

**SAN FERNANDO VALLEY  
COUNCIL OF GOVERNMENTS**

A Joint Powers Authority

**BOARD OF DIRECTORS  
MEETING AGENDA**

Thursday, January 10, 2013 – 10:00 a.m.

Valley Municipal Building, Council Chambers  
14410 Sylvan Street, 2nd Floor  
Van Nuys, California 91401

**BOARD OF DIRECTORS**

MEMBERS

Chair: Councilmember Ara Najarian, City of Glendale

Vice-Chair: Councilmember Dennis Zine, 3rd District, City of Los Angeles

Supervisor Zev Yaroslavsky, 3rd Supervisorial District, County of Los Angeles

Supervisor Mike Antonovich, 5th Supervisorial District, County of Los Angeles

Councilmember Jess Talamantes, City of Burbank

Councilmember Paul Krekorian, 2nd District, City of Los Angeles

Councilmember Tom LaBonge, 4th District, City of Los Angeles

Councilmember Paul Koretz, 5th District, City of Los Angeles

Vacant, 6th District, City of Los Angeles

Councilmember Richard Alarcón, 7th District, City of Los Angeles

Councilmember Mitchell Englander, 12th District, City of Los Angeles

Councilmember Sylvia Ballin, City of San Fernando

Councilmember Marsha McLean, City of Santa Clarita

STAFF

SFVCOG Treasurer: Mark J. Saladino, Treasurer, County of Los Angeles

SFVCOG Secretary: Robert L. Scott

Robert L. Scott, Executive Director, San Fernando Valley COG

Jill Jones, Deputy County Counsel, County of Los Angeles

Arletta Maria Brimsey, Deputy City Attorney, City of Los Angeles

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## **CALL TO ORDER — San Fernando Valley Council of Governments (SFVCOG)**

1. CALL TO ORDER — Ara Najarian, Chair
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENTS

*At this time members of the public can address the San Fernando Valley Council of Governments Board of Directors (Board) regarding any items within the subject matter jurisdiction of the agency that are not separately listed on this agenda, subject to time restrictions, by filling out a Public Comment Card and submitting that card to the Secretary. Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion. No action may be taken on items not listed on the agenda unless authorized by law. Whenever possible, lengthy testimony should be presented to the Board in writing and only pertinent points presented orally.*

## **CONSENT CALENDAR**

*All items listed under the Consent Calendar are considered to be routine and may be enacted by one motion. Prior to the motion to consider any action by the Board, any public comments on any of the Consent Calendar items will be heard. There will be no separate action unless members of the Board request specific items to be removed from the Consent Calendar.*

5. MINUTES — Review November 8, 2012 Board of Directors Minutes.  
Requested Action: Approve Minutes
6. MINUTES — Amend the minutes of July 14, 2012 to delete the reference in Item 6 "...Approval of core Annual Budget 'Budget A' was approved"

## **REGULAR CALENDAR**

*The Board of Directors may take action on the following items*

7. **FINANCE AND BUDGET**
  - a. Financial Report — Treasurer, Rachelle Anema, County Auditor-Controller
  - b. Accounting from Valley Mobility Summit 2012
  - c. Report of the ad hoc Fiscal Committee
8. **CHAIR'S REPORT** — Ara Najarian, Chairman of the Board  
Updates, remarks and recommendations from the Board Chair
9. **VOTING POLICY** - (Continued from July 12, 2012) Initiate a process to amend the Joint Powers Agreement of the SFV COG to change the voting requirements

Requested Action: Instruct the Executive Director to circulate a proposed amendment to the Joint Powers Agreement to change the voting requirements for actions and resolutions to an alternate form.

10. **MANAGEMENT SERVICES** — Contract amendment to the Management Services Agreement with the Valley Economic Alliance to increase the amount for additional management services being provided by the Alliance and extend the term through June 30, 2013.

Requested Action: Approve amendment of Management Services Agreement. and authorize the Treasurer to disburse monthly payments pursuant to the terms of the amended agreement, unless and until further notice is received from the Chair or the Board of Directors

11. **EXECUTIVE DIRECTOR** — Robert L. Scott

Report from the Executive Director regarding activities, developments and correspondence

- a. VALLEY MOBILITY SUMMIT 2012 - 2013 Event

Requested Action: Approve staging the Valley Mobility Summit 2013. Approve advancing funds and incurring obligations from the general fund, not to exceed projected revenues. Authorize contracting with consultants to assist in outreach to sponsors and supporters and to assist with the conduct of the event. Establish parameters for contracting. Review outcomes from 2012 and recommend early strategies to expand and improve the event.

- b. CAPACITY BUILDING: PHILANTHROPY SUMMIT November 14, 2012 — Report — Event to cultivate increased philanthropic awareness of the region and an increase in per capita share of resources.

- c. COMMUNITY FOUNDATION — Ongoing incubation by the San Fernando Valley Council of Governments. Need for continued support, participation and promotion of San Fernando Valley Community Foundation

- d. HIGHER EDUCATION COALITION — Scheduled Symposium on Higher Education — TBD. Need for continued support and participation

12. **CONTRACTING, PROCUREMENT POLICY, FISCAL MANUAL** - Review existing standards and policies for contracting and subcontracting procurement.

Requested Action: Treasurer and Counsel to review Fiscal Manual in consultation with the Executive Director, and to report back with proposed amendments for procurement processes and reimbursement for day to day expenses of the COG, to ensure integrity in the process and optimize the results for the San Fernando Valley Council of Governments in the context of prospective projects, activities and needs, in contracting, subcontracting, managing and administering grants and other programs. Also initiate a realistic and reliable audit schedule of the COG's operations.

**13. TRANSPORTATION TASK FORCE - Jess Talamantes, Chair**

- a. **Sepulveda Pass Corridor** — Report on special meeting with Metro re: Sepulveda Pass Corridor Systems Planning Study. Need for a feasibility study of Public Private Partnership and Pre-Development Agreement strategies

Requested Action: Discuss and Adopt a position encouraging Metro to conduct studies of opportunities for "Public Private Partnerships" for "Sepulveda Pass Corridor Systems."

- b. **East Valley BRT** Bus Rapid Transit options
- c. **Mobility Matrix** / Intelligent Transportation Systems study project as Metro Request for Proposals

Requested Action: Ratify the SFVCOG's participation in a Metro grant process. Authorize the Executive Director to develop the project, respond to any RFP and otherwise pursue grant funding from Metro/LAMTA. Authorize the Executive Director, working in conjunction with counsel, to establish any necessary processes and procedures to participate in the Mobility Matrix / Intelligent Transportation Systems study project. Develop a procurement process.

- d. **Metro 2013 Call for Projects** [Continued], projects of regional significance for SFV COG jurisdictions

Report on Call for Projects Workshop November 5, 2012 at COG Offices

Members are requested to assist in developing a composite list of recommended/requested projects for adoption by the Board of Directors — Including commentary from Valley Mobility Summit

- e. **Orange-Gold Line Connector**, North Hollywood to Pasadena

Requested Action: Adopt a position to "support in concept" a BRT/LRT public transit connection that will ultimately link the east end of the Orange Line BRT with the Gold Line LRT, extending access from the west San Fernando Valley to and through the cities of Burbank, Glendale, Pasadena and the San Gabriel Valley. Continue to monitor, and participate in, the evolving process

- f. **Pacific Surfliner** - Participation with LOSSAN JPA in strategies relating to Senate Bill 1225 (Padilla) Amtrak's Pacific Surfliner Corridor; a state intercity rail corridor being transferred to the LOSSAN Corridor JPA from Caltrans

Requested Action: Authorize the Executive Director to take steps to communicate with LOSSAN, to determine opportunities for possible affiliation and participation in the process and project; with any financial commitment being subject to board approval

- g. **Coast Rail** - Communicate and consider Affiliation with the Coast Rail Coordinating Council (housed at the San Luis Obispo Council of Governments) to support frequent traditional coastal rail service between Los Angeles and the San Fernando Valley Metrolink stops, north beyond San Luis Obispo to San Jose and San Francisco.

Requested Action: Authorize the Executive Director to take steps to communicate with the Coast Rail Coordinating Council; to determine opportunities for possible affiliation and participation in the process and project; with any financial commitment being subject to board approval

- h. **I-5 High Occupancy Vehicle Lanes** — Explore timing and funding opportunities for the North County I-5 High Occupancy Vehicle lanes which run through the Santa Clarita Valley. Metro is currently looking at options in accelerating this project so that it can be constructed in 2018 instead of its scheduled construction date of 2030. One of those options is a potential Public Private Partnership.

Metro, Mark Dierking - Request to make a presentation possibly on the January 17, 2013 before the SFVCOG Transportation Task Force.

#### 14. **METRO ROUND 3, "TRANSIT-ORIENTED DISTRICT" PLANNING GRANT**

Update on grant application submitted by SFVCOG

Requested Action: Begin a solicitation in the anticipation that the SFVCOG will receive this and other future grants. Authorize the Executive Director to work with counsel and begin to establish an RFQ, RFP or other appropriate process(es) to build a list of contractors and consultants

#### 15. **DUES AND DUES ASSESSMENT** - (Continued from July 12, 2012) Amend the Joint Powers Agreement of the SFV COG to delegate power to the COG board of directors to make future dues determinations

Requested Action: Instruct the Executive Director to develop and circulate a proposed amendment to the Joint Powers Agreement of the SFVCOG to delegate power to the Board of Directors to make future dues determinations

### **CLOSING**

#### 16. **FUTURE AGENDAS**

Members are invited to suggest additional items to be brought forward for discussion at future SFVCOG Board of Directors meetings. Collaborative Initiatives for Discussion

#### 17. **ANNOUNCEMENTS**

Members are invited to announce items/activities which may be of general interest to the SFVCOG Board of Directors.

ADJOURNMENT

**SAN FERNANDO VALLEY  
COUNCIL OF GOVERNMENTS**

A Joint Powers Authority

**BOARD OF DIRECTORS  
SUPPLEMENTAL AGENDA**

Thursday, January 10, 2013 – 10:00 a.m.

Valley Municipal Building, Council Chambers  
14410 Sylvan Street, 2nd Floor  
Van Nuys, California 91401

**BOARD OF DIRECTORS**

MEMBERS

Chair: Councilmember Ara Najarian, City of Glendale  
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Supervisor Zev Yaroslavsky, 3rd Supervisorial District, County of Los Angeles  
Supervisor Mike Antonovich, 5th Supervisorial District, County of Los Angeles  
Councilmember Jess Talamantes, City of Burbank  
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Councilmember Richard Alarcón, 7th District, City of Los Angeles  
Councilmember Mitchell Englander, 12th District, City of Los Angeles  
Councilmember Sylvia Ballin, City of San Fernando  
Councilmember Marsha McLean, City of Santa Clarita

AGENDA NO.

CHANGE/ADD

7d.

Resolve to maintain the role of the Los Angeles County Auditor-Controller in serving as Treasurer for the San Fernando Valley Council of Governments until further notice, and to include an amendment empowering the Board of Directors to make future designations to that effect in Section 9 of the next update of the Joint Powers Agreement

NOTICE OF CLOSED SESSION

8A.

Personnel Matters – G.C. Sec. 54957 inter alia:  
Performance Review: Management Services

**SAN FERNANDO VALLEY  
COUNCIL OF GOVERNMENTS**

A Joint Powers Authority

**MINUTES**

**BOARD OF DIRECTORS**

Thursday, November 8, 2012 – 10:00 a.m.

Valley Municipal Building, Council Chambers  
14410 Sylvan Street, 2nd Floor  
Van Nuys, California 91401

**CALL TO ORDER — San Fernando Valley Council of Governments (SFV COG)**

1. CALL TO ORDER — Ara Najarian, Chair

**The meeting was called to order by Chair Najarian at 10:20 a.m.**

2. ROLL CALL

**Quorum established (8 Members): Chair Councilmember Ara Najarian, Ben Saltsman for Supervisor Zev Yaroslavsky, Supervisor Michael D. Antonovich, Councilmember Jess Talamantes, Carolyn Ramsay for Councilmember Tom LaBonge, Jeffrey Ebenstein for Councilmember Paul Koretz, Emily Williams for Councilmember Tony Cardenas, Councilmember Marsha McLean, (Councilmember Tom LaBonge joined the meeting at 10:25 a.m.).**

**Absent: Vice Chair Councilmember Dennis Zine, Councilmember Paul Krekorian, Councilmember Richard Alarcon, Councilmember Mitchell Englander and Councilmember Sylvia Ballin.**

3. PLEDGE OF ALLEGIANCE

**The pledge of allegiance was led by Director Talamantes.**

4. PUBLIC COMMENTS

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**Leeor Alpern, South Coast Air Quality Management District (SCAQMD), provided a brief update of the Air Quality Management Plan, reporting that the plan is near completion with a final draft of the plan now available online at <http://aqmd.gov>. Mr. Alpern also reported that the Leaf Blower Exchange Program, for professional gardeners/landscapers, will offer leaf**

blowers at a SCAQMD subsidized price of \$200, in an effort to reduce emissions in the air.

## CONSENT CALENDAR

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5. MINUTES – Review September 13, 2012 Board of Directors Minutes.

Requested Action: Approve Minutes

**On motion of Director McLean, seconded by Director Talamantes, and unanimously carried, the minutes of September 13, 2012 were approved.**

## REGULAR CALENDAR

*The Board of Directors may take action on the following items*

6. CHAIR'S REPORT

Updates, remarks and recommendations from the Chair of the Board

**Chair Najarian expressed his satisfaction with the broad range of public awareness represented by the attendance of various public agencies, including representatives from the SFV COG, at the October 22, 2012 Valley Mobility Summit.**

7. MEMBER HIGHLIGHTS—Member Reports on City and District Issues concerning the Council of Governments Region

**There were none.**

8. DELEGATES — Reports and Opportunities

- a. League of Cities, Los Angeles - Board of Directors
- b. Metro Technical Advisory Committee
- c. Metro Technical Advisory Committee Alternate
- d. Metro Streets & Freeways Subcommittee Member
- e. SCAG Transportation Committee
- f. SCAG Energy & Environment Committee
- g. SCAG Community, Economic & Human Development Committee

**There were none.**



## 9. EXECUTIVE DIRECTOR'S REPORT

Report from the Executive Director regarding activities, developments and correspondence

Requested Action: Discuss, agendaize or receive and file.

