

**DRAFT**  
**MINUTES OF THE REGULAR MEETING OF**  
**ECO-RAPID TRANSIT/ORANGE LINE DEVELOPMENT AUTHORITY**  
**April 8, 2020**  
**Teleconference Meeting via Zoom or by Phone**

**CALL TO ORDER**

Eco-Rapid Transit -Chair Karina Macias called the meeting to order at 6:35 PM online and on the phone.

**PLEDGE OF ALLEGIANCE**

Ali Sajjad Taj, Councilmember, City of Artesia, led the assembly in the salute of the flag.

**ROLL CALL AND INTRODUCTION OF ATTENDEES**

Authority Board Members:

Karina Macias, Chair, Mayor, City of Huntington Park  
Ali Sajjad Taj, Vice Chair, Councilmember, City of Artesia  
José R. Gonzalez, Board Member, Mayor City of Cudahy  
Sean Ashton, Board Member, Councilmember, City of Downey  
Alondra Olmos, Board Member, Planning Commissioner, City of Maywood  
Silvia Martinez, Board Member, Planning Commissioner, City of Bell  
Pedro Aceituno, Board Member, Councilmember, City of Bell Gardens  
Tony Lima, Alternate Board Member, Councilmember, City of Artesia  
Frank Quintero, Alternate Board Member, Burbank-Glendale Airport Authority

Others:

Michael Kodama, Executive Director, Eco-Rapid Transit  
Sharon Weissman, Metro Board Deputy, Gateway Cities  
Karen Lee, Management Analyst, City of Artesia  
Julia Brown, Metro Community Relations Manager, Metro  
Nancy Michali, Gateway Cities COG Consultant  
Rosalba Gonzalez, Community Member  
Sara Hernandez, DLA Piper  
Allyn Rifkin, Transportation Planner/Engineer, Eco-Rapid Transit  
Walter Beaumont, Community Planning Staff, Eco-Rapid Transit  
Cristina Quintero, Administration, Michael Kodama Planning Consultants

**ITEM 4 – CONSENT CALENDAR**

- a. Approval of Minutes of March 11, 2020**
- b. Approval of Warrant Register dated April 8, 2020**
- c. Approval of Treasurer’s Report for the period of March 2020**
- d. Approval to Renew Public Officials Management & Employment Practices Liability and Commercial General Liability**

**MOTION:** Ali Sajjad Taj, Councilmember, City of Artesia moved to approve the Consent Calendar, Pedro Aceituno, Councilmember, City of Bell Gardens, seconded the motion while Sean Ashton, Councilmember, City of Downey abstained from item 4a.

#### **ITEM 5 – PUBLIC COMMENTS**

There were no comments.

#### **ITEM 6 – UPDATE AND/OR ACTION REGARDING 2020-2021 BUDGET AND MEMBERSHIP DUES**

Michael Kodama, Eco-Rapid Transit Executive Director provided the Board with the proposed FY2020-2021 Membership Dues. Mr. Kodama indicated that if the Board needed additional time to discuss the proposed dues he could bring the item back next month. The other option being to approve the dues as proposed and he would then forward them to the appropriate City Managers.

**MOTION:** Sean Ashton, Councilmember, City of Downey, moved to approve the dues as presented, Alondra Olmos, Planning Commissioner, City of Maywood, seconded the motion. The item was approved unanimously.

#### **ITEM 7 – UPDATE AND/OR ACTION REGARDING CALTRANS ACTIVE TRANSPORTATION PROGRAM CYCLE 5**

Michael Kodama told the Board of Directors about the upcoming June 15, 2020 deadline to submit applications for the Caltrans Active Transportation Program (ATP) Cycle 5 grants. These grants can be submitted by individual cities or by several jurisdictions. Mr. Kodama encouraged the Board to review the materials presented and to think how the ATP grants might be combined with the Metro TOD SIP Implementation Funds to create a larger more robust funding source.

**MOTION:** Sean Ashton, Councilmember, City of Downey, moved to receive and file the Item, Frank Quintero, Board Member, Burbank-Glendale Airport Authority, seconded the motion. The item was approved unanimously.

