

**DRAFT
MINUTES OF A REGULAR MEETING OF
THE ORANGELINE DEVELOPMENT AUTHORITY
WEDNESDAY, SEPTEMBER 8, 2010**

CALL TO ORDER

City of Cerritos Councilmember and Board Chair Bruce Barrows called the meeting to order at 6:34 p.m.

PLEDGE OF ALLEGIANCE

City of Bellflower Councilmember Scott Larsen led the assembly in the salute to the flag.

ROLL CALL AND INTRODUCTION OF ATTENDEES

Authority Board Members:

Bruce Barrows – Authority Chair, Councilmember, City of Cerritos
Frank Quintero – Authority Vice Chair, Councilmember, City of Glendale and
President, Burbank, Glendale and Pasadena Airport Authority
Scott Larsen – Councilmember, City of Bellflower
Andy Molina – Councilmember, City of Huntington Park
Daryl Hofmeyer – Vice Mayor, City of Paramount
Marsha McLean – Mayor Pro Tem, City of Santa Clarita
Maria Davila – Vice Mayor, City of South Gate
Mike McCormick – Mayor Pro Tem, City of Vernon

Others:

Michael Kodama – Executive Director, OLDA
Yvette Abich Garcia – OLDA General Counsel, Colantuono & Levin
Rory Burnett – Finance Director, City of Vernon and OLDA
Ronald Bates – City Manager, City of South Gate
Matt Gleason – Asst. Planner, SCAG
James J. McCarthy – Deputy District Director, Caltrans – Dist 7
Maria Cristina Quintero – Marketing Director, Michael Kodama Planning Consultants
Karen Cruz – Assistant, Michael Kodama Planning Consultants
Denise Van Stratten – North County Coordinator, OLDA
Alan Huynh – Asst. Transportation Planner, OLDA
Norman Emerson – Emerson & Associates, OLDA Contractor
Perry Maljian – Sr. Vice President, MACTEC
Mark Hunter – Administrative Analyst, City of Santa Clarita
Trisha Murakawa – Murakawa Communications, OLDA Contractor
Bob Huddy – Principle, OLDA Contractor
Maria Shafer – Minute Secretary

RECESS AND RECONVENE

A recess was called at 6:35 p.m. The assembly reconvened at 6:46 p.m. with all members present.

ITEM 4 - PUBLIC COMMENTS

City of Cerritos Councilmember and Board Chair Bruce Barrows opened public comments for those in the audience who wished to address the Authority on other than agenda items. There was no response and the public comments portion of the meeting was closed.

ITEM 5 - APPROVAL OF MEETING MINUTES OF AUGUST 11, 2010 MEETING

MOTION: City of Vernon Mayor Pro Tem Mike McCormick moved to approve the Minutes from the meeting of August 11, 2010, as submitted. City of Huntington Park Councilmember Andy Molina seconded the motion, which carried unanimously.

ITEM 6 – APPROVAL OF WARRANT REGISTER AND TREASURER'S REPORT FOR AUGUST 12, 2010 THROUGH SEPTEMBER 8, 2010

Finance Director, City of Vernon and OLDA Rory Burnett presented details of the Warrant Register and Treasurer's Report for August 12, 2010 through September 8, 2010.

MOTION: City of Bellflower Councilmember Scott Larsen moved to approve the Warrant Register and Treasurer's Report for August 12, 2010 through September 8, 2010. City of Paramount Vice Mayor Daryl Hofmeyer seconded the motion, which carried unanimously.

ITEM 7 – RECOMMENDED CHANGES TO ORANGELINE DEVELOPMENT AUTHORITY BYLAWS

The Chair read title to the aforementioned item and called for a report from staff.

Director Michael Kodama introduced the item and deferred to General Counsel Abich Garcia for a report.

General Counsel Abich Garcia presented details of the report highlighting changes to the OLDA Bylaws in order to make it consistent with changes under the amended Joint Powers Agreement (JPA) now in effect. She listed the recommended changes adding clarifying language.

