



Arroyo Verdugo Communities Joint Powers Authority

---

## **REGULAR MEETING OF THE GOVERNING BOARD**

### **MINUTES**

#### **ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY**

Thursday, February 6, 2020 - 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 4:05 p.m.*

#### **II. ROLL CALL**

Present: Terry Walker, Chair  
Sharon Springer, Vice-Chair  
Paula Devine, Member  
Marina Khubesrian, Member  
Margaret McAustin, Member (left meeting at 5:33 p.m.)  
David Perry, Member

#### **III. FLAG SALUTE**

*Chair Walker led the Pledge of Allegiance.*

#### **IV. COMMENTS FROM THE PUBLIC**

*None.*

#### **V. PRESENTATIONS**

##### **A. Introduction of Strategic Planning Team – Lee Andrews Group**

*Executive Director Wilson introduced the Lee Andrews Group.*

*Stephanie Grace, CEO of Lee Andrews Group, introduced herself, Ricardo Mendoza, and Melanie Wong. She explained that they would be assisting the JPA with its vision and creating its strategic plan.*

##### **B. Update from Metro Regarding Next Gen Bus System**

Presenter: Robert Calix, Senior Manager, Transportation Planning, Metro

**Staff Recommendation: To Receive and File**

*Stephen Tu, Deputy PM at LA Metro, presented an update from Metro regarding Next Gen Bus System including data driven approach, public input, lessons learned, consolidation of rapid service and local stop access, ridership, and next steps. He provided a tour of the NextGen website.*

*Member McAustin asked if the information would only be available on cell phones. Mr. Tu explained that the information would be posted at stops if available. He stated there were 14,000 bus stops and the top 8% of bus stops accounted for 60% of riders.*

*Member Devine stated Glendale was looking forward to bus rapid transit. She asked if electric buses were included. Mr. Tu discussed implementation of electric buses. Member Devine asked if Metro would install electric vehicle chargers in Glendale. Mr. Tu stated he would discuss with the electric vehicle acquisition manager.*

*Member Khubesrian expressed excitement that the majority of riders were identified as women with children and accommodations were being made for easier boarding. She discussed her experience on the Pacific Surfliner to San Diego and suggested inclusion of outlets, wi-fi, and luggage and bike storage for buses. Mr. Tu stated the newest buses would have USB and wi-fi and existing buses had bike racks.*

*Chair Walker discussed the void in La Cañada Flintridge. Mr. Tu asked the particular location requested. Chair Walker suggested connectivity to the Gold Line or to Glendale. Mr. Tu discussed existing options from La Cañada.*

*Member Khubesrian discussed efforts to improve transit in South Pasadena. Mr. Tu discussed the Line 258 route and all-day frequent service on Fair Oaks.*

*Member McAustin reminded the Members that she had to leave at 4:45 p.m. and requested reordering the agenda to take XI.A next.*

*The Board reordered the agenda and moved to discuss item XI.A.*

## **XI. OTHER BUSINESS**

- A. Recommendations for Procedures for Board Appointments to Metro Staff Positions**  
By: Ann Wilson, Executive Director  
**Staff Recommendation:** That the Governing Board move to select Alternative 1, Alternative 2, return to the Previous Practice, or give direction to staff for another Alternative.

*Executive Director Wilson referenced Attachment 2 outlining procedures for appointments to Metro Staff positions. She stated she surveyed the eight COGs and JPAs and none had specific qualifications. She recommended that seven years' experience might be excessive for this position. Member Khubesrian explained that was an aspirational requirement.*

*Executive Director Wilson stated several COGs expressed difficulty in obtaining volunteers for the PAC and TAC Representatives and Alternates. Currently, the Executive Director is the representative for the Policy Advisory Committees and recommended continuance of that Policy, since the Executive Director should be aware of all policies the Board more need to consider. She reviewed the proposed appointment process and discussed the need for balance between continuity and representations from other agencies. She discussed the TAC and PAC rules of attendance. She explained the current practice and that there had never been term limits or rotation. She reiterated the importance of continuity balanced with agency representation. She suggested a process for reappointment.*

*Member Devine asked if Executive Director Wilson had discussed the appointment process with the Metro TAC or PAC. Executive Director Wilson stated she had not as the policy was not Metro's decision.*

*Member Perry asked the current TAC members. Executive Director Wilson stated it was open to any transportation staff person representing that agency.*

*Chair Walker opened public comment. There being no speakers, Chair Walker closed public comment.*

*Member Khubesrian explained her proposal for making sure the process was open, thoughtful and provided more rotation. She discussed the importance of networking and relationships. She suggested limiting terms to two years. Executive Director Wilson explained that she was not proposing a term. Member Khubesrian suggested rotating the role through other cities to build relationships and bring varying expertise to the meetings. She suggested a two-year appointment, with reconsideration if additional interest was received. She that the Executive Director should represent the JPA at the PAC.*

