



## C. APPROVAL OF MINUTES

Approval of minutes of the special meeting of February 2, 2016.



# Special Meeting of the Governing Board of the Intermodal Container Transfer Facility Joint Powers Authority Minutes

Minutes of the Special Meeting of the Governing Board of the Intermodal Container Transfer Facility Joint Powers Authority, held at the Silverado Park Social Hall, Long Beach, California, on Tuesday, February 2, 2016 at 6:03 p.m. Transcript and video of this meeting are available at <http://ictf-jpa.org/>

Present:      Board Members:      Castellanos, Seroka, Slangerup, Drummond  
Absent:        Board Members:      None  
                  Chairperson Castellanos presided

Also present:

D.	Thiessen	Executive Director of the ICTF JPA
C.	Cannon	Port of Los Angeles
J.	Sidley	General Counsel of the ICTF JPA
Y.	Nicholson	Executive Secretary of the ICTF JPA
M.	Bleavins	Treasurer of the ICTF JPA

Public Speakers:

J.	Thomas	N.A.S.A. Independent Sci. Research
J.V.	Andasan	East Yard Communities for Environmental Justice
T.	Perry	

## Election of Officers – Item B

Executive Director Thiessen recommended that the JPA Board nominate a Chairperson. Slangerup nominated Castellanos as Chair.

Drummond seconded, and moved that the nominations be closed. Castellanos seconded, carried by the following vote:

Ayes:        Board Members:      Drummond, Seroka Slangerup  
Noes:        Board Members:      None

Executive Director Thiessen recommended the board appoint a Vice Chair.

Seroka nominated Drummond to be Vice Chair, Slangerup seconded, carried by the following vote:

Ayes:           Board Members:     Seroka, Slangerup, Castellanos  
Noes:           Board Members:     None

Executive Director Thiessen acknowledged Ms. Yelois Nicholson, executive secretary of the JPA, and requested that the JPA Board approve Ms. Yelois Nicholson as executive secretary and Marla Bleavins as treasurer. He added that Ms. Nicholson has served the JPA Board for seven years and will be retiring next month, and thanked her for her years of service. Her replacement will be recommended at the next board meeting.

Drummond moved, seconded by Seroka, carried by the following vote:

Ayes:           Board Members:     Drummond, Seroka, Slangerup, Castellanos  
Noes:           Board Members:     None

### **Receive and File of Minutes – December 10, 2014 – Item C**

Executive Director Thiessen recommended the board approve the minutes of the special meeting on December 10, 2014.

Drummond moved, seconded by Castellanos, carried by the following vote:

Ayes:           Board Members:     Seroka, Slangerup, Drummond, Castellanos  
Noes:           Board Members:     None

### **Public Comments on Non-Agenda Items**

John Thomas said that he did not notice many people from the local community in attendance, and wondered if it was due to the lack of parking. He continued by stating that the rail transfer facility at this location is a bad idea and should be relocated to Terminal Island, away from residents that would breathe the extremely toxic diesel fumes, particulate matter, fine particulate matter, and soot. He continued to state that for the last ten to twenty years, various people have come to meetings to convince the Los Angeles and Long Beach Harbor Departments and commissioners to get all diesel engines to switch to cleaner burning fuel for all diesel engines, such as 100% biofuel. He summed up by stating that the JPA should focus on moving the facility and looking into alternative fuels and technologies to reduce emissions.

Jan Victor Andasan introduced the East Yard Communities for Environmental Justice, stating that they are based out of Commerce and West Long Beach, and work with residents that are impacted disproportionately by the air pollution from the ports, rail yards, and the 710 freeway. He asked what had been learned in the investigation of the Union Pacific intermodal facility in Santa Teresa, NM and suggested it could be a solution to the movement of goods out of Los Angeles. Further he asked what, if any, action had been taken, and if any members of the JPA had visited the Santa Teresa facility.

Mr. Cannon responded to Mr. Andasan, stating that the information will be included as part of the draft Environmental Impact Report that is being prepared for the proposed ICTF project.

## **Board Reports of Executive Director – Item E Agenda Items**

### **I. Amendment to the By-Laws of the ICTF JPA**

Executive Director Thiessen recommended that the Board amend the by-laws to account for designated alternates for board members.

Board Member Drummond asked if the purpose of the alternates is to ensure the JPA can more conveniently set dates for meetings. Executive Director Thiessen confirmed and added that meetings could occur more frequently.

Drummond moved, seconded by Slangerup, carried by the following vote:

Ayes:	Board Members:	Drummond, Slangerup, Seroka, Castellanos
Noes:	Board Members:	None

### **II. Bank of America Signatory Card**

Executive Director Thiessen recommended that the Board appoint Ms. Maurina Lee, Acting Director of Finance at the Port of Long Beach, and Ms. Marla Bleavins, Chief Financial Officer for the Port of Los Angeles, to be appointed as signatories for the ICTF JPA Bank of America account.

Drummond moved, Seroka seconded, carried by the following vote:

Ayes:	Board Members:	Drummond, Slangerup, Seroka, Castellanos
Noes:	Board Members:	None

### **III. Financial Audit**

Executive Director Thiessen stated the financial audit for the fiscal year ending June 30, 2014 is completed. The audit determined that the financial audit fairly and accurately documents the financial positions, the change in the financial position, and the cash flows of the ICTF JPA. The operating revenues for the fiscal year increased 3.8% to \$4,345,271. The net assets increased 2.5% to \$10.15 million over the reporting period.

