

# A G E N D A

## BUS OPERATIONS SUBCOMMITTEE

TUESDAY, JULY 29, 1997 >> 9:30 - 11:30 A.M.  
WINDSOR CONFERENCE ROOM (15<sup>TH</sup> FLOOR)  
MTA HEADQUARTERS  
ONE GATEWAY PLAZA  
LOS ANGELES, CA 90012



Los Angeles County  
Metropolitan  
Transportation  
Authority

One Gateway Plaza  
Los Angeles, CA  
90012

213.922.6000

- |   | <b>DISPOSITION</b>   |
|---|--|
| <b>I. Call to Order</b>   | <b>ACTION</b><br>↳ <i>Kathryn Voltz</i>  |
| <b>II. Approval of June 1997 Minutes</b><br><i>(Attachment 1)</i>   | <b>INFORMATION</b><br>↳ <i>Kathryn Voltz</i>   |
| <b>III. Legislative Update</b><br><i>(Attachment 2)</i>   | <b>INFORMATION</b><br>↳ <i>Claudette Moody</i>   |
| <b>IV. Security Issues</b>  |  |
| -Implementation of LAPD/LASD<br>Security Program  | <b>INFORMATION</b><br>↳ <i>Dan Cowden</i>  |
| -Draft Concept Paper On Regional<br>Transit Security Oversight And<br>Development Program<br><i>(Attachment 3)</i>                        | <b>ACTION</b><br>↳ <i>Dan Cowden</i>   |
| <b>V. TDM FY 1997 Call For Projects</b><br>Training Workshop & Project<br>Evaluation Methodology<br><i>(Attachment 4)</i>                 | <b>INFORMATION</b><br>↳ <i>Sina Zarifi</i>   |
| <b>VI. Bus Stop Amenity Improvement Plan</b><br><i>(Handout At Meeting)</i>   | <b>ACTION</b><br>↳ <i>James Rojas</i>  |
| <b>VII. Funding Issues</b>  |  |
| -Revised Funding Information<br>Mid-Year Adjustment,<br>Fair Share FY 1998, &<br>FY 1997 Budget Adjustment<br><i>(Handout At Meeting)</i> | <b>INFORMATION</b><br>↳ <i>Multi-Modal<br/>Task Force</i><br><i>Lead:</i><br><i>Nalini Ahuja</i> |
| -FY-98 MOU For Discretionary<br>Programs  |  |
| -State Transit Assistance   | <b>INFORMATION</b><br>↳ <i>Brian Hyman</i>   |

**VII. New Business**

**VIII. Adjournment**

**ITEM II. ATTACHMENT 1**

**JUNE 24, 1997 MINUTES**

# MINUTES

## BUS OPERATIONS SUBCOMMITTEE

JUNE 24, 1997

### I. CALL TO ORDER

The meeting was call to order at 9:40 a.m. Kathryn Voltz reminded presenters to speak into the microphones so that the secretary will be able to transcribe the minutes.

Tamara Gates from the City of Claremont announced that she has taken a position in the City Managers' office and will no longer be attending BOS meetings. She introduced Dan Hardgrove as the new representative.

### II. APPROVAL OF MAY 27, 1997 MEETING MINUTES

The minutes were submitted and a motion to approve the minutes was made and seconded. Minutes were approved as submitted.

### III. LEGISLATIVE UPDATE

Claudette Moody referred to the matrix handed out at the meeting. The restructuring bills, Bill 567 (Polanco) would reduce the number of supervisors on the MTA Board to two and would add a small city member. Discussions on this bill are ongoing. It seems that the Polanco bill will be the "vehicle". It is quite certain that there will be no alternates and will include an Inspector General provision and a code of conduct. It is possible that the Villaraigosa and the Polanco bills will be joined.

A question was asked if the number of supervisors on the Board is reduced, how will they be selected. It is unclear how the selection will take place.

On the Welfare to Work issue, the Committee on Welfare does not have a specific amount on how much will go to transportation. It will be up to the counties.