*Chair Walker asked the number of PAC and TAC meetings each year. Executive Director Wilson estimated four PAC meetings and 10 TAC meetings.*

*Chair Walker asked David Kriske how long he had served as the Metro representative and how many meetings he had missed. David Kriske stated he had been the appointee for over 10 years and attended approximately three-quarters of*

*the meetings. Chair Walker stated she was trying to understand how much an alternate would be involved.*

*Member Khubesrian asked if the alternate could attend with the representative. Mr. Kriske stated there had not been an alternate and it would be helpful to have full representation. He stated the representative and alternate could both attend the meetings. Executive Director Wilson stated the PAC alternate was welcome as well and that the PAC was a high-level policy decision making body.*

*Member McAustin thanked Member Khubesrian for bringing the item forward. She discussed participation on the PAC and the important role of the TAC representative. She agreed with staff's recommendation but suggested, that if there was an alternate, they be brought along to build relationships. She indicated support for Alternative #2.*

*Member Perry discussed the makeup of the TAC and expectation of rotation although continuity was important. He discussed required qualifications but trusted in each City to appoint appropriate representatives.*

*Vice Chair Springer indicated the current process appeared to be working. She discussed the City of Burbank's term limits for Boards and Commissions.*

*Chair Walker agreed with retaining the current practice. She expressed concern with limiting terms to two years.*

*Member Devine concurred with maintaining the current practice.*

*Member McAustin stated she was opposed to term limits because of the length of Metro projects. She stated the cities and TAC were self-regulating.*

*Chair Walker indicated agreeance with the majority of the Board. She suggested the Alternates for both the PAC and the TAC should attend meetings so they were up to speed. She indicated preference for continuing the previous practice, encouraging the alternate to attend the meetings, and with conversation at the end of three years.*

*Executive Director Wilson recapped Chair Walker's suggestion to combine the previous practice with a three year check in with the incumbent.*

*Member Devine agreed and suggested maintaining a simple process.*

*Member Khubesrian suggested soliciting interest at the three-year point. Executive Director Wilson explained that she would contact the incumbent to determine*

*interest in continuing to serve, and bring the matter to the Board on the Consent Calendar. She stated the Board could then direct efforts for additional candidates.*

*Chair Walker stated appointees should not be solicited if the Board planned to reappoint the incumbent.*

*Member Khubesrian reiterated the City of Burbank's commission term process.*

*Member McAustin agreed that the rotation process worked for commissions and appointments but the TAC representative represented the six-municipality region and there should not be term limits. She indicated support for evaluation at three years.*

*Member Khubesrian agreed with the compromise of a three-year evaluation and asked about the proposed subcommittee and aspirational qualifications. Member McAustin stated she could not support that because it was disrespectful to the staff.*

*Vice Chair Springer suggested focusing on transportation rather than getting bogged down in the appointment process.*

#### **MOTION**

*Chair Walker moved and Member McAustin seconded a motion to continue with the previous practice including No. 1 from Alternative 2, with the three-year period starting July 1<sup>st</sup>. The motion carried unanimously.*

*Member McAustin left the meeting at 5:33 p.m.*

*Chair Walker reordered the agenda and moved to item VII.C.*

#### **C. Verdugo Workforce Reappointments**

Presenter: Ann Wilson, Executive Director

**Staff Recommendation:**

That the Members of the Governing Board of Burbank, Glendale and La Cañada (members of the Verdugo Workforce Joint Powers Agreement) Reappoint the following to the Workforce with new expiration dates:

- *Thomas Flavin (term to expire 2/14/23)*
- *BJ McGuire (term to expire 6/11/23)*
- *Julio Ruiz (term to expire 6/21/23)*
- *Gavin Koon (term to expire 9/20/23)*
- *Onnig Bulanikian (term to expire 1/13/23)*
- *Cesar Valladares (term to expire 1/13/23)*

*Judy Velasco explained Workforce funding, Board makeup, and request for reappointment of Board members.*

*Executive Director Wilson reminded the Board that the agreement was with the cities of Burbank, Glendale and La Cañada Flintridge.*

#### **MOTION**

*Member Perry moved and Vice Chair Springer seconded a motion that the Members of the Governing Board of Burbank, Glendale and La Cañada (members of the Verdugo Workforce Joint Powers Agreement) reappoint the following to the Workforce with new expiration dates:*