The volume of containers that moved through the fiscal year ending June 30<sup>th</sup>, 2014 was up 1.9% to 434,670.

Executive Director Thiessen recommended that the governing Board receive and file the Financial Audit Report for the fiscal year ending June 30<sup>th</sup>, 2014.

Slangerup moved, Seroka seconded, carried by the following vote:

Ayes:	Board Members:	Drummond, Slangerup, Seroka, Castellanos
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Noes:              Board Members:     None

**IV. Net Facility Revenue Report and AUP**

Executive Director Thiessen discussed an Annual Revenue Report for the period ending November 1, 2014. The ICTF's net revenue during the year was reviewed by Simpson and Simpson. There were 442,615 gross container moves generating gross revenues of \$13,278,450, a slight increase of 5.1% from 2013 over the specific reporting period. The gate fees collected by the ICTF, less the allowable deductions, result in a net facility revenue of \$8,673,316. These revenues are to be equally shared by both Joint Powers Authority and the Union Pacific Railroad. On November 1<sup>st</sup>, Union Pacific transferred \$4,336,658 to the ICTF investment accounting, representing the 50% share.

The auditors and the JPA staff are in full agreement of all issues.

Executive Director Thiessen recommended the governing Board receive and file the Net Facility Revenue Report for the year ending November 1, 2014.

Drummund moved, Seroka seconded, carried by the following vote:

Ayes:              Board Members:     Drummond, Seroka, Slangerup, Castellanos  
Noes:              Board Members:     None

**V. 2015 – 2016 Budget**

Executive Director Thiessen stated the proposed 2015-2016 budget is \$3.05 MM; the majority of the costs (outside of the City of Carson Sepulveda Boulevard project) estimated for the coming year include \$555,183 primarily for consulting fees, legal fees, and project management fees associated with review, approval, and preparation of a draft environmental impact report associated with the modernization of the ICTF proposed project. Operating expenses for the JPA are estimated to be less than \$100,000 a year, include costs for the accounting fees, and are outlined in the proposed 2015 – 2016 budget.

The City of Carson maintenance costs are estimated to decrease by 7.3% to \$93,188 based on the Producer Price Index for May 2015. The other large expenditure is an estimated \$2.25 MM for the widening of Sepulveda Boulevard between Alameda Street and the entrance to the ICTF. This project is awaiting the completion of environmental reviews from the City of Carson, but is anticipated to be advertised for bidding in early 2016.

Drummond moved, Castellanos seconded, carried by the following vote:

Ayes:              Board Members:     Slangerup, Drummond, Seroka, Castellanos  
Noes:              Board Members:     None

**VI. Distribution of Funds**

Executive Director Thiessen told the Board that the cash balance in the JPA account at the end of the fiscal 2015 year is \$6.2 MM. \$2.25 MM is set aside for

improvements on Sepulveda Boulevard. The current revenues accrued in the JPA account exceed \$10 MM. Executive Director Thiessen recommended a distribution from the reserves to both Ports of approximately \$6 MM, \$3 MM to each Port, to be carried over into the 2016-2017 fiscal year.

Board Member Slangerup asked to clarify that there is an increase from prior years.

Executive Director Thiessen said yes, that in previous years, the staff of JPA recommended a smaller amount, \$2 MM be transferred to both ports, but in the late 2000s, the JPA Board approved \$3 MM and one year approved \$4 MM transfer to each port authority. He stated that in this past year's reporting period, the debt on the original improvements have been paid off, so the expecting revenues will start growing faster in the account.

Drummond moved, Slangerup seconded, carried by the following vote:

Ayes:	Board Members:	Seroka, Slangerup, Drummond, Castellanos
Noes:	Board Members:	None

**VII. Second Amendment to Contract with Environ International Corporation**  
Executive Director Thiessen explained that Environ changed its name to Ramboll Environ and has a new address and recommended the Board approve the second amendment to the contract with Environ.

The proposed amendment increases the contract by \$165,000 to a maximum expenditure of \$1,193,000 from \$1,028,000 to pay for continued expenditures associated with the preparation of the EIR.

Seroka moved, Drummond seconded, carried by the following vote:

Ayes:	Board Members:	Seroka, Slangerup, Drummond, Castellanos
Noes:	Board Members:	None

**Additional Public Comments**

Thomas Perry introduced himself as a resident in the area. He wanted to understand the terms about the increases discussed previously, if new train tracks were being installed, and if that would help with the containers.

Ms. Castellanos responded that the JPA was not going to discuss the ICTF project today; Executive Director Thiessen agreed that there is no item on the agenda to discuss any proposed improvements.

Mr. Perry amended that he was wondering if there are improvements on the train system moving the containers out, including new routes.

Mr. Thiessen said no, and that he can't speak for Union Pacific Railroad about how they route trains, but it is not included in the agenda for today.

Mr. Perry asked if the additional container movements lead to additional employment opportunities.

Mr. Thiessen recommended that Mr. Perry ask that of someone from Union Pacific Railroad.

Mr. Perry asked if the ports would have additional jobs.

Ms. Castellanos recommended Mr. Perry speak to the director of either port, Mr. Slangerup or Mr. Seroka, or the staff of the ports.

### **Adjournment**

*Board Member Castellanos adjourned the meeting at 6:34 p.m.*