#### **ITEM 8 – UPDATE AND/OR ACTION REGARDING CALTRANS SUSTAINABLE COMMUNITIES GRANT TO DEVELOP FLORENCE/SALT LAKE AND PACIFIC/RANDOLPH TRANSIT ORIENTED COMMUNITIES SPECIFIC PLANS**

Michael Kodama discussed the Item. Much progress continues to be made in setting up the administrative and fiscal structures necessary to implement the Grant and initiate the work related to the specific plans. Mr. Walter Beaumont, Eco-Rapid Transit Community Planner added that the first reimbursement by Caltrans had been received, one month after being submitted and that the City of Huntington Park received a Letter of No Prejudice (LONP) from Metro committing \$81,111 to the project as the required local matching funds. Mr. Beaumont stated that with the matching funds in hand, staff can develop and issue an RFP for a local consultant.

**MOTION:** Sean Ashton, Councilmember, City of Downey, moved to receive and file the Item, Pedro Aceituno, Councilmember, City of Bell Gardens, seconded the motion. The item was approved unanimously.

## **ITEM 9 – UPDATE AND OR ACTION REGARDING WEST SANTA ANA BRANCH**

Michael Kodama indicated that there is significant activity within the West Santa Ana Branch (WSAB) Corridor. Significant activities include the WSAB TOD SIP Implementation Plan, the Gateway Cities Council of Governments (GCCOG) City Managers Technical Advisory Committee (TAC), progress on the environmental document as well as financial and funding issues. The GCCOC City Managers TAC has been formed and meets monthly to review issues within the WSAB Corridor.

Mr. Kodama invited Nancy Michali, the GCCOC City Managers TAC consultant to provide the Board with an update on the TAC. Ms. Michali stated that she has been onboard since March and that the current top item for the City Managers to address are the Master Cooperation Agreements that Metro will be sending out to each city in the Corridor. These Agreements are complex and will dictate much of what gets built, what Metro will provide to the cities and what the cities are expected to provide Metro. Additionally, the State's Housing and Community Development (HCD) Department has allocated \$5.6 million to Corridor cities to assist them with housing issues. HCD staff will be attending the next TAC meeting scheduled for April 14<sup>th</sup> to discuss the amounts allocated for each city and how the funds can be used and accessed.

Board Chair, Karina Macias asked if the TAC meeting would be held in person or online. Ms. Michali said that the meeting would be hosted on the GCCOG Zoom online meeting platform.

**MOTION:** Sean Ashton, Councilmember, City of Downey, moved to receive and file the Item, Frank Quintero, Board Member, Burbank-Glendale Airport Authority, seconded the motion. The item was approved unanimously.

## **ITEM 10 – UPDATE AND/OR ACTION REGARDING ECONOMIC DEVELOPMENT**

Michael Kodama noted that this Item had been requested by the Board last month. Mr. Kodama described several options for economic development in the WSAB Corridor and recounted many prior efforts by Eco-Rapid Transit to create economic development opportunities that date back to 2008.

Alondra Olmos, Planning Commissioner, City of Maywood asked if the materials provided by Mr. Kodama and this issue have been taken up by the GCCOG City Managers TAC? Mr. Kodama indicated that no, not yet as he believed the Board should see the information first. Sean Ashton, Councilmember, City of Downey sees this as a working document and agreed that it would be beneficial to have the City Managers take a look at the information and provide their input. Mr. Ashton had a discussion with the Downey City Manager about economic development and that he was generally in agreement with the options outlined. Nancy Michali reported that the City Managers TAC will take up this item at their scheduled May meeting. After some additional discussion the following action was taken.

**MOTION:** Sean Ashton, Councilmember, City of Downey, moved to ask staff to have the Item taken up by the City Manager Technical Advisory Committee and asked staff to report back with comments and input regarding Eco-Rapid Transit and economic development at a future Board Meeting, Alondra Olmos, Planning Commissioner, City of Maywood, seconded the motion. The item was approved unanimously.

**ITEM 11 – COMMUNICATION ITEMS TO THE BOARD**

Mr. Kodama distributed a two-page letter directed to the Chair of the California High Speed Rail Authority that advocates on behalf of a proposal by Assembly Speaker Rendon and Assembly member Friedman to expand rail investments throughout the State while continuing to develop the initial high-speed rail segment in the Central Valley. In addition, Mr. Kodama discussed the funds related to housing that were approved with the adoption of AB101. Applications are due on July 1, 2020 and more information will follow.

**ITEM 12 - COMMUNICATION ITEMS FROM THE BOARD**

There were no items from the Board.