Ensuing discussion pertained to setting a stipend amount and possible restrictions to increase these in accordance with cost of living increases. There was concern over open-ended language and processes if stipend is changed. Ms. Abich Garcia suggested adding the language "as set by Board resolution", noting the stipend would be per Board meeting.

Discussion followed regarding re-inserting the amount. It was suggested adding "set by resolution, but not to exceed cost of living increase". Discussion continued regarding state laws and using "cost of living increases per appropriate areas", standards set for Southern California and the importance of including language restricting increases to cost of living.

CONSENSUS: Members of the Board concurred to direct General Counsel Abich Garcia to draft language to limit stipend increases to "cost of living".

Ms. Abich Garcia continued reviewing changes to the Bylaws for consistency with the current JPA.

Discussion followed regarding concerns with having the Auditor and Treasurer as the same person, adding the two positions must be occupied by two separate individuals. Ms. Abich Garcia will need to review the issue of adding "internal" auditor and clarifying that the

internal auditor does not refer to an independent auditor. Ms. Abich Garcia will return to the Board with a fuller definition for its consideration.

CONSENSUS: Members of the Board concurred to direct Counsel to add "internal auditor" to the changes.

Discussion followed regarding checking code sections and giving the internal auditor the responsibility of hiring an external auditor. Ms. Abich Garcia will check on the issue and return to the Board.

Ensuing discussion pertained to members of the audit committee and the possibility of timing independent auditing with COG's for external auditing services.

Director Kodama will work with General Counsel Abich Garcia on the issue regarding setting auditing procedures and inserting language into the Bylaws relative to an audit committee.

Ms. Abich Garcia continued highlighting changes. Regarding the issue of calculating dues, she noted a second amendment to the JPA refers to dues and there is an existing resolution to calculate them. The issue of allowing membership of other agencies will be presented to the Board in the near future.

The Chair provided brief background on the development of a formula to determine dues.

Brief discussion followed regarding keeping control of the organization upon the addition of members.

General Counsel Abich Garcia will bring the item back to the Board at its next regular meeting.

MOTION: City of South Gate Vice Mayor Maria Davila moved to accept staff recommendations. City of Vernon Mayor Pro Tem Mike McCormick seconded the motion, which carried unanimously.

ITEM 8 – RE-ASSIGNMENT OF THE OVERSIGHT, MANAGEMENT AND ADMINISTRATION OF THE FEDERAL EARMARK FUNDING

The Chair read title to the aforementioned item and noted concerns regarding possible conflicts of interest. He called on staff for a report.

General Counsel Abich Garcia reported one issue that came up was the pre-qualification list where more than one form of potential conflicts of interest was discovered with Michael Kodama and his firm. Ms. Abich Garcia was consulted in order to provide a legal opinion and ensure that no conflicts exist.

Ms. Abich Garcia noted that no conflicts of interest exist. However, as far as the scope of work under Federal funding is concerned, she suggested that it be handled by someone other than Mr. Kodama. She recommended the transfer of assignment of overseeing funds and how these are spent to Transportation Deputy Karen Heit to protect Mr. Kodama and OLD from future issues. She presented options available for the Board to consider.

The Chair reported the City Manager Steering Committee would like to have more than one individual (i.e., representatives of the City Manager Steering Committee).

City of South Gate City Manager Ron Bates suggested review by City Managers and/or other staff members with appropriate expertise.

Ms. Abich Garcia explained if there is a desire to expand responsible members it would be up to the Board. Language was suggested to reflect "Karen Heit and/or successors". Ms. Abich Garcia will work to clarify the language.

Discussion followed regarding the need to reconsider current policy to allow someone in addition to Mr. Kodama to execute contracts (i.e. a sub-committee).

Ms. Abich Garcia presented the options available to the Board as listed in the Agenda Report dated September 8, 2010, for this item.

The following modifications were made to option 1.

1. Assign the oversight, management and administration, including selection of consulting firms, associated with the Federal Earmark Funding to ~~Karen Heit~~ **the Transportation Deputy** and **one or more** a representatives of the City Manager Steering Committee, **and other personnel as assigned by the Board of Directors**, with updates and approval of contracts submitted to the Board. This may require an amendment to Ms. Heit's Professional Service Agreement, which will be brought back at the next meeting.

