

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT

Minutes of Regular Meeting of
the Board of Directors of the District

November 29, 1977

Upon notice duly given, the Board of Directors of the Southern California Rapid Transit District met at a regular meeting in the District Board Room, 425 South Main Street, Los Angeles, California, at 1:00 p.m. on November 29, 1977, at which time President Marvin L. Holen called the meeting to order.

Directors Present:

George W. Brewster
Byron E. Cook
Marvin L. Holen
Gerald B. Leonard
Mike Lewis (entered
at 2:00 p.m.)

Thomas G. Neusom
Jay B. Price
Ruth E. Richter
Charles H. Storing
George Takei

Director Absent:

Donald Gibbs

Staff Present:

Jack R. Gilstrap, General Manager
George L. McDonald, Manager of Planning & Marketing
Jack Stubbs, Assistant General Manager
for Administration
Richard T. Powers, General Counsel
Joe B. Scatchard, Controller-Treasurer-Auditor
John Wilkens, Manager of Employee Relations
Jack Walsh, Superintendent of Transportation

Resolution
No. Assigned

Michael Olivas, Deputy Administrator-
Equal Employment Opportunity
Robert Williams, Manager of Customer Relations
Richard Gallagher, Manager & Chief Engineer-
Rapid Transit
Sam Black, Chief Engineer, Bus Facilities
R. K. Kissick, Secretary

Also present were members of the public and the news media.

Presentation of Certificates of Merit

Director Storing presented Certificates of Merit to John Schonborn, Operator-of-the-Month, Arthur Winston, Maintenance Employee-of-the-Month, and to Olivia Gutierrez, Information Operator-of-the-Month, all for the month of October, 1977.

Report of the Surface Operations Committee

On motion of Director Price, Chairman of the Surface Operations Committee, seconded and carried as noted below, Agenda Item No. 2 was approved and the following resolution adopted:

R-77-434

RESOLVED, that the General Manager is authorized to execute a lease agreement with the Santa Clara County Transportation Agency covering the lease by that Agency of twenty (20) Model 4801

Resolution
No. Assigned

R-77-434
(Continued)

old-look transit buses at a lease rate of \$450 per bus per month for a period of approximately six months; form of lease agreement subject to approval of the General Counsel;

RESOLVED FURTHER, that the General Manager is authorized to execute a letter agreement with the firm of American International Bus Exchange, Inc. covering a ten percent (10%) finder's fee on the aforementioned lease agreement; form of letter agreement subject to approval of the General Counsel.

Ayes: Brewster, Cook, Holen, Leonard,
Neusom, Price, Richter, Storing,
Takei
Noes: None
Abstain: None
Absent: Gibbs, Lewis

With the approval of all Directors present, a letter from Mayor Bradley requesting free transportation for underprivileged children during the Christmas season was added to the agenda for consideration.

On motion of Director Price, seconded and carried as noted below, the following resolution was adopted:

R-77-435

RESOLVED, that after review of Mayor Tom Bradley's letter to the District dated November 23, 1977, requesting the District to donate two buses and drivers for a five-day

Resolution
No. Assigned

R-77-435
(Continued)

period to transport underprivileged children to movie showings at Century City during the Christmas season, the Mayor is to be advised of the legal reasons why the District cannot provide free transportation and suggesting that he contact the Los Angeles City Board of Education to seek that Board's help in providing the service.

Ayes: Brewster, Cook, Holen,
Leonard, Neusom, Price,
Richter, Storing, Takei
Noes: None
Abstain: None
Absent: Gibbs, Lewis

Report of the Facilities & Construction Committee

On motion of Director Price, Vice-Chairman of the Facilities & Construction Committee, seconded and carried as noted below, Agenda Item No. 3 was approved and the following resolution adopted:

R-77-436

RESOLVED, that the General Manager is authorized to execute a three-year extension of a lease with California Carhikers covering continued occupancy by the District of property located at 11409 Penrose Street, Sun Valley (Division 15), effective December 1, 1977, at an annual rate of \$121,000, as outlined in the report dated November 23, 1977, a copy of which is filed with the Secretary; form of lease extension subject to approval of the General Counsel.

Resolution
No. Assigned

R-77-436

Ayes: Brewster, Cook, Holen,
Leonard, Neusom, Price,
Richter, Storing, Takei
Noes: None
Abstain: None
Absent: Gibbs, Lewis

Report of Advance Planning & Marketing Committee

On motion of Director Brewster, Chairman of the Advance Planning & Marketing Committee, seconded and carried as noted below, the Committee recommendation regarding Agenda Item No. 4 was approved and the following resolution adopted:

R-77-437

RESOLVED, that the staff recommendation contained in the report dated November 22, 1977 to refer the protest of the City of Santa Monica regarding removal of passenger restrictions on the District's Wilshire Boulevard Line No. 83, between Federal Avenue and Ocean Avenue in the City of Santa Monica, to the Los Angeles County Transportation Commission for resolution, be and same is hereby tabled to the December 8, 1977 meeting of the Board, with the staff directed to meet with representatives of the City of Santa Monica in an effort to arrive at a mutually acceptable recommendation for consideration by this Board.