Claudette Moody informed the BOS on the Loan Issue relating to the MTA. The MTA, as part of the Rail Recovery Plan, has reviewed the possibility of receiving a loan from the state to continue work on the Pasadena Line. This was embodied by Assemblyman Schiff and Assemblyman Scott in a bill, and it was an urgency statute. Final language still has to be looked over. Also, the San Fernando Valley Legislators would like to extend the loan - add money that would include funding for the San Fernando Valley project. Mr. Murray would also like to add additional money to the loan for Exposition Boulevard. What started out at \$54 million is now \$135 million, and in the bill, it will not be separable, all or none or we can deny the loan.

### IV. TRANSIT POLICE MERGER

Dan Cowden informed BOS that the merger may take place in July or August. The merger was approved by the MTA Board on October 1996. The L. A. City Council approved the merger in March of this year, and since then the contracts were being negotiated, the contracts were finalized the week of June 16<sup>th</sup>. The Public Safety Committee received the contracts on June 23<sup>rd</sup>. A Council member had questions on the contract and asked staff for more information.

As of Sunday, June 29<sup>th</sup>, the MTA Police Department will reorganized its entire structure. Presently the department has 4 bureaus -- bus operations, rail operations, support and investigations. These will be consolidated into two bureaus. In each of these two bureaus (City-County), there will be a part of each of the previous four in these two. Training is currently underway for both the LAPD and LASD. The Sheriff's department has started building out their substations -- El Monte, West Hollywood, Downey, Carson. Municipalities will receive service from these outlying stations. In the North County, the patrol for transit will come from the Santa Clarita and Antelope Valley stations.

There are a couple of grants being looked at. One of the grants is called "Enhanced Security for Women in Transit". This was submitted as a grant application under the Federal Crime Bill. This would support one deputy from the Sheriff's department, one police officer from LAPD and one trainer from the L.A. Commission on the Status of Women. This unit would be responsible for identifying security and safety hazards targeted towards women passengers. This would be in support of the MTA transit system and the municipal operators. This is still pending in Washington. The other grant being looked at is a grant to support a major regional conference on "Transit Community-Based Policing". This would involve all the municipal operators and all of the local police departments in the county. This would be followed up by a mobile training team going out to small police departments and to the municipal operators to train them on the concept of community-based policing.

Dan Cowden asked the BOS to select two or three members or an appropriate number of BOS representatives to sit on the Oversight Committee for the Regional Law Enforcement function. The MTA's Director of Security and the four Regional General Managers will be part of the committee. This committee is expected to meet once a month and provide regional oversight to the law enforcement function. This is a \$50 million a year program and is the largest in the nation. It will consist of 655 personnel operating in the transit security field.

The question was asked if Tom Whittle of Santa Monica had been involved in the Oversight Committee. Dan Cowden responded that Tom Whittle has attended some of the meetings on developing the merger, however, the Oversight Committee has not been established as of yet. Jim Mills asked what the responsibilities of the individual selected to sit on the Oversight Committee would be. Dan Cowden informed BOS that the committee would be responsible for reviewing the major activities of law enforcement. This would include reviewing the interaction of LAPD, LASD, MTA Security Department, and MTA Contract Security with the municipal operators. Dan Cowden informed BOS that he would write up a concept paper and make it available.

Kathryn Voltz asked when the meeting(s) between the LASD, local police departments and the municipal operators would be held. None of the municipal operators have been contacted. Dan Cowden assured the BOS that he would reemphasize the need for the meetings prior to starting the program.

Patricia Chen asked about the substations in the Santa Clarita Valley and Antelope Valley. She wanted to know how many personnel would be deployed and if these would be new personnel? Dan Cowden informed the BOS that it would most likely be a combination of a couple of new bodies and the rest would be overtime personnel.

## V. MTA RECOVERY PLAN

David Yale informed the BOS that the word "Rail" has been deleted from the title of the recovery plan. David Yale referred to the handouts provided at meeting. The key bus impacts are that the MTA would prioritize funding in the Bus System Improvement and Consent Decree programs. Also, included are \$922 million for the Consent Decree plan. The MTA assumes lower fares as a result of the Consent Decree. Also, the bus fleet was increased by approximately 400 buses to 2400 by the year 2002. As required by the Consent Decree, a twelve-year bus replacement cycle of the MTA's bus capital fleet by the year 2007 has been included. The rail schedules will be extended to match available funding. MTA tried to mitigate the Red Line schedule impacts first. The

Pasadena Blue Line impacts were mitigated using State Highway account funding. The HOV program was not further impacted, and there was also an impact to the Alameda Corridor.

The reason for reevaluating the plan, is that the FTA requested a more conservative forecast of the sales tax growth and funding in general. In addition to a conservative growth, the FTA also requested a reserve be created. This should be created in the first five years of the plan. The MTA has \$116 million in the reserve. 60% is for operations and 40% is for capital. The reserves are based on MTA formula shares and MTA discretionary funds. This does not include municipal operators' formula shares or local return funds to cities. MTA has also developed a plan to eliminate the structural deficit by improving efficiencies. These efficiencies were established in January, a level of \$871 million through the year 2010.

Brynn Kernaghan asked if the amount at the state level was \$52 or \$54 million. David Yale informed the BOS that the MTA Board had approved staff to seek a \$54 million loan for the Pasadena Blue Line. The loan needs to be paid out by 2002, and the MTA would re-pay it by 2006 or later. Michelle Caldwell asked if the repayment scheduled changes if the loan grows from \$58 million, as previously explained by Claudette Moody. David Yale said it would change. The MTA proposal has a six year "hiatus" to repay the loan. The MTA needs to apply for the loan by 2006 and has 6 years to repay it. A similar schedule would have to be followed on the additional loans. The MTA has not taken a position on the Exposition or the East/West Valley loans.

Kathryn Voltz asked David Yale to restate the composition of the reserves. He informed the BOS that the reserves come from three places: 1) one percent take on the MTA's formula share and discretionary funds from the sales tax driven revenues in the plan; 2) the interest the MTA earns on unspent sales tax revenues; and 3) the reduction in the sales tax forecast, which is the largest portion of the three, from a 100% UCLA sales tax forecasted growth rate to 75% of the UCLA forecasted sales tax growth rate. The MTA does not include any municipal operator shares or City local return shares with these reserves.

## **VI. BUDGET OVERVIEW**

M.J. West referenced the Formula Allocation Program Funding Marks. The budget includes an assumption of \$21.1 million of Section 9 operating money. Included in the budget is money for the Foothill Transit Zone Mitigation, \$2.5 million. Transit Service Expansion is remaining at the FY 1997 level with Prop C 40%. The Base Restructuring Program will continue to be funded by Prop C 40% at \$2.8 million. The Bus System Improvement Plan -Overcrowding Relief will remain at the same level as FY 1997 at \$10.4 million. The Fare Share Allocation is funded with Prop C 40% at \$2.9 million.

M.J. West handed out a packet on the Enterprise Fund and Operator Subsidies for FY 1998 to compare funds to last year which were \$703 million, combined bus and rail. The Enterprise Fund includes bus and rail operations. The expenses for bus operations are \$587 million. The rail operations (MTA system only), the revenue and expenses are balanced at \$90 million. Wages are slightly less on the rail side than the bus side. The total for rail and bus operations is \$677 million. M.J. West continued to refer to the pie charts in the handouts which showed the percentages, reductions, and costs compared to last year.

## **VII. FY 1998 MOU FOR BUDGET ADJUSTMENT AND FARE SHARES FUNDS**

Kathryn Voltz clarified this item. In this year's FY 1997, there are a number of funding sources which have not been allocated, and the municipal operators are waiting for a clear definition on how to claim and adjust MOUs. Also, since it is late in the year, and amendment is being looked at for FY 1997 dollars and FY 1998 dollars and combining them so that they are easier to manage.

M. J. West informed BOS that she is only aware of what Larry Torres has brought to her attention. The \$6.9 million of Fair Share allocation from FY 1997 and the FY 1998 allocations, \$2.9 million will be under one MOU for Prop C money. Larry Torres confirmed this. The MOU will identify the monies for FY 1997 and FY 1998.

Kathryn Voltz asked if any monies lapsed. Larry Torres was not sure and said this would be researched. Also, the MTA still needs to go through the administrative approval process for this procedure. Kathryn Voltz also asked what the parameters of spending the monies are and how the MOU is put together. Larry Torres has taken the lead for the Area Team in coordinating this effort. Kathryn Voltz also wants to make sure that all the back-up documentation is looked at and that the correct years are being used for the formula numbers. M.J. West and Steve Brown are to work on this. Kathryn Voltz asked who was providing the spread sheets and calculations. This should include the back-up information for the FY 1998 Allocations. Kathryn Voltz requested each document to be a separate package and not be combined as one lump sum.

A question was raised on the BSCP funding. The MTA needs to set up a standard methodology on handing the funding on this issue. Kathryn Voltz asked that this be brought back to the BOS when this is drafted for review and approval prior to going to the MTA Board for approval.

Jim Mills asked when the MOU would be going out to the municipal operators. Larry Torres informed the BOS that the MOU needs to be prepared and go through the approval process. It is most likely that the MOU will go out by October.

#### **VIII. FINANCIAL PERFORMANCE STANDARDS FOR MTA FUNDED SHUTTLES**

Callier Beard handed out information on this item. She referred to the Call for Projects and how many good projects were up for funding, however, the MTA was constrained on the amount of money available to fund these projects. Currently, there is no measurement in place to go back and review the projects in place once they are funded, in terms of performance measures. The MTA has decided to develop a standard that can be used on the existing and new shuttles to see if they are cost effective and perhaps put the sponsors on notice that more marketing efforts would perhaps bring the projects up to speed. The standard which was decided on was the subsidy per boarding as a performance measure. It was decided that the standard average would be 1.5, and there are basically two types of shuttles, rail transit feeders and community shuttles.

In terms of monitoring service, MTA plans on having sponsors submit operational and financial data on a monthly basis. On existing projects, if they fall below expected standards, they will be placed on probation. If after six months, the shuttle(s) do not meet the 1.5 standard, it will be canceled.

Kathryn Voltz asked if the subsidy per passenger for different shuttles types had been developed yet. Callier Beard informed BOS that the standards had been developed. Kathryn Voltz asked if it would be possible to look at the funded shuttles and the ranges before this goes to the MTA Board. Callier Beard agreed. Maureen Micheline offered to provide a spread sheet that the MTA staff uses to identify projects.

#### **IX. REVISION OF BOS BY-LAWS**

Kathryn Voltz informed the BOS that this item had been placed on the agenda before, but no action has been formally taken. Also, the TAC has requested that the BOS have a designated representative in order to be able to vote. The by-laws were amended as follows:

“Remove Private Sector Forum”; correct typos from Foothill and Culver City, Administrative Changes.

Jim Mills made a motion to approve by-laws as amended, seconded and approved unanimously.

**X. NEW BUSINESS**

Steve Brown updated the BOS on the action the MTA took on the Incentive Fund item. He informed the BOS that the MTA had produced a report answering questions from the MTA Board that is awaiting Linda Bohlinger's signature. As soon as it is signed, it will be available for review. The report includes how the program began. It is an ongoing program and there are subregional programs.

Sookyung Kim of Norwalk informed the BOS that the Regional Council is hosting a DBE workshop on July 16<sup>th</sup> and 17<sup>th</sup>. The Civil Rights Officer from Washington, D. C. and Region 9 will be at the training. Flyers were available at the meeting.

Christine Stava informed the BOS of a change in her last name. Her new name will be Christine Simmons.

**XI. ADJOURNMENT**

The meeting was adjourned at 12:14 p. m.



Bus Operations Subcommiitee, Continued  
Tuesday, July 29, 1997  
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**VIII.** New Business

**IX.** Adjournment

**ITEM III. ATTACHMENT 2**

**MTA  
GOVERNMENT RELATIONS  
1997/1998 LEGISLATIVE MATRIX  
AS OF JULY 16, 1997**