NOTICE AND AGENDA
REGULAR MEETING

Monday, July 29

Arroyo Verdugo Communities Joint Powers Authority

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY (AVCJPA)
GOVERNING BOARD

Thursday, August 1, 2019 – 4:00 p.m.
City of La Cañada Flintridge Council Chambers
One Civic Center Drive
La Cañada Flintridge, CA 91011

TERRY WALKER, CHAIR
SHARON SPRINGER, VICE-CHAIR
PAULA DEVINE, MEMBER
MARINA KHUBESRIAN, MEMBER
MARGARET MCAUSTIN, MEMBER
DAVID PERRY, 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: Monday, July 29, 2019

_____
Ann Wilson, Executive Director

REGULAR AVCJPA GOVERNING BOARD MEETING
Thursday, August 1, 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. PRESENTATIONS

A. Update from Metro Regarding the Next Gen Project
Presenter: Robert Calix, Metro
Staff Recommendation: To Receive and File

VI. CONSENT AGENDA

A. Approval of the Arroyo Verdugo Communities Joint Powers Authority Minutes for the Meeting of May 16, 2019
Staff Recommendation: To Approve Minutes of May 16, 2019

B. Treasurer's Report for August 1, 2019
By: Rebekka Hosken , Treasurer, AVCJPA
Staff Recommendation: To Receive and File

C. Warrant Resolution for August 1, 2019
By: Rebekka Hosken , Treasurer, AVCJPA
Staff Recommendation: Approve Resolution

D. Verdugo Workforce Appointments
Staff Recommendation: That the AVCJPA Governing Board Members of Burbank, Glendale, and La Cañada Flintridge appoint the following candidate for new membership on the Verdugo Workforce Investment Board, with the other Governing Board Members abstaining:

1. Steve Kaplan

VII. PUBLIC HEARINGS - None

VIII. OTHER BUSINESS

A. Strategic Plan Scope
Presenter: Ann Wilson, Executive Director
Staff Recommendation: Option #1: Approve the attached Scope of Work for the Strategic Plan Consultant and Authorize the Executive Director to put the project out to bid with the description that the budget is $15,000.

B. Holiday Reception
Presenter: Ann Wilson, Executive Director
Staff Recommendation:
That the Governing Board select one of the following four options:
1. That all agencies must participate.
2. That a lesser number of agencies may participate.
3. That no agency participates.
4. That this matter be delegated to the City Managers for a decision.

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

B. Consideration of Continuation of Elected Appointee Reports
Staff Recommendation:
Give staff direction as to whether the Elected Appointees should continue to submit reports at regular meetings of the AVCJPA

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

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

X. COMMENTS FROM MEMBERS

XI. ADJOURN

Next Regular Meeting:
Thursday, November 7, 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

SPECIAL MEETING OF THE GOVERNING BOARD

MINUTES
ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY
Thursday, May 16, 2019 - 4:00 p.m.
City of La Cañada Flintridge Council Chambers
One Civic Center Drive
La Cañada Flintridge, CA 91011

I. CALL TO ORDER

Chair McAustin called the meeting to order at 4:05 p.m.

II. ROLL CALL

Present: Margaret McAustin, Chair
Terry Walker, Vice-Chair
Paula Devine, Member
Marina Khubesrian, Member
David Perry, Member
Sharon Springer, Member

III. FLAG SALUTE

Vice Chair Walker led the Pledge of Allegiance.

IV. COMMENTS FROM THE PUBLIC

Sarah Patterson, Los Angeles County Regional Affairs Officer for SCAG, introduced herself and welcomed comments or questions.

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.

Chair McAustin introduced the item.

MOTION

Member Devine moved and Member Khubesrian seconded a motion to nominate Terry Walker as Chair. The motion carried unanimously.

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.

Chair McAustin introduced the item.

MOTION

Member Devine moved and Vice Chair Walker seconded a motion to nominate Sharon Springer as Vice Chair. The motion carried unanimously.

Member Walker recognized and commended Margaret McAustin for her service as Chair.

Chair McAustin thanked the Board for the recognition and stated it had been a pleasure.

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

Scott Hartwell, Metro Project Manager, provided an update on the North Hollywood to Pasadena BRT project including funding, alternatives analysis, service efficiency, and next steps.

Member Devine asked when and who would make the final route decision. Mr. Hartwell stated the Metro Board would make the final decision in Fall 2020 as part of certification of the Final Environmental Impact Report (EIR). He explained that the EIR would study different alternatives.

Executive Director Wilson stated Arroyo Verdugo was originally assigned 90% of the project cost. She asked what percentage of the route fell in the Arroyo Verdugo Subregion and what could be done about reassigning the cost charged to

the Subregion. She stated she had asked for the information several months ago. Mr. Hartwell stated he would obtain that information.

Chair McAustin requested clarification on the Pasadena portion of the route. Mr. Hartwell confirmed that they were regular mixed traffic stops, not a dedicate route. Chair McAustin asked where the route would connect to the Gold Line. Mr. Hartwell stated it could be either Memorial Park or the Del Mar Station. He stated the next study would refine the route configurations and optimize connection to the Gold Line. Chair McAustin discussed the purpose of transportation connectivity. She stated Del Mar was originally designed as a transportation hub and requested consideration.

Member Khubesrian asked about the route access to Pasadena City College (PCC). Mr. Hartwell discussed the heat map provided by PCC showing the origin of the students. He discussed potential connections for students.

Member Perry discussed concerns and the Supervisor's efforts to address concerns. He thanked Metro staff for its work.

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.