Ayes: Brewster, Cook, Holen,
Leonard, Neusom, Price,
Richter, Storing, Takei
Noes: None
Abstain: None
Absent: Gibbs, Lewis

Resolution
No. Assigned

On motion of Director Brewster, seconded and carried as noted below, Agenda Item No. 5 was approved and the following resolution adopted:

R-77-438

RESOLVED, that the report dated November 21, 1977, recommending changes and modifications to routings of lines in the San Pedro area, and which changes amount to a total estimated savings of \$304,200 over the original costs of San Pedro services as contained in the original South Bay Plan, be and the same is approved, and the General Manager is authorized to include in the Official Route Descriptions Second Revised Page 810, First Revised Page 849, Second Revised Page 872 and Third Revised Page 874, effective as soon as practicable; subject to approval of the Consulting Engineer.

Ayes: Brewster, Cook, Holen, Leonard,
Neusom, Price, Richter, Storing,
Takei
Noes: None
Abstain: None
Absent: Gibbs, Lewis

Director Brewster further reported that the San Pedro group appearing at the Committee meeting had suggested some changes in the minibuses which could provide a better quality of ride such as improvements in the operator's seat, some horizontal seating and installation of some kind of

Resolution
No. Assigned

material on the longitudinal seats to prevent sliding. President Holen assigned the matter of investigating these changes to the Equipment & Maintenance Committee.

Director Brewster also reported that the staff had been instructed to make every effort to place the proposed Saturday service changes in effect prior to the Christmas shopping season.

Director Takei requested the staff to obtain statements from Ports-of-Call officials regarding their attitude with respect to the Line 810 changes.

Director Brewster stated that the Committee had referred Agenda Item No. 6 to the full Board for review, as the Committee had not had time to consider it.

Mr. Gilstrap reviewed the report dated November 29 recommending adoption of a policy and criteria for staff guidance in responding to environmental documents issued by other agencies for comments. Mr. McDonald stated that the staff had received over 80 requests

Resolution
No. Assigned

for comments on projects, with about eight responses prepared. Director Price felt that the criteria should permit quick cursory examination by the staff to those requests which would not have an impact on the District, but those that do impact the District should be questioned and should be responded to.

On motion of Director Takei, seconded and carried as noted below, Agenda Item No. 6 was approved and the following resolution adopted:

R-77-439

RESOLVED, that the report dated November 29, 1977, a copy of which is filed with the Secretary, be and the same is hereby approved, and the "Policy and Criteria for Staff Guidance in Responding to Environmental Documents Issued by Other Agencies," a copy of which is attached to these Minutes as EXHIBIT 1, be and the same is hereby adopted.

Ayes: Brewster, Cook, Holen, Leonard,
Neusom, Price, Richter, Storing,
Takei
Noes: None
Abstain: None
Absent: Gibbs, Lewis

Director Brewster moved approval of Agenda Item No. 7, a proposal to establish two airport express lines to serve Hollywood-Burbank

Resolution
No. Assigned

Airport from Downtown Los Angeles and Hollywood on a six-month experimental basis, which motion was seconded.

Director Takei opposed the motion, stating that the District is cutting back on services and inconveniencing riders and questioned instituting a new airport service and expending funds for them. He also pointed out the fact that the report stated the staff New Services Review Board had not made a recommendation regarding instituting the service.

President Holen felt the staff report indicated the service had an excellent chance of meeting the out-of-pocket costs and felt there would be no diversion of District funds. On inquiry of Director Storing, Mr. Holen felt that PSA and Hughes Air-West would not fund the program, but that if at the end of the six-month experimental period the lines were not meeting their out-of-pocket cost they could be approached at that time before the service is removed. Mr. Cook felt that public transportation to the airport was necessary and justified.

Resolution
No. Assigned

Director Brewster's motion carried as noted below, and the following resolution adopted:

R-77-440

RESOLVED, that the General Manager is authorized to establish new Line Nos. 790 and 791 to provide Airport Express service between downtown Los Angeles and Hollywood to the Hollywood-Burbank Airport, including establishment of tariff, a copy of which is attached to these Minutes as EXHIBIT 2, and to include in the Official Route Descriptions Original Page 790 and Original Page 791, with service to commence as soon as practicable on a six-month experimental basis; subject to approval of the Consulting Engineer.

