



Arroyo Verdugo Communities Joint Powers Authority

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**SPECIAL MEETING OF THE GOVERNING BOARD**

**MINUTES**

**ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY**

Thursday, December 19, 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 Walker called the meeting to order at 4:08 p.m.*

**II. ROLL CALL**

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

**III. FLAG SALUTE**

*Chair Walker led the Pledge of Allegiance.*

**IV. COMMENTS FROM THE PUBLIC**

There were no comments from the public

**V. PRESENTATIONS**

There were no presentations

**VI. CONSENT AGENDA**

**A. Approval of the Arroyo Verdugo Communities Joint Powers Authority Minutes for the Meeting of August 1, 2019**

**Staff Recommendation:** To Approve Minutes of August 1, 2019

**MOTION**

Member Devine moved and Member Khubesrian seconded a motion to have staff return with a corrected version of Minutes for approval. The vote was 5-0-1, with Vice-Chair Springer absent.

**B. Treasurer's Report**

By: Rebekka Hosken , Treasurer, AVCJPA

**Staff Recommendation:** To Receive and File

**C. Warrant Resolution**

By: Rebekka Hosken , Treasurer, AVCJPA

**Staff Recommendation:** Approve Resolution

**D. AVCJPA TAC Recommendations for Appointments to Metro Staff Positions**

By: Ann Wilson, Executive Director

1. Metro Transportation Advisory Committee Alternate (TAC)
  - a. Yazdan Emrani, Director of Public Works, City of Glendale
2. Metro Policy Advisory Committee Alternate (PAC)
  - a. Talin Shahbazian, Associate Planner (Transportation), City of Pasadena

**Staff Recommendation:** Approve the AVCJPA TAC Recommendation

**MOTION**

Member McAustin moved and Member Devine seconded a motion to approve staff recommendation and to direct the Executive Director to return with alternatives for the process of Governing Board staff-level appointments to Metro on a future agenda. The motion carried unanimously.

**E. Letter of Support Letter in Support of Metro's Transit and Intercity Rail Capital Program Grant Application for Antelope Valley Line Metrolink Improvements Needed for 30 Minute Service**

By: David Kriske, Assistant Community Development Director for Transportation, City of Burbank

**Staff Recommendation:**

Direct the Executive Director, on behalf of the AVCJPA Governing Board, to sign and submit a letter of support to Metro for its TIRCP grant application for Metrolink Antelope Valley Line capital improvements needed for 30-minute, all-day, bi-directional service.

*Vice Chair Springer joined the meeting at 4:22 PM*

MOTION: Moved by Devine, Second by Khubesrian. to remove Items A and D from the Consent Agenda for discussion and to approve the remainder of the Consent Agenda - Items B, C and E. 5-0-1. (Springer absent)

**VII. PUBLIC HEARINGS**

There were none.

**VIII. OTHER BUSINESS**

**A. Award of Contract for Consulting Services for the AVCJPA Strategic Plan**

Presenter: Ann Wilson, Executive Director

**Staff Recommendation:**

That the Governing Board: (1) Award the contract for AVCJPA Consulting Services to Lee Andrews Group in the not to exceed amount of \$26,031.58; (2) Authorize the Executive

Director to execute the Contract, subject to attorney review as to Form; and (3) Authorize the Executive Director to authorize a change order of not to exceed \$2,500 with the information reported at the next Governing Board meeting and with all change orders exceeding this amount to come before the Governing Board for approval.

**MOTION**

Vice-Chair Springer moved approval of staff recommendation, seconded by Member Devine. The motion passed unanimously.

**B. Measure M Subregional Cash Flows for FY 2022-24 and Consultant Costs**

Presenter: Ann Wilson, Executive Director

**Staff Recommendation:**

That the Governing Board: (1) Receive and file Measure M Cashflow; and (2) Authorize staff to request and to execute an Amendment to the existing Funding Agreement for Measure M planning (.5%) for purposes of Measure project planning for FY 2022-23 and FY 2024-24 in the amount of \$6,129 to be reimbursed to proportionately to the AVCJPA member agencies upon receipt of Metro reimbursement for payments to Cambridge Systematics.

**MOTION**

Member Perry and Member Khubesrian seconded approval of staff recommendation. The motion passed unanimously.

**IX. REPORTS – INFORMATION ONLY**

**A. Reports from AVCJPA Appointees (Oral)**

Presenter: Members or Appointees

**Staff Recommendation:**

To Receive and File

**MOTION**

Member Khubesrian Member Devine seconded to receive and file. The motion passed unanimously.

**B. Report from AVCJPA TAC Representative**

Presenter: David Kriske

**Staff Recommendation:**

To Receive and File

**MOTION**

Member Khubesrian moved, seconded by Vice-Chair Springer by to receive and file. The motion passed unanimously.

**C. Report from AVCJPA Executive Director (Oral)**

Presenter: Ann Wilson, Executive Director

**Staff Recommendation:**

To Receive and File

Executive Director stated there was no report.

**X. COMMENTS FROM MEMBERS**

**XI. ADJOURN**

MOTION: Moved by Member Devine, seconded by Vice-Chair Springer to adjourn. The motion passed unanimously.

Meeting Adjourned at 5:24 PM



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Ann Wilson, Executive Director