- a. OUTCOMES: VALLEY MOBILITY SUMMIT October 22, 2012 - Hyatt Regency Valencia

Requested Action: Review outcomes and recommend early strategies to expand and improve the event in 2013.

**Robert L. Scott, Executive Director, reported that the summit was a success and praised Supervisor Michael D. Antonovich, Councilmembers Tom LaBonge, Dennis Zine, Jess Talamantes and Marsha McLean for their contribution to the event. The event generated a net profit of over \$40,000. Mr. Scott is working with the Treasurer (County Auditor-Controller) on processing sponsorship and registration checks received from the event. A short video of Summit highlights was presented.**

**Director McLean agreed that the event was a success and recommended press releases to allow for a better understanding of the purpose of the summit. Director McLean also suggested that more time for interaction after each presentation should be structured into the program of future events.**

**Mr. Scott brought checks received from the Summit, which he handed off to the Treasurer. Chair Najarian emphasized proper accounting procedures and the importance of working with County Auditor-Controller recommendations on the process to be implemented for checks received, and obtaining reimbursement for costs advanced.**

**Mr. Scott further made the point that there are transactions critical to the staging of an event that require immediate or electronic payments by cash or credit cards, particularly online purchases and last minute elements such as programs and banners. He stated that there is no other way to execute such transactions and still work with the most efficient and accessible vendors. He asked that for certain types of purchase of goods and services, the SFV COG establish a streamlined system as part of the Fiscal Manual.**

- b. CAPACITY BUILDING: PHILANTHROPY SUMMIT November 14, 2012 — SAN FERNANDO VALLEY COMMUNITY FOUNDATION - SPA-2 — Event to cultivate increased philanthropic awareness of the region and an increase in per capita share of resources. Date Change.

Requested Action: Continued support, participation and promotion by SFV COG members.

**Mr. Scott reported that the *Valley Philanthropy Summit: Hiding in Plain Sight* is scheduled for Wednesday, November 14, 2012, that it is targeted at a special market of philanthropists and foundations—briefing them on the**

demographics and character of the SFV COG SPA-2 region. Although the SFV COG is the lead sponsor of the event, it is still coming together at no cost to the agency except the in-kind services and contributions of the executive director.

**Mr. Scott also provided a new calendar reflecting future Board of Directors meetings, Technical Advisory Committee meetings and special events.**

- c. HIGHER EDUCATION COALITION — Scheduled Symposium on Higher Education — TBD

Requested Action: Continued support, participation and promotion by SFV COG members.

**Robert L. Scott, Executive Director, reported that anticipated sponsorship from the private sector will be utilized for the *Symposium on Higher Education*. The SFV COG is the lead sponsor of this event, and it is scheduled at no cost to the agency except the in-kind services and contributions of the executive director.**

- d. PORTFOLIO PATRONS - Opportunities for private sector partnerships in SFV COG portfolios, such as education, transportation, planning, energy, environment, economic and community development, regional stewardship, infrastructure, utilities, housing, etc.—sponsoring efforts for outreach, collaboration and programming in support of the SFV COG Work Program

**Robert L. Scott, Executive Director, reported that there will be an attempt to obtain annual sponsors patrons for specific portfolios relating to the SFV COG Work Program, to assist in developing needed operational funding.**

#### 10. TRANSPORTATION COMMITTEE REPORT - Jess Talamantes

**Director Talamantes praised Councilmember McLean, Executive Director Robert L. Scott and his staff for their participation in the summit and expressed satisfaction with the infrastructure and transportation information provided at the event.**

- a. [Tabled] Transfer of management authority of the Pacific Surfliner intercity passenger rail service from Caltrans to the LOSSAN JPA. SB 1225

Requested Action: Support the concept of transferring management authority of the Pacific Surfliner intercity passenger rail service from Caltrans to the LOSSAN JPA, as well as requesting that the Governor of California sign SB 1225

**Director Antonovich stated that with the signing of Senate Bill 1225 (Padilla), the San Fernando Valley now has an opportunity to be directly involved with the Los Angeles-San Diego-San Luis Obispo Rail Corridor (LOSSAN) Board. Director Antonovich added that Burbank will play a central role in the development of LOSSAN. He has appointed Mayor Dave**

**Golonski of Burbank and Jacki Bacharach, Executive Director of the South Bay Cities COG, to the LOSSAN Board of Directors.**

- b. Metro 2013 Call for Projects [Continued], projects of regional significance for SFV COG jurisdictions

Host Call for Projects Workshop November 5, 2012 at COG Offices

Requested Action: Request members to assist in developing a composite list of recommended/requested projects for adoption by the Board of Directors — Include commentary from Valley Mobility Summit

**Robert L. Scott, Executive Director, reported that the November 5, 2012 Call for Projects Workshop hosted by the SFV COG was well attended and successful in offering valuable information and services to member jurisdictions.**

**After discussion, on motion of Director Antonovich, seconded by Director Talamantes, members were requested to provide the Executive Director with a list of call for projects for adoption and advocacy by the SFV COG.**

- c. Orange Line BRT [Continued], disposition of Measure R surplus

Requested Action: Update/discussion/action

**Robert L. Scott, Executive Director, updated discussion on developing a position supporting the Orange Line BRT connection to the Gold Line LRT—important for involvement by the SFV COG since it crosses jurisdictions.**

**11. METRO ROUND 3, "TRANSIT ORIENTED DISTRICT" PLANNING GRANT**

Proposal Submitted — Support from member jurisdictions discussion/action

Requested Action: Update on grant application/response to RFP for planning grant managed through the SFC COG and affiliates

Authorize Executive Director to contract with Bench Consultants; with concurrence of the Chair on contracts that exceed a specified amount

**Robert L. Scott, Executive Director, provided an overview of the procurement process and discussed Part A and Part B of the proposal. Mr. Scott stated that the City of Los Angeles Department of City Planning (LA DCP) applied for a grant for Station Area Plans for the Orange Line but—notwithstanding SFV COG's application—decided against creating Station Area Plans for the five Metrolink Stations located in the City of Los Angeles.**

**SFV COG staff sees this as an excellent opportunity to apply for a grant for the Metrolink Station Area Plans as this would support the mission and goals of the SFV COG and tie-in to recent pre-planning visioning work done in transit-oriented districts in some of the surrounding communities. LA DCP has declined to provide a supportive letter for part B of the proposal, which is one of the criteria important for taking advantage of that opportunity. He and suggested that an initiative should be taken on behalf**

of the SFV COG by the seven members of the board who also sit on the Los Angeles City Council, to intervene on behalf of the SFV COG.

Director Antonovich suggested that a list of projects be generated focusing on priorities for all the jurisdictions represented by the SFV COG. Each of the cities must share their priorities.

Discussion ensued among Emily Williams, City of Los Angeles, and Robert L. Scott with regard to how the City of Los Angeles and the SFV COG can work cooperatively together in sharing information. Mr. Scott will meet with Ms. Williams to discuss additional information.

12. VALLEY MOBILITY MATRIX - Graphic and Narrative Template to improve "Geographic Equity" for the region— a Unified Transit and Transportation Vision for the region

Requested Action: Members and staff to collaborate through the SFV COG and build consensus on transit and transportation aspirations for the region, work in conjunction with SCAG, Metro, service providers, vendors and civic organizations

**Executive Director Robert L. Scott reported that a significant amount of input was gained at the Valley Mobility Summit 2012 and will be incorporated in the ongoing Valley Mobility Matrix.**

13. "MEASURE J" EXTENSION of MEASURE R — The Valley Perspective

Requested Action: Discuss, consider Position Paper addressing the issue from the perspective of the San Fernando and Santa Clarita Valley region

**Director Antonovich reported that discussions among his office and two other Supervisorial District offices, with regard to transit needs, concluded that input from all the different areas of Los Angeles County were necessary prior to developing a proposal that could be taken back to the voters.**

**There was general consensus that it is a good idea to have projects "on the shelf" ready for implementation when funding opportunities and strategies opportunities present themselves.**

14. CONTRACTING AND PROCUREMENT POLICY—Establishing standards for contracting and procurement.

Requested Action: Establishing standards for contracting and procurement that insures integrity in the process, and optimizes the results for the San Fernando Valley Council of Governments in contracting, subcontracting, managing and administering grants and other programs.

**Robert L. Scott, Executive Director, reported on the critical nature of establishing efficient and credible contracting and procurement policies going forward. This is core to the purpose and functioning of the SFV COG in working with, and providing services to, other government agencies at all levels.**

Deputy County Counsel Jill Jones opined that the scope of work in any request for proposal (RFP) will need to be prepared by one of the jurisdictions of the SFV COG and further, that potential contractors for the SFV COG cannot participate in the preparation of a scope of work.

Chair Najarian reported that a representative from the City of Glendale will be happy to prepare the scope of work.

15. MANAGEMENT SERVICES AGREEMENT — Contract amendment to replace supplemental funding for the executive director position that is no longer being received from the Valley Economic Alliance effective May 31, 2012. Increase the annual Management Services Agreement from \$48,000 to \$75,000 effective June 30, 2012.

Requested Action: Approve amendment of Management Services Agreement and authorize the treasurer to disburse routine monthly payments pursuant to the terms of the amended agreement, unless and until further notice is received from the chair or the Board of Directors

Robert L. Scott, Executive Director, provided a brief summary of the all-inclusive Management Services Agreement between the SFV COG and the Valley Economic Alliance under which Scott is employed as the Executive Director of the SFV COG. The Alliance had been subsidizing the \$48,000 per year contract amount that passed entirely to Mr. Scott with an additional \$2,250 per month, for a total compensation for the executive director position of \$6,250 per month.

Scott reiterated that this was only intended as a compensation rate to get the agency started, not to be permanent. The Alliance ceased providing the subsidy, with the last payment being for May 2012; but, because of the relationship with Mr. Scott, and their role in the formation of the SFV COG the Alliance indicated a willingness to continue to provide in-kind contribution of facilities and services.

Discussion ensued about the use of some of the funds generated by the summit to supplement the Executive Director's compensation at the previous rate.

County Counsel stated that the original contract was dated April 14, 2011 and has come back once for renewal. There was some ambiguity suggested in the minutes of the July 2012 board meeting where some contend that two conflicting versions were passed—one for \$60,000 and the other for \$100,000 annually.

Counsel stated that the amended contract for \$75,000 per year and an extension until June 13, 2012 was now before the Board.

Ben Saltsman suggested that a Fiscal Committee be created to handle accounting practices and put comprehensive controls in place for the SFV COG.

**Director Antonovich suggested that once all proceeds have been accounted for and placed in the bank and expenses have been paid, a special meeting can be scheduled to discuss the possibility of an increase to the Executive Director's salary.**

**County Counsel Jill Jones opined that salary decisions cannot be made during a special meeting. She will confer with Brown-Act counsel and report back to the SFV COG within one week.**

**After discussion, on motion of Chair Najarian, seconded by Director LaBonge, and unanimously carried, the Board took the following action:**

- 1. Approved the creation a Fiscal Committee consisting of a representative from the 3<sup>rd</sup> Supervisorial District office, a representative from the City of Los Angeles and a representative from the City of Glendale. Ben Saltsman, on behalf of SD-3 volunteered to take the lead.**
- 2. Instructed the Fiscal Committee to meet with the City Legislative Analyst, County Auditor-Controller and County Counsel to discuss the RFP and the salary increase for the Executive Director and report back to the SFV COG**

- 16. DUES AND DUES ASSESSMENT - (Continued from July 12, 2012) Amend the Joint Powers Agreement of the SFV COG to delegate power to the COG board of directors to make future dues determinations; In order to make the SFV COG self sufficient, and to provide additional resources for administration and programming; adjust the dues from larger members to levels more consistent with those provided to other councils of governments in the region.**

Requested Action: Instruct the Executive Director to develop and circulate a proposed amendment to the Joint Powers Agreement of the SFV COG to delegate power to the Board of Directors to make future dues determinations; develop and circulate a revised dues structure that would adjust the dues-based contribution from larger members of the SFV COG to levels more consistent with those provided to other councils of governments in the region; propose a revised budget

**Item discussed in conjunction with item 17.**

- 17. VOTING MAJORITY - (Continued from July 12, 2012) Initiate a process to amend the Joint Powers Agreement of the SFV COG to change the voting requirements for actions to something less than unanimity**

Requested Action: Instruct the Executive Director to develop and circulate a proposed amendment to the Joint Powers Agreement to change the voting requirements for actions and resolutions to a simple majority

**Chair Najarian expressed his discontent with the unanimity voting requirements and expressed that a more efficient system is needed for the SFV COG.**

Director Antonovich suggested the possibility that each jurisdiction have a single vote and for those jurisdictions with multiple representatives, the single vote would be divided by the amount of representatives.

Director Talamantes advised that voting systems and dues for other Council of Governments (COGs) should be looked at and if needed replicated.

Director McLean agreed and questioned whether alternates should have voting rights at SFV COG meetings on behalf of elected officials.

Chair Najarian asked informally if there was a willingness to explore a voting scheme other than the current unanimity. There was no objection to this.

Chair Najarian asked Executive Director Robert L. Scott to report back on the following:

- Alternative voting systems
- Alternative dues structure
- Clarification about whether decisions can be made by alternates on behalf of elected officials

## **CLOSING**

### **18. ITEMS FOR FUTURE AGENDAS**

Members are invited to suggest additional items to be brought forward for discussion at future SFV COG Board of Directors meetings. Collaborative Initiatives for Discussion

**There were none.**

### **19. GENERAL ANNOUNCEMENTS**

Members are invited to announce items/activities which may be of general interest to the SFV COG Board of Directors.