MOTION: City of Bellflower Councilmember Scott Larsen moved to approve the changes in option 1, above and also approve the use of option 2 if it is so dictated. City of Santa Clarita Mayor Pro Tem Marsha McLean seconded the motion, which carried unanimously.

ITEM 9 – RECEIVE AND FILE: METRO CALL FOR PROJECTS

The Chair read title to the aforementioned item and called for a report from staff.

Director Michael Kodama provided a summary of the item to the Board noting the Call for Projects funding is only available for capital projects and since most of current OLDA activities are for planning, OLDA is not eligible. However, complementary projects such as the Bellflower bike path are eligible.

MOTION: City of Vernon Mayor Pro Tem Mike McCormick moved to receive and file the report. City of South Gate Vice Mayor Maria Davila seconded the motion, which carried unanimously.

ITEM 10 – RECEIVE AND FILE: SOUTH GATE AND OLDA AWARDED CALTRANS ENVIRONMENTAL JUSTICE GRANT

The Chair read title to the aforementioned item and called for a report from staff.

Mr. Kodama introduced the item and called on Deputy District Director, Caltrans – Dist 7, Jim McCarthy for a report.

Mr. McCarthy reported Caltrans has awarded \$213,840 to the City of South Gate and OLDA with funds available contingent on the passing of the State budget.

Ensuing discussion pertained to the timeframe for receiving and spending the money, ensuring that OLDA is incorporated into the process and purpose of the award.

Mr. Kodama presented background on application for grants and reported the purpose centers around community planning for disadvantaged cities. He added he is looking at different funding opportunities throughout the corridor and noted funds will be split to work with the community around station areas for South Gate and Huntington Park.

Discussion followed regarding the scope of work involved with the grant money. It was noted that OLDA is a sub-recipient and that OLDA and consultants will bring in community members in the planning process.

Mr. Kodama thanked Member Cities and staff members for their help with this issue.

MOTION: City of Bellflower Councilmember Scott Larsen moved to receive and file the report. City of Vernon Mayor Pro Tem Mike McCormick seconded the motion, which carried unanimously.

ITEM 11 – RECOMMENDATIONS REGARDING UPGRADE OF OLDA WEBSITE

The Chair read title to the aforementioned item and called for a report from staff.

Mr. Kodama reported North County Coordinator Denise Van Stratten has been working to upgrade the OLDA website.

Ms. Van Stratten reported meeting with the consultant used to upgrade the website. She added that Spoonfactory does not have the capacity or ability to re-vamp the site. She asked the Board to review the SOQ list to select another consultant for website design, hosting and maintenance for a competitive bid. She requested input from the Board.

MOTION: City of Huntington Park Councilmember Andy Molina moved to approve staff recommendations. City of Bellflower Councilmember Scott Larsen seconded the motion, which carried unanimously.

ITEM 12 – RECEIVE AND FILE: UPDATE REGARDING OLDA NAME CHANGE SUB-COMMITTEE

The Chair read title to the aforementioned item and called for a report from staff.

Mr. Kodama reported on the first meeting of the name change sub-committee noted consultant Trisha Murakawa has been engaged to help with the project.

City of South Gate Vice Mayor Maria Davila reported the meeting went well and that many ideas were brought forth in addition to performing outreach to the community by involving them in the name change. The plan is to reach out to schools and offer \$500 scholarships to the top three recommendations.

City of Santa Clarita Mayor Pro Tem Marsha McLean suggested adding California Arts School in Santa Clarita to the list of schools to contact.

Ensuing discussion pertained to planning to convey OLDA's concept and vision and the generation of an information packet for representatives to use when speaking to the public.

Brief discussion followed regarding getting commitments for funding the scholarships and securing sponsors.

MOTION: City of Bellflower Councilmember Scott Larsen moved to receive and file the report. City of South Gate Vice Mayor Maria Davila seconded the motion, which carried unanimously.

ITEM 13 – RECEIVE AND FILE: SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS REQUEST FOR POTENTIAL COMPASS PROJECTS

The Chair read title to the aforementioned item and called for a report from staff.

