

**DRAFT  
MINUTES OF A REGULAR MEETING OF  
THE ORANGELINE DEVELOPMENT AUTHORITY  
DECEMBER 12, 2012**

**CALL TO ORDER**

City of Glendale Mayor and Burbank-Glendale-Pasadena Airport Authority Commissioner and Board Chair Frank Quintero called the meeting to order at 6:31 p.m.

**PLEDGE OF ALLEGIANCE**

City of Paramount Councilmember Daryl Hofmeyer led the assembly in the salute to the flag.

**ROLL CALL AND INTRODUCTION OF ATTENDEES**

Authority Board Members:

Frank Quintero – Board Chair, Commissioner, Burbank-Glendale-Pasadena Airport Authority, Mayor, City of Glendale  
Luis H. Marquez – Board Vice Chair, Councilmember, City of Downey  
Tony Lima – Councilmember, City of Artesia  
Violeta Alvarez – Vice Mayor, City of Bell  
Pedro Aceituno – Mayor, City of Bell Gardens  
Scott A. Larsen – Councilmember, City of Bellflower  
Bruce Barrows – Mayor Pro Tem, City of Cerritos  
Frank Gurule – Vice Mayor, City of Cudahy  
Andy Molina – Mayor, City of Huntington Park  
Veronica Guardado – Mayor Pro Tem, City of Maywood  
Daryl Hofmeyer – Councilmember, City of Paramount  
Maria Davila – Councilmember, City of South Gate  
Michael McCormick – Mayor Pro Tem, City of Vernon  
Mark Hardyment – Alternate Board Member, Director of Noise and Environmental Programs, Burbank-Glendale-Pasadena Airport Authority  
Marsha McLean – Councilmember, City of Santa Clarita (attended via conference call)

Others:

Michael R. Kodama – Executive Director, OLDA  
Karen Heit – Deputy Executive Director, OLDA  
Ronald Bates – City Manager Representative and City Manager, City of Pico Rivera  
Sergio Infanzon – Mayor Pro Tem, City of Bell Gardens and Alternate OLDA Board Member  
Norman Emerson – Emerson & Associates  
Judith Norman – Transportation Strategic Planning Director, OLDA  
Allyn Rifkin – Transportation Planner/Engineer, OLDA  
Lillian Burkenheim – Community Planning and Development Director, OLDA  
Corrine Montana – Assistant Transportation Planner, OLDA  
Karen Cruz – Administrative Assistant, Michael R. Kodama Planning Consultants  
Cristina Quintero – Marketing Director, Michael R. Kodama Planning Consultants

#### **ITEM 4 – CONSENT CALENDAR**

**Approval of Minutes of October 10, 2012 Meeting**  
**Approval of Minutes of November 14, 2012 Meeting**

**Approval of Warrant Register and Treasurer’s Report for November 14, 2012 through December 12, 2012**

**MOTION:** City of Artesia Councilmember Tony Lima motioned to approve the Consent Calendar as presented. City of Cudahy Vice Mayor Frank Gurule seconded the motion, which carried, unanimously.

#### **ITEM 5 – PUBLIC COMMENTS**

The Chair opened public comments for those in the audience who wished to address the Board on non-agendized items. No comments were given and the public comments portion of the meeting was closed.

#### **ITEM 6 – UPDATE AND/OR ACTION REGARDING CALTRANS ENVIRONMENTAL JUSTICE: WORKING SESSION**

The Chair read the aforementioned item and called for a report from Executive Director Michael R. Kodama.

Mr. Kodama introduced City of South Gate Councilmember Maria Davila to begin the presentation on the Caltrans Environmental Justice (EJ) Planning Study.

Councilmember Maria Davila described the ongoing EJ efforts and the study area. She discussed the unmet transit need in the EJ cities. She further discussed the economic impacts of the recent recession and unemployment on the EJ cities.

Mr. Kodama addressed several issues that were raised during outreach, including the need for increased transportation options in the area, impacts on residents, project timeline, station locations and issues, access to employment, construction impacts, and parking. He added that many of the concerns and comments involved cost and convenience for users.

Mr. Kodama thanked Judith Norman, Cristina Quintero, and Maryann Maloney as well as the EJ city/OLDA Board members and staff for their efforts throughout the EJ study. He also thanked the community and business organizations who were involved in the study.

City of Huntington Park Mayor Andy Molina stressed that we all need to work together and the need to address concerns of the local business community in the development of a transit system.

City of Cudahy Vice Mayor Frank Gurule suggested that consideration of trips to and from transit stations is important for creating a convenient transit system. He added that working together regionally is critical for the success of the project. City of Bell Vice Mayor Violeta Alvarez also noted that collaboration between the cities is important to the project and that the transit service is vital – a necessity for the community.

