



Arroyo Verdugo Communities Joint Powers Authority

REGULAR MEETING OF THE GOVERNING BOARD

MINUTES

ARROYO VERDUGO COMMUNITIES JOINT POWERS AUTHORITY

Thursday, June 3, 2021 - 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: Sharon Springer, Chair
Daniel Brotman, Vice-Chair
Jon Primuth, Member (Arrived at 4:34 p.m.)
Andy Wilson, Member (Arrived at 4:41 p.m.)
David Perry, Member
Terry Walker, Member

III. COMMENTS FROM THE PUBLIC – None.

IV. PRESENTATIONS – None.

V. CONSENT CALENDAR

A. Approval of the Arroyo Verdugo Subregion Minutes for the Meeting of April 29, 2021

Staff Recommendation:

To Approve Minutes of April 29, 2021

B. Treasurer's Report through 5/26/21

Alex Kung, Treasurer, AVCJPA

Staff Recommendation:

Receive and File

C. Warrant Resolution No. 21-3

Alex Kung, Treasurer, AVCJPA

Staff Recommendation:

Receive and File

MOTION

Member Perry moved and Member Walker seconded a motion to approve the Consent Calendar. The question was called and the motion carried 4-0, Members Primuth and Wilson absent.

VI. PUBLIC HEARINGS – None.

VII. OTHER BUSINESS

A. Approval of Lease Agreement for Use of Meeting Room/Office Space Between AVCJPA and the City of Pasadena

Presenter: Ann Wilson, Executive Director

Staff Recommendation: That Governing Board approve the attached Lease Agreement with the City of Pasadena for use of La Canada Flintridge for Use of Meeting Room/Office Space and authorize the Executive Director to execute the Agreement on behalf of the AVCJPA.

Executive Director Wilson presented the staff report. Laura Cornejo stated the agreement covered meeting and work space and insurance requirements. Executive Director Wilson confirmed that the insurance company approved the provisions.

MOTION

Vice Chair Brotman moved and Member Walker seconded a motion to approve the Lease Agreement with the City of Pasadena for use of La Canada Flintridge for Use of Meeting Room/Office Space and authorize the Executive Director to execute the Agreement on behalf of the AVCJPA. The question was called and the motion carried 4-0, Members Primuth and Wilson absent.

B. Appointment of AVCJPA Executive Director effective July 1, 2021

Presenter: Ann Wilson, Executive Director

Staff Recommendation: That the Governing Board accept the resignation of Ann Wilson effective June 30, 2021 and Appoint Laura Rubio-Cornejo as Executive Director effective July 1, 2021 for an indefinite term of office.

Executive Director Wilson submitted her resignation.

The Board commended Ms. Wilson for her work and wished her well.

MOTION

Member Walker moved and Vice Chair Brotman seconded a motion to direct staff to accept the resignation of Ann Wilson effective June 30, 2021. The question was called and the motion carried 4-0, Members Primuth and Wilson absent.

MOTION

Vice Chair Brotman moved and Member Perry seconded a motion to appoint Laura Rubio-Cornejo as Executive Director effective July 1, 2021 for an indefinite term of office. The question was called and the motion carried 4-0, Members Primuth and Wilson absent.

C. Appointment of AVCJPA Representative to the Metro Policy Advisory Committee (PAC)

Presenter: Ann Wilson, Executive Director

Staff Recommendation: That the Governing Board appoint Ms. Laura Rubio-Cornejo as the Metro Policy Advisory Committee Representative upon her effective date of appointment as Executive Director on July 1, 2021.

Executive Director Wilson presented the staff report.

MOTION

Member Walker moved and Vice Chair Brotman seconded a motion to appoint Ms. Laura Rubio-Cornejo as the Metro Policy Advisory Committee Representative upon her effective date of appointment as Executive Director on July 1, 2021. The question was called and the motion carried 4-0, Members Primuth and Wilson absent.

D. Adoption of Bylaws Providing for the Appointment of the AVCJPA Treasurer/Auditor from any AVCJPA Member Agency effective July 1, 2021 Presenter: Ann Wilson, Executive Director^[SEP]

Staff Recommendation: That the Governing Board adopt the attached Bylaws, thereby allowing the Board to appoint a Treasurer and Auditor of its choosing from any AVCJPA member agency. ^[SEP]

Executive Director Wilson presented the staff report.