- *Thomas Flavin (term to expire 2/14/23)*
- *BJ McGuire (term to expire 6/11/23)*
- *Julio Ruiz (term to expire 6/21/23)*
- *Gavin Koon (term to expire 9/20/23)*
- *Onnig Bulanikian (term to expire 1/13/23)*
- *Cesar Valladares (term to expire 1/13/23)*

*The motion carried 4-1-0, Member Khubesrian abstaining and Member McAustin absent.*

#### **C. Metro Automated Bus Lane Enforcement (ABLE)**

*Presenter: Nolan Borgman – Manager, Transportation Planning, Metro*

**Staff Recommendation: To Receive and File**

*Nolan Borgman provided background on Metro’s pursuit of legislation to capture video of bus lane parking violations and presented a PowerPoint summarizing efforts for countywide authorization; violations; San Francisco and New York City results; purpose; outreach; and requested support.*

*Vice Chair Springer asked about the proposed Bus Rapid Transit (BRT) in Burbank. Mr. Borgman explained that the buses would have cameras and evidence could be used to enforce the bus lane. He stated the purposed was to allow bus lanes to work as well as possible. He explained the allowance for some bus lane intrusion.*

*Chair Walker stated the legislation was to allow cameras. Mr. Borgman stated they were developing a tool and seeking legal use.*

*Member Devine stated she was impressed and supported the idea. She asked the cost per camera. Mr. Borgman estimated the cost per camera at \$185 per camera, per month.*

*Member Devine stated it would reduce enforcement. Mr. Borgman explained that moving violations would remain and the proposal was to allow enforcement of parking violations based on evidence collection from on bus cameras.*

*Member Devine indicated support.*

*Vice Chair Springer stated it seemed to be an effective enforcement tool.*

*The Board received and filed the report.*

## **VI. CONSENT AGENDA**

### **A. Approval of the AVCJPA Governing Board Revised Minutes for the Meeting of August 1, 2019**

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

### **B. Approval of the AVCJPA Governing Board Action Minutes for the Meeting of December 19, 2019**

**Staff Recommendation:** To Approve Action Minutes of December 19, 2019

### **C. Treasurer's Report**

**By:** Rebekka Hosken, Treasurer, AVCJPA

**Staff Recommendation:** To Receive and File

### **D. Warrant Resolution**

**By:** Rebekka Hosken, Treasurer, AVCJPA

**Staff Recommendation:** Approve Resolution

## **MOTION**

*Member Khubesrian moved and Vice Chair Springer seconded a motion to approve the Consent Calendar. The motion carried 5-0-1. McAustin absent.*

## **VII. PUBLIC HEARINGS – None**

## **VIII. OTHER BUSINESS**

### **B. Resolution 20-1 Establishing the Time, Place and Days of Regular Meetings and Rescinding Resolution 19-1**

**Presenter:** Ann Wilson, Executive Director

**Staff Recommendation:**

That the Governing Board adopt Resolution 20-1 Establishing the Time, Place and Days of Regular Meetings and Rescinding Resolution 19-1

*Executive Director Wilson discussed the conflict in May and proposed the May meeting on the fourth Thursday.*

*Chair Walker stated the May meeting for 2020 would be May 28<sup>th</sup>.*

**MOTION**

*Member Khubesrian moved and Vice Chair Springer seconded a motion to adopt Resolution 20-1 Establishing the time, place and days of regular meetings and rescinding Resolution 19-1. The motion carried 5-0-1, Member McAustin absent.*

**IX. REPORTS – INFORMATION ONLY**

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

Presenter: Members or Appointees (if present)

**Staff Recommendation:**

To receive and file any oral or written reports submitted

**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

*Executive Director Wilson presented the written reports.*

*Executive Director Wilson reported on Measure M funds, the San Gabriel Valley COG's shortfall for Gold Line and access to early Metro funding. She discussed three other COGs applying for early funding. She explained that if the AVJPA wanted early access it could obtain \$123 million. She discussed the first come first served aspect and potential of Metro running out of money. She suggested sending a letter to get in the queue. She explained the breakdown of funds by city. She stated the alternative was to wait until 2043.*

*Member Perry provided history on funding availability in 2043, Gold Line funding, subregions and requesting funds.*

*In response to Chair Walker, Member Perry stated San Gabriel had received funds. He recommended getting in the queue.*

*Executive Director Wilson confirmed that there was consensus for her to write a letter getting the JPA in the queue.*

**X. COMMENTS FROM MEMBERS**

*Member Devine stated she attended the recent SCAG meeting at which vehicle miles traveled, replacement of the Gas Tax and electrification were discussed.*



*Chair Walker thanked Member Devine and the City of Glendale for the wonderful Holiday Networking event.*

**XI. ADJOURN**

*Chair Walker adjourned the meeting at 6:12 p.m.*



---

Ann Wilson, Executive Director