Ayes: Brewster, Cook, Holen, Leonard,
Neusom, Price, Richter, Storing
Noes: Takei
Abstain: None
Absent: Gibbs, Lewis

Report of the Rapid Transit Committee

On motion of Director Leonard, Chairman of the Rapid Transit Committee, seconded and carried as noted below, the following resolution was adopted:

R-77-441

RESOLVED, that the Board of Directors submit a request to the Los Angeles County Transportation Commission informing the Commission that the County of Los Angeles' plans for a Health Center and the SCRTD's plans for a subterranean easement for a possible future rapid transit system in the abandoned Southern Pacific Baldwin Park right-of-way corridor are being held

Resolution
No. Assigned

R-77-441
(Continued)

up to the detriment of the County and the SCRTD pending a decision by the Commission in response to the District's letter of June 28, 1977, and the Commission is respectfully requested to issue its answer on this matter so the parties will know how to proceed at the earliest possible date.

Ayes: Brewster, Cook, Holen, Leonard,
Neusom, Price, Richter, Storing,
Takei
Noes: None
Abstain: None
Absent: Gibbs, Lewis

Director Leonard further reported that on motion of Supervisor Hayes, the Los Angeles County Board of Supervisors at this morning's meeting had passed a motion to convert some Southern Pacific right-of-way to M-2 industrial use, but that he had not heard the matter discussed before this morning's meeting.

President Holen requested the Rapid Transit Committee to investigate the matter.

Report of the Personnel Committee

On motion of Director Takei, Chairman of the Personnel Committee, seconded and carried as noted below, Agenda Item No. 9 was approved and the following resolution adopted:

Resolution
No. Assigned

R-77-442

RESOLVED, that Requisition No. 7-6200-791 is approved, and the Purchasing Agent is authorized to call for proposals related to a professional management training program funded in part by an UMTA Section 9 grant (UMTA Project No. CA-09-0059), at an estimated cost of \$40,000; form of Request for Proposal subject to approval of the General Counsel.

Ayes: Brewster, Cook, Holen, Leonard,
Neusom, Price, Richter, Storing,
Takei
Noes: None
Abstain: None
Absent: Gibbs, Lewis

Director Takei reported that the Personnel Committee had reviewed and recommended for approval the draft resolution under Agenda Item No. 18(a), which resolution recommends to the Governor the appointment of Director Brewster to the new California State Transportation Commission, so moved, which motion was seconded and carried as noted below, and the following resolution adopted:

R-77-443

WHEREAS, George W. Brewster has long been a proponent of quality public transportation; and

WHEREAS, George Brewster has actively served on the Southern California Rapid Transit District Board of Directors on which he currently holds the office of Vice President; and

Resolution
No. Assigned

R-77-443

WHEREAS, George Brewster is a qualified private airplane pilot who has displayed outstanding leadership in improving public transportation in Southern California, and has actively participated in public transportation programs in a municipality that operates both a bus system and a general aviation airport; and

WHEREAS, George Brewster has actively served since 1970 on the City Council of the City of Torrance and has continuously demonstrated his commitment to improving the environment and the community; and

WHEREAS, George Brewster as a Torrance City Councilman has served as chairman of the transportation, public works and public safety committees, as well as the South Bay Intercity Highway Committee; and

WHEREAS, George Brewster has testified before the United States Congress, the United States Department of Transportation, the United Nations, the Organization of American States, and the legislature of the State of California, in support of public transportation, including accessible public transit for the elderly, handicapped and disabled;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Southern California Rapid Transit District (SCRTD) does hereby commend George W. Brewster for his dedication to the improvement of public transportation and unanimously and strongly recommends him for appointment to the new California State Transportation Commission.

RESOLVED, this 29th day of November, 1977.

Ayes: Brewster, Cook, Holen, Leonard,
Neusom, Price, Richter, Storing,
Takei
Noes: None
Abstain: None
Absent: Gibbs, Lewis

Resolution
No. Assigned

Report of the Finance Committee

On motion of Director Cook, seconded and unanimously carried, the Operating Report for the month of October, 1977 was received and filed. (Director Lewis entered the meeting at 2:03 p.m.)

Approval of the Consent Calendar

Following staff response to questions by Directors Richter and Storing regarding Item No. 12, bid proposal for furniture purchase at various divisions, and Item No. 16(d), Purchasing Agent's report of purchases over \$1,000, especially regarding the purchase of furniture for members of the Executive Staff and the mailing costs for Headway, on motion of Director Richter, seconded and carried as noted below, Item Nos. 12 through 16 on the Consent Calendar were approved, and the following resolutions and/or actions adopted:

Ayes: Brewster, Cook, Holen, Leonard,
 Lewis, Neusom, Price, Richter,
 Storing, Takei

Resolution
No. Assigned

Noes: None
Abstain: None
Absent: Gibbs

R-77-444

RESOLVED, that Requisition No. 7-9500-052 is approved, and the Purchasing Agent is authorized to call for bids covering the purchase and installation of furniture, furnishings and equipment for Operators' areas within Transportation Buildings at Divisions 1, 2, 8 and 18, which purchase is funded in part under UMTA Capital Grant Project No. CA-03-0121; form of bid requirements and specifications subject to approval of the General Counsel.