Vice Chair Luis Marquez discussed the need for access to employment centers. He added that the diversity of jobs and industries in the cities strengthens the corridor and should be considered as a transit system is developed.

City of Cerritos Mayor Pro Tem Bruce Barrows described economic development as one of the goals of OLDA and the Gateway Cities COG. City of Bellflower Councilmember Scott A. Larsen further discussed economic development in relation to station location. He suggested that station locations should support existing and potential economic hubs.

Norm Emerson commented on the importance of EJ.

The Chair added that the EJ cities voted very favorably for Measure J and showed strong support for transit projects.

Mr. Kodama thanked Congress member Lucille Roybal-Allard and her staff member Kim Tachiki for bringing up EJ issues and Caltrans for funding the project and Caltrans District 7's Wilford Melton and Melanie Bradford for supporting the EJ study.

**MOTION:** City of Bellflower Councilmember Scott A. Larsen motioned to receive and file the report. City of Artesia Councilmember Tony Lima seconded the motion, which carried, unanimously.

#### **ITEM 7 – UPDATE AND/OR ACTION REGARDING I-5 CORRIDOR IMPROVEMENT PROJECT**

The Chair read the aforementioned item and called for a report from Executive Director Michael R. Kodama.

Executive Director Michael R. Kodama discussed the importance of the I-5 Corridor Improvement Project as funding for the OLDA project is tied to the I-5 project. Mr. Kodama added that the project has impacted the OLDA cities and Bob Hope Airport. He explained that the item regarding construction mitigation will go to the Metro Board on December 13, 2012. He presented letters to Metro Board members for Board approval.

Norman Emerson mentioned best practices that may be considered for the I-5 Corridor Improvement Project and mentioned incentives for on-time or early project completion for contractors as an example.

Councilmember Marsha McLean joined the meeting via conference call at 7:15 p.m.

**MOTION:** City of Vernon Mayor Pro Tem Michael McCormick motioned to approve the letters from OLDA to the Metro Board members and to receive and file the report. City of South Gate Councilmember Maria Davila seconded the motion, which carried, unanimously.

#### **ITEM 8 – UPDATE AND/OR ACTION REGARDING METRO TOD II GRANT**

The Chair read the aforementioned item and called for a report from Executive Director Michael R. Kodama.

Mr. Kodama introduced Lillian Burkenheim to discuss the Metro TOD II Grant.

Ms. Burkenheim addressed the TOD guidebook for the OLDA corridor that will be developed as part of the Metro TOD II Grant. She explained that the contracts for the grant have been signed and that the next step is to put together a task force of representatives from the OLDA member cities to begin initial discussions for the TOD guidebook. Ms. Burkenheim explained that the guidebook would help create a consistent strategy for TOD throughout

the OLDA corridor. She added that this is the first Metro TOD project that includes an entire corridor. She described the corridor-wide approach as a unique and beneficial aspect of the OLDA project.

City of Cerritos Mayor Pro Tem Bruce Barrows inquired about how the TOD guidebook might constrain private development. Ms. Burkenheim explained that the guidebook would establish a planning framework for developers to use.

**MOTION:** City of Artesia Councilmember Tony Lima motioned to receive and file the report. City of Bellflower Councilmember Scott A. Larsen seconded the motion, which carried, unanimously.

## **ITEM 9 – UPDATE AND/OR ACTION REGARDING OLDA NAME CHANGE LEGAL ISSUES**

The Chair read the aforementioned item and called for a report from Executive Director Michael R. Kodama.

Mr. Kodama explained that OLDA staff needed clarification regarding the Board's approval of the new name 'Eco-Rapid Transit Development Authority.' He explained that legal counsel determined that the cost of legally changing the organization's name would be an estimated \$10,000. He explained that OLDA has the option to legally change the name or retain the legal name, but use the new name for all other purposes. He explained that the latter option would cost less and would allow the Board to legally change the name at a later time if needed.

The Chair explained that he wants the name changed, but acknowledged the lack of funding to legally change it.

City of Cerritos Mayor Pro Tem Bruce Barrows asked the Executive Director about the cost of retaining the legal name, but using the name 'Eco-Rapid Transit Development Authority' for other purposes.

City of Artesia Councilmember Tony Lima noted that the name 'Eco-Rapid Transit Development Authority' may be too long and suggested shortening it to 'Eco-Rapid Transit Authority.'

Mr. Kodama addressed the awards for the contest participants and discussed the possible logo designs. He can bring information back to the OLDA Board next month.

City of Bellflower Councilmember Scott A. Larsen explained that he liked the logo, but would like to add to it.

Mr. Kodama suggested that the artist be contacted and asked to edit the design.

**MOTION:** City of Cerritos Mayor Pro Tem Bruce Barrows motioned to approve the name 'Eco-Rapid Transit Authority' for non-legal use and the selected logo with revisions by the artist. City of Artesia Councilmember Tony Lima seconded the motion, which carried, unanimously.

## **ITEM 10 – UPDATE AND/OR ACTION REGARDING OLDA FINANCIAL REVIEW**

The Chair read the aforementioned item and called for a report from Executive Director Michael R. Kodama.

Mr. Kodama presented three items related financial issues. First, he discussed the issue of improving cash flow and increasing program administration revenues. He mentioned solutions such as including additional members. Mr. Kodama also discussed the short-term solution of establishing a line of credit. Second, he discussed near-term to long-term project financing options, such as infrastructure financing districts, bonds, public private partnerships, and other creative financing strategies. Lastly, Mr. Kodama discussed working with Metro to set up additional funding options for planning as it does for the City of Los Angeles and others.

Mr. Kodama added that a mid-year financial review would be brought to the Board in January.

OLDA Board Members discussed these issues and agreed that OLDA needs to continue to look at near and long term financial and funding for project planning.

City of Bellflower Councilmember Scott Larsen discussed the need to fill Rory Burnett's position after he retires. He mentioned staff member from the City of Bellflower Finance Department who could fill the position, shortly after Mr. Burnett's retirement, but temporary replacement would be required in the interim.

**MOTION:** City of Artesia Councilmember Tony Lima motioned to receive and file the report. City of Cudahy Vice Mayor Frank Gurule seconded the motion, which carried, unanimously.

## **ITEM 11 – APPROVAL OF OLDA CONTRACT LABOR CONSULTING SERVICES FOR DENNIS BROOKS, LILLIAN BURKENHEIM, CORRINE MONTANA, AND BARRY SAMSTEN**

The Chair read the aforementioned item and called for a report from Deputy Executive Director Karen Heit.

Ms. Heit explained that staff recommends that OLDA enter into four labor contracts with Dennis Brooks, Lillian Burkenheim, Corrine Montana, and Barry Samsten from January 1, 2013 to June 30, 2013. She added that resumes for the contract labor staff are included in the agenda.

**MOTION:** City of Artesia Councilmember Tony Lima motioned to approve the contracts and direct staff to prepare Professional Service Agreements as described in the agenda. City of Huntington Park Mayor Andy Molina seconded the motion, which carried, unanimously.

## **ITEM 12 – APPROVAL OF MODIFICATION OF CONTRACT FOR NORMAN EMERSON**

The Chair read the aforementioned item and called for a report from Deputy Executive Director Karen Heit.

Ms. Heit explained that Norman Emerson has been working for OLDA since 2009. She explained that the contract modification for Norman Emerson would extend his Professional Services Agreement for one year from January 1, 2013 to December 30, 2013.

**MOTION:** City of Downey Councilmember Luis Marquez motioned to approve the contract modification for Norman Emerson and direct staff to prepare Professional Service Agreement as described in the agenda. City of Bellflower Councilmember Scott A. Larsen seconded the motion, which carried, unanimously.

### **ITEM 13 – APPROVAL OF MODIFICATION OF CONTRACTS FOR JUDITH NORMAN**

The Chair read the aforementioned item and called for a report from Deputy Executive Director Karen Heit.

**MOTION:** City of Artesia Councilmember Tony Lima motioned to approve the contract modifications for Judith Norman and direct staff to prepare Professional Service Agreement as described. City of South Gate Councilmember Maria Davila seconded the motion, which carried, unanimously.

### **ITEM 14 – COMMUNICATION ITEMS TO THE BOARD**

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

Executive Director Michael R. Kodama reminded the Board that the next three Board meetings will be held in the City of Glendale and the following three meetings will be held in Bellflower.

The Chair welcomed City of Bell Gardens Mayor Pedro Aceituno and Mayor Pro Tem Sergio Infanzon to the Board Meeting. He also welcomed Karen Cruz of MK..

### **ITEM 15 – COMMUNICATION ITEMS FROM THE BOARD**

City of Bellflower Councilmember Scott A. Larsen inquired about the condolences letter for the City of Lakewood. The Executive Director responded that it has been signed and will be sent out.

City of Huntington Park Mayor Andy Molina discussed the Trade Connect workshop, which will be hosted by the City of Huntington Park and the Port of Los Angeles at the Raul R. Perez Memorial Park. Mayor Andy Molina encouraged Board members and staff to spread the word about the workshop.

City of Cerritos Mayor Pro Tem Bruce Barrows mentioned the Japanese Emperor's birthday celebration, which involved many elected officials and other dignitaries. Mayor Pro Tem Bruce Barrows also discussed the need to explore further opportunities for private investment in the OLDA project. Deputy Executive Director Karen Heit described project development agreements, which establish terms of private investment and risks and responsibilities for involved parties.

City of Santa Clarita Councilmember Marsha McLean added that improved marketing materials could help OLDA attract investment. Councilmember Marsha McLean cited City of Santa Clarita's marketing materials as an example.

**ITEM 16 – ADJOURNMENT**

There being no further business to come before the Board, the Chair called for a motion to adjourn. City of Cudahy Vice Mayor Frank Gurule seconded the motion, which carried, unanimously. The meeting was adjourned at 8:10 p.m.

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Secretary

Attest:

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Chair

Approved:

**Orangeline Development Authority  
Treasurer's Report  
General Fund  
Period: December 13, 2012 thru January 9, 2013**

<b>Cash, beginning balance</b>	<b>\$ 68,618.97</b>
Cash receipts	-
Cash expenditures	(29,817.15)
Other income (expenditures) and corrections	<u>-</u>
<b>Cash, ending balance - total</b>	<b>\$ 38,801.82</b>
Less: cash reserved for <i>D.L. Piper U.S. LLP</i>	<u>(37,310.00)</u>
<b>Cash, ending balance - unrestricted</b>	<b><u><u>\$ 1,491.82</u></u></b>

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W. Michael McCormick  
Treasurer



**Orangeline Development Authority**  
**Warrant Register**  
 Period: December 13, 2012 thru January 9, 2013

Type	Date	Num	Name	Memo	Split	Paid Amount
<b>10.1000 · Cash - Bank of America #0198</b>						
Bill Pmt -Check	1/9/2013	2414	Alan Huynh	Services - November 2012	20000 · Accounts Payable	-455.00
Bill Pmt -Check	1/9/2013	2415	Allyn D. Rifkin, PE	Professional Services - November 2012	20000 · Accounts Payable	-1,643.20
Bill Pmt -Check	1/9/2013	2416	Barry Kielsmeier	Professional Services - November 2012	20000 · Accounts Payable	-2,433.85
Bill Pmt -Check	1/9/2013	2417	Barry Samsten	Professional Services - November 2012	20000 · Accounts Payable	-1,475.00
Bill Pmt -Check	1/9/2013	2418	Bob Huddy	Professional Services - November 2012	20000 · Accounts Payable	-1,870.40
Bill Pmt -Check	1/9/2013	2419	Colantuono & Levin, PC	Legal Services - October 2012	20000 · Accounts Payable	-2,299.00
Bill Pmt -Check	1/9/2013	2420	Corrine Montana	Professional Services - November 2012	20000 · Accounts Payable	-787.50
Bill Pmt -Check	1/9/2013	2421	Dennis Brooks	Professional Services - November 2012	20000 · Accounts Payable	-2,090.00
Bill Pmt -Check	1/9/2013	2422	Judith Norman	Professional Services Nov 2012 - Environmental Justice Grant Nov 2012	20000 · Accounts Payable	-7,308.35
Bill Pmt -Check	1/9/2013	2423	Karen Heit	Professional Services - November 2012	20000 · Accounts Payable	-650.00
Bill Pmt -Check	1/9/2013	2424	Lillian Burkenheim S.	Professional Services - November 2012	20000 · Accounts Payable	-1,600.85
Bill Pmt -Check	1/9/2013	2425	Michael R. Kodama	Professional Services - November 2012	20000 · Accounts Payable	-5,144.14
Bill Pmt -Check	1/9/2013	2426	Spoonfactory	Web Hosting and Updates - December 2012	20000 · Accounts Payable	-161.00
Bill Pmt -Check	1/9/2013	2427	Yari More	Sound System Set Up 12/12/12	20000 · Accounts Payable	-230.00
Check	1/9/2013	2428	Tony Lima	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2429	Violete Alvarez	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2430	Pedro Aceituno	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2431	Scott Larsen	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2432	Bruce Barrows	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2433	Frank Gurule	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2434	Luis H. Marquez	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2435	Frank Quintero	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2436	Andy Molina	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2437	Veronica Guardardo	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2438	Daryl Hofmeyer	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2439	Marsha McLean	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2440	Maria Davila	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2441	William McCormick	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2442	Mark D. Hardyment	Board Stipends - 12/12/12	10.5030 · Board Stipends	-100.00
Check	1/9/2013	2443	Roirdan Burnett	Reimbursement of Office Supplies	10.5400 · Printing and Su...	-168.86
<b>Total 10.1000 · Cash - Bank of America #0198</b>						<b>-29,817.15</b>
<b>TOTAL</b>						<b>-29,817.15</b>