MOTION

Member Khubesrian moved and Member Walker seconded a motion to approve Consent Calendar. The motion carried unanimously, Member Springer abstaining from Item A.

VIII. PUBLIC HEARINGS: None

IX. OTHER BUSINESS

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

Treasurer Hosken presented the Audit Report, including positive statement of activity, and mitigated General Fund deficit.

Chair McAustin confirmed that the budget year ended positively.

MOTION

Member Khubesrian moved and Member Springer seconded a motion to receive and file the Audit Report. The motion carried unanimously.

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.

Treasurer Hosken provided the proposed financial policies including establishing a reserve target of $5,000 and providing minimal expenditure authority of up to $2,000.

Executive Director Wilson explained the proposal to gradually build the reserve.

Member Khubesrian asked about the rate of moving money to the reserve. Treasurer Hosken explained it was not a set reserve fund, just the surplus or deficit for the year. She stated the membership cost would be increased to build the reserve.

Chair McAustin requested a separate line item. Treasurer Hosken stated that could be done with an annual transfer.

Member Walker asked about the bottom line. Treasurer Hosken anticipated being close to $2500 with recent reimbursements from Metro.

Member Devine asked if each member would be paying $2,500. Executive Director Wilson stated it was based on member share.

Member Khubesrian clarified that a deficit or surplus would be shown separately. Treasurer Hosken indicated that to be correct.

MOTION

Member Walker moved and Member Khubesrian seconded a motion to approve Financial Policies 1 and 2. The motion carried unanimously.

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.

Executive Director Wilson presented the staff report indicating $23 million of the $24 million in projects were programmed.

Chair McAustin stated she would attend the Metro meeting to speak in favor of the submittals.

Member Khubesrian commended Cambridge on the report.

MOTION

Member Khubesrian moved and Member Walker seconded a motion to approve the new programming allocations and funding changes included in the Cambridge Report. The motion carried unanimously.

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.

Executive Director Wilson presented the staff report suggesting exercising the Year 2 Option.

Chair McAustin asked if Cambridge would be picking the projects. Executive Director Wilson explained the services including updating the project list, coordination with staff, submitting the draft MSP plan and delivering the final MSP Plan to Metro for approval. She stated the Year 2 option would not include public participation.

Member Walker asked the cost per agency. Executive Director Wilson stated the cost would be divided formulaically.

Member Springer asked if the $6,000 would be returned. Executive Director Wilson stated while the previous funding for the consultant had come from Metro Measure M, and the majority of the funds for this project would still come from Measure M funds, the remaining approximately $6,000 needed to come from all of the agencies (divided by formula) and would not be able to be refunded.

Member Springer stated it sounded like a good deal but her Council would like to vote on it.

Chair McAustin recalled the initial approval of the Cambridge contract, and the fact that the AVCJPA was under budget for Year 1 of the consultant services. She suggested the members could take the budget back to their respective cities. Executive Director Wilson stated the JPA was a fiduciary body that could vote.

Member Springer stated she thought the $6,000 was okay.

Member Devine stated the interaction between Cambridge and Transportation Advisory Committee (TAC) staff was beneficial.

Chair McAustin asked if there was any opposition to approving the expenditure. None was heard.

MOTION

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

E. Strategic Planning Consulting Services
Presenter: Ann Wilson, Executive Director
Staff Recommendation: That 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.

Chair McAustin indicated she requested the Board consider budgeting $15,000 for a strategic plan consultant. Chair McAustin stated there was a need to improve the AVCJPA standing with Metro, to think about the possibility of becoming a Council of Governments (COG), and to consider how to go forward in transportation issues.

In response to Member Walker, Chair McAustin stated the JPA was new and should consider its future structure.

Member Devine stated it was not a bad idea but suggested a project scope prior to deciding.

Member Khubesrian stated she agreed, in general, with the concept.

Executive Director Wilson discussed the proposed scope.

Member Walker asked if the consultant was included in the proposed budget. Executive Director Wilson stated it was not included. She pointed out the cost per agency and indicated she would come back for final approval.

Chair McAustin stated she was proposing the concept and putting funds in the budget as a placeholder.

Member Devine asked if Chair McAustin was suggesting an amount not to exceed $15,000. Chair McAustin stated the action of soliciting bids would come back to the Board.

Executive Director Wilson asked if the Board wanted her to come back with a scope.

Member Devine stated she would prefer a specific proposal.

Executive Director Wilson stated she would come back to award a contract and she explained billing of the agencies.

Member Devine suggested determining the scope prior to asking for funding.

Chair McAustin confirmed that the Board was open to the concept and Executive Director would return with a scope at the August 2019 meeting.

Member Khubesrian suggested the Board email thoughts about scope.

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

Executive Director Wilson presented the proposed budget.

Member Khubesrian asked about public outreach. Executive Director Wilson explained that public outreach was only required for new projects. She discussed the outreach program submitted to Metro, which was still in place. Member Khubesrian stated there was feedback that some were not happy with the prior consultant.

Member Devine asked if the population was based on the census. Executive Director Wilson stated it was the latest from the State Department of Finance. Member Devine questioned Glendale's population. Treasurer Hosken verified the population was 206,000.

Executive Director Wilson stated most cities were building dues into their budget.

MOTION

Member Perry moved and Member Khubesrian seconded a motion to approve the Annual Budget for FY 2019-20, effective July 1, 2019. The motion carried unanimously.

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

Executive Director Wilson presented the staff report. She discussed agenda posting requirements.

MOTION

Member Springer moved and Member Walker seconded a motion to authorize the Executive Director to work with the City of Pasadena to build and maintain the new AVCJPA website. The motion carried unanimously.

