

**DRAFT**  
**MINUTES OF A REGULAR MEETING OF**  
**THE ORANGELINE DEVELOPMENT AUTHORITY**  
**December 11, 2013**

**CALL TO ORDER**

City of Downey, Councilmember and Board Chair, Luis H. Marquez called the meeting to order at 6:41 p.m. and welcomed new member, Councilmember Cristian Markovich, representative of the City of Cudahy. City of Maywood Councilmember Veronica Guardado welcomed everyone to the City of Maywood.

**PLEDGE OF ALLEGIANCE**

City of Maywood Councilmember Veronica Guardado led the assembly in the salute to the flag.

**ROLL CALL AND INTRODUCTION OF ATTENDEES**

Authority Board Members:

Luis H. Marquez – Board Chair, Mayor Pro Tem, City of Downey  
Maria Davila – Board Vice Chair, Councilmember, City of South Gate  
Frank Quintero – Secretary, Burbank-Glendale-Pasadena Airport Authority and Councilmember, City of Glendale  
Scott Larsen - Councilmember, City of Bellflower  
Pedro Aceituno - Councilmember, City of Bell Gardens  
Bruce Barrows - Mayor, City of Cerritos  
Cristian Markovich - Councilmember, City of Cudahy  
Rosa E. Perez – Vice Mayor, City of Huntington Park  
Veronica Guardado - Councilmember, City of Maywood  
Daryl Hofmeyer – Councilmember, City of Paramount  
Marsha McLean – Councilmember, City of Santa Clarita (by phone)  
Michael McCormick – Mayor, City of Vernon  
Rene Bobadilla – Ex-Officio Eco-Rapid Transit City Manager Representative and City Manager of City of Huntington Park

Others:

Michael R. Kodama – Executive Director, Eco-Rapid Transit  
Karen Heit - Deputy Executive Director Eco-Rapid Transit  
Frank Gurule – Former Board Member, City of Cudahy  
Mark Hardymont - Alternate Board Member, Director of Noise and Environmental Programs, Burbank-Glendale-Pasadena Airport Authority  
Joaquin Castañeda-District Director, Office of Senator Ricardo Lara  
Andrew Perry- City of Artesia  
Teresa Highsmith – Colantuono & Levin PC, General Counsel, Eco-Rapid Transit  
Norman Emerson – Emerson & Associates  
Allyn Rifkin – Transportation Planner/Engineer, Eco-Rapid Transit  
Cristina Quintero - Marketing Director, Michael R. Kodama Planning Consultants  
Karen Cruz – Administrative Assistant, Michael R. Kodama Planning Consultants

## **ITEM 4 – CONSENT CALENDAR**

### **Approval of Minutes of November 13, 2013**

Councilwoman Marsha Mclean asked to make a slight correction to the November minutes referring to the "hot" lanes; she stated the residents were the ones questioning the "hot" lanes and not the business owners.

### **Approval of Warrant Register and Treasurer's Report for November 13, 2013 through December 11, 2013**

**MOTION:** City of Paramount, Councilmember Daryl Hofmeyer, motioned to approve the Consent Calendar as amended. City of Bell Gardens, Councilmember Pedro Aceituno seconded the motion, which carried, unanimously with one abstention (City of Cerritos, Mayor Bruce Barrows abstained).

## **ITEM 5 – PUBLIC COMMENTS**

No comments were given and the public comments portion of the meeting was closed.

## **ITEM 6 – UPDATE AND/OR ACTION REGARDING GATEWAYS CITIES COG AND WEST SANTA ANA BRANCH**

Executive Director Michael Kodama mentioned that we are expecting Metro staff to bring recommendations to start work on the next phase of the West Santa Ana Branch Alternative Analysis in January, 2014. He also asked Karen Heit for an update about how this ties together with the Gateway Cities Strategic Transportation Plan.

Karen Heit updated Eco-Rapid Transit about the Gateway Cities Strategic Transportations Plan and mentioned they are about half way done and should be finalized in about 6 to 8 months. The plan was presented at the December 2013 Gateway Cities General Assembly in Cerritos. This plan will have models and projections involving traffic estimates for the cities to use for plans and individual projects including the West Santa Ana Branch.

The MTA is looking for a new half cent sales tax or an extension of the old one (Measure R). The strategic transportation will look at how to tie new projects to a new sales tax measure. Karen Heit stated that we should expect similar efforts throughout the county. South Bay and Gateway cities are pretty far along in determining what their needs are while San Fernando Valley and the San Gabriel Valley are catching up.

Councilmember Scott Larsen asked about upcoming recommendations from Metro.