**ITEM 13 – ADJOURNMENT**

Meeting was adjourned at 7: 04 PM

\_\_\_\_\_  
Secretary

Attest:

\_\_\_\_\_  
Chair

Approved:

**ORANGELINE DEVELOPMENT AUTHORITY  
ECO-RAPID TRANSIT  
WARRANT REGISTER  
(MAY 13, 2020)**

NAME	AMOUNT
ALI SAJJAD	\$100.00
SILVIA MARTINEZ	\$100.00
PEDRO ACEITUNO	\$100.00
JOSE R. GONZALEZ	\$100.00
SEAN ASHTON	\$100.00
KARINA MACIAS	\$100.00
ALONDRA OLMOS	\$100.00
FRANK QUINTERO	\$100.00
MICHAEL R. KODAMA(Admin General Services)	\$3,011.50
MICHAEL R. KODAMA(Admin Grants Services)	\$312.50
MICHAEL R. KODAMA(Admin Grants Services)	\$175.00
MICHAEL R. KODAMA(Reimbursement Expenses)	\$380.88
MICHAEL R. KODAMA (General Fund)	\$5,018.75
MICHAEL R. KODAMA (Grant funds)	\$2,437.50
LILLIAN BURKENHEIM (General Fund)	\$200.00
LILLIAN BURKENHEIM (Grant Funds)	\$400.00
ALLYN D. RIFKIN (General Fund)	\$304.60
ALLYN D. RIFKIN (Grant Funds)	\$739.10
WALTER BEAUMONT (General Fund)	\$300.00
WALTER BEAUMONT (Grant Funds)	\$120.00
PRO-TECH PROPERTY INSPECTIONS, INC	\$901.25
PRO-TECH PROPERTY INSPECTIONS, INC	\$35.00
RYAN YOUNG (General Fund)	\$1,011.25
SMART GROWTH AMERICA	\$500.00
COLANTUONO, HIGHSMITH & WHATLEY	\$820.31
CLASSIC PLAN (DIRECTORS POLICY)	\$495.09
CLASSIC PLAN (GENERAL POLICY)	\$118.93
KONICA MINOLTA	\$400.65
LA FORET ADVERTISING	\$250.00
ROUSSEL INSURANCE & FINANCIAL SERVICES, INC.	\$872.66
 <b><u>REPLACED CHECKS</u></b>	
LILLIAN BURKENHEIM SILVER	\$1,700.00
ALLYN RIFKIN	\$537.12
DENNIS BROOKS	\$337.50
LILLIAN BURKENHEIM SILVER	\$1,313.92
LILLIAN BURKENHEIM SILVER	\$1,300.00
ERIK YESAYAN	\$787.50
LILLIAN BURKENHEIM SILVER	\$673.08
 <b>TOTAL DISBURSEMENTS</b>	 <b><u>\$19,604.97</u></b>