R-77-445

RESOLVED, that the report dated November 23, 1977, a copy of which is filed with the Secretary, be and the same is hereby approved, and the payment in the amount of \$27,500 for excess liability insurance premium over estimate of \$662,740 previously authorized by this Board of Directors, be and the same is hereby ratified.

R-77-446

RESOLVED, that Requisition No. 7-4400-71143 is approved, and the Purchasing Agent is authorized to call for bids covering the pick-up and delivery of the District's monthly passes for a one-year period; form of bid requirements and specifications subject to approval of the General Counsel.

R-77-447

RESOLVED, that Requisition No. 7-7300-708 is approved, and the General Manager is authorized to exercise an option for one additional year with Mike Green Fire Extinguisher Company, 8717 Venice Boulevard, Los Angeles, covering the District's

Resolution
No. Assigned

R-77-447
(Continued)

requirements for fire extinguishers at an estimated cost of \$16,000; form of option subject to approval of the General Counsel.

Approved Minutes of Special Meeting held November 3, 1977 and Regular Meeting held November 10, 1977.

Ratified bus stop zone changes as described in report dated November 21, 1977 filed with the Secretary.

Ratified temporary route diversions as described in report dated November 25, 1977 filed with the Secretary.

Received and filed the Purchasing Agent's Statement of Purchases Over \$1,000 for the period September-October, 1977.

Director Special Items

Director Richter referred to the 100% minority prime contract which had been awarded for the renovation of the Purchasing Department offices, felt the contract should still be terminated, but stated she would not pursue the matter further at this time due to the UMTA situation.

Resolution
No. Assigned

Director Lewis reported that the December 7 meeting of the Finance Committee with the LACTC Finance Review Committee had been tentatively changed to December 12.

President Holen requested the staff to investigate with the City of Los Angeles and the CRA the possibility of increasing downtown minibus service during the holiday season, and also the possibility of utilizing the Convention Center parking and operate a minibus from it during the holiday season.

Report of the General Manager

Mr. Gilstrap reported that delivery of the first ten of the new AM General buses would be commencing in the next few days and would be available for inspection at one of the December Board meetings.

Recess in Executive Session at 2:15 p.m.

On motion of Director Takei, seconded and unanimously carried, the Board of Directors recessed in Executive Session at 2:15 p.m. to


Resolution
No. Assigned

consider personnel matters.

The Board reconvened at 3:00 p.m. with all Directors present except Donald Gibbs.

No report was made of matters discussed in Executive Session.

The meeting adjourned at 3:03 p.m.



Secretary

POLICY AND CRITERIA
FOR STAFF GUIDANCE
IN RESPONDING TO
ENVIRONMENTAL DOCU-
MENTS ISSUED BY
OTHER AGENCIES

Adopted by the Board
of Directors on
November 29, 1977,
under Resolution
R-77-439

1. A facility, development or service which will obstruct or detract from established transit services will be, wherever possible, subjected to critical staff review and comment. Included in this category are parts or elements in a program or process that may not be of consequence in themselves, but whose cumulative effects can be expected to be detrimental to established transit services.
2. A facility, development or service which can be expected to demand transit services at some time in the future, but which also has significant, unnecessary features or characteristics that will make future transit services relatively inefficient to operate will be, whenever possible, subjected to critical staff review and comment. Included in this category are parts or elements in a program or process that may not be of consequence in themselves, but whose cumulative effects can be expected to be detrimental to effectively serving anticipated transportation needs.
3. A facility, development or service with access provisions that substantially exclude the/a potential for effective transit services should be subjected to critical staff review and comment where a more balanced mode mix would likely result in one or more of these attributes:
 - (a) Substantially lower average cost per trip to either the development, the traveller or both;
 - (b) Mitigation of traffic congestion where critical parts of the street system are at or can be soon expected to reach saturation;
 - (c) Substantially improved accessibility for the elderly and the handicapped;
 - (d) Substantially improved accessibility for the less advantaged to important economic opportunities and services.

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT

HOLLYWOOD / BURBANK AIRPORT

RTD AIRPORT EXPRESS SERVICE

BETWEEN	HOLLYWOOD/BURBANK AIRPORT	HOLLYWOOD	SHERATON UNIVERSAL HOTEL
RTD