Michael Kodama explained that in the following month of January, Metro staff should be bringing recommendations to select a consultant and start work on the West Santa Ana Branch Alternative Analysis Technical Study.

Karen Heit added that the SCAG Alternative Analysis did not go into enough depth and that this will finish details in the corridor and focus on a Los Angeles County project. The next phase will take the project from Cerritos/Artesia to Downtown Los Angeles and look at large issues such as how the West Santa Ana Branch works with the Green Line and how the project will access Downtown. It will also dig deeper at issues such as in South Gate which will require both passenger and freight rail access in the corridor.

**MOTION:** City of Bellflower Councilmember Scott Larsen motioned to receive and file the report. City of Glendale, Councilmember Frank Quintero seconded the motion, which carried, unanimously.

**ITEM 7 – UPDATE AND/OR ACTION REGARDING TRANSPORTATION LAND USE STUDY.**

Michael Kodama provided an update about the Transportation/Land Use study.

In August, 2011 the board approved the inclusion of specific projects for the cities of Cudahy, Downey, South Gate, Santa Clarita and Cerritos as part of the study. In the past few months AECOM met with Cudahy, Downey and South Gate and developed a briefing book on these station areas. Then they met with representatives of these three cities and Huntington Park (which also has interest in one of the stations).

The original plan in Santa Clarita was to look at all the potential locations for stations. During a preliminary look at all the stations in Santa Clarita, it seems that the best opportunity for TOD is at the Newhall Station.

AECOM and Eco-Rapid Transit staff had a preliminary meeting with Santa Clarita staff and need to work on the next steps and build on Santa Clarita's current efforts. There will be an effort in Cerritos as well to not "re-invent the wheel" and build on what has already been done there.

Mr. Kodama stated that staff plans to bring in AECOM to provide an update to the Eco-Rapid Transit Board.

**MOTION:** City of Bellflower, Councilmember Scott Larsen motioned to receive and file, City of South Gate and Eco-Rapid Vice Chair Maria Davila seconded the motion, which carried, unanimously.

**ITEM 8 – APPROVAL OF MODIFICATION OF ECO-RAPID TRANSIT PROFESSIONAL SERVICES AGREEMENTS WITH BARRY SAMSTEN, ALLYN RIFKIN, BARRY KIELSMEIER, LILLIAN BURKENHEIM AND DENNIS BROOKS TO EXTEND TERM TO JUNE 30, 2014**

Chairman Luis Marquez asked for a staff report. Karen Heit, Deputy Executive Director, talked about how the five individuals listed have been with the agency and all have different specialties, and asked for a recommendation to extend their contracts for another six months. The sums of the contracts are listed in paragraph 1.

Councilmember Scott Larsen asked if they are all included in the budget. Karen Heit answered yes.

**MOTION:** Mayor City of Cerritos Bruce Barrows motioned to approve the modification of the Eco-Rapid Transit professional services agreements with Barry Samsten, Allyn Rifkin, Barry Kielsmeier, Lillian Burkenheim and Dennis Brooks to extend term to June 30, 2014. City of Glendale Frank Quintero seconded the motion, which carried, unanimously.

**ITEM 9 – APPROVAL OF MODIFICATION OF ECO-RAPID TRANSIT PROFESSIONAL SERVICES AGREEMENT WITH NORM EMERSON TO EXTEND TERM TO DECEMBER 31, 2014**

Chairman Luis Marquez asked for a report from staff. Michael Kodama asked Karen Heit to give the report.

Ms. Heit anticipates there will be more activity in the spring to early summer of 2014 due to MTA achieving or not achieving its federal funding goals and we will need help from Mr. Emerson. She explained that funding to complete Eco-Rapid Transit/West Santa Ana Branch and Metro Gold Line (2nd decade projects) are unknown at the moment, but there will be a need to be increase on accessing federal funding to complete these projects.

Ms. Heit talked about how the MTA is starting the process to look at the new sales tax initiative and there may be some assistance required on how to deal with this new initiative. It would be a great idea to bring in the entire line to Santa Clarita and not just what has been dealt with. It will be crucial to work with the San Fernando Valley COG on this issue.

**MOTION:** Councilmember City of Glendale Frank Quintero motioned to approve of Modification of Eco-Rapid Transit professional services agreement with Norm Emerson to extend to December 31, 2013. Vice Chair and City of South Gate Councilmember Maria Davila seconded the motion, which carried, unanimously.

**ITEM 10 – APPROVAL OF MODIFICATION OF ECO-RAPID TRANSIT PROFESSIONAL SERVICES AGREEMENT WITH KAREN HEIT TO EXTEND TERM TO DECEMBER 31, 2014**

Chairman Luis Marquez asked for a report from staff to extend Karen Heit’s contract.