Chair Springer confirmed that adoption of the bylaw allowed the Board to appoint a Treasurer and Auditor from a member agency.

MOTION

Vice Chair Brotman moved and Member Walker seconded a motion to adopt the Bylaws, thereby allowing the Board to appoint a Treasurer. The question was called and the motion carried 4-0, Members Primuth and Wilson absent.

E. Appointment of Treasurer and Auditor effective July 1, 2021

Presenters: Ann Wilson, Executive Director and Laura Cornejo

Staff Recommendation: That the Governing Board (1) Accept Mr. Kung's letter of resignation effective June 30, 2021; and (2) Appoint, pursuant to the City of Pasadena's recommendation, Mr. Alexander Hernandez as the AVCJPA Treasurer and Auditor effective July 1, 2021.

Ms. Cornejo presented the staff report.

MOTION

Member Perry moved and Vice Chair Brotman seconded a motion to: (1) Accept Mr. Kung's letter of resignation effective June 30, 2021; and (2) Appoint, pursuant to the City of Pasadena's recommendation, Mr. Alexander Hernandez as the AVCJPA Treasurer and Auditor effective July 1, 2021. The question was called and the motion carried 4-0, Members Primuth and Wilson absent.

Member Primuth arrived at 4:34 p.m.

F. Resolution 21-5 Authorizing the Use of Bank of America for Banking Services Effective July 1, 2021 and Rescinding Resolution 18-2.

Presenters: Ann Wilson, Executive Director

Staff Recommendation: That the Governing Board approve attached Resolution 21-5 Authorizing the use of Bank of America for Banking Services and Rescinding Resolution 18-2.

Executive Director Wilson presented the staff report.

MOTION

Vice Chair Brotman moved and Member Walker seconded a motion to approve Resolution 21-5 Authorizing the use of Bank of America for Banking Services and Rescinding Resolution 18-2. The question was called and the motion carried 5-0, Member Wilson absent.

G. Resolution 21-4 Establishing the Time, place and Days of Regular Meetings and Rescinding Resolution 20-2.

Presenters: Ann Wilson, Executive Director

Staff Recommendation: That the Governing Board adopt Resolution 21-4 Establishing the Time, Place and Days of regular meetings and Rescinding Resolution 20-2.

Executive Director Wilson presented the staff report.

MOTION

Member Walker moved and Vice Chair Brotman seconded a motion to adopt Resolution 21-4 Establishing the Time, Place and Days of regular meetings and Rescinding Resolution 20-2. The question was called and the motion carried 5-0, Member Wilson absent.

Member Wilson arrived at 4:41 p.m.

H. Annual Budget – FY 2021-22.

Presenters: Ann Wilson, Executive Director and Laura Cornejo
Staff Recommendation: That the Governing Board Approve the attached Annual Budget for FY 2021-22, effective July 1, 2021.

Executive Director Wilson presented the staff report.

Ms. Cornejo introduced the Board Clerk who would be confirming meeting attendance and taking minutes.

MOTION

Vice Chair Brotman moved and Member Primuth seconded a motion to approve the Annual Budget for FY 2021-22, effective July 2, 2021.

The question was called and the motion carried unanimously.

I. Revised AVCJPA Strategic Project List for Submission to Metro for Short Range Transportation Plan (SRTP)

Presenters: Ann Wilson, Executive Director
Staff Recommendation: That the Governing Board approve the Revised Short Range Transportation Project list and approve its submittal to Metro.

Executive Director Wilson presented the staff report.

Member Wilson asked if the list should be in priority order. Executive Director Wilson anticipated Metro would prioritize projects that were interjurisdictional and subregional. Ms. Cornejo suggested including the proposed projects, in case funding was available. Mr. Perry stated it was important to submit all projects and suggested Metro staff address project selection.

Vice Chair Brotman questioned what the list represented. Ms. Cornejo stated each city submitted projects that were funded and priorities. Vice Chair Brotman suggested consistent submittals from each city. Martha D'Andrea, City of Glendale, requested allowing cities to resubmit.

Chair Springer asked the next opportunity to submit projects. Executive Director Wilson stated projects were due at the end of June. Member Perry stated it was a ten year look ahead.

Member Wilson expressed concern with uncertainty in the purpose of the list. Vice Chair Brotman concurred.

In response to Member Walker, Executive Director Wilson explained the limited criteria provided.

Member Perry stated the list did not bind the authority. He explained that the list was a qualifier and was separate from MSP.

Ms. Cornejo stated she would discuss the opportunity to amend with Metro staff.

Shahid Abbas stated the projects would not necessarily be funded or environmentally cleared. He stated there would be more opportunities to amend the projects.

Danielle Valentino, Metro, discussed the emphasis on multijurisdictional projects. She stated Metro staff would attend a meeting to provide additional clarification.

Executive Director Wilson asked if a city could submit projects individually. Ms. Valentino stated submissions were due by the end of June and the Board should provide consensus on the items on the list.

Member Primuth suggested the recommendation include that the Board allow the Executive Director to add the City of Glendale's additional appropriate projects to the list.

Member Walker expressed concern with limiting additional projects to the City of Glendale.

MOTION

Member Primuth moved and Vice Chair Brotman seconded a motion to approve the Revised Short Range Transportation Project list, approve its submittal to Metro and authorize the Executive Director to add to the list any additional projects from any member agency that meeting the criteria of regional, sustainable, multimodal or any other criteria that are important to the member agency. The question was called and the motion carried unanimously.

J. Verdugo Workforce Appointment

Presenters: Director, Verdugo Workforce Development Board

Staff Recommendation: That the AVCJPA Governing appoint and re-appoint the following candidate to the Verdugo Workforce Investment Board:

New Appointment:

- Tamar Sadd
- Stephanie O'Keefe

Re-appointments:

- Marisol Espinoza
- Lee Casady
- Michael Ritterbrown

Executive Director Wilson presented the staff report.

Judith Velasco, Verdugo Workforce Development Board, explained the plan to meet with the cities of Glendale, Burbank and La Canada Flintridge prior to the AVCJPA meetings. She expressed concern with delaying the appointments.

MOTION

Member Walker moved and Member Perry seconded a motion to appoint Tamar Sadd and Stephanie O'Keefe and re-appoint Marisol Espinoza, Lee Casady and Michael Ritterbrown to the Verdugo Workforce Investment Board. The question was called and the motion carried 4-0, Members Primuth and Wilson abstained.

VIII. REPORTS – INFORMATION ONLY

A. Reports from AVCJPA Elected Appointees

1. SCAG Appointee Reports
2. League Appointee Report

Staff Recommendation:

To Receive and File oral and/or Written Reports.

Member Primuth reported on the SCAG Transportation Committee meeting.

B. Report from AVCJPA Metro TAC Representative

Presenter: David Kriske

Staff Recommendation:

To Receive and File

Mr. Kriske summarized items considered at recent TAC meetings.

MOTION

Member Walker moved and Vice Chair Brotman seconded a motion to receive and file Items 8A and 8B. The motion carried unanimously.

C. Report from AVCJPA Executive Director

Presenter: Ann Wilson, Executive Director

Staff Recommendation:

To Receive and File

No report was provided.

IX. 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, 2021 ending on June 30, 2022.**

Motion: That (name) is nominated as Chair, for a term effective July 1, 2021 and ending on June 30, 2022.

MOTION

Member Walker moved and Member Primuth seconded a motion to nominate Vice Chair Brotman to serve as Chair. The question was called and 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, 2021 ending on June 30, 2022.

Motion: That (name) is nominated as Vice-Chair, for a term effective July 1, 2021 and ending on June 30, 2022.

MOTION

Member Walker moved and Member Wilson seconded a motion to nominate Member Perry to serve as Vice-Chair. The question was called and the motion carried unanimously.

RECOGNITION OF OUTGOING CHAIR SPRINGER

The Board recognized Chair Springer.

- X. REMAINING PUBLIC COMMENTS – IF ANY – None.**
- XI. COMMENTS FROM MEMBERS – None.**
- XII. ADJOURN**

Chair Springer adjourned the meeting at 5:45 p.m.

Ann Wilson, Executive Director