (Weiner), SB 5 (Beall) and AB 1356 (Ting). After a presentation by SCAQMD Board member Judy Mitchell and staff, the Board voted to oppose SB 732, which would extend taxing authority to the SCAQMD. This bill is unusual in that the Senator Allen elected to proceed with the bill, even though SCAQMD's Executive Director felt more time was needed for its development. The Division Board was concerned not only with the potential for further tax sales increases, which might impair cities' ability to meet their own financial needs, but also with the fact that the primary stated purpose of the bill is to enable SCAQMD to provide financial resources to address mobile sources of air pollution – even though it only has jurisdiction over mobile sources.

At the time of our meeting SB 50 had been heard and amended to incorporate certain elements of SB 4 (Beall) into the bill. Since we didn't have a copy of the bill as amended but knew we opposed its significant curtailment of local control, we voted to ask staff to prepare a letter in opposition once the text of the bill as amended was available. The Board will then review that letter and submit comments.

The Board also voted to support SB 5 which would establish an Affordable Housing and Community Development Investment Program, and to oppose AB 1356 which would require each city in which at least 50% of the electorate voted to decriminalize marijuana to license at least one retail establishment for every 10,000 residents or one cannabis license for each four liquor licenses, whichever is less.

The Nominating Committee recommended that James Bozajian (Calabasas) become the Division's Secretary/Treasurer, and Jorge Morales (South Gate) remain as State Director. Those recommendations are subject to approval by our Division membership at its June meeting. Finally, the Board heard a report on the Division's Citipac Fundraiser held April 18, which raised $33,500.

Please don't hesitate to contact me with any questions at diana.mahmud@gmail.com or 626.808.2715.

Arroyo Verdugo Communities Joint Powers Authority

DATE: May 16, 2019

TO: Governing Board

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

SUBJECT: Metro Technical Advisory Committee (TAC) Update

BACKGROUND

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 October.

DISCUSSION

Metro Twenty-Eight by '28

In February 2019, Metro presented preliminary staff plans to help fund and accelerate regional projects for the 2028 Olympics. This "Twenty-Eight by '28" plan identifies several Measure R and Measure M projects that Metro believes are required to serve the Olympic games. Because some of the identified projects would not be completed by 2028 under the current Measure R and Measure M Expenditure Plans, Metro has begun to identify alternative funding sources to accelerate the projects. These sources include Measure M subregional funding, local return, congestion pricing, fees on shared mobility devices (scooters and e-bicycles), and fees on Transportation Network Companies (Uber, Lyft). Because local cities rely on many of these funding sources already, several Metro TAC representatives expressed significant concerns over using some of these funding sources to accelerate Twenty-Eight by '28 projects. Specifically, TAC members representing local cities put forth a motion to recommend to the Metro Board to reconsider some of these important local funding sources and to conduct additional public outreach prior to considering alternative funding strategies for Twenty-Eight by '28 projects. Ultimately this motion failed as there was not enough support by a majority of the TAC members for the motion. Subsequently, the Metro Board approved a feasibility study for congestion pricing and a fee on TNC's to address regional congestion and to potentially fund Twenty-eight by '28 projects. Staff will continue to monitor Metro Twenty-Eight by '28 funding initiatives that could affect Arroyo Verdugo Cities local funding.

FTA Section 5310 Grant Program

Metro announced its FY2019 FTA Section 5310 grant funding cycle. This program provides funding for projects that enhance mobility for seniors and individuals with disabilities. While Access Services and Metro receive the majority of this federal funding, 4.6 million is available to local cities through grant projects to fund capital and operating projects that serve seniors and those with disabilities. Grant applications have been released and project applications are due July 31, 2019.

Metro NextGen Bus Study Update

Metro continues to develop its NextGen Bus Study, which will provide recommendations to completely overhaul Metro's local bus network throughout LA County. Metro continues to provide project updates to the TAC and most recently summarized the results of their public outreach. Major themes and priorities that emerged from their outreach included the need for fast, frequent, reliable service; the need for the system to be clean; and the need for bus arrival information to be communicated clearly and reliably. As discussed previously, Metro has diagnosed the transit competitiveness of every trip that was measured through its sampling of cell phone trip data in LA County to determine how the current transit system serves the overall trips made in the County. For all trips, Metro then identified types of trips that are currently served well, trips that are served well even when they shouldn't be, trips that are not served well when they should be, and trips that aren't served well and probably shouldn't be served by traditional transit. Based on this analysis and public outreach, Metro plans to propose a series of policy changes to the Metro Board in July and will return in the early fall with recommendations for specific route adjustments. Separately, Metro staff continues to meet with the transit staff from the Arroyo Verdugo Cities to study how the three cities' transit systems are currently operating and how they could be improved. This special Metro analysis of Arroyo Verdugo is helpful as Burbank and Glendale are both considering changes to their local transit systems to address many of the same trends that Metro sees with declining ridership.

FISCAL IMPACT

There is no Fiscal Impact to receive this TAC update.

RECOMMENDATION

Receive and File.