REPORT: 5/13/2020

RUN: 5/13/2020

Check #	Invoice #	Dated	Name	Distribution	Net Amount
011947	2020-04	04/30/20	ALI SAJJAD TAJ	4/8/20 Board Meeting Stipend	\$100.00
011948	2020-04	04/30/20	SILVIA MARTINEZ	4/8/20 Board Meeting Stipend	\$100.00
011949	2020-04	04/30/20	PEDRO ACEITUNO	4/8/20 Board Meeting Stipend	\$100.00
011950	2020-04	04/30/20	JOSE R. GONZALEZ	4/8/20 Board Meeting Stipend	\$100.00
011951	2020-04	04/30/20	SEAN ASHTON	4/8/20 Board Meeting Stipend	\$100.00
011952	2020-04	04/30/20	KARINA MACIAS	4/8/20 Board Meeting Stipend	\$100.00
011953	2020-04	04/30/20	ALONDRA OLMOS	4/8/20 Board Meeting Stipend	\$100.00
011954	2020-04	04/30/20	FRANK QUINTERO	4/8/20 Board Meeting Stipend	\$100.00
011955	2020-04	04/30/20	MICHAEL R. KODAMA(Admin Services)	Professional Services/General Fund	\$3,011.50
011956	2020-04	04/30/20	MICHAEL R. KODAMA(Admin Services)	Professional Services/WSAB	\$312.50
011957	2020-04	04/30/20	MICHAEL R. KODAMA(Admin Services)	Professional Services/Caltrans TOC	\$175.00
011958	2020-04	04/30/20	MICHAEL R. KODAMA(Reimbursement)	Reimbursement Board Exp/office supplies	\$380.88
011959	2020-03	03/31/20	MICHAEL R. KODAMA(General Fund)	Professional Services/General Fund	\$5,018.75
011960	2020-03	03/31/20	MICHAEL R. KODAMA(Grants Fund)	Professional Services/WSAB	\$2,437.50
011961	2020-03	03/31/20	LILLIAN BURKENHEIM (General Fund)	Professional Services/General Fund	\$200.00
011962	2020-03	03/31/20	LILLIAN BURKENHEIM (Grants Fund)	Professional Services/WSAB	\$400.00
011963	2020-03	03/31/20	ALLYN D. RIFKIN (General Fund)	Professional Services/General Fund	\$304.60
011964	2020-03	03/31/20	ALLYN D. RIFKIN (Grants Fund)	Professional Services/WSAB	\$739.10
011965	2020-03	03/31/20	WALTER BEAUMONT (General Fund)	Professional Services/General Fund	\$300.00
011966	2020-03	03/31/20	WALTER BEAUMONT (Grants Fund)	Professional Services/Caltrans TOC	\$120.00
011967	2020-03	03/31/20	PRO-TECH PROPERTY INSPECTIONS, INC	Professional Services/General Fund	\$901.25
011968	2020-03	03/31/20	PRO-TECH PROPERTY INSPECTIONS, INC	Professional Services/WSAB	\$35.00
011969	2020-03	03/31/20	RYAN YOUNG (General Fund)	Professional Services/General Fund	\$1,011.25
011970	2020-03	03/31/20	SMART GROWTH AMERICA	Professional Services/Caltrans TOC	\$500.00
011971	41455/56	03/31/20	COLANTUONO, HIGHSMITH & WHATLEY	Legal Services/General Fund	\$820.31
011972	04/30/20	04/30/20	CLASSICPLAN (DIRECTORS)	Insurance Fees/Directors	\$495.09
011973	03/31/20	03/31/20	CLASSICPLAN (GENERAL)	Insurance Fees/General	\$118.93
011974	35395621	04/30/20	KONICA MINOLTA	Copy Charges/General Fund	\$400.65
011975	656	04/30/20	LA FORET ADVERTISING	Web Maintenace/Eco-Rapid Transit	\$250.00
011976	04/30/20	04/30/20	ROUSSEL INSURANCE	Insurance Fees/Finance Deposit/Gnral Polic	\$872.66

**Total Disbursements****\$19,604.97**

**Replacement Check**

011977	11693	2019-07	LILLIAN BURKENHEIM SILVER	\$1,700.00
011978	11694	2019-07	ALLYN RIFKIN	\$537.12
011979	11696	2019-07	DENNIS BROOKS	\$337.50
011980	11726	2019-08	LILLIAN BURKENHEIM SILVER	\$1,313.92
011981	11757	2019-09	LILLIAN BURKENHEIM SILVER	\$1,300.00
011982	11758	2019-09	ERIK YESAYAN	\$787.50
011983	11775	2019-10	LILLIAN BURKENHEIM SILVER	\$673.08

**Total Replacement Check**

**\$6,649.12**

Approved for payment by Eco-Rapid Transit Board of Directors:

**\$19,604.97**

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Eco-Rapid Transit, formerly known as the Orangeline Development Authority, is a joint powers authority (JPA) created to pursue development of a transit system that moves as rapidly as possible, uses grade separation as appropriate, and is environmentally friendly and energy efficient. The system is designed to enhance and increase transportation options for riders of this region utilizing safe, advanced transit technology to expand economic growth that maximizes ridership in Southern California. The Authority is composed of the following public agencies:

**AGENDA REPORT**

**TO:** Members of Eco-Rapid Transit  
**FROM:** Michael Kodama, Executive Director  
**DATE:** May 13, 2020  
**SUBJECT:** **APPROVE ADDING KRITZINGER & RAO, EXP U.S. SERVICES AND FIDELITAS CONSULTING TO THE ECO-RAPID TRANSIT STATEMENT OF QUALIFICATIONS LIST**

Public comments on items on the agenda will be taken at the time the item is called and are limited to 3 minutes per speaker

**ISSUE**

Eco-Rapid Transit staff requests approval to add Kritzinger & Rao and EXP U.S. Services to the Eco-Rapid Transit Statement of Qualifications List.