**MOTION:** City of Cerritos, Mayor Bruce Barrows motioned to approve Modification of the Eco-Rapid Transit professional services agreement with Karen Heit to extend term to December 31, 2014. City of Paramount Councilmember Daryl Hofmeyer seconded the motion, which carried, unanimously.

**ITEM 11 – CLOSED SESSION:**

**PERFORMANCE EVALUATION: (G.C. 54957)**

**TITLE: EXECUTIVE DIRECTOR**

**OPEN SESSION:**

The assembly moved to open session at 7:47 p.m. with all Members present.

**ITEM 12 – APPROVAL OF MODIFICATION OF ECO-RAPID TRANSIT PROFESSIONAL AGREEMENT WITH MICHAEL R. KODAMA PLANNING CONSULTANTS**

Mayor Bruce Barrows asked what modifications need to be done.

Teresa Highsmith, Legal Counsel provided options for the board including creating a sub-committee or discussing the agreement tonight.

Vice Mayor Rosa Perez asked if the agreement can only be extended for one year or can it be more years.

Teresa Highsmith answers it depends on funding.

Chairman Luis Marquez asked if the board can approve the contract or issue a motion to bring it back next month.

Mayor Bruce Barrows explained that if there are additional responsibilities, then Mr. Kodama may have to evaluate options and compensation for the work and suggested that this will take time. The Agreement should be finalized in the next meeting. Mayor Barrows suggested the Chairman form a sub-committee and work with Mr. Kodama to bring recommendations to the board next month.

Board members discussed compensation options for services and concluded the final decision should take place at the next board meeting. A discussion took place regarding establishing a sub-committee and bringing recommendations back to the board. Chairman Luis Marquez asked Councilmember Scott Larsen and City Manager Representative Rene Bobadilla to be part of the sub-committee with him.

Board members expressed how pleased they are with Michael Kodama's work and they will try to have this contract done as soon as possible. They also thanked the team for all their hard work.

**MOTION:** Eco-Rapid Transit Secretary and City of Huntington Park Vice Mayor Rosa Perez motioned to approve extending the Michael R Kodama contract for one year and establishing a sub-committee to bring recommendation back to the board next month regarding term and compensation. Mayor City of Cerritos Bruce Barrows seconded the motion, which carried, unanimously.

### **ITEM 13 – COMMUNICATION ITEMS TO THE BOARD**

Michael Kodama said that Allyn Rifkin announced the new name change to the San Fernando Valley COG.

Mr. Kodama said that the Gateway Cities COG is going to move their January meeting to the 2<sup>nd</sup> Wednesday (January 8<sup>th</sup>) and would like to have Eco-Rapid Transit move our next meeting to their office and start one hour later at 7:00pm. We will share expenses.

February meeting will be in Maywood.

City Manager Rene Bobadilla said that Michael Kodama will be meeting with city managers. The purpose of these meetings will be to present status of projects and further updates. This will be done some time 2014.

Councilmember Veronica Guardado asked if part of the presentation will be showing routes or stations.

City Manager Rene Bobadilla answers it is too early to answer but it would be a suitable question to the city managers.

**Item 14 – COMMUNICATIONS FROM THE BOARD**

Councilmember Scott Larsen presented special thanks on behalf of the board to Michael Kodama and the Eco-Rapid Transit staff on the work done throughout the year.

Councilmember Veronica Guardado announced that the City of Maywood has two new councilmembers, Councilmember Villarreal and Councilmember De La Riva.

**ITEM 15 – ADJOURNMENT**

There being no further business to come before the Board, the Chair called for a motion to Adjourn the meeting. Eco-Rapid Transit Vice Chair and City of South Gate, Councilmember Maria Davila motioned to adjournment the meeting and seconded by Councilmember City of Maywood the motion, which carried, unanimously. The meeting was adjourned at 8:30 p.m.