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.

Executive Director Wilson presented the staff report.

Member Perry added that Mayor Hofbauer, of the City of Palmdale, who had originally proposed the matter, chose to table the matter but wanted continued discussion though the year.

Member Devine discussed efforts to change the mind of Mayor Hofbauer.

Member Khubesrian encouraged opposing the matter should it arise again.-

Executive Director Wilson stated she would not send the letter unless the issue arose again.

MOTION

Member Khubesrian moved and Member Springer seconded a motion to formally oppose this issue. The motion carried unanimously.

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 Member Devine – Report Attached
4. 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 Springer seconded a motion to receive and file the reports. The motion carried unanimously.

B. Report from AVCJPA TAC Representative

Presenter: David Kriske

Staff Recommendation:

To Receive and File

David Kriske, METRO TAC Representative, reported that congestion pricing and fees on TNCs were being considered to fund 28 by 28. He discussed grant funds for transit projects for seniors. He stated METRO staff was discussing Next Gen.

Member Khubesrian asked what type of data was used. Mr. Kriske explained that METRO purchased cellphone data to determine which trips could be moved onto transit.

In response to Member Khubesrian, Mr. Kriske stated La Cañada was getting the information. Member Khubesrian stated Steve White would be the new staff contact.

In response to Member Springer, Mr. Kriske explained that cell tower pings were used to determine travel locations.

Chair McAustin asked if METRO was sharing the data with the cities. Mr. Kriske explained that data for the Subregion was being compiled. Chair McAustin asked if the data was available when the city was updating its short-range transit plan. Mr. Kriske discussed efforts to utilize the data.
Member Springer asked if the data could impact or enhance the Orange Line. Mr. Kriske stated the 134 BRT team and NextGen were working together.

Member Devine stated the data would be beneficial to Glendale's argument to lack of connectivity. Mr. Kriske stated METRO's use of the data was new.

Member Perry discussed conversations on regional mobility through transit.

Member Khubesrian asked if the data would come back. Mr. Kriske stated the data could be provided to the Board. He suggested asking the NextGen Team to come back.

MOTION

Member Khubesrian moved and Member Devine seconded a motion to receive and file the report. The motion carried unanimously.

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

Executive Director Wilson indicated she had no report.

XI. COMMENTS FROM MEMBERS

Member Devine introduced Glendale's new Director of Public Works Yaz Emrani.

MOTION

Member Devine moved and Member Springer seconded a motion to bring back an item in August to consider an annual holiday party. The motion carried unanimously.

Member Springer stated SB50 was dead.

Chair McAustin thanked the Board for allowing her to serve as Chair.

XII. ADJOURN

Chair McAustin adjourned the meeting at 5:38 p.m.

Arroyo Verdugo Communities Joint Powers Authority

VI.B

DATE: August 1, 2019

TO: Governing Board

FROM: Rebekka Hosken, Treasurer

SUBJECT: Treasurer's Report

BACKGROUND
Attached for your information is this quarter's Treasurer's report.

The first page two pages summarize estimated actual results for last fiscal year 2018-19. Assuming all Metro reimbursements are accrued back, the net operating surplus (revenues minus expenditures) for the year should be approximately $3,750.

The third page summarizes the budget for the current (new) fiscal year 2019-20. No checks have yet been written nor activity occurred. Total revenues are budgeted at $66,796 and total expenditures at $66,796, which includes a line item to set aside half of a planned $5,000 reserve for unanticipated expenses. Membership dues will be necessary soon in order to fund operations.

Through FY 2018-19, the JPA received Metro project reimbursements of $91,207.82 with an additional request recently submitted for $10,681.51, for a total of $101,889.33. An additional $18,913 of the total Metro grant of $120,802 remains available for use in FY 2019-20.

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 8/1/19

Arroyo Verdugo Communities Joint Powers Authority
TREASURER'S REPORT
as of 7/22/19

FY 2018-19 BUDGET vs. ESTIMATED ACTUAL (unaudited)

REVENUES		Budget	Estimated
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
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
	2019-2 Reimbursement 4		$ 10,043.34
	2019-3 Reimbursement 5		$ 10,681.51
		$ 120,802.00	$ 101,889.33
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
	Apr-19		$ 6.16
	May-19		$ 6.04
	Jun-19		$ 5.41
		$ -	$ 47.92
	Total Revenues	$ 158,477.00	$ 139,612.25

FY 2018-19 (continued)

EXPENSES		Budget	Estimated
5003	Salaries - Other	$ 23,675.00	$ 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
		$ 10,000.00	$ 7,132.82
6061	Professional Services	$ 4,000.00	
	101918 Lisa Pope - Minutes		$ 225.00
	13019 Lisa Pope - Minutes		$ 393.75
	61219 Lisa Pope - Minutes		$ 300.00
	51619 Lisa Pope - Minutes		$ 262.50
		$ 4,000.00	$ 1,181.25
	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
	51319 Consulting Svcs (Jan)		$ 6,896.16
	61819 Consulting Svcs (Feb)		$ 3,785.35
		$109,958	$ 101,889.33
	Total Expenditures	$ 147,633.00	$ 135,861.17
REVENUES LESS EXPENSES:		$ 10,844.00	$ 3,751.08

NOTES:

Arroyo Verdugo Communities Joint Powers Authority
TREASURER'S REPORT

FY 2019-20 BUDGET

REVENUES		Budget	Actual
4395	Membership Dues		
	City of Burbank	$ 9,073.00	$ -
	City of Pasadena	$ 10,771.00	$ -
	County of Los Angeles	$ 4,803.00	$ -
	City of Glendale	$ 12,426.00	$ -
	City of La Canada Flintridge	$ 5,727.00	$ -
	City of South Pasadena	$ 5,083.00	$ -
4411	Subregional Measure M Funding (Metro Reimb.)	$ 18,913.00	$ -
4610	Interest Income	$ -	$ -
	Total Revenues	$ 66,796.00	$ -

EXPENSES		Budget	Actual
5003	Salaries - Other		$ -
	Executive Director (salary x 18%)	$ 21,500.00	
	Management Analyst (30 hours)	$ 1,050.00	
6033	Postage	$ -	$ -
6034	Printing & Publishing	$ -	$ -
6038	Lease Agreements	$ -	$ -
6041	Insurance Premiums	$ 9,900.00	
6061	Professional Services		
	Minutes Preparation	$ 1,800.00	$ -
	Financial Audit	$ 2,500.00	$ -
	Measure M Consultant	$ 27,546.00	$ -
	Set-Aside for Reserves	$ 2,500.00	$ -
	Total Expenditures	$ 66,796.00	$ -
REVENUES LESS EXPENSES:		$ -	$ -

NOTES:

FY 2019-20 revenues include $2,500 to set aside as a reserve for unanticipated expenses.
An additional $2,500 will be added in FY 2020-21 to provide a reserve of $5,000.

Arroyo Verdugo Communities Joint Powers Authority

WARRANT RESOLUTION NO. 19-03 (Informational)

The following payments have been issued by the Arroyo Verdugo Communities Joint Powers Authority (AVCJPA) since its prior meeting on May 16, 2019.

Checks issued 5/17/19 - 7/23/19

Check Date	Check Number	Payee	Description/Purpose	Amount
5/10/19	13	Moss, Levy & Hartzheim	Financial Audit FY 2017-18	$ 2,500.00
5/16/19	14	Cambridge Systematics, Inc	Consultant Services - Subregional Program Plan	$ 6,896.16
6/14/19	15	Lisa Pope	Minutes Preparation	$ 300.00
6/19/19	16	Cambridge Systematics, Inc	Consultant Services - Subregional Program Plan	$ 3,785.35
6/25/19	17	City of Burbank	Reimburse Monies Advanced	$ 22,968.00
6/25/19	18	City of La Cañada Flintridge	Reimburse Monies Advanced	$ 14,441.00
6/25/19	19	City of Pasadena	Reimburse Monies Advanced	$ 27,076.00
6/25/19	20	City of South Pasadena	Reimburse Monies Advanced	$ 12,809.00
6/25/19	21	City of Glendale	Reimburse Monies Advanced	$ 31,310.00
6/25/19	22	County of Los Angeles	Reimburse Monies Advanced	$ 12,198.00
			Total:	$ 134,283.51

DATE: July 26, 2019

TO: Arroyo Verdugo Communities Governing Board Members of Burbank, Glendale and La Cañada Flintridge

FROM: _____
Judith Velasco
Director, Verdugo Workforce Development Board

SUBJECT: Recommendation for (1) new appointment of membership 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

- Steve Kaplan
  Field Representative of The Animation Guild, IATSE Local 839
  Appointment expiration: July 09, 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.

Steven Jeffrey Kaplan

PROFESSIONAL EXPERIENCE:

June 2010 – Present

Labor Organizer
The Animation Guild, Local 839 IATSE

- Identify non-union animation and visual effects houses for possible organization efforts
- Develop and maintain internal organizing campaigns designed to increase value of union membership
- Multiple other operational tasks to maintain the local and support the membership

November 2009 – June 2010

Sorcerer's Apprentice
After Effects Artist

- One of a three person In-House CG reporting directly to Visual Effects Supervisor John Nelson
- Rig removal and plate cleanup
- Compositing of 3d elements to create clean plates

July 2009 – November 2009

Ring of Fire
After Effects Artist
Imagination Movers

- Compositing of green screen elements on to stock and created background elements
- Wire and rig removal of puppet characters and practical effects
- General cleanup of actors and camera mistakes

Intel (Commercial)

- Compositing of different angles/shots to make a completed scene
- Removal of puppeteers and balancing clean plate with scene by adding shadows and matching color

McDonalds-Avatar (Commercial)

- Application of established re-coloring look to ferns, leaves and trees
- Rotoscoping of ferns, leaves and trees as needed

April 2009 – July 2009

I.E. Effects
Lightwave Artist
Discovery Channel Pilot (The Collapse of America)

- Creation and integration of 3D elements into live action plates
- Created environment and hero elements to show the infrastructure of the US "collapsing" due to neglect
- Lightwave and Digital Fusion

October 2008 – February 2009

Snoot Entertainment
Lightwave Artist / Shake Artist
BATTLE FOR TERRA 3D

- **Stereoscopic Artist**
- Responsible for creating "right eye" scenes from existing production scenes and renders of Terra
- Set right-eye camera and divergence of FG and BG layers to accepted parameters
- Assisted in compositing of Lightwave renders using Shake

September 2008 – October 2008

Ring of Fire
After Effects Artist

- Compositing and motion graphics for television commercials
- Coke Zero, Chabad Telethon, Its Always Sunny in Philadelphia

April 2008 – August 2008

Fanista.com
After Effects Artist – Final Cut Editor
Burma: It Can't Wait

- Created opening logo animation for all videos
- Green screen matting, image composition, background creation
- Edited for time and content when necessary, added opening logo animation to all videos

January 2007 – April 2008

LowerMyBills.com
Call Center Team Lead

- Responsible for distribution of available work load to Call Center Agents in order to maximize efficiency and maintain expected daily volume targets
- Maintained accuracy of call dispositions through initial and on-going monitoring and training of Call Center Agents to ensure quality goals were met
- Prepared activity reports for all agents to further identify areas of excellence and opportunity for growth
- Chosen as Lead for Interactive Intelligent Dialer due to technical expertise.
- Responsible for MS Access database management , including lead input and back-end reporting.
- Assisted with management reports
- Worked closely with IT to trouble shoot and resolve MS Access database problems

August 2006 – January 2007

LowerMyBills.com
Call Center Representative

- Responsible for verifying leads generated by the website through telephone calls
- Maintained daily call volume goals while adhering to quality standards and guidelines for making calls across multiple campaigns
- Promoted to Call Center Team lead within 5 months

March 2005 – January 2006

T-Mobile
Retail Sales Manager – UTC and Fashion Valley Malls

- Responsible for all operational tasks needed to maintain a retail sales location (daily paperwork and reports, inventory, cash reconciliation, company driven metrics (Handset Loss, CPGA, Net activation growth, Accessory Margin per sale, etc.), store maintenance, supply procurement, etc)
- Responsible for maintaining an effective sales team as well as scheduling of all work shifts
- Maintained steady year-over-year sales growth at the UTC and Fashion Valley stores

November 2002 – March 2005

T-Mobile
Indirect Sales Manager - North San Diego

- Managed all indirect accounts in northern half of San Diego county
- Managed 3-5 Territory Representatives and ensured goals were met
- Grew account base and exceeded sales goals year over year.
- Was Lead Account Manager for specific Exclusive and Direct level accounts

July 2002 – November 2002

Jonathan Goodson Productions
Assistant Art Director

- Assisted the Art Director in all aspects of design and implementation of scenic design elements for television shows
- Supervised union crew in load-in and running of current television shows (CA Lottery "The Big Spin", Dirty Rotten Cheaters, The Jaime White Show)
- Created full scale, working prototypes of game designs for presentation to potential network clients

January 2000 – October 2001

Unified Film Organization
Visual Effects Artist

- Created and implemented both 2D and 3D CGI effects for films
- Introduced and maintained Lightnet render software for 30+ machine render farm

January 1999 – September 1999

Arch Communications
Account Executive

- Exceeded sales quota by 30%
- Daily responsibilities include identifying new business while maintaining current customers in assigned territory (North County Coastal)

February 1998-December 1998

Mobile Systems
Sales Associate

- Promoted to Manager within six months
- Promoted to top location within 2 months
- Opened new location and exceeded sales expectations by 76%

February 1997 - February 1998

Creative Computers
Operations Manager, Sales

- Promoted to Operations Manager within 4 months
- Acted as Sales Manager, responsible for tracking and reconciling inventory and resolving customer service issues
- Responsible for merchandising of inventory

June 1995 - February 1997

Freelance Stage Carpenter
Carpenter/Electrician

- Built scenery and props for television, theater and film
- Hung and focused lighting equipment
- Operated lighting board for various theatrical venues
- On-Stage Crew for numerous television, film and theater performances

September 1993 - June 1995

Choate Rosemary Hall
Assistant Technical Director

- Planned, organized and implemented production schedules
- Supervised student technical crews during construction to performance
- Mentored and supervised 7th to 12th grade high school crews

1990 – November 2002

Wiltern Theater
Stagehand

- Started work at the Wiltern as a truck loader for extra money during college
- Was promoted to Stagehand when Clear Channel bought the space
- Member of a crew responsible for the installation and on stage running of theatrical and musical performances
- Specific responsibilities vary depending on the needs of the show

EDUCATIONAL EXPERIENCE:

University of Southern California, Los Angeles, California
Bachelor of Fine of Arts Degree, June 1993

V W D B Verdugo Workforce Development Board
Serving Burbank, Glendale and La Cañada Flintridge

Verdugo Board Membership

#	Last Name	First Name	Organization	Title	Membership
Total Business Members: 13					
1	**Aslanian**	**Ara**	Inverselogic, Inc.	President	Business
2	**Astorian**	**Greg**	ReMax Tri-City Realty	Senior Vice President	Business
3	**Burghdorf**	**Lucy**	Hollywood Burbank Airport	Director of Public Affairs and Communications	Business
4	**Darcey**	**James**	Copy Central	General Partner/Owner	Business
5	**Espinoza**	**Marisol**	Southern California Gas Company	Public Affairs Manager	Business
6	**Flavin**	**Thomas**	Burbank Chamber of Commerce	Chief Executive Officer	Business
7	**Hacopian**	**Nicholas**	Glen West Management Co	President	Business
8	**Kukta**	**Debbie**	KO Properties, Inc.	President	Business
9	**McGuire**	**BJ**	The Walt Disney Company	Director, Enterprise Talent Acquisition	Business
10	**Palazzo**	**George**	Motion Picture Industry Pension & Health	Senior Director of Participant Services	Business
11	**Romero**	**Veronica**	PacFed Benefits Administrators	Vice President, Client Services	Business
12	**Ruiz**	**Julio**	LiquidSky Sports	Owner	Business
13	**Walker**	**Terry**	Providence St. Joseph Medical Center	Manager of Business Development	Business
Total Labor Members: 5					
1	**Acosta**	**John**	Professional Musicians Local 47	President	Labor
2	**Casady**	**Lee**	IATSE Local 33	Vice President	Labor
3	**Kaplan**	**Steve**	The Animation Guild, IATSE Local 839	Field Representative	Labor
4	**Koon**	**Gavin**	Operating Engineers, Local 501	Business Representative	Labor
5	**Sánchez**	**Teresa**	AFSCME District 36	Business Representative	Labor
Other					
Total Education & Training Members: 2					
1	***Lenz**	**Chris**	Cal State University LA.	Director, Career Development Services	Education
2	****Ritterbrown**	**Michael**	Glendale Community College	Vice President, Instructional Services	Education
Total Government & Economic & Community Development: 5					
1	**Bulanikian**	**Onnig**	City of Glendale, Comm. Services & Parks	Director	Government
2	***Hamzoian**	**Mary**	City of Burbank, Economic Development	Manager	Economic Dev.
3	***Osipo-Peera**	**Nancy**	Department of Rehabilitation	Supervisor	WIOA Title IV
4	***Sanchez**	**Darlene**	City of Glendale, Comm. Development	Assistant Director	Economic Dev.
5	***Valladares**	**Cesar**	EDD	Deputy Division Chief	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: 25

Updated as of 07/15/19

Arroyo Verdugo Communities Joint Powers Authority

DATE: November 1, 2018

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Verdugo Workforce Development Board Appointment

BACKGROUND

The Verdugo Workforce Development Board, or VWDB (formerly known as the Verdugo Workforce Investment Board), represents the cities of Burbank, Glendale and La Cañada Flintridge.

Appointments by the Verdugo Workforce Development Board must be approved by the AVCJPA Governing Board. Since the Joint Powers Agreement for the Verdugo Workforce Development Board only consists of Burbank, Glendale and La Cañada Flintridge, it is recommended that only those Governing Board Members vote and that the County, Pasadena and South Pasadena abstain on this item.

Attached is a letter from the Board which lists the qualifications and backgrounds of the potential members.

RECOMMENDATION

That the AVCJPA Governing Board Members of Burbank, Glendale, and La Cañada Flintridge appoint the following candidate for new membership on the Verdugo Workforce Investment Board, with the other Governing Board Members abstaining:

1. Steve Kaplan

Attachments

A. Report from Verdugo Workforce Development Board
B. Steve Kaplan Resume
C. VWDB Board Membership

Arroyo Verdugo Communities Joint Powers Authority

DATE: August 1, 2019

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Strategic Plan Scope

BACKGROUND:
At the Governing Board Meeting of May 16, 2019, staff was requested to prepare a scope for a Strategic Plan for the AVCJPA.

The thrust of the comments by the Governing Board was that it was necessary to think about the future of the AVCJPA, and how it will go forward. It was mentioned that the Governing Board was interested in having an equal relationship to other COGs (Councils of Governments) in the eyes of Metro and that there was a need to examine whether becoming a COG was desired by the Governing Board, and what that would mean. Finally, there were comments regarding cost. It was mentioned that the cost should not exceed $15,000 and should be divided on the budget formula basis among the agencies.

In a standard Strategic Plan, the organization would first have to define its Mission, its Core Values and then define its Vision.

Attached is a draft Scope of the Strategic Plan, which also encompasses a process for the Plan. The Scope does not define specifically the items stated by various Governing Board members, but it calls for a definition of the Mission, Core Values and Vision of the organization. It would be during the consultant interviews and surveys with each Member that each Member's ideas for the future of the organization would be taken into account. These ideas would then be synthesized, discussed and eventually approved.

When a Scope is approved, staff will prepare an RFP and take the project out to bid, using the City of Pasadena's purchasing processes, per the Joint Powers Agreement. If responsive bids are timely received, staff will bring the item back for award at either the November 7th Regular Governing Board meeting, or at the February 6th meeting.

Listed below is the cost per agency on a budget formula basis, if the cost is exactly $15,000:

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

FISCAL IMPACT:

The impact to the AVCJPA is $15,000 (if the is the amount of award), divided by all six agencies on a budget formula basis (per the above figures), and billed to the agencies as part of the dues. If no bid is at or below $15,000, staff will return with any bids received and a decision will be made by the Governing Board. Subsequently, each agency would be billed following the actual award of bids.

OPTIONS:

1. Approve the attached Scope of Work for the Strategic Plan Consultant and Authorize the Executive Director to put the project out to bid in an amount not to exceed $15,000.
2. Amend the attached Scope of Work for the Strategic Plan Consultant.
3. Give staff alternate direction.

RECOMMENDATION

Option #1: Approve the attached Scope of Work for the Strategic Plan Consultant and Authorize the Executive Director to put the project out to bid with the description that the budget is $15,000.

Attachment

1. Scope of Service – Strategic Plan Consultant Services

Arroyo Verdugo Communities Joint Powers Authority

FIVE-YEAR STRATEGIC PLAN (2020-2025)
CONSULTANT SERVICES
SCOPE OF WORK

ORGANIZATION

The Arroyo Verdugo Joint Powers Authority (AVCJPA) was formed in 2017 and is a Joint Powers Authority under the State of California. The purpose of the creation of the Authority was 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."* The AVCJPA Governing Board will engage in the Strategic Planning process in order to, in part, determine if this definition is still appropriate for the organization, both currently and going into the future.

OVERVIEW

The five year Strategic Plan will identify and outline strategic goals and objectives for effective service delivery for the Arroyo Verdugo Communities Joint Powers Authority, and the necessary resources needed for achieving those goals and objectives. The development process of the Strategic Plan 2020-2025 shall include, but is not limited to:

1. Define vision and determine mission and core values statements.
2. Identify areas of opportunity for the organization, and critical issues.
3. Identify data and information needed to support initiatives in the plan.
4. Identify performance measures relative to goals and objectives.
5. Develop an Implementation Plan that determines, defines, and prioritizes tasks and strategies for achieving target objectives.
6. Recommend how to address current and future needs of the organization.

PLANNING PROCESS

The consultant should take a two phase approach:

A. Assessment and Research Phase:

- Arrange interviews and preparatory meetings with the Executive Director, then each elected official with their respective City Managers. The meetings anticipated are as follows:
  - One in-person meeting with Executive Director to begin the process; and
  - Following written responses to surveys by Governing Board Members and City Managers, one in-person meeting with each Governing Board Member, their City Manager and transportation staff as desired by the City Manager; and
- Following synthesis of this information and following the submission of the draft report to the Executive Director, one in-person study session/meeting with the AVCJPA Governing Board as a group, with City Managers present; and
- Identify and develop specific short-term and long-term goals and priorities for the AVCJPA; and
- Identify potential constraints and opportunities in order to achieve strategic goals and objectives; and

- Provide recommendations for any other areas discovered during the analysis.

A.1 Information Gathering:
The development of a credible Strategic Plan for the AVCJPA is dependent upon the comprehensive efforts used to gather sufficient input from staff. It is expected that the successful consultant team will report to the Executive Director on the gathering of data and review of information.

The consultant will remain responsible for facilitating events, conducting interviews, gathering, quantifying, analyzing and reporting on all information obtained throughout this process. The consultant will facilitate a series of discussions to develop the AVCJPA's Mission Statement, Vision Statements, Values Statements, Goals, Objectives, and Tasks. Furthermore, the AVCJPA expects the consultant to gather information via surveys to the Governing Board Members, City Managers (or, other administrator in the case of the County), and the Executive Director . The results of the information gathering must be categorized in a logical and systematic fashion and incorporated into the Plan as appropriate.

A.2 Design and Analysis Phase:
- Summaries of analysis and results from surveys and meetings.
- Identify the strategic goals and objectives for Fiscal Years 2020-2025.
- Create an implementation plan for achievement, and a long-term vision.

STRATEGIC PLAN DOCUMENT AND SUPPORTING MATERIALS
The selected consultant will prepare a draft Strategic Plan with the elements described above as well as all necessary presentation materials (e.g. display maps, boards, PowerPoint presentations, etc.). Following discussions with the Executive Director, the consultant shall refine, finalize and make any recommended revisions for the final plan before it is submitted to the AVCJPA Governing Board for approval. The consultant will provide digital and print-ready versions of all datasets, analytical models, and other work products developed for this project. The AVCJPA shall have the unlimited right to use all work products.

The consulted shall deliver one (1) electronic and twenty (20) professional bound copies of the final document.

A. Provided Materials:
The AVCJPA will provide the necessary meeting space and logistical support for community meetings and work sessions, as well as any office equipment and technological support available, including internet access, that are necessary during the meetings. The AVCJPA will provide any internal documents to consultant. AVCJPA will also provide necessary datasets and information for the consultant that may assist in its analysis. All documents provided are public and shall become the property of the AVCJPA.

B. Ownership of work:
Ownership of the originals of any reports, data, studies, surveys, charts, maps, drawings, photographs, etc. and any other documents which are developed and produced as a result of this study shall be vested in the AVCJPA.

Arroyo Verdugo Communities Joint Powers Authority

VIII.B

DATE: August 1, 2019

TO: Governing Board

FROM: Ann Wilson, Executive Director

SUBJECT: Holiday Reception

BACKGROUND:
In 2018, the topic of having each agency host a reception for AVCJPA electeds, City Managers, key staff and other dignitaries (legislators, Phil Washington, etc.) was discussed. This would be a gathering of approximately 50-75 people. This reception was a past practice for the prior Arroyo Verdugo Subregion, with each City hosting in rotation. There was discussion, and originally Glendale had volunteered to be the first to host the reception. However, Glendale has indicated that their preference is that if they participate, that all other agencies would commit to hosting sometime in the future in rotation.

The Governing Board directed that this issue be placed on the agenda for consideration.

FISCAL IMPACT:
Each agency would have a fiscal impact the one time in six years that that agency hosts the event. This could be included in each agency's annual budget, and the cost would be directly controlled by that City. Additionally, most agencies have the ability to host the event in a City facility, thereby cutting the costs of the event.

RECOMMENDATION:
That the Governing Board select one of the following four options:

1. That all agencies must participate.
2. That a lesser number of agencies may participate.
3. That no agency participate.
4. That this matter be delegated to the City Managers for a decision.

CITY OF SOUTH PASADENA

OFFICE OF THE CITY COUNCIL
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TEL: (626) 403-7210 ▪ FAX: (626) 403-7211
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Date: July 16, 2019
To: Arroyo Verdugo Subregion Steering Committee
From: Robert S. Joe, South Pasadena City Councilmember
Subject: SCAG Community, Economic and Human Development Committee Update

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Since May, the Community, Economic and Human Development (CEHD) Committee has met one time.

The following items were recommended by the CEHD to the Regional Council for approval:

- Regional Housing Needs Assessment (RHNA) Consultation Package to the State Department of Housing and Community Development

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

- Senate Bill 923 (Feinstein) – Fighting Homelessness through Services and Housing Act
- Connect SoCal Technical Methodology Submittal to California Air Resources Board
- Affordable Housing and Tax Increment Financing Whitepaper
- Update on Local Economic Development Tools
- SCS Update: Scenarios
- Local Input Survey Results

The next meeting will be held on August 1, 2019.

Memo

To: Arroyo Verdugo Communities Joint Powers Authority Governing Board

From: Diana Mahmud, South Pasadena City Councilmember

cc: Ann Wilson, AVCJPA Executive Director

Date: July 23, 2019

Re: May- June Report re League of California Cities, Los Angeles County Division (LACD)

Here's what has happened at the LACD during the months of May 2019 – June 2019. Our Board conference call for July has been cancelled.

May 2019

The Nominating Committee recommended that James Bozajian, councilmember from Calabasas be appointed to fill the vacant position of Secretary/Treasurer and that recommendation was approved by membership. He has served on City Council since 1997 and is a former Deputy DA with the Los Angeles County District Attorney's Office. There were no other applications for State Director so Jorge Morales (South Gate) continues in that position.

As May is a busy time in the Legislature, with bills required to emerge from their policy committees by the end of the month, the Board took a position on a number of bills.

The Board voted to **oppose:**

- AB 516 (Chiu), which would eliminate the ability of cities to (1) immobilize or place a boot on a vehicle for motorists having five or more unpaid parking tickets; (2) remove vehicles with expired registration; and (3) remove vehicles in violation of parking time restrictions.
- AB 849 (Bonta) that would require three public hearings in different locations concerning proposed district maps for city and cunty elections. In addition, jurisdictions would be required to provide live translation of all applicable languages.
- AB 1182 (Carrillo) which would liberalize eligibility requirements for early discharge from parole and liberalize other provisions of law concerning parole conditions.
- SB 330 (Skinner) which would declare a statewide housing crisis and for a five-year period, prohibit a city from imposing parking requirements near rail stops and freeze nearly all project relate fees once a developer submits a preliminary application.

The Board voted to **support** SB 234 (Rubio) which would authorize Temple City's Landscape and Lighting District to perform maintenance and improvements pursuant to the Landscape and Lighting Act of 1972 using funds levied under the Street Lighting Act of 1919.

The Board was encouraged to thank Sen. Portantino who held SB 50 in Senate Appropriations Committee, which he chairs.

June 2019

The Board heard a presentation from the County Fire Department who reported it is facing additional firefighting challenges and needs to increase fire service fees. In addition, the Board voted to support SB 521 (Portantino), which would create tax credits for property owners who rent properties to individuals having Section 8 vouchers with certain limitations.

In other news, the Legislature passed, and the Governor has approved, a budget for FY 2019-2020 on time which contains some funding of interest for cities. For information please see: https://www.cacities.org/Top/News/News-Articles/2019/July/Housing-and-Homelessness-Budget-Trailer-Bill-Sent

The Board welcomed two new members: Steve Croft, Lakewood City Councilmember representing Gateway Cities COG (replacing Larry Forester) and Sue Himmelrich, Santa Monica City Councilmember who will represent Westside Cities COG (replacing Lindsey Horvath). The Annual Installation Ceremony and Dinner is scheduled Thursday, August 1.

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: August 1, 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 TAC Call for Projects Deobligation Appeals

In June 2019, the Metro TAC heard appeals from cities who face Call for Projects grant funding deobligations. Each Call for Projects grant award from Metro includes project milestones that must be met to ensure projects are completed in a timely fashion. If cities are unable to meet the grant funding milestones, the grants are subject to deobligation by the Metro Board of Directors. Examples of grant funding milestones include completion of the required funding agreement or meeting project milestones such as design, right-of-way, and construction. For all projects that are subject to deobligation, project sponsor cities may appeal the deobligation to the Metro TAC, who reviews each appeal and can then recommend grant deadline extensions to the Metro Board of Directors for final approval.

For this funding cycle, one Arroyo Verdugo Communities agency – City of Burbank – had a grant subject to deobligation and submitted an appeal to the Metro TAC. The City of Burbank's Los Angeles River bicycle and pedestrian bridge project was subject to grant funding lapse because the City did not request funding from Caltrans for the design phase. The reason for this delay is because the current project budget is insufficient to complete the project. The Metro TAC approved a one-year extension to allow the City to secure additional funding for the project. The Metro Board of Directors approved Burbank's extension request on July 25, 2019.

Metro / Metrolink Antelope Valley Line and LA-Glendale-Burbank Feasibility Studies

Metro recently completed two studies of the Metrolink Antelope Valley Line. The purpose of the studies was to identify the necessary capital and operating improvements needed to expand Metrolink service frequency, operating hours, and reliability on the Antelope Valley Line between Downtown Los Angeles and the Antelope Valley via Glendale and Burbank. The studies identified that expanding Metrolink service to 30-minute, bi-directional, all-day service is the most realistic goal to improving

Metrolink service and reliability within a modest, achievable funding commitment over the next 10 years. The studies estimate that approximately $175 million in capital improvements and about $14-$20 million in operational costs would be needed to expand Metrolink to 30 minute, bi-directional, all-day service. Further, the improvements can be implemented in phases such that Metrolink could implement 60 minute service as a step toward eventual 30 minute service.

Based on the results of both studies, the Metro Board voted to allocate approximately $13 million Measure M funding to complete final design of the required capital improvements, and to direct Metro staff to bring back a funding plan to implement 60 minute and 30 minute service as identified in both studies. Expanded Metrolink service is important to the cities of Burbank and Glendale as it provides faster, more reliable rail service between the two cities and connects them to the broader Metro regional rail network.

FISCAL IMPACT
There is no Fiscal Impact to receive this TAC update.

RECOMMENDATION
Note and File.