**BACKGROUND**

Eco-Rapid Transit has a list of pre-approved consultants on its Statement of Qualifications list.

Staff reviewed the statement of qualifications and has determined that Kritzinger & Rao is qualified to provide services in the following category:

- Land Use Planning/Urban Design/Architects and Related Services.

Staff reviewed the statement of qualifications and has determined that EXP U.S. Services is qualified to provide services in the following categories:

- Land Use Planning/Urban Design/Architects and Related Services;
- Traffic and Civil Engineering; and
- Rail Engineering, Engineering and Support Services.

Staff reviewed the statement of qualifications and has determined that Fidelitas Consulting is qualified to provide services in the following category:

- Communication, Outreach, Marketing, Event Planning and Logistics.

Kritzinger and Rao is a mid-sized design, architecture and urban planning firm based in Los Angeles with over 40 years of experience. Relevant experience includes proposals for introducing transportation to the Downtown Arts District, TOD plans for NoHo and work with transit agencies nationally and internationally.

EXP U.S. Services is a national design and engineering firm with a local office in Glendale. The firm has local experience with the Downtown Street Car project and the Crenshaw Light Rail extension program. Principals of the firm have prior experience with Caltrans, including the High Dessert Rail Project and BART.

- City of Artesia
- City of Bell
- City of Bell Gardens
- City of Cudahy
- City of Downey
- City of Glendale
- City of Huntington Park
- City of Maywood
- City of Paramount
- City of South Gate
- Burbank-Glendale-Pasadena Airport Authority

Chair

Karina Macias  
Mayor  
City of Huntington Park

Vice-Chair

Ali Sajjad Taj  
Mayor  
City of Artesia

Secretary

Sean Ashton  
Councilmember  
City of Downey

Treasurer

Vrej Agajanian  
Council Member  
City of Glendale

Internal Auditor

Jose R. Gonzalez  
Mayor  
City of Cudahy

Executive Director

Michael R. Kodama

General Counsel

Teresa L. Highsmith

Ex-Officio

William Rawlings  
City Manager Representative



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City of Bell

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City of Glendale

City of Huntington Park

City of Maywood

City of Paramount

City of South Gate

Burbank-Glendale-Pasadena  
Airport Authority

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Fidelitas Consulting is a sole proprietorship founded in 2016 by Violeta Alvarez as a communication, marketing, community outreach and political campaign consulting firm. Ms. Alvarez was the former Mayor and Councilmember for the City of Bell and her business is located in Bell.

## RECOMMENDATION

It is recommended that the Board:

1. Discuss information presented and offer action items; and/or
2. Approve adding Kritzingner & Rao, EXP U.S. Services and Fidelitas Consulting to the Eco-Rapid Transit Statement of Qualifications List.



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**AGENDA REPORT**

**TO:** Members of Eco-Rapid Transit  
**FROM:** Michael Kodama, Executive Director  
**DATE:** May 13, 2020  
**SUBJECT:** **AUTHORIZATION TO RECERTIFY ALL FIRMS ON THE STATEMENT OF QUALIFICATIONS LIST BY ONE YEAR FROM MAY 13, 2020 TO MAY 13, 2021**

Public comments on items on the agenda will be taken at the time the item is called and are limited to 3 minutes per speaker

**ISSUE**

Eco-Rapid Transit staff requests Board authorization to recertify all firms that have been previously approved and listed on the Eco-Rapid Transit Statement of Qualifications List. The Board retains the right to recertify and extend the time period for any and all firms to be listed. The recertification process that normally is conducted towards the end of the calendar year was disrupted by the impact of the health concerns of the Executive Director and related staff issues.

**BACKGROUND**

Eco-Rapid Transit has a list of pre-approved consultants on its Statement of Qualifications list.

Staff will contact the approximately fifty firms listed and determine if they remain interested in participating in future opportunities with Eco-Rapid Transit. In the very near future, staff expects to release a Request for Proposals related to the SB1 Grant Funded Transit Oriented Communities Grant to create Station Area Plans for Huntington Park.

**RECOMMENDATION**

It is recommended that the Board:

- 1. Discuss information presented and offer action items; and/or
- 2. Authorize one year recertification to all firms on the Eco-Rapid Transit Statement of Qualifications List.

- City of Artesia
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