\_\_\_\_\_  
Secretary

Attest:

\_\_\_\_\_  
Chair

Approved:

**Orangeline Development Authority**  
**Treasurer's Report**  
**General Fund**  
**Period: December 12, 2013 thru January 8, 2014**

<b>Cash, beginning balance</b>	<b>\$ 52,132.50</b>
Cash receipts	54,968.31
Cash expenditures	(49,554.36)
Other income (expenditures) and corrections	<u>-</u>
<b>Cash, ending balance - total</b>	<b>\$ 57,546.45</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>\$ 20,236.45</u></b>

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W. Michael McCormick  
Treasurer

**Orangeline Development Authority**  
**Cash Receipts**  
 Period: December 12, 2013 thru January 8, 2014

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>Deposit</b>		<b>12/18/2013</b>	<b>Metropolitan Transportation Commission</b>	<b>Deposit</b>	<b>10.1000 · Cash - Bank of America #0198</b>	<b>24,459.75</b>
				Deposit	10.4005 · Grant Revenues	-24,459.75
TOTAL						-24,459.75
<b>Deposit</b>		<b>12/20/2013</b>		<b>Deposit</b>	<b>10.1000 · Cash - Bank of America #0198</b>	<b>30,508.56</b>
			Burbank-Glendale-Pasadena Airport Auth.	Deposit	10.4005 · Grant Revenues	-16,948.56
			City of Cerritos	Deposit	10.4000 · Membership Dues	-13,560.00
TOTAL						-30,508.56

**Orangeline Development Authority**  
**Warrant Register**  
 Period: December 12, 2013 thru January 8, 2014

Type	Date	Num	Name	Memo	Split	Paid Amount
<b>10.1000 - Cash - Bank of America #0198</b>						
Check	12/15/2013		Bank of America	Service Charge	10.5020 · Bank Service Cha...	-30.40
Check	1/8/2014	2784	Pedro Aceituno	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Check	1/8/2014	2785	Scott Larsen	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Check	1/8/2014	2786	Bruce Barrows	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Check	1/8/2014	2787	Cristian Markovich	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Check	1/8/2014	2788	Luis H. Marquez	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Check	1/8/2014	2789	Frank Quintero	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Check	1/8/2014	2790	Rosa E. Perez	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Check	1/8/2014	2791	Veronica Guardardo	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Check	1/8/2014	2792	Daryl Hofmeyer	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Check	1/8/2014	2793	Marsha McLean	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Check	1/8/2014	2794	Maria Davila	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Check	1/8/2014	2795	William McCormick	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Check	1/8/2014	2796	Mark D. Hardymint	Board Stipends - 12/11/2013	10.5030 · Board Stipends	-100.00
Bill Pmt -Check	1/8/2014	2797	AECOM	Services Rendered: August 2013	20000 · Accounts Payable	-18,599.84
Bill Pmt -Check	1/8/2014	2798	Allyn D. Rifkin, PE	Services Rendered - November 2013	20000 · Accounts Payable	-2,076.32
Bill Pmt -Check	1/8/2014	2799	Barry Kielsmeier	Services Rendered - November 2013	20000 · Accounts Payable	-200.00
Bill Pmt -Check	1/8/2014	2800	Barry Samsten	Services Rendered - November 2013	20000 · Accounts Payable	-1,500.00
Bill Pmt -Check	1/8/2014	2801	Christian Correa	Preparation of 11/13/2013 Meeting Minutes	20000 · Accounts Payable	-180.00
Bill Pmt -Check	1/8/2014	2802	ClassicPlan	Loan Number 197096 & 199015	20000 · Accounts Payable	-464.48
Bill Pmt -Check	1/8/2014	2803	Dennis Brooks	Services Rendered - November 2013	20000 · Accounts Payable	-427.50
Bill Pmt -Check	1/8/2014	2804	G&G Printing and Graphics	Banners with frames	20000 · Accounts Payable	-421.57
Bill Pmt -Check	1/8/2014	2805	Joaquin Leon	Services Rendered - November 2013	20000 · Accounts Payable	-300.00
Bill Pmt -Check	1/8/2014	2806	Judith Norman	Services Rendered - November 2013	20000 · Accounts Payable	-2,526.50
Bill Pmt -Check	1/8/2014	2807	Karen Heit	Services Rendered - November 2013	20000 · Accounts Payable	-325.00
Bill Pmt -Check	1/8/2014	2808	Konica Minolta	Customer No. 2000312691 - Printing Services	20000 · Accounts Payable	-378.57
Bill Pmt -Check	1/8/2014	2809	Lillian Burkenheim Silver	Services Rendered - November 2013	20000 · Accounts Payable	-3,150.00
Bill Pmt -Check	1/8/2014	2810	Michael R. Kodama	Services Rendered - November 2013	20000 · Accounts Payable	-14,913.18
Bill Pmt -Check	1/8/2014	2811	Norman Emerson	Services Rendered - November 2013	20000 · Accounts Payable	-2,600.00
Bill Pmt -Check	1/8/2014	2812	Spoonfactory	Web Hosting and Updates - December 2013	20000 · Accounts Payable	-161.00
Total 10.1000 · Cash - Bank of America #0198						-49,554.36
<b>TOTAL</b>						<b>-49,554.36</b>