Mr. Kodama presented background and deferred to OLDA Contractor Bob Huddy for a report.

Mr. Huddy reported on another opportunity for a grant from SCAG. The grant would be used to identify opportunities for potential trans-oriented development, adaptive reuse of industrial areas, in-fill development, mixed use, and housing opportunities which could be integrated into station/station area designs for proposed transit, regional rail, and/or high speed transit options in the OLDA corridor and range between \$275,000 and \$300,000. Staff is putting together applications that will be presented at the next Board meeting. He stressed the need to identify projects; economic, environmental and positive social interaction with the community to generate more attention to the project.

Discussion followed regarding criteria, innovative re-use, adaptive re-use and green space preservation as well as opportunities for additional funding. Discussion continued regarding the possibility of integrating the process with spaces under the system and OLDA linking communities and cities together.

Staff will contact City staff and Managers to bring a set of proposals for consideration by the Board at the next meeting.

MOTION: City of Bellflower Councilmember Scott Larsen moved to receive and file the report. City of Paramount Vice Mayor Daryl Hofmeyer seconded the motion, which carried unanimously.

ITEM 14 – RECEIVE AND FILE: UPDATE REGARDING FUNDING AND PROGRAMMING OF TRANSPORTATION/LAND USE AND BOB HOPE AIRPORT FEDERAL PROJECTS

The Chair read title to the aforementioned item and called for a report from staff.

Mr. Kodama presented an update of the item noting with the help of Jim McCarthy and Jon Grace, OLDA is officially involved in the 2008 Transportation Improvement Program (TIP). This allows the process to move quickly and Mr. Kodama added the project is moving right along.

MOTION: City of Vernon Mayor Pro Tem Mike McCormick moved to receive and file the report. City of Huntington Park Councilmember Andy Molina seconded the motion, which carried unanimously.

ITEM 15 – RECEIVE AND FILE: CALIFORNIA HIGH SPEED RAIL (CHSRA) PROPOSED STATION AREA PLANNING POLICY AND PROCESS

The Chair read title to the aforementioned item and called for a report from staff.

An update on the CHSRA was presented. Mr. Kodama reported making contact with OCTA and Metro to attempt to generate a uniform set of guidelines. He noted the Urban Land Institute is holding a planning conference on September 24, 2010 to enable stockholders to engage in discussions as to what has and has not worked. He added he will keep the Board informed as the project moves forward and will also provide an update on the ULI conference.

Ensuing discussion pertained to the possibility of the Board receiving a copy of the proposal.

Mr. Kodama encouraged Members work with their individual cities to attend the ULI conference. He reported he will send information about the conference to Members.

MOTION: City of South Gate Vice Mayor Maria Davila moved to receive and file the report. City of Huntington Park Councilmember Andy Molina seconded the motion, which carried unanimously.

ITEM 16 – COMMUNICATION ITEMS TO THE BOARD

Mr. Kodama welcomed Trisha Murakawa of Murakawa Communications, to the team. She will help with the OLDA name change as well as other issues.

He reported being in discussion with the Sheraton Hotel in Cerritos and that Verizon is interested in working with OLDA. In addition, Mr. Kodama requested input from Board Members regarding scholarships on for OLDA's name change contest.

ITEM 17 – COMMUNICATION ITEMS FROM THE BOARD

City of Santa Clarita Mayor Pro Tem Marsha McLean inquired regarding energy consumption of high speed rail compared to Maglev technology.

SCAP Asst. Planner Matt Gleason reported SCAG reviewed the issue of sustainable energy in 2008 and reported he will look for the information and report back to the Board.

Board Vice Chair and City of Glendale Councilmember Frank Quintero reported attending the Association for Commuter Transportation Conference. He also reported meeting the Disney representative in charge of their transportation activity world-wide who expressed interest in the Orangeline. He will be meeting with Disney in the near future.

ITEM 18 – ADJOURNMENT

There being no further business to come before the Orangeline Development Authority, the meeting was adjourned at 8:30 p.m. until the next regular meeting of October 13, 2010 in the City of Paramount.

Secretary

Attest:

Chair

Approved: