



Arroyo Verdugo Communities Joint Powers Authority

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**SPECIAL MEETING OF THE GOVERNING BOARD**

**MINUTES**

**ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY**

Wednesday, October 15, 2020 - 2:00 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 2:03 p.m.*

**II. ROLL CALL**

Present: Sharon Springer, Chair  
Daniel Brotman, Vice-Chair  
Robert Joe, Member  
Margaret McAustin, Member  
David Perry, Member  
Terry Walker, Member

**III. COMMENTS FROM THE PUBLIC**

*None.*

**IV. CONSENT AGENDA**

**A. Approval of the Arroyo Verdugo Communities Joint Powers Authority  
Minutes for the Meeting of August 6, 2020**

Staff Recommendation: To Approve Minutes of August 6, 2020

**MOTION**

*Member McAustin moved and Member Walker seconded a motion to approve the minutes as amended. The motion carried 4-1-1, Member Joe abstaining and Member Perry absent.*

**V. PRESENTATIONS**

*None.*

## VI. PUBLIC HEARINGS

*None.*

## VII. REPORTS – INFORMATION ONLY

### A. Report from AVCJPA Executive Director (Oral)

Presenter: Ann Wilson, Executive Director

**Staff Recommendation:** To Receive and File

*Executive Director Wilson discussed the JPA's response to its first public records request, with assistance from the City of Glendale City Attorney; conclusion of Measure M work; Staff TAC meeting to provide its recommendation regarding Measure M funding; and November 5, 2020 meeting concluding the Strategic Plan work.*

## VIII. OTHER BUSINESS

### A. Measure M Projects – Revision

Presenter: Jon Overman, Cambridge Systematics

**Staff Recommendation:** Approve updated final Measure M project list for submission to Metro for Programming

*Jon Overman, Cambridge Systematics, presented the Multi-Year Subregional Program (MSP) updates to the draft MSP Plan including changes to the previously approved plan and MSP funding reallocation.*

## MOTION

*Vice Chair Brotman moved and Member Joe seconded a motion to approve the updated final Measure M project list for submission to Metro for Programming. The question was called and the motion carried 5-1, Member Perry absent.*

### B. Strategic Planning Session (Approximately 1.5 hours)

Presenter: Melanie Wong and Jon Overman, Lee Andrews Group

**Staff Recommendation:** That the Governing Board participate in the exercise, and that the Governing Board alone either vote or indicate consensus as necessary on items within the session.

*Melanie Wong, Lee Andrews Group, presented a PowerPoint including Planning process and timeline and presented the proposed mission statement.*

*Vice Chair Brotman asked if infrastructure and sustainability should be reflected in the statement. Member McAustin responded that it was addressed "through*

*coordinated efforts.” Vice Chair Brotman suggested “shared or collective transportation issues.” He questioned whether sustainability should be reflected in the mission statement.*

*Member Walker suggested the mission statement was broader and sustainability and mobility were included in the vision statement.*

*Chair Springer suggested the inclusion of “address transportation and mobility related issues.” Member Joe and Vice Chair Brotman concurred.*

*Member Walker asked if the mission and vision statements could be combined. Ms. Wong explained the difference between the mission and vision statement. She suggested reconsidering the mission and vision statement after discussing the goals.*

*Member Joe asked the meaning of “progressive voice.” Mr. Overman suggested progressive meant pushing forward, being open to new technologies/transportation and forward thinking.*

*Vice Chair Brotman suggested “progressive” meant looking forward at other ways to move people around.*

*Member McAustin stated she wanted to get to the point that there were so many changes in technology and transportation and wanted to ensure the board was forward thinking.*

*Member Joe suggested “forward thinking” rather than “progressive voice.”*

*Chair Springer agreed that “progressive” had a political connotation and was willing to consider change.*

*The Board agreed to retain “progressive voice.”*

*Ms. Wong presented the proposed goals. Mr. Overman led an exercise to prioritize the actions listed under each strategy. The Board ranked the strategies under Goal 1: Transportation & Quality of Life – Maintain quality of life in the Arroyo Verdugo Subregion through coordinate transportation efforts.*

*Vice Chair Brotman discussed the possibility of utilizing staff from other cities and interns to supplement the Executive Director’s time.*

*Member Walker discussed the goals and did not anticipate the need for a substantial staff increase. Executive Director Wilson discussed the possible need for*

*a consultant to assist in identifying and investing in projects and programs of subregional significance. Member Walker discussed the job of the cities versus the JPA.*

*Member McAustin agreed with Goals 1-A1-A4 under Strategy 1 but agreed with the challenge of resources under Strategy 2. She stated the goals beyond transportation were aspirational but might be infeasible with the current budget.*

*Member Perry asked for clarification on Goal 1-A4 – Advocate for increased funding and resources for local transit operators. Mr. Overman explained the need to advocate for operators which arose from the tactical meeting. Executive Director Wilson discussed the three operators who were working on a project and need for more funding. She suggested increased communication between that group in order for the Board to provide additional support. Member Perry asked about the proposed medium cost for Goal 1-A4.*

*Member Joe indicated he would change his vote from 3 to 2 on A4 and reduce the cost to low.*

*Chair Springer discussed the Burbank Bus and indicated support for Goal 1-A4. She suggested City staff develop processes for identifiable subregional projects.*

*Mr. Overman drew a distinction between cities identifying projects and the JPA determining subregional projects. Executive Director Wilson explained the possibility of interjurisdictional projects.*

*The Board ranked the proposed strategies under Goal 2: Member Communication & Coordination – Improve communication and coordination of member agencies.*

*Executive Director Wilson requested clarification on the S1-A2 – Increase consistency and frequency of governing board meetings. Chair Springer suggested additional meetings to continue momentum. Member McAustin concurred with the need for more frequent meetings. Executive Director Wilson suggested scheduling six meetings per year and increasing if necessary. Member Walker concurred with six meetings each year. Vice Chair Brotman suggested widening the Board's scope to establish meeting content. Member Joe agreed to six meetings.*

*Member Brotman explained his rating of G2-A3 in order to allow the Board to consider new areas of focus and suggested it might occur during the annual review of the Strategic Plan.*

*Member Walker explained her rating of S3-A2 and expressed concern with part-time interns. Chair Springer concurred with the difficulty in managing interns.*

*Executive Director Wilson provided an example of utilizing intern assistance in website content.*

*Mr. Overman asked for input on whether the Strategic Plan should be updated annually. Member McAustin suggested annual review due to Board turnover.*

*The Board ranked and reviewed the results for Goal 3.*

*Executive Director Wilson discussed concerns with potential liability related to the ADA compliance on the website.*

*The Board ranked and reviewed the results for Goal 4.*

*Mr. Overman summarized innovating financing strategies and leveraging existing legislation tracking efforts by cities. Executive Director Wilson explained meetings with the legislative representatives from each JPA city and suggested JPA consideration at that time.*

#### **CONSENSUS**

*By consensus, the Board agreed to include "mobility" in the mission statement.*

*Member Walker reiterated her suggestion to combine the vision and mission statement into one statement. Chair Springer agreed that it was difficult to distinguish between vision and mission statements. Executive Director Springer explained the audience and purpose of the statements. Vice Chair Brotman concurred with having one statement. Member McAustin recommended retaining separate vision and mission statements. Ms. Wong suggested coming back with options for a mission and vision statement.*

*The Board took a straw poll and determined to combine the vision and mission statements into one mission statement, Member McAustin and Member Perry dissenting.*

*The Board agreed to the proposed Mission Statement as follows:*

*The Arroyo Verdugo Communities Joint Powers Authority serves our member agencies and constituents in the AV subregion through coordinated efforts on regional transportation, mobility and infrastructure solutions that support sustainable living and a high quality of life.*

*Ms. Wong provided the next steps for the final plan to be presented on November 5, 2020.*

#### **IX. REMAINING PUBLIC COMMENTS – IF ANY**

Burbank • County of Los Angeles (5th District – La Crescenta/Montrose) • Glendale  
La Cañada Flintridge • Pasadena • South Pasadena

None.

**X. COMMENTS FROM MEMBERS**

*Vice Chair Brotman discussed the City of Glendale's passage of a ban on the sale of Mylar balloons and encouraged the other cities follow suite.*

*Member Perry informed the Board that the environmental process for the Antelope Valley Line Improvement Project began October 1, scoping meetings were being held October 15, and more information Metro.net/AVL. He discussed the Metro Construction Committee meeting and ongoing issues with I-5 construction project, including significant cost over runs of \$50 million. He explained that Caltrans requested Metro help in filing the funding gap.*

**XI. ADJOURN**

**MOTION**

*Chair Springer adjourned the meeting at 4:15 p.m.*



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Ann Wilson, Executive Director