**Emily Williams reported that this meeting will be the last SFV COG meeting for Councilmember Tony Cardenas and he will be sworn in as a Member of the U.S. House of Representatives and will be out of office as a Los Angeles City Council Member as of January 3, 2013.**

## **ADJOURNMENT**

**There being no further business to discuss, the meeting was adjourned at 12:10 p.m.**



**SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS  
JOINT POWERS AUTHORITY  
STATEMENT OF RECEIPTS AND DISBURSEMENTS  
JULY 1, 2010 THROUGH JUNE 30, 2011**

				Fund V54/Org 55665
<b>Cash Balance, July 1, 2010</b>				\$ -
<b>Receipts:</b>				
<b>Interest Earnings</b>				
Interest Earnings	10/1/2010	\$	1.20	
Interest Earnings	11/1/2010		17.25	
Interest Earnings	12/1/2010		11.83	
Interest Earnings	1/1/2011		46.19	
Interest Earnings	2/1/2011		42.41	
Interest Earnings	3/1/2011		46.82	
Interest Earnings	4/1/2011		61.86	
Interest Earnings	5/1/2011		57.35	
Interest Earnings	6/1/2011		38.30	
<b>Total Interest Earnings</b>				\$ 323.21
<b>Annual Dues</b>				
Los Angeles County	9/1/2010		10,000.00	
City of Santa Clarita dues	10/19/2010		10,000.00	
City of San Fernando dues	10/22/2010		10,000.00	
City of Glendale dues	11/2/2010		10,000.00	
City of Burbank dues	1/19/2011		10,000.00	
<b>Total Annual Dues</b>				50,000.00
<b>Total Receipts</b>				\$ 50,323.21
<b>Total Beginning Cash Balance and Receipts</b>				\$ 50,323.21
<b>Disbursements:</b>				
<b>Executive Director Services</b>				
The Valley Economic Alliance	5/10/2011		8,000.00	
The Valley Economic Alliance	6/1/2011		4,000.00	
<b>Total Executive Director Services</b>				12,000.00
<b>Misc Expenses</b>				
League of California Cities	9/14/2010	\$	250.00	
<b>Total Misc Expenses</b>				250.00
<b>Total Disbursements</b>				\$ 12,250.00
<b>Cash Balance, June 30, 2011</b>				\$ 38,073.21





## Revenue Summary

June 01, 2011 - June 30, 2011

Fiscal Year: 2011

Department: ND Non-Dept/Bud

Org Lvl 3: ALL

Fiscal Period: 12

Fund: V54 SFVCOG

Org Lvl 4: ALL

Org Lvl 1: 55665 SFVCOG

Org Lvl 5: ALL

Org Lvl 2: ALL

Unit: ALL

Revenue Category	Revenue Source	Estimated Revenue	Adjusted Estimated Revenue	Realized Revenue Current Period	Accrued Revenue YTD	Collected Revenue YTD	Accrued Collected Revenue	Unrealized Revenue	Unrealized Revenue Running Total
Current Year									
86 Revenue - Use Of Money & Interest									
86A Interest									
8605 Interest from Treasury		.00	.00	38.30	.00	323.21	323.21	(323.21)	(323.21)
Total for 86A Interest		\$0.00	\$0.00	\$38.30	\$0.00	\$323.21	\$323.21	(\$323.21)	(\$323.21)
Total for 86 Revenue - Use Of Money & Interest		\$0.00	\$0.00	\$38.30	\$0.00	\$323.21	\$323.21	(\$323.21)	(\$323.21)
94 Miscellaneous Revenue									
94C Miscellaneous									
9679 Miscellaneous-Ongoing		.00	.00	.00	.00	50,000.00	50,000.00	(50,000.00)	(50,000.00)
Total for 94C Miscellaneous		\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00	(\$50,000.00)	(\$50,000.00)
Total for 94 Miscellaneous Revenue		\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00	(\$50,000.00)	(\$50,000.00)
Total for Current Year		\$0.00	\$0.00	\$38.30	\$0.00	\$50,323.21	\$50,323.21	(\$50,323.21)	(\$50,323.21)
Total for 55665 San Fernando Valley Council of Government		\$0.00	\$0.00	\$38.30	\$0.00	\$50,323.21	\$50,323.21	(\$50,323.21)	(\$50,323.21)
Total for V54 San Fernando Valley Council of Government		\$0.00	\$0.00	\$38.30	\$0.00	\$50,323.21	\$50,323.21	(\$50,323.21)	(\$50,323.21)



## Expenditure Summary

June 01, 2011 - June 30, 2011

Fiscal Year: 2011

Fiscal Period: 12

Department: ND Non-Dept/Bud

Fund: V54 SFVCOG

Org Lvl 3: ALL

Org Lvl 4: ALL

Org Lvl 1: 55665 SFVCOG

Org Lvl 2: ALL

Org Lvl 5: ALL

Unit: ALL

Object Category	Object Class	Object	Expense Current Period	Expense YTD	Pre-Encumbrance/ Encumbrance		Expense YTD	Pre-Encumbrance/ Encumbrance		Running Total
					YTD	Encumbrance		YTD	Encumbrance	
Current Year										
2000 Services & Supplies										
20R Professional Services										
		3580 Consultant Services	4,000.00	12,000.00		.00		12,000.00		12,000.00
		<b>Total for 20R Professional Services</b>	<b>\$4,000.00</b>	<b>\$12,000.00</b>		<b>\$ .00</b>		<b>\$12,000.00</b>		<b>\$12,000.00</b>
20S Technical Services										
		3515 Advertising Services	.00	250.00		.00		250.00		250.00
		<b>Total for 20S Technical Services</b>	<b>\$ .00</b>	<b>\$250.00</b>		<b>\$ .00</b>		<b>\$250.00</b>		<b>\$250.00</b>
		<b>Total for 2000 Services &amp; Supplies</b>	<b>\$4,000.00</b>	<b>\$12,250.00</b>		<b>\$ .00</b>		<b>\$12,250.00</b>		<b>\$12,250.00</b>
		<b>Total for Current Year</b>	<b>\$4,000.00</b>	<b>\$12,250.00</b>		<b>\$ .00</b>		<b>\$12,250.00</b>		<b>\$12,250.00</b>
		<b>Total for 55665 San Fernando Valley Council of Governments</b>	<b>\$4,000.00</b>	<b>\$12,250.00</b>		<b>\$ .00</b>		<b>\$12,250.00</b>		<b>\$12,250.00</b>
		<b>Total for V54 San Fernando Valley Council of Governments</b>	<b>\$4,000.00</b>	<b>\$12,250.00</b>		<b>\$ .00</b>		<b>\$12,250.00</b>		<b>\$12,250.00</b>

**SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS  
JOINT POWERS AUTHORITY  
STATEMENT OF RECEIPTS AND DISBURSEMENTS  
JULY 1, 2011 THROUGH JUNE 30, 2012**

		<u>Fund V54/Org 55665</u>	
Cash Balance, July 1, 2011		\$	38,073.21
<b>Receipts:</b>			
<b>Interest Earnings</b>			
Interest Earnings	7/1/2011	\$	77.76
Interest Earnings	8/1/2011		23.47
Interest Earnings	9/1/2011		25.54
Interest Earnings	10/1/2011		54.78
Interest Earnings	11/1/2011		47.55
Interest Earnings	12/1/2011		41.14
Interest Earnings	1/1/2012		55.59
Interest Earnings	2/1/2012		31.80
Interest Earnings	3/1/2012		25.29
Interest Earnings	4/1/2012		39.71
Interest Earnings	5/1/2012		35.18
Interest Earnings	6/1/2012		26.42
<b>Total Interest Earnings</b>		\$	484.23
<b>Mobility Summit Receipts</b>			
Valley Mobility Summit Receipts	11/23/2011		7,346.77
LAC Metropolitan	1/11/2012		1,000.00
NBC Universal	1/11/2012		1,000.00
CA Community Foundation	1/11/2012		1,000.00
Latham & Watkins	5/31/2012		1,000.00
SCAQMD	5/31/2012		250.00
City of Los Angeles Harbor	5/31/2012		1,000.00
<b>Total Mobility Summit Receipts</b>			12,596.77
<b>Annual Dues</b>			
Membership fee - LA County	8/9/2011		10,000.00
Membership fee - Santa Clarita	9/6/2011		10,000.00
Membership fee - Glendale	9/13/2011		10,000.00
Membership fee - San Fernando	2/9/2012		10,000.00
Membership fee - Los Angeles City (FY 10-11)	2/24/2012		10,000.00
Membership fee - Los Angeles City (FY 11-12)	3/2/2012		10,000.00
<b>Total Annual Dues</b>			60,000.00
<b>Total Receipts</b>		\$	73,081.00
<b>Total Beginning Cash Balance and Receipts</b>		\$	111,154.21
<b>Disbursements:</b>			
<b>Mobility Summit Expenses</b>			
Airtel Plaza Hotel	12/6/2011		3,286.43
Richard Ashnault	12/8/2011		761.25
Randy Witt	12/8/2011		1,000.00
Randy Witt	12/8/2011		300.00
Hidden Beauty LLC	6/28/2012		500.00
Robert Scott	1/16/2012		3,563.98
Mitchell D. Morrison DBA Commversity	6/29/2012	\$	500.00
<b>Total Mobility Summit Expenses</b>		\$	9,911.66
<b>Executive Director Services</b>			
The Valley Economic Alliance- Inv # 2011-04	7/20/2011	\$	4,000.00
The Valley Economic Alliance- Inv # 2011-05	9/1/2011		4,000.00
The Valley Economic Alliance- Inv # 2011-06	9/1/2011		4,000.00
The Valley Economic Alliance- Inv # 2012-03	9/25/2011		4,000.00
The Valley Economic Alliance- Inv: 2012-06	11/7/2011		4,000.00
The Valley Economic Alliance- Inv: COG1111	12/8/2011		4,000.00
The Valley Economic Alliance- Inv: COG1112	1/8/2012		4,000.00
The Valley Economic Alliance- Inv: COG1201	2/14/2012		4,000.00
The Valley Economic Alliance- Inv: COG1202	3/4/2012		4,000.00
The Valley Economic Alliance- Inv: COG1203	4/11/2012		4,000.00
The Valley Economic Alliance- Inv: COG1204	5/9/2012		4,000.00
The Valley Economic Alliance- Inv: COG1205	6/6/2012		4,000.00
The Valley Economic Alliance- Inv: COG1206	6/24/2012		4,000.00
<b>Total Executive Director Services</b>			52,000.00
<b>Misc Expenses</b>			
Robert Scott	1/16/2012		2,469.74
<b>Total Misc Expenses</b>			2,469.74
<b>Total Disbursements</b>		\$	64,381.40
<b>Cash Balance, June 30, 2012</b>		\$	46,772.81



## Expenditure Summary

June 01, 2012 - June 30, 2012

Fiscal Year: 2012      Fiscal Period: 12      Org Lvl 1: 55665 SFVCOG      Org Lvl 2: ALL  
Department: ND Non-Dept/Bud      Fund: V54 SFVCOG      Org Lvl 5: ALL      Unit: ALL  
Org Lvl 3: ALL      Org Lvl 4: ALL

Object Category	Object Class	Object	Expense Current Period	Expense YTD	Pre-Encumbrance/		Expense YTD		Running Total
					Encumbrance	YTD	Pre-Encumbrance/	Encumbrance YTD	
Current Year									
2000 Services & Supplies									
20N Miscellaneous Expense									
		3182 Miscellaneous Expense	500.00	11,881.40	.00		11,881.40		11,881.40
		Total for 20N Miscellaneous Expense	\$500.00	\$11,881.40	\$0.00		\$11,881.40		\$11,881.40
20R Professional Services									
		3580 Consultant Services	8,500.00	52,500.00	.00		52,500.00		52,500.00
		Total for 20R Professional Services	\$8,500.00	\$52,500.00	\$0.00		\$52,500.00		\$52,500.00
		Total for 2000 Services & Supplies	\$9,000.00	\$64,381.40	\$0.00		\$64,381.40		\$64,381.40
Total for Current Year									
		Total for 55665 San Fernando Valley Council of Governments	\$9,000.00	\$64,381.40	\$0.00		\$64,381.40		\$64,381.40
		Total for V54 San Fernando Valley Council of Governments	\$9,000.00	\$64,381.40	\$0.00		\$64,381.40		\$64,381.40



## Revenue Summary

June 01, 2012 - June 30, 2012

Fiscal Year: 2012

Department: ND Non-Dept/Bud

Org Lvl 3: ALL

Fiscal Period: 12

Fund: V54 SFVCOG

Org Lvl 4: ALL

Org Lvl 1: 55665 SFVCOG

Org Lvl 5: ALL

Org Lvl 2: ALL

Unit: ALL

Revenue Category	Revenue Source	Estimated Revenue	Adjusted Estimated Revenue	Realized Revenue Current Period	Accrued Revenue YTD	Collected Revenue YTD	Accrued Collected Revenue	Unrealized Revenue	Unrealized Revenue Running Total
Current Year									
86 Revenue - Use Of Money &									
86A Interest									
8605 Interest from Treasury		.00	.00	26.42	.00	402.11	402.11	(402.11)	(402.11)
Total for 86A Interest		\$0.00	\$0.00	\$26.42	\$0.00	\$402.11	\$402.11	(\$402.11)	(\$402.11)
Total for 86 Revenue - Use Of Money &		\$0.00	\$0.00	\$26.42	\$0.00	\$402.11	\$402.11	(\$402.11)	(\$402.11)
94 Miscellaneous Revenue									
94C Miscellaneous									
9679 Miscellaneous-Ongoing		.00	.00	.00	.00	60,000.00	60,000.00	(60,000.00)	(60,000.00)
9731 Reimbursement of Expens		.00	.00	.00	.00	12,596.77	12,596.77	(12,596.77)	(72,596.77)
Total for 94C Miscellaneous		\$0.00	\$0.00	\$0.00	\$0.00	\$72,596.77	\$72,596.77	(\$72,596.77)	(\$72,596.77)
Total for 94 Miscellaneous Revenue		\$0.00	\$0.00	\$0.00	\$0.00	\$72,596.77	\$72,596.77	(\$72,596.77)	(\$72,596.77)
Total for Current Year		\$0.00	\$0.00	\$26.42	\$0.00	\$72,998.88	\$72,998.88	(\$72,998.88)	(\$72,998.88)
Total for 55665 San Fernando Valley Council of G		\$0.00	\$0.00	\$26.42	\$0.00	\$72,998.88	\$72,998.88	(\$72,998.88)	(\$72,998.88)
Total for V54 San Fernando Valley Council of Go		\$0.00	\$0.00	\$26.42	\$0.00	\$72,998.88	\$72,998.88	(\$72,998.88)	(\$72,998.88)

The slight difference in revenue from the Detail report(\$82.12) is a result of timing differences related to when interest is credited.

**SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS  
JOINT POWERS AUTHORITY  
STATEMENT OF RECEIPTS AND DISBURSEMENTS  
JULY 1, 2012 THROUGH DECEMBER 31, 2012**

				<u>Fund V54/Org 55665</u>
<b>Cash Balance, July 1, 2012</b>				<b>\$ 46,772.81</b>
<b>Receipts:</b>				
<b>Interest Earnings</b>				
Interest Earnings	7/1/2012	\$	25.45	
Interest Earnings	8/1/2012		21.52	
Interest Earnings	9/1/2012		17.27	
Interest Earnings	10/1/2012		18.23	
Interest Earnings	11/1/2012		15.05	
Interest Earnings	12/1/2012		19.84	
<b>Total Interest Earnings</b>				<b>\$ 117.36</b>
<b>Mobility Summit Receipts</b>				
City of Los Angeles	9/19/2012		390.00	
EventBrite	11/9/2012		4,302.00	
Auto Club	11/9/2012		1,000.00	
AVS Consulting	11/9/2012		750.00	
Virginia Clarke	11/9/2012		65.00	
El Proyecto Del Barrio	11/9/2012		65.00	
Ferrovial	11/9/2012		5,000.00	
Golden State Gateway	11/9/2012		500.00	
Latham Watkins	11/9/2012		1,000.00	
Newhall Land	11/9/2012		3,500.00	
Santa Clarita	11/9/2012		1,500.00	
Santa Clarita - Taft Electric	11/9/2012		500.00	
Santa Clarita - Kimley-Horn	11/9/2012		500.00	
Squar Milner	11/9/2012		3,500.00	
SRAR	11/9/2012		1,000.00	
Stephen Valenziano	11/9/2012		68.00	
Wells Fargo	11/9/2012		8,500.00	
AECOM	12/4/2012		3,500.00	
Bob Hope	12/4/2012		1,500.00	
CH2MHill	12/4/2012		1,000.00	
Morgner	12/4/2012		1,000.00	
OLDA	12/4/2012		1,000.00	
Psomas	12/4/2012		200.00	
Union Pacific	12/4/2012		1,000.00	
UPS	12/4/2012		1,000.00	
US Bank	12/4/2012		1,000.00	
<b>Total Mobility Summit Receipts</b>				<b>43,340.00</b>
<b>Annual Dues</b>				
Membership Dues - County of Los Angeles	11/14/2012		10,000.00	
Membership Dues - City of Los Angeles	12/17/2012		10,000.00	
Membership Dues - City of Glendale	12/19/2012		10,000.00	
Membership Dues - City of Santa Clarita	12/26/2012		10,000.00	
<b>Total Annual Dues</b>				<b>40,000.00</b>
<b>Total Receipts</b>				<b>\$ 83,457.36</b>
<b>Total Beginning Cash Balance and Receipts</b>				<b>\$ 130,230.17</b>
<b>Disbursements:</b>				
<b>Mobility Summit Expenses</b>				
Hyatt Corporation	12/26/2012		13,970.68	
Mitchel D. Morrison DBA Commversity	12/30/2012		650.00	
Sharon N. Barcarse	12/30/2012		373.75	
<b>Total Mobility Summit Expenses</b>				<b>\$ 14,994.43</b>
<b>Executive Director Services</b>				
The Valley Economic Alliance	8/22/2012		6,250.00	
The Valley Economic Alliance	9/19/2012		6,250.00	
The Valley Economic Alliance	11/14/2012		3,500.00	
The Valley Economic Alliance	12/5/2012		4,000.00	
<b>Total Executive Director Services</b>				<b>20,000.00</b>
<b>Misc Expenses</b>				
The Valley Economic Alliance	8/26/2012		3,010.95	
<b>Total Misc Expenses</b>				<b>3,010.95</b>
<b>Total Disbursements</b>				<b>\$ 38,005.38</b>
<b>Cash Balance, December 31, 2012</b>				<b>\$ 92,224.79</b>

**SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS  
JOINT POWERS AUTHORITY  
ACCOUNTS RECEIVABLE / ACCOUNTS PAYABLE  
AS OF DECEMBER 31, 2012**

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**Accounts Receivable**

Annual Dues

City of Burbank FY 11-12 Dues	\$10,000.00	
City of Burbank FY 12-13 Dues	\$10,000.00	
City of San Fernando FY 12-13 Dues	<u>\$10,000.00</u>	
		\$30,000.00

Mobility Summit

Revenue as reported at the 11/8/12 SFVCOG meeting	1 \$63,150.00	
Amount Deposited as of 12/31/12	<u>\$43,340.00</u>	

Estimated amount to be collected	<u>\$19,810.00</u>
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<b>Total Accounts Receivable</b>	<b><u><u>\$49,810.00</u></u></b>
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**Accounts Payable**

Executive Director Services December, 2012	3 <u>\$ 4,000.00</u>	
		\$ 4,000.00

Mobility Summit

Expenses as reported at the 11/8/12 SFVCOG meeting	1, 2 \$21,705.00	
Expenses paid by Auditor-Controller	<u>\$14,994.43</u>	

Estimated Expenses to be paid	<u>\$ 6,710.57</u>
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<b>Total Accounts Payable</b>	<b><u><u>\$10,710.57</u></u></b>
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**Notes:**

1 All Mobility Summit revenue and expenses were estimates provided by Robert Scott on 11/8/12. No new estimates have been provided.

2 An invoice was submitted on 12/24/12 for reimbursement to Robert Scott for Mobility Summit Expenses in the amount of \$4,606.33. Waiting on additional documentation prior to paying the invoice.

3 Pending Board Chairman approval



## Balance Sheet Detail Activity By Fund

December 1, 2012 - December 31, 2012

Fiscal Year: 2013

Fiscal Period: 6

Fund Class: AU25 Actg Div-JPAS

Fund: V54 SFVCOG

Balance Sheet Category	Balance Sheet Class	Balance Sheet Account	Record Date	Document	Description	Beginning Balance	Debits	Credits	Ending Balance
Asset									
1A Pooled Cash & Investments									
100 Cash									
1000 Cash									
			12/01/2012	JVA AC IA0531212C 33	Interest Allocation for the month ending November 30, 2012	69,999.38	0.00	0.00	69,999.38
			12/04/2012	DP AC 13000006886 9	CHECKS - VARIOUS	0.00	19.84	0.00	70,019.22
			12/05/2012	AD AU A1301174729 1	THE VALLEY ECONOMIC ALLIANCE	0.00	11,200.00	0.00	81,219.22
			12/17/2012	DP AC 13000007454 2	CHECKS - VARIOUS	0.00	0.00	(4,000.00)	77,219.22
			12/19/2012	DP AC 13000007568 14	CHECKS - VARIOUS	0.00	10,000.00	0.00	87,219.22
			12/26/2012	DP AC 13000007827 4	CHECKS - VARIOUS	0.00	10,000.00	0.00	97,219.22
			12/26/2012	AD AU A1301366015 1	HYATT CORPORATION	0.00	0.00	(13,970.58)	107,219.22
			12/30/2012	AD AU A1301391051 1	MITCHEL D. MORRISON DBA COMMVERSITY	0.00	0.00	(650.00)	93,248.54
			12/30/2012	AD AU A1301391052 1	SHARON N. BARCARSE	0.00	0.00	(373.75)	92,224.79
Total for 1000 Cash						\$69,999.38	\$41,219.84	(\$18,994.43)	\$92,224.79
Total for 100 Cash						\$69,999.38	\$41,219.84	(\$18,994.43)	\$92,224.79
Total for 1A Pooled Cash & Investments						\$69,999.38	\$41,219.84	(\$18,994.43)	\$92,224.79
Total for Asset						\$69,999.38	\$41,219.84	(\$18,994.43)	\$92,224.79
Total for V54 San Fernando Valley Council of Governments						\$69,999.38	\$41,219.84	(\$18,994.43)	\$92,224.79
Total for AU25 A-C Accounting Division - JPA's / Deferred Income Plans						\$69,999.38	\$41,219.84	(\$18,994.43)	\$92,224.79
						\$69,999.38	\$41,219.84	(\$18,994.43)	\$92,224.79



SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS

VALLEY MOBILITY SUMMIT 2012 - October 22, 2012 - Hyatt Regency, Valencia, CA

Revenue and Expense

Sponsors/Registration		Amount	Paid	Other Rcpts	Transmittal 1	Transmittal 2	In Hand
EventBrite	Online Registrations	4,302	4,302		4,302		
Auto Club	Table Sponsor	1,000	1,000		1,000		
AECOM	Breakout Sponsor	3,500	3,500			3,500	
Alliance	Table Sponsor	600	600				600
Antonovich, Michael	Special Sponsor	600	600				600
AQMD							
AVS Consulting	Table Sponsor	750	750		750		
Bob Hope	Joint Breakout with OLDA	1,500	1,500			1,500	
Burbank	Member						
Business Life	In-Kind						
CH2MHill	Table Sponsor	1,000	1,000			1,000	
Clarke, Virginia	Registration	65	65		65		
Cordoba	Table Sponsor	1,000					
Edison	Session Sponsor	5,000	In Transit				
El Proyecto Del Barrio	Registration	65	65		65		
Ferrovial	Session Luncheon Sponsor	5,000	5,000		5,000		
Gas Co	Table Sponsor	1,000					
Golden State Gateway	Table Sponsor	500	500		500		
Glendale	Member						
Green Team	Affiliate						
Kiewit	Table Sponsor	1,000					
LaBonge	Special Sponsor	2,500					
LADOT							
LathamWatkins	Table Sponsor	1,000	1,000		1,000		
Fast	Affiliate						
Los Angeles City	Member Check Received	390	390	390			
Los Angeles County	Member						
Metro	Table Sponsor	1,000					
Metrolink	Special Sponsor	1,500					
Mission Valley Bank	Table Sponsor	1,000					

Mobility 21	Affiliate						
Morgner	Table Sponsor	1,000	1,000			1,000	
NBCUniversal	Table Sponsor	1,000					
Newhall Land	Session Sponsor	3,500	3,500		3,500		
OLDA	Joint Breakout w Bob Hope	1,000	1,000			1,000	
Port of LA	Table Sponsor	1,000					
Psomas	Display Sponsor	200	200			200	
Randy Witt	In-Kind						
San Fernando	Member						
Santa Clarita	Presenting Sponsor	1,500	1,500		1,500		
Santa Clarita - Taft Electric	Presenting Sponsor	500	500		500		
Santa Clarita - Kimley-Horn	Presenting Sponsor	500	500		500		
SCAG	Table Sponsor	1,000					
SFVBJ	In-Kind						
Squar Milner	Breakout Sponsor TOD	3,500	3,500		3,500		
SRAR	Table Sponsor	1,000	1,000		1,000		
Union Pacific	Table Sponsor	1,000	1,000			1,000	
UPS	Table Sponsor	1,000	1,000			1,000	
US Bank	Table Sponsor	1,000	1,000			1,000	
Valenziano, Stephen	Registration	68	68		68		
Wells Fargo	Title Sponsor	8,500	8,500		8,500		
Westfield	Table Sponsor	1,000					
Zine	Special Sponsor	2,000					
<b>Total</b>		<b>64,540</b>	<b>44,540</b>	<b>390</b>	<b>31,750</b>	<b>11,200</b>	<b>1,200</b>

SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS  
 VALLEY MOBILITY SUMMIT 2012 - October 22, 2012 - Hyatt Regency, Valencia  
 Revenue and Expense

Expenses	Amount	Unit	Total	Status
<b>Hotel</b>				
Hyatt Banquet Facilities	300	43±	13,970	Paid
Hyatt Incidentals	1	382	382	Reimburse
<b>Table Materials</b>				
Gourds 10 x 20	1	315	315	Reimburse
Leaves - Dollar Tree	1	39	39	Reimburse
Garlands	1	86	86	Reimburse
Pomegranates & Artichokes	1	43	43	Reimburse
Art	1	383	383	Paid
<b>Logistics</b>				
Nametags	1	65	65	Reimburse
Lanyards and Holders 360	1	159	159	Reimburse
Kinkos Signs	1	8	8	Reimburse
Hardware Apple Cable	1	32	32	Reimburse
Randy Witt Productions	1	800	800	Paid
A/V Equipment RLS	1	0	-	In-Kind
Communications	1	0	-	In-Kind
Management & Admin	1	0	-	In-Kind
<b>Sponsor Materials and Signage</b>				
Just4Banners #20146	1	706	706	Reimburse
Just4Banners #20150	1	889	889	Reimburse
Just4Banners #20168	1	198	198	Reimburse
Programs 4Over	1	1251	1,251	Reimburse
<b>Independent Contract Services</b>				
Peter McCarty, Outreach/Prg	1	1000	1,000	Reimburse
Mitchel Morrison, Outreach/Prg	1	500	500	Paid
Stacy Andrews, Outreach	1	500	500	Due
	<b>Total</b>		<b>21,326</b>	

Councils of Governments in the Los Angeles Region  
**Organizational and Operating Characteristics Comparisons**  
January 2, 2013

Council of Governments	Population	Core Revenue / Dues & Intergov	Core Expenditures	Mgmt Services Agt or Public Salary	Other Staff	Supplemental /Grant Budget	Supplemental Expenditures
<b>San Fernando Valley COG</b>	<b>2,000,000</b>	<b>60,000</b>	<b>60,000</b>	<b>48,000</b>	<b>0</b>	<b>60,000</b>	<b>20,000</b>
Westside Cities 2011	700,000	120,215	120,215	90,000	6,000	18,000	18,000
San Gabriel Valley COG	2,000,000	703,096	685,533	428,033 +(207K Grnts)	5-6 in MSA + 86,500	1,130,000	1,129,000
Gateway Cities COG	2,000,000	800,000	800,000	207,397 Salary +6K auto	5+ Consultants	7,300,000	7,300,000
South Bay Cities COG	900,000	260,000	593,000	342,000	13+ Consultants	260,000	1,000,000+

Council of Governments	Dues	City of LA Dues LA County Dues	Net Assets / Surplus	Member / City Representation	Vote Required for Action	Year Founded
<b>San Fernando Valley COG</b>	<b>6 Members at \$10K</b>	<b>LA City \$10K LA Co \$10K</b>	<b>Est 30K</b>	<b>4 Ind Cities 7 LA City 2 LA Co</b>	<b>Unanimous</b>	<b>2010</b>
Westside Cities COG	6 Members at \$20K	LA City \$20K LA Co \$20K	112,032	1 Vote Per Member	Majority	c. 1995
San Gabriel Valley COG	35 Members at Avg \$20K	LA City n/a LA Co \$90K	645,033	1 Vote Per Member	Majority	c. 1994
Gateway Cities COG	31 Members	LA City n/a LA Co \$88K		1 Vote Per Member	Majority	1996
South Bay Cities COG	17 Members at \$3500-\$30K	LA City \$29K LA Co \$30K	300,000	1 Vote Per Member	Majority	1994

# **Joint Powers Agreement - Amendment Proposals and Worksheet**

## **SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS** **JOINT POWERS AGREEMENT** **PROPOSED AMENDMENTS - DRAFT**

**As of January 8, 2013**

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### **FIRST AMENDMENT TO THE JOINT POWERS AGREEMENT OF THE SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS a California Joint Powers Authority,**

#### **Recitals**

WHEREAS, the San Fernando Valley Council of Governments came into being on May 25, 2010, with its adoption by the Los Angeles County Board of Supervisors, as provided by the proposed governing Joint Powers Agreement;

WHEREAS, in the months leading up to its adoption, numerous meetings of the formation group were held, with each of the prospective jurisdictions being represented and participating;

WHEREAS, various formats for organization, representation, voting, dues, assessments, management, staffing and fiscal policies, among others; were discussed;

WHEREAS, the formation group arrived at a consensus that the primary short-term goal was to avoid unnecessary debate, and to expedite the adoption and execution of the Joint Powers Agreement by the member jurisdictions; leading to the establishment of the Joint Powers Authority pursuant to Government Code Section 6500 et seq.;

WHEREAS, the formation group desired to set some "initial" standards for voting and dues, and to allow for a Board of Directors, once in place, to develop ongoing formats for organization, representation, voting, dues, assessments, management, staffing and fiscal policies, among others;

THEREFORE, be it resolved that, the Board of Directors of the San Fernando Valley Council of Governments intends to amend the Joint Powers Agreement dated May 25, 2010, and solicits the support of its member jurisdictions in amending said agreement in the following respects:

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***Proposed Amendment Alternative A - Voting and Board Members***

**Amend Section 8 as follows:**

Section 8. Board Actions - Meetings. Except as otherwise specifically provided in this Agreement, all actions of the Board shall require ~~unanimity~~ a majority (50%+1) of the Board Members present. There shall be no proxy voting.

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***Proposed Amendment Alternative B - Voting and Board Members***

**Amend Section 8 as follows:**

Section 8. Board Actions - Meetings. Except as otherwise specifically provided in this Agreement, all actions of the Board shall require ~~unanimity~~ a majority (50%+1) of the Board Members present and must include the supporting vote of one Board Member each from the City and County of Los Angeles. There shall be no proxy voting.

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***Proposed Amendment Alternative C - Voting and Board Members***

**Amend Section 6 and Section 8 of the JPA as follows:**

Section 6. Creation of Board of Directors. There is hereby created a Board of Directors for the SFVCOG ("Board") to conduct the affairs of the SFVCOG. The Board shall be constituted as follows:

A. Designation of Board Representatives.

The Members of the SFVCOG shall designate representatives to the Board ("Board Representatives") as follows:

1. The City Council of the City of Los Angeles shall designate one Board Representative from each council district that is located entirely or partially in the San Fernando Valley.
2. The Board of Supervisors of the County of Los Angeles shall designate one Board Representative from each supervisorial district that is located entirely or partially in the San Fernando Valley.

## Joint Powers Agreement - Amendment Proposals and Worksheet

3. The other Members shall each designate one or more Board Representatives from their city councils or governing boards based on population, as follows:-

<u>Population/Attributes</u>	<u>Board Representatives</u>
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<u>Less than 50,000</u>	<u>One</u>
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<u>50,000-150,000</u>	<u>Two</u>
-----------------------	------------

<u>150,000-500,000</u>	<u>Three</u>
------------------------	--------------

<u>Los Angeles City Council Districts*</u>	<u>Seven</u>
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<u>Los Angeles County Sup. Districts**</u>	<u>Two</u>
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\*Council Districts with Jurisdictions in the San Fernando Valley

\*\*Supervisory Districts with Jurisdictions in the San Fernando Valley

### And Amend Section 8 as follows:

Section 8. Board Actions - Meetings. Except as otherwise specifically provided in this Agreement, all actions of the Board shall require ~~unanimity~~ a majority (50%+1) of the Board Members present. There shall be no proxy voting.

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## **Proposed Amendment - Dues and Assessments**

### **Amend Section 5(C) as follows:**

C. Dues of Members. The Members of the SFVCOG shall be responsible for the payment to the SFVCOG, annually, of dues. ~~Initial~~ Minimum annual dues shall be \$10,000 per Member, plus additional dues as assessed from time to time by the Board of Directors.

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Resolve to maintain the role of the Treasurer of the County of Los Angeles as the Treasurer, and the Los Angeles County Auditor-Controller in serving as Fiscal Agent for the San Fernando Valley Council of Governments until further notice, and to include an amendment empowering the Board of Directors to make future designations to that effect in Section 9 of the next update of the Joint Powers Agreement:

### **Amend Section 9 as follows:**

Section 9. Designation and Duties of Treasurer. The Treasurer of the County of Los Angeles, or such other official as may be determined by the Board of Directors, ~~of one of the Members shall serve as Treasurer of the SFVCOG. for a term of three (3) years. Upon expiration or earlier termination of the term, the Treasurer of the Member whose Board Representative then serves as the Chair of the Board shall serve as the Treasurer for the SFVCOG. Should that person have just served as Treasurer, or otherwise not be available, then the Treasurer of the Member whose Board Representative then serves as Vice Chair shall serve as the Treasurer.~~ The Treasurer shall have charge of the depositing and custody of all funds held by the SFVCOG. The Treasurer shall perform those duties performed by treasurers of Joint Powers Authorities as described in section 6505.5 of the Government Code and such other duties as may be imposed by provisions of applicable law, and such duties as may be required by this Memorandum, or at the direction of the Board.

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## Joint Powers Agreement - Amendment Proposals and Worksheet

### Proposed Amendment - Amendment of JPA

Section 19. Amendment. This Agreement may be amended at any time with the unanimous consent of the ~~Member Jurisdictions~~ Board of Directors as set forth in Section 8. Board Actions - Meetings.

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## **Joint Powers Agreement - Amendment Proposals and Worksheet**

### **SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS** **JOINT POWERS AGREEMENT** **EXCERPTS OF PARTICULAR INTEREST**

**As of January 8, 2013**

**Purpose** - "to conduct studies and projects designed to improve and coordinate the common governmental responsibilities and services on a Valley Area and regional basis; and to coordinate implementation programming." Section 4(A)

**Funding** - "Members shall participate in the funding of the SFVCOG in such a manner as the Board shall prescribe." Section(7)

**Budget** - The Board shall adopt a budget annually prior to July 1st of each calendar year. Section 23

**Powers** - "...obtaining state, federal and regional grants in support of projects;..." Section 4(B)(8) "... all implied powers necessary to perform its functions," Section 4(C) " shall not possess the authority to compel any of its members to conduct any activities or implement any plans or strategies that they do not wish to undertake (except for the payment of dues). " ...shall not take any action which constitutes an interference with the exercise of lawful powers by a Member of the SFVCOG." Section 17

**Delegation** - The COG (Board) is empowered to "delegate some or all of its powers to an Executive Director..." Section 4(B)(13)

**Quorum** - "...including at least one Board Representative each from the City of Los Angeles, the County of Los Angeles, and two of the other Member Jurisdictions..." Section 8(B)

**Withdrawal** - "A Member may withdraw from the SFVCOG by filing written notice of withdrawal with the Chair of the Board." Section 5(B)

**SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS  
A JOINT POWERS AUTHORITY**

**JOINT POWERS AGREEMENT**

## AGREEMENT

### “SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS”

#### (A JOINT POWERS AUTHORITY)

This Agreement (“Agreement”) is made and entered into by and between the public entities (“Members”) whose names are set forth in Exhibit A, attached hereto and incorporated herein by this reference (“Eligible Public Entities”), and who have approved and executed this Agreement pursuant to Section 6500 *et seq.* of the California Government Code and other applicable law. Each entity listed on Exhibit A shall become a Member of the San Fernando Valley Council of Governments (“SFVCOG”) when confirmation that this Agreement has been approved by its governing body and the executed Agreement are received by the legal advisors for the San Fernando Valley Council of Governments.

#### WITNESSETH:

The parties hereto do agree as follows:

Section 1. Recitals. This Agreement is made and entered into with respect to the following facts:

- A. Historically, the San Fernando Valley (“Valley”) cities of Calabasas, Burbank, Glendale, Los Angeles and San Fernando, and the County of Los Angeles, have worked through The Valley Economic Alliance (“Alliance”) as informal strategic partners, involving elected officials, city managers and other staff; they share common interests with cities in north Los Angeles County, such as the City of Santa Clarita, and collectively have played a valuable role in serving as a forum for the exchange of ideas and information;
- B. However, Valley Area cities and the County of Los Angeles (“Jurisdictions”) wish to develop and implement subregional policies and plans that are unique to the greater San Fernando Valley region (“Valley Area”), and to voluntarily and cooperatively resolve differences among themselves, which requires a more formal structure;
- C. The public interest requires the establishment of an agency to jointly conduct studies and projects designed to coordinate and improve the common governmental responsibilities and services on a Valley-wide and subregional basis through the establishment of a council of governments (“COG”);

- D. The public interest requires that the COG explore areas of inter-governmental cooperation and coordination of government programs, and that it provide recommendations and solutions to problems of common and general concern to its Members;
- E. Each Member is a city or county ("Eligible Public Entities") established by law with full powers of government in administrative, legislative, financial, and other related fields;
- F. Each Member, by and through its legislative body, has determined that an agency to assist in planning and voluntary coordination, in the greater San Fernando Valley area of Los Angeles County furthers the public interest, necessity and convenience; and
- G. Each Member is listed on Exhibit A hereto as an Eligible Public Entity or has otherwise been determined by the Board of Directors to qualify for membership.

Section 2. Creation of Separate Legal Entity. It is the intention of the Members to create, by means of this Agreement, a separate legal entity within the meaning of Section 6503.5 of the Government Code. Accordingly, there is hereby created a separate legal entity, which shall exercise its powers in accordance with the provisions of this Agreement, and applicable law.

Section 3. Name. The name of the said separate legal entity shall be the San Fernando Valley Council of Governments.

Section 4. Purpose and Powers of the SFVCOG.

- A. Purpose of SFVCOG. The purpose of the creation of the SFVCOG is to enable the Members to voluntarily engage in cooperative local and regional planning and the coordination of government services and responsibilities so as to assist the Members in the conduct of their affairs; to conduct studies and projects designed to improve and coordinate the common governmental responsibilities and services on a Valley Area and regional basis; and to coordinate implementation programming.
- B. Common Powers. The SFVCOG shall have, and may exercise, the following powers:
  - 1. Serve as an advocate in representing the Members of the San Fernando Valley Council of Governments at the regional, state and federal levels on issues of importance to the greater San Fernando Valley region of Los Angeles County;

2. Serve as a forum for the review, consideration, study, development and recommendation of public policies and plans with local and regional significance;
3. Assemble information helpful in the consideration of problems of interest to the Members;
4. Utilize Member resources or other public or public/private groups to carry out its programs and projects;
5. Explore practical avenues for voluntary intergovernmental cooperation, coordination and action in the interest of the local public welfare and improving the administration of governmental services;
6. Assist in coordinating subregional planning efforts and in resolving conflicts among the Members as they work toward achieving planning goals;
7. Build a consensus among the Members to address regional and subregional issues, strategies, policies and programs;
8. Facilitate and coordinate activities for obtaining state, federal and regional grants in support of projects; and as a mechanism to assist in financing the expenditures and activities of the SFVCOG;
9. Make and enter into contracts, including contracts for the services of public/private organizations, managers, researchers, planners, engineers, attorneys and other consultants;
10. Employ agents, officers and employees;
11. Apply for, receive and administer grants, gifts, contributions and donations of property, funds, services and other forms of financial assistance from persons, firms, corporations and any federal, state or local governmental entity;
12. Acquire, construct, lease, manage, maintain, own and operate any buildings, works or improvements;
13. Delegate some or all of its powers to an Executive Director as hereinafter provided;
14. Incur debts, liabilities and obligations and/or issue bonds;
15. Exercise any implied power necessary to implement the express powers provided for in this Section 4; and
16. Sue and be sued.

- C. Exercise of Powers. The SFVCOG shall, in addition, have all implied powers necessary to perform its functions. It shall exercise its powers only in a manner consistent with the provisions of applicable law, and this Agreement. For the purpose of determining the powers of, and the restrictions to be imposed on the SFVCOG in its manner of exercising its powers pursuant to Government Code Section 6509, it is understood and agreed by the Members that the SFVCOG shall have any powers and observe any restrictions imposed upon the City of Los Angeles, a charter city, in the exercise of similar powers, provided however, that if the City of Los Angeles shall cease to be a member, then the SFVCOG shall be restricted in the exercise of its power in the same manner as the City of Glendale, a charter city, or the next most populous Member city.
- D. Reserved Powers. The SFVCOG shall not possess the authority to compel any of its members to conduct any activities or implement any plans or strategies that they do not wish to undertake (except for the payment of dues). The goal and intent of the SFVCOG is one of voluntary cooperation among the Members for the collective benefit of the San Fernando Valley area of Los Angeles County.

#### Section 5. Members.

- A. Admitting New Members. New Members may be admitted to the SFVCOG upon an unanimous vote of the Board and execution of this agreement, provided that such a proposed new Member is a city whose jurisdiction, or part thereof, lies within or immediately adjacent to any jurisdiction that is a Member of SFVCOG, or that is deemed by the Board of Directors to share common interests with the SFVCOG.
- B. Withdrawal. A Member may withdraw from the SFVCOG by filing written notice of withdrawal with the Chair of the Board.
- C. Dues of Members. The Members of the SFVCOG shall be responsible for the payment to the SFVCOG, annually, of dues. Initial annual dues shall be \$10,000 per Member.
- D. Non-Payment of Dues. If a Member fails to pay dues in a timely fashion, the Member shall be deemed to be suspended from this Agreement and the SFVCOG.
- E. Admission. Admission shall be subject to such terms and conditions as the Board may deem appropriate.

Section 6. Creation of Board of Directors. There is hereby created a Board of Directors for the SFVCOG ("Board") to conduct the affairs of the SFVCOG. The Board shall be constituted as follows:

A. Designation of Board Representatives.

The Members of the SFVCOG shall designate representatives to the Board ("Board Representatives") as follows:

1. The City Council of the City of Los Angeles shall designate one Board Representative from each council district that is located entirely or partially in the San Fernando Valley.
2. The Board of Supervisors of the County of Los Angeles shall designate one Board Representative from each supervisorial district that is located entirely or partially in the San Fernando Valley.
3. The other Members shall each designate one Board Representative from their city council.

B. Designation of Alternate Board Representatives. For each Board Representative designated, one or more of their council/board members or full time staff members of the Member cities or the County Board of Supervisors shall be designated as alternate representative(s) to the SFVCOG Board of Directors ("Alternate Board Representative") pursuant to the Member's own procedures.

C. Eligibility. No person shall be eligible to serve as a Board Representative unless that person is, at all times during the tenure of that person as a Board Representative, a member of the legislative body of one of the appointing Member Jurisdictions; or in the case of an Alternate Board Representative a member of the legislative body or full-time staff member of one of the appointing Member Jurisdictions. The designation of a Board Representative and Alternate Board Representative shall be evidenced in writing to the Chair of the SFVCOG. Should any person serving on the Board fail to maintain the status as required by this section, that person's position on the Board shall be deemed vacated as of the date such person ceases to qualify pursuant to the provisions of this section and the Member shall be entitled to appoint a qualified replacement.

D. Compensation. Board Representatives and Alternative Board Representatives shall receive no compensation in connection with their service on the SFVCOG.

E. Representation. Notwithstanding the above provisions of this section, the legislative body of each Member may establish a procedure to provide for its representation at a Board meeting by an elected member of its legislative



body in the event that neither the Board Representative nor the Alternate Board Representative are available to attend.

- F. Term. Board Representatives and Alternate Board Representatives shall serve for a period determined by each Member's own procedures.
- G. Board Powers. The Board shall be deemed, for all purposes, the policy making body of the SFVCOG. All of the powers of the SFVCOG, except as may be expressly delegated to others pursuant to the provisions of applicable law, this Agreement, or by direction of the Board, shall be exercised by and through the Board.

Section 7. Use of Public Funds and Property. The SFVCOG shall be empowered to utilize for its purposes, public and private funds, property and other resources received from the Members and from other sources. Subject to the approval of the Board of the SFVCOG, the Members shall participate in the funding of the SFVCOG in such a manner as the Board shall prescribe.

Section 8. Board Actions – Meetings. Except as otherwise specifically provided in this Agreement, all actions of the Board shall require unanimity of the Board Members present. There shall be no proxy voting.

- A. Meetings. Regular meetings of the Board shall be held not less than four times a year. Special meetings of the Board may be called by the Chair. The Board shall establish the dates and times of regular meetings of the Board. The location of each such meeting shall be as directed by the Board. All meetings of the SFVCOG shall be called and conducted, and an agenda posted, in accordance with the Ralph M. Brown Act, as applicable, Government Code Section 54950 et seq., as it now exists or may hereafter be amended.
- B. Quorum. A quorum shall consist of the presence of a majority of the Board Representatives, representing a majority of the Members, including at least one Board Representative each from the City of Los Angeles, the County of Los Angeles, and two of the other Member Jurisdictions in good standing with the SFVCOG.
- C. First Meeting. At the first scheduled meeting of the Board, a Board Representative shall be elected to the position of Chair by the Board, and a different Board Representative shall be elected to the position of Vice Chair of the Board. The terms of office of the Chair and Vice Chair elected at the first scheduled meeting of the Board shall continue through the first July 1st of their terms and expire on the second July 1st. Elections to determine their successors shall not be held until the first regular meeting in May preceding the second July 1st. If, during this initial period, there is a vacancy, for any

reason, in the position of Chairperson or Vice-Chairperson, the Board shall forthwith conduct an election and fill such vacancy for the unexpired term of such prior incumbent.

Section 9. Designation and Duties of Treasurer. The Treasurer of one of the Members shall serve as Treasurer of the SFVCOG for a term of three (3) years. Upon expiration or earlier termination of the term, the Treasurer of the Member whose Board Representative then serves as the Chair of the Board shall serve as the Treasurer for the SFVCOG. Should that person have just served as Treasurer, or otherwise not be available, then the Treasurer of the Member whose Board Representative then serves as Vice Chair shall serve as the Treasurer. The Treasurer shall have charge of the depositing and custody of all funds held by the SFVCOG. The Treasurer shall perform those duties performed by treasurers of Joint Powers Authorities as described in section 6505.5 of the Government Code and such other duties as may be imposed by provisions of applicable law, and such duties as may be required by this Memorandum, or at the direction of the Board.

Section 10. Designation and Duties of Secretary. The Board shall designate a Secretary. The Secretary shall keep a record of all proceedings and perform the usual duties of such office, including compliance with all notice and agenda posting requirements of the Ralph M. Brown Act (Government Code section 54950, et seq.), as it now exists or may hereafter be amended

Section 11. Designation of Other Officers. The Board may appoint such other officers as it deems appropriate and necessary to conduct the affairs of the SFVCOG.

Section 12. Legal Advisors. The offices of the Los Angeles County Counsel and Los Angeles City Attorney shall serve jointly as the legal advisors to the SFVCOG. Each Member's City Attorney and the County Counsel will continue to represent their own jurisdictions on all legal matters within their purview; provided, however, in the event of a potential or actual conflict of interest between the County or the City of Los Angeles on the one hand and the SFVCOG on the other, then the County Counsel or the Los Angeles City Attorney (whichever has the conflict) shall create an ethical wall within its office, and the attorney(s) advising the Member and its Board Representative(s) shall be different than the attorney(s) advising the SFVCOG. Such ethical wall shall include procedures or methods to ensure there are no communications between the walled off attorneys related to confidential communications and matters giving rise to the conflict.

Section 13. Obligations of SFVCOG. The debts, liabilities and obligations of the SFVCOG ("SFVCOG Obligations") shall be the debts, liabilities or obligations of the SFVCOG alone. The Obligations shall not constitute debts, liabilities or obligations of the Members and the Members shall have no liability therefore.

Section 14. Implementation Agreements. When authorized by the Board, affected Members may execute special/supplemental Implementation Agreements (or Joint Powers Agreements pursuant to Government Code section 6500 et seq.) for the purpose of authorizing the SFVCOG to implement, manage and administer specific area-wide and regional programs in the interest of the local public welfare. The costs and liabilities incurred by the SFVCOG in implementing a program, including indirect costs, shall be assessed only to those Members who are parties to that Implementation Agreement. Nothing in this Agreement shall be construed so as to prevent any of the Members from entering into memoranda of understanding or joint powers agreements with each other or with third parties, outside of the SFVCOG.

Section 15. Term. The SFVCOG created pursuant to this Agreement shall continue in existence until such time as this Agreement is terminated or as otherwise provided by law. This Agreement may not be terminated except by an affirmative vote of a majority of the legislative bodies of the then Members of the SFVCOG.

Section 16. Application of Laws to SFVCOG Functions. The SFVCOG shall comply with all applicable laws in the conduct of its affairs, including, but not limited to, the Ralph M. Brown Act to the extent applicable. (Section 54950 et seq. of the Government Code.)

Section 17. Members - Interference with Function of Members. The Board shall not take any action which constitutes an interference with the exercise of lawful powers by a Member of the SFVCOG.

Section 18. Disposition of Assets. Upon the winding up and dissolution of the SFVCOG, after paying or adequately providing for the debts and obligations of the SFVCOG, the remaining assets of the SFVCOG shall be distributed to the parties to this Agreement in proportion to their contributions to the SFVCOG during its existence, pursuant to Government Code section 6512. If for any reason the parties to the Agreement are unable or unwilling to accept the assets of the SFVCOG, said assets will be distributed to the State of California or any local government for public purposes.

Section 19. Amendment. This Agreement may be amended at any time with the unanimous consent of the Member Jurisdictions.

Section 20. Effective Date. The Effective Date ("Effective Date") of this Agreement shall be the date of approval and execution by the last of the following: the City of Los Angeles, the County of Los Angeles, and two of the other cities listed in Exhibit A. Upon approval and execution, each party shall deliver an original executed signature page to the Los Angeles City Attorney and Los Angeles County Counsel, in their capacity as legal advisors to the SFVCOG. This Agreement shall be binding upon and shall inure to the benefit of the successors of the Members, respectively. None of the Members may

assign any right or obligation hereunder without the written consent of the other Members.

Section 21. Bonding Requirement. The officers or persons who have charge of, handle, or have access to any property of the SFVCOG shall be persons designated as such by the Board. Each such designated officer or person shall be required to file an official bond with the Board, at the expense of the Board, in an amount which shall be established by the Board. Should the existing bond or bonds of any such officers be extended to cover the obligations provided herein, said bond shall be the official bond required herein. The premiums of any such bonds attributable to the coverage required herein shall be appropriate expenses of the SFVCOG

Section 22. Indemnification. The Members agree that the SFVCOG shall indemnify, defend and hold harmless each of the respective Members, and their elected and appointed officers, employees, and agents from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or connected with the SFVCOG's acts and/or omissions arising from and/or relating to this Agreement or any act and/or omission performed by a Member on behalf of SFVCOG or at the request of the SFVCOG. However, the SFVCOG shall not be required to indemnify, defend and hold harmless any Member or their respective elected and appointed officers, employees, and agents arising from or connected with that Member's willful misconduct or active negligence. Pursuant to Government Code section 895.4, this indemnification provision is expressly intended to supersede the provisions of Government Code section 895.2, providing for joint and several liability of public entities entering into agreements.

Section 23. Budget and Disbursements. The Board shall adopt a budget annually prior to July 1st of each calendar year. The Board may at any time amend the budget to incorporate additional income and disbursements that might become available to the SFVCOG for its purposes during a fiscal year.

- A. Fiscal Year. The SFVCOG shall be operated on a fiscal year basis beginning on July 1st of each year and continuing until the following June 30th. All funds shall be placed in appropriate accounts and the receipt, transfer, or disbursement of such funds shall be accounted for in accordance with generally accepted accounting principles applicable to governmental entities and pursuant to applicable laws. There shall be strict accountability of all funds. All revenues and expenditures shall be reported to the Board.
- B. Expenditures. All expenditures shall be made within the approved annual budget. No expenditures in excess of those budgeted shall be made without the approval of the Board.

- C. Audit. The records and accounts of the SFVCOG shall be audited annually by an independent certified public accountant, or public accountant, in compliance with applicable laws, and copies of such audit report shall be filed with the State Controller, the Los Angeles County Auditor and each party to the SFVCOG no later than fifteen (15) days after receipt of said audit by the Board.
- D. Reimbursement of Funds. Grant funds received by the SFVCOG from any federal, state, regional or local agency to pay for budgeted expenditures for which the SFVCOG has received all or a portion of said funds from the parties hereto shall be used as determined by the Board.

#### Section 24. General Provisions.

- A. Law. This Agreement shall be deemed to have been made, and shall be construed and interpreted, in accordance with the laws of the State of California.
- B. Notices. Any notice required hereunder must be in writing and shall be considered received upon delivery to the city or county clerk of the party to be notified, or two (2) business days after deposit in the United States mail, postage prepaid and properly addressed to such city or county clerk.
- C. Execution in Counterparts. This Agreement may be executed on behalf of the respective Members in one or more counterparts, all of which shall collectively constitute one agreement.
- D. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Agreement is for any reason held to be invalid or unenforceable by a court of competent jurisdiction, the remaining sections, subsections, sentences, clauses, phrases, or portions of this Agreement shall nonetheless remain in full force and effect. The governing body of each of the Members hereby declares that it would have adopted each section, subsection, sentence, clause, phrase, or portion of this Agreement, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions of this Agreement be declared invalid or unenforceable.
- E. No Third Party Beneficiaries. This Agreement is intended solely for the benefit of the SFVCOG and the parties to this Agreement, and no third party shall be deemed to be a beneficiary or to have any rights hereunder against the Authority or any of its Members.

The Parties to this Joint Powers Agreement have caused this Agreement to be executed on their behalf as of the dates specified below, respectively, as follows:

Attest:

By: Margarita Campos  
Margarita Campos, City Clerk

Date: 12/15/09

Approved as to Form:

By: Mary F. Riley  
Mary F. Riley, Senior Assistant  
City Attorney

Date: 12/14/09

City of Burbank


By: Gary Bric  
Gary Bric, Mayor

Date: 12/15/09

By: Michael S. Flad  
Michael S. Flad, City Manager


Date: 12/15/09

Attest:

By:   
Aardashes Kassakhian  
City Clerk

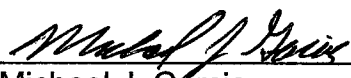
Date: 12/29/09

City of Glendale

By:   
Frank Quintero  
Mayor

Date: December 15, 2009

Approved as to Form:

By:   
Michael J. Garcia  
Chief Assistant City Attorney

Date: 12/15/09

By:   
James E. Starbird  
City Manager

Date: 12-15-09



Attest:

By: Olga Amador  
Deputy, City Clerk

Date: 3/24/10  
Approved as to Form: C-117039

By: Walter H. [Signature]  
Deputy, City Attorney

Date: March 19, 2010

City of Los Angeles

By: Eric Garcetti  
ECG, Mayor

Date: March 24, 2010

By: \_\_\_\_\_

Date: \_\_\_\_\_



Attest:

By: Elena G Chávez  
Elena G Chávez, City Clerk

Date: 1/27/2010

Approved as to Form:

By: Michael Estrada  
Michael Estrada, City Attorney

Date: 2/1/2010

City of San Fernando

By: Steven Veres  
Steven Veres, Mayor

Date: 1/26/2010

By: Robert R. Ordelt heide  
Robert R. Ordelt heide, City Manager

Date: 1/27/2010

Attest:

By: Sandra PO  
City of Santa Clarita, City Clerk  
Date: 3/10/10

Approved as to Form:  
By: B. APO  
City of Santa Clarita, City Attorney  
Date: 3-11-10

City of Santa Clarita

By: Lauren Weste  
City of Santa Clarita, Mayor  
Date: 3-9-2010

By: Lu Stigli  
City of Santa Clarita, City Manager  
Date: 3/9/10

Attest:

Sachi A Hamai  
Executive Officer of the  
Board of Supervisors



County of Los Angeles

By: *[Signature]*

Deputy

By: *[Signature]*

Chair, Board of Supervisors

Date: MAY 25 2010

Approved as to Form:  
ANDREA SHERIDAN ORDIN  
County Counsel

By: *[Signature]*

Deputy County Counsel

**ADOPTED**  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

#17 MAY 25 2010

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Joint Powers Agreement  
Rev. 10.0

17

San Fernando Valley  
Council of Governments

**EXHIBIT A**  
**ELIGIBLE PUBLIC ENTITIES**

County of Los Angeles, a political subdivision of the State of California  
City of Burbank, a municipal corporation in the State of California  
City of Calabasas, a municipal corporation in the State of California  
City of Glendale, a municipal corporation in the State of California  
City of Hidden Hills, a municipal corporation in the State of California  
City of Los Angeles, a municipal corporation in the State of California  
City of San Fernando, a municipal corporation in the State of California  
City of Santa Clarita, a municipal corporation in the State of California

**FIRST AMENDMENT TO MANAGEMENT SERVICES AGREEMENT  
BETWEEN THE SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS,  
and the VALLEY ECONOMIC ALLIANCE**

THIS FIRST AMENDMENT to the Management Services Agreement ("Agreement") is made and entered into by and between SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS ("SFVCOG"), a California Joint Powers Authority, and the VALLEY ECONOMIC ALLIANCE ("Contractor"), on January 10, 2013, or upon the execution of both parties, whichever is later.

**RECITALS**

WHEREAS, SFVCOG and Contractor entered into the Agreement on April 14, 2011; and

WHEREAS, on April 12, 2012, the SFVCOG Board of Directors ("Board") exercised its option to extend the Agreement through February 28, 2013; and

WHEREAS, on July 12, 2012, the SFVCOG Board made a motion indicating its intent to extend the Agreement term so that it be coterminous with the fiscal year; and

WHEREAS, the Agreement provides, among other matters, for the provision of services for the Executive Director and management services; and

WHEREAS, the SFVCOG now wishes to expand the services provided by the Agreement to include coordination and organization of the Mobility Summit and other Valley conferences when so directed by the SFVCOG Board; and

WHEREAS, the Contractor is willing and able to provide such additional services; and

WHEREAS, on July 12, 2012 the SFVCOG made a motion indicating its intent to increase the compensation pursuant to the Agreement so as to compensate such additional services;

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other valuable consideration, the receipt and adequacy of which are expressly acknowledged, the parties agree to amend the Agreement as follows:

1. Paragraph 1., Term of Agreement, shall be deleted and replaced as follows, while retaining paragraph 1.1 in its entirety:

Term of Agreement. This Agreement shall terminate on the earlier of: (i) June 30, 2013 or (ii) as set forth in paragraph 1.1, unless extended as provided herein. The Agreement may be extended on an annual basis through June 30, 2016 upon approval by the SFVCOG Board.

2. The following sentence shall be added to Paragraph 2. "Additionally, the Executive Director shall coordinate and organize networking conferences at the direction of the SFVCOG Board."
3. Paragraph 3 **Compensation**, of the Agreement shall be deleted and replaced with the following:
  - 3.1 **Amount**. Compensation under this Agreement for performance shall not exceed \$19,750.00 for the month of January 2013. Thereafter, and for any extensions of this Agreement, compensation for performance of services pursuant to this Agreement shall not exceed \$6,250.00 per month. Additional services may be performed, only if approved by the SFVCOG Board in advance, and shall be compensated as the rate of \$150.00 per hour for the Executive Director, and \$75.00 per hour for clerical work.
  - 3.2 **Payment**. Payment shall be made per monthly invoice from Contractor as approved by the Chair of the SFVCOG Board.
  - 3.3 **Expenses**. Reimbursement to Contractor for expenses incurred in the performance of services under this Agreement shall not exceed \$750 per month for the term of this Agreement, and any extension thereof, without prior written approval of the SFVCOG Board. These expenses will only be reimbursed if proper documentation is submitted, including invoices and/or receipts. All expenses related to use of vehicle, office use, general office supplies, cell phone and office equipment, including computers, software and printers and the maintenance of such, for SFVCOG business are part of the Scope of Services as set forth in Exhibit A and are not reimbursable pursuant to this Agreement. Expenses for travel outside of the Los Angeles metropolitan area must be approved in advance by the SFVCOG Board. Expenses shall be enumerated in Contractor's monthly invoices.
4. Except as herein amended, all other terms and conditions of the Agreement shall remain in full force and effect.  
  
//  
  
//  
  
//  
  
//  
  
//

IN WITNESS WHEREOF, the parties hereto have caused this FIRST AMENDMENT to Agreement to be executed by their respective officers, duly authorized, on the respective dates indicated below.

THE VALLEY ECONOMIC ALLIANCE

By:\_\_\_\_\_ Date:\_\_\_\_\_

SAN FERNANDO VALLEY COUNCIL OF  
GOVERNMENTS

By:\_\_\_\_\_ Date:\_\_\_\_\_

APPROVED AS TO FORM FOR THE COUNTY:

JOHN F. KRATTLI  
County Counsel

By:\_\_\_\_\_ Date:\_\_\_\_\_  
Deputy County Counsel

# Statement of Economic Interest Form 700 2011 Roster

Agency Head  
Scott, Robert  
[rscott@sfcog.org](mailto:rscott@sfcog.org)



**San Fernando Valley Council of  
Governments**  
5121 Van Nuys Blvd. Ste 200  
Sherman Oaks, CA 91403  
818-712-9500  
Type: Outside

Filing Officer  
Scott, Robert  
[rscott@sfcog.org](mailto:rscott@sfcog.org)

<u>FILER NAME (Last First)</u>	<u>POSITION</u>	<u>EMAIL ADDRESS</u>	<u>APPT DATE</u>	<u>LEFT OFC</u>
Alarcon, Richard	Board Member	<a href="mailto:richard.alarcon@lacity.org">richard.alarcon@lacity.org</a>	5/25/2010	
Antonovich, Michael	Board Member	<a href="mailto:mantonovich@bos.lacounty.gov">mantonovich@bos.lacounty.gov</a>	9/1/2010	
Cardenas, Tony	Board Member	<a href="mailto:tony.cardenas@lacity.org">tony.cardenas@lacity.org</a>	7/1/2010	
Dantona, Jim	Board Alternate to Cárdenas	<a href="mailto:jim.dantona@lacity.org">jim.dantona@lacity.org</a>	7/1/2011	
Degonia, Jarrod	Board Alternate to Antonovich	<a href="mailto:jdegonia@lacbos.org">jdegonia@lacbos.org</a>	1/1/2012	
Doten, Becca	Board Alternate to Alarcón	<a href="mailto:Becca.doten@lacity.org">Becca.doten@lacity.org</a>	1/1/2012	
Ender, Laurie	Board Member	<a href="mailto:lender@santa-clarita.com">lender@santa-clarita.com</a>	5/25/2010	
Ebenstein, Jeffrey	Board Alternate to Koretz	<a href="mailto:jeffrey.ebenstein@lacity.org">jeffrey.ebenstein@lacity.org</a>	1/1/2012	
Englander, Mitchell	Board Alternate	<a href="mailto:mitch.englander@lacity.org">mitch.englander@lacity.org</a>	12/31/2010	6/30/2011
Englander, Mitchell	Board Alternate	<a href="mailto:mitch.englander@lacity.org">mitch.englander@lacity.org</a>	7/1/2011	
Esqueda, Brenda	Board Alternate to Hernandez	<a href="mailto:besqueda@sfcity.org">besqueda@sfcity.org</a>	1/1/2012	
Friedman, Laura	Board Alternate to Najarian	<a href="mailto:lfriedman@ci.glendale.ca.us">lfriedman@ci.glendale.ca.us</a>	5/25/2010	
Hernandez, Mario	Board Member	<a href="mailto:mhernandez@sfcity.org">mhernandez@sfcity.org</a>	5/25/2010	
Herrmann, Greg	Board Alternate to Talamantes	<a href="mailto:gherrmann@ci.burbank.ca.us">gherrmann@ci.burbank.ca.us</a>	5/25/2010	
Jones, Millie	Board Alternate to Antonovich	<a href="mailto:mjones@lacbos.org">mjones@lacbos.org</a>	1/18/2011	12/31/2011
Koretz, Paul	Board Member	<a href="mailto:Paul.Koretz@lacity.org">Paul.Koretz@lacity.org</a>	5/23/2010	
Krekorian, Paul	Board Member	<a href="mailto:paul.krekorian@lacity.org">paul.krekorian@lacity.org</a>	7/8/2010	
LaBonge, Thomas	Board Member	<a href="mailto:councilmember.labonge@lacity.org">councilmember.labonge@lacity.org</a>	5/25/2010	
McLean, Marsha	Board Alternate to Ender	<a href="mailto:mmclean@santa-clarita.com">mmclean@santa-clarita.com</a>	1/25/2011	
Najarian, Ara	Board Member	<a href="mailto:anajarian@ci.glendale.ca.us">anajarian@ci.glendale.ca.us</a>	5/25/2010	
Nazarian, Adrin	Board Alternate to Krekorian	<a href="mailto:adrin.nazarian@lacity.org">adrin.nazarian@lacity.org</a>	1/1/2012	
Ochoa, Scott	Board Alternate to Najarian	<a href="mailto:sochoa@ci.glendale.ca.us">sochoa@ci.glendale.ca.us</a>	1/1/2012	
Saltsman, Benjamin	Board Alternate to Yaroslavsky	<a href="mailto:bsaltsman@bos.lacounty.gov">bsaltsman@bos.lacounty.gov</a>	4/21/2011	
Schechter, Lisa	Board Alternate to LaBonge	<a href="mailto:lisa.schechter@lacity.org">lisa.schechter@lacity.org</a>	1/1/2012	



Skolnick, Daniel	Board Alternate to Zine	<a href="mailto:daniel.skolnick@lacity.org">daniel.skolnick@lacity.org</a>	1/1/2012	
Smith, Greig	Board Member	<a href="mailto:greig.smith@lacity.org">greig.smith@lacity.org</a>	8/11/2010	
Talamantes, Jess	Board Member	<a href="mailto:jtalamantes@ci.burbank.ca.us">jtalamantes@ci.burbank.ca.us</a>	5/25/2010	
Weste, Laurene	Board Alternate to Laurie Ender	<a href="mailto:lweste@santa-clarita.com">lweste@santa-clarita.com</a>	5/25/2010	1/25/2011
Winger, Phyllis	Board Alternate to Englander	<a href="mailto:phyllis.winger@lacity.org">phyllis.winger@lacity.org</a>	7/1/2011	
Yaroslavsky, Zev	Board Member	<a href="mailto:zyaroslavsky@bos.lacounty.gov">zyaroslavsky@bos.lacounty.gov</a>	9/1/2010	
Zine, Dennis	Board Member	<a href="mailto:dennis.zine@lacity.org">dennis.zine@lacity.org</a>	5/25/2010	

**Grand Total: 31**

I certify that I have reviewed and made the necessary changes if any to this Roster and the information is correct.

Robert L. Scott  
Executive Director

\_\_\_\_\_  
Signature

\_\_\_\_\_  
7-Feb-12  
Date



# LITTLE HOOVER COMMISSION

February 28, 2012

Daniel W. Hancock  
*Chairman*

Eugene "Mitch" Mitchell  
*Vice Chairman*

Katcho Achadjian  
*Assemblymember*

Marilyn C. Brewer  
*Virginia Ellis*

Alyson Huber  
*Assemblymember*

Loren Kaye

Tom Quinn

Michael J. Rubio  
*Senator*

David A. Schwarz

Jonathan Shapiro

Mark Vargas

Mark Wyland  
*Senator*

Stuart Drown  
*Executive Director*

The Honorable Edmund G. Brown, Jr.  
Governor of California

The Honorable Darrell Steinberg  
President pro Tempore of the Senate  
and members of the Senate

The Honorable John A. Pérez  
Speaker of the Assembly  
and members of the Assembly

The Honorable Robert Huff  
Senate Minority Leader

The Honorable Connie Conway  
Assembly Minority Leader

Dear Governor and Members of the Legislature:

California's community colleges have been the gateway to a better life for many Californians and an essential tool for the state to build better citizens as well as the workforce needed to support California's dynamic economy. Now more than ever, the state and its people need the system to help students succeed, to move up and move forward with their lives.

In theory, anyone can enter and everyone has the opportunity to succeed. But in trying to be all things to everyone, the community colleges are coming up short for many students. Thousands leave without the degrees and certificates they sought. Thousands more want to stay but cannot get into the classes they need.

The causes are many: a priority enrollment system that rewards longevity, unprepared students who may take seats from others ready for college-level classes, and budget cuts that have reduced the number of courses and class sections across the system. Most glaring, however, is the lack of agreement about the system's primary mission, one that is recognized from the Capitol to the classroom – a problem that confounds efforts to set priorities around student success goals.

Chancellor Jack Scott has encouraged the state's 72 community college districts to focus on basic skills education, career technical education and successfully transferring students to four-year institutions for further education. This mix reflects both the range of needs and capacities of California's students and of the state as a whole. Locally elected boards, however, often feel pressure to devote scarce resources to less critical areas of study. California's lawmakers must explicitly adopt these three areas of student endeavors as the primary mission of the community college system and adopt measurable student success in these areas as its primary goal.

California's community colleges are at risk because the system lacks statewide leadership that can articulate the system's mission, set student success priorities and help local districts and students achieve them. This lack of leadership is not for want of talented people. The current governance structure, however, hobbles the role of the Board of Governors and leaves the Office of the Chancellor with little more than a megaphone and the power of persuasion.

If California is to help its community college students achieve their goals and meet the state's future needs, the state must focus the system's goals around student success, set priorities that support those goals and empower the system's leaders to implement them. These reforms were necessary before the recession; they are critical now.

The Commission recommends moving the Office of the Chancellor out of the executive branch, following the example of establishing the California State University system as an independent state entity. The Chancellor should have the authority to hire vice

chancellors and other senior staff and the power to develop system-wide priorities and incentives to drive student success.

When California's leaders have considered the colleges' goal of providing open access to higher education, they traditionally have looked at enrollment as a measure of success. Today, funding formulas reward added enrollment, despite a reduction in class offerings that shunt students to waiting lists. The reality is that California is rationing access to community colleges, but not in a rational way, rather, in 112 different ways as each campus struggles to accommodate students for whom they have no room.

As it focuses the mission of its community colleges, California must update its funding policies to reward colleges and students not just for showing up, but for progressing toward an educational goal. The Governor and Legislature must consider new approaches that include benchmarks for true success, not just enrollment. To meet these goals, local districts and colleges should be given greater flexibility in how they allocate their resources, incentives for innovation and regional collaboration, and rewards for meeting student success benchmarks.

California's commitment to student success will involve looking beyond the community college system to the state's capacity to educate all levels of adult learners. The state's school districts are redirecting resources once dedicated to their Adult Education programs. This is shrinking the state's ability to help newcomers become proficient in English; to help adults who, for whatever reason, never completed a high school education to achieve that milestone; to help those adults with the greatest learning deficiencies gain the skills they need to function on a daily basis. Before this capacity is lost, the state should transfer responsibility for educating all adult learners to the community colleges, and with it, all funding previously earmarked for Adult Schools. Community colleges have a direct stake in how well these students learn.

The California Community Colleges Chancellor's Office convened a task force to examine many of the same issues presented here. The Student Success Task Force released a report earlier this year that came to many of the same conclusions and made similar recommendations. Too many students are finishing high school without the skills they need to be successful in college. Too many adults lack the ability to fulfill their true potential and realize their goals.

The recommendations in this report do not abandon the belief that access to higher education should be open to all. The Commission, however, asks more from students in taking greater responsibility for preparing for college-level classes and developing an educational plan that will get them to their goal, whether it is completing one or two courses to gain pertinent job skills or earning a certificate or degree. The recommendations ask more of the community college system, as well, to prepare students and support them in their efforts.

Measures that are developed from these recommendations must be nuanced to meet local needs and account for the diversity of the state. Local boards know their communities' needs, and reforms must fit local conditions. But reform is overdue. Delay will shortchange students impatient to start new lives and handicap the state's economy and future workforce.

The Commission looks forward to working with you to implement these recommendations.

Sincerely,

A handwritten signature in dark ink, appearing to read "Daniel W. Hancock", written in a cursive style.

Daniel W. Hancock  
Chairman

The Commission voted 7-1 to adopt the report with abstentions from two new Commissioners who had not participated in the study.

**SAN FERNANDO VALLEY  
COUNCIL OF GOVERNMENTS**



**FISCAL MANUAL**  
**Approved October 13, 2011**

# **SAN FERNANDO VALLEY COUNCIL OF GOVERNMENTS**



## **FISCAL MANUAL**

### **Introduction**

The San Fernando Valley Council of Governments (SFVCOG) Fiscal Manual is a resource guide of fiscal policies, procedures, and internal controls to safeguard and manage the authority's assets. The Executive Director and the management team will use the Fiscal Manual as a day-to-day guide to manage and control fiscal operations, and meet their responsibilities to manage funds and other assets within the SFVCOG.

This Fiscal Manual will be updated and maintained by the Executive Director, SFVCOG in accordance with procedures detailed within the Fiscal Manual.

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# **Chapter 1 – Governing Regulations and Guidelines**

## **1.1.0 Governing Regulations and Guidelines**

### **1.1.1 Introduction and Summary**

The San Fernando Valley Council of Governments (SFVCOG) Joint Powers Agreement (JPA Agreement) was approved in May 2010 and provides overall guidance on administrative matters.

Section 9 of the JPA Agreement states that "The Treasurer of one of the Members shall serve as Treasurer of the SFVCOG for a term of three (3) years. Upon expiration or earlier termination of the term, the Treasurer of the Member whose Board Representative then serves as the Chair of the Board shall serve as the Treasurer for the SFVCOG. Should that person have just served as Treasurer, or otherwise not be available, then the Treasurer of the Member whose Board Representative then serves as Vice Chair shall serve as the Treasurer."

Currently, the Los Angeles County Treasurer and Tax Collector serves as the treasurer of the Authority and the County Auditor-Controller acts as the Fiscal Agent. The treasurer is responsible for the deposit, custody, safekeeping and disbursement of all the monies of the Authority. The auditor-controller is responsible for monitoring all financial transactions, processing payments for all Authority expenditures, contracting with a certified public accountant for the annual audit of accounts and records as prescribed by the State Controller for special districts (report shall be filed within six months after end of fiscal year under audit), keep copies of supporting documentations for expenditures provided by the Authority, and submit on a quarterly basis a cash basis report to the Governing Board of the Authority which shows all financial transactions of the Authority.

### **1.1.2 Los Angeles County Fiscal Manual**

The Los Angeles County Fiscal Manual is the primary resource guide for all fiscal matters in the County. Therefore, based on the direct connection between the Authority and the County in fiscal matters cited above; the County Fiscal Manual provides the overall governing regulations and guidelines for all Authority fiscal matters, incorporated herein by this reference.

### **1.1.3 Maintenance and Updates to the Authority Fiscal Manual**

The Executive Director of the SFVCOG shall be responsible for maintaining and updating the SFVCOG Fiscal Manual. All updates, including but not limited to signature and expenditure authority rules, will be submitted to the SFVCOG Board of Directors for approval.

## **Chapter 2 — Payroll and Personnel**

### **2.1.0 Payroll and Personnel**

#### **2.1.1 Decentralization of Payroll and Personnel**

To the extent that SFVCOG does not directly and explicitly employ any particular employee(s), Member staff assigned to the SFVCOG will not be considered employees of the SFVCOG, but instead such Member staff will remain employees of their member department/city/agency. All payroll and personnel responsibilities will therefore be decentralized and will remain the responsibility of the employees' member agencies.

#### **2.1.2 Authority of the Executive Director**

While the SFVCOG will not technically employ the employees, the Executive Director will provide day-to-day functional supervision of the employees assigned to the SFVCOG. The Executive Director may also, at their discretion, review specific administrative items, such as time records and invoices from any agencies seeking reimbursement for employee service, to ensure the accurate and appropriate accounting of SFVCOG expenditures.

#### **2.1.3 Independent Contractors**

The SFVCOG may directly retain independent contractors to perform services as contract employees. County procurement procedures and the County Fiscal Manual will govern the fiscal aspects, solicitation, contracting, and payment of these independent contractors.



## **Chapter 3 — Procurement and Contracting**

### **3.1.0 Procurement and Contracting**

#### **3.1.1 Procurement and Contracting Procedures**

Overall SFVCOG procurement and contracting policies and procedures will be governed by County procurement policies and procedures. Exceptions may be made for specific items (such as expenditure authority limitations outlined below) as approved by the SFVCOG Board of Directors.

The County Board of Supervisors has adopted certain policies and programs that were adopted by the County Board of Supervisors to be applied to County purchase orders and service contracts. These policies are specifically excluded when they do not directly relate to the SFVCOG's procurement of goods and services, and are not applicable to SFVCOG procurement and contracting activities.

#### **3.1.2 Expenditure Approval Authorization**

The SFVCOG Board of Directors is responsible for establishing appropriate limits of expenditure approval authorization.

All invoices related to payment of the Executive Director or reimbursement to the Executive Director for approved expenditures, must be approved by the Chair of the Board of Directors.

#### **3.1.3 Expenditure Authorizations Limits**

As approved by the Authority's Board of Directors on October 13, 2011, the expenditure authorization limits are as follows:

- a. The Executive Director is authorized to approve all purchases, invoices, and expenditures within the amounts included in the Authority's adopted budget.
- b. All expenditures above the budgeted amounts must be approved by the Board of Directors.

## **Chapter 4 — Grant Management**

### **4.1.0 Grant Management**

#### **4.1.1 Introduction**

Due to importance of federal and State grants to the development of the SFVCOG, the Board and the Executive Director will adhere to and pay particular attention to the availability, processes, and timelines for grant applications, approvals, and payments.

#### **4.1.2 Policies and Procedures**

The Director shall ensure that grants are aggressively pursued and rigorously managed to ensure that all available grant funds are allocated to the Authority and expended in a timely manner.

#### **4.1.3 Reporting Procedures**

The Executive Director shall report to the Board at least quarterly on the status of all grant funding.

## **Chapter 5 — Capital Assets Management**

### **5.1.0 Capital Assets Management**

#### **5.1.1 Introduction**

Currently, the SFVCOG has no capital assets. However, if capital assets are acquired, it is imperative that the Board of Directors and Executive Director pay particular attention to the safeguarding, custody, replacement, documentation and accountability for all capital assets.

#### **5.1.2 Responsibility for Policies and Procedures**

The Executive Director shall be responsible for establishing capital asset policies and procedures that are consistent with the County Fiscal Manual and sound management practices. Internal controls will focus on budgetary control, accurate inventory and tagging of all capital assets, and clear accountability and responsibility for SFVCOG capital assets, including their replacement.

## **Chapter 6 — Travel and Training Policy**

### **6.1.0 Travel and Training Policy**

#### **6.1.1 Policy**

The Director shall ensure that personnel assigned to the SFVCOG follow all County travel and training regulations to ensure the effective control and cost management of these expenses.

#### **6.1.2 Approval Procedures**

All out-of-County travel and training shall receive prior approval of the Chair. The Chair, within the guidelines and expenditure limits established by the County, shall approve all claims for reimbursement of travel and training expenditures.



# East San Fernando Valley Transit Corridor Project Study Area











# Board of Supervisors County of Los Angeles

MICHAEL D. ANTONOVICH  
SUPERVISOR  
CHAIRMAN, MTA BOARD OF DIRECTORS

January 7, 2013

Board of Directors  
San Fernando Valley COG  
Valley Municipal Building  
14410 Sylvan Street, 2<sup>nd</sup> Floor  
Van Nuys, CA 91401

Dear Fellow Directors:

This letter is in follow-up to the motion that I made at the November 8, 2012 San Fernando Council of Governments (COG) meeting that requested member jurisdictions develop and share their proposals for transportation projects so that the COG could develop its transportation priority list to pursue at the local, state and federal levels.

For too long the San Fernando Valley has not received its fair share of resources within the City and County of Los Angeles. Measure R (and Measure J) both provided only 13% of the City of Los Angeles' to the San Fernando Valley, despite the fact that it represents 37% of the city population. This lack of funding inhibits our ability to link funding from the cities in the San Fernando and Santa Clarita Valleys to create regional transportation projects that will serve the many jobs, schools, universities, medical facilities, and entertainment opportunities throughout this region.

The following represents four vital priorities that I will ask the COG to consider as its core transportation priorities at our meeting on Thursday, January 10, 2013.

## Goals:

- #1: Connect Bob Hope Airport with Rail Transit**
- #2: Upgrade Metrolink and LOSSAN corridors**
- #3: Complete HOV Lane system**
- #4: Work to connect and coordinate transit systems**

### **Goal #1: Connect Bob Hope Airport with Rail Transit**

Currently, the only rail transit that serves the Bob Hope Airport, and its surrounding employment center, is one train station on the Metrolink Ventura Line/Amtrak LOSSAN Corridor alignment. Connecting this airport to the Santa Clarita, Antelope, San Gabriel and West San Fernando Valleys will be vital to linking all modes of transportation together throughout the San Fernando Valley and providing more regional access to and from this transportation center.

#### **The COG should support:**

- 1) Constructing a new Metrolink station on the Antelope Valley Line at Hollywood Way to provide direct access to the airport for the 800,000 residents of the Santa Clarita and Antelope Valleys. This station would immediately double the number of daily Metrolink trains serving the Airport.
- 2) Linking the airport to the North Hollywood Red Line/Orange Line stations
- 3) Linking the airport through Burbank, Glendale and Eagle Rock to the Gold Line in Pasadena
- 4) An express bus pilot program to link the North Hollywood Red Line/Orange Line stations to the Pasadena Gold Line

### **Goal #2: Upgrade Metrolink and LOSSAN Corridors**

Metrolink and Amtrak provide an opportunity to connect the San Fernando Valley to the rest of Southern California and improve the economic viability, regional mobility and air quality of the Valley.

Unfortunately, Metrolink is severely underfunded and requires investment to improve both the safety and speed of service through the Valley. The San Fernando Valley in particular has many at-grade crossings and long stretches of single track that poses significant challenges to operating Metrolink safer and faster.

#### **The COG should support:**

- 1) Double-tracking the Metrolink Antelope Valley and Ventura Lines to eliminate chokepoints and potential for train collisions
- 2) Constructing grade separations to eliminate dangerous crossings and allow for safer and faster train travel (i.e., Doran Street crossing)
- 3) Straightening of tracks where possible to increase travel speeds
- 4) Constructing the "run through" tracks at Union Station to allow for seamless travel from Lancaster to San Diego and from Ventura to San Bernardino, all while eliminating the 10-15 minute delays caused by speed restrictions, delays and transfers at Union Station.



**Goal #3: Complete HOV Lane system**

To improve traffic congestion and provide more incentive to use our HOV lane system by bus, vanpool or car, our HOV Lane system must be fully connected to create a seamless HOV Lane system that extends from Palmdale to San Juan Capistrano and from Santa Clarita to San Bernardino in the next 10 years.

**The COG should support:**

- 1) Constructing the HOV Lane Direct Connector from I-5 to SR-134
- 2) Constructing the HOV Lane Direct Connector from I-5 to I-405
- 3) Complete HOV Lanes on I-5 north through Santa Clarita Valley

**Goal #4: Connect and coordinate our transit systems**

Currently, our transportation service in the San Fernando Valley is fragmented. We have local transit service with Santa Clarita Transit, Burbank Bus, Glendale Bee and Los Angeles DOT that at times do not link to each other or to Metrolink in an effective and synchronized manner.

**The COG should support:**

- 1) Synchronizing transit schedules among our local transit agencies, Metrolink and Amtrak to ensure that our buses and trains meet each other in a timely manner to encourage and improve our regional transit system connectivity.
- 2) Work with Bob Hope Airport Authority to create plan to link local transit into the Bob Hope Airport Regional Intermodal Transit Center upon completion

The projects listed above constitute my recommendation for transportation priorities to be adopted by the San Fernando Valley COG.

It is my hope that the jurisdictions of the San Fernando Valley COG work together to develop a priority list of transportation projects including these four goals so that we can spend 2013 advocating for and acquiring the necessary funding to move these projects forward.

As Chairman of the MTA, I will work with the San Fernando Valley COG to put our approved priority list on the MTA Board agenda for discussion and consideration.

Sincerely,



MICHAEL D. ANTONOVICH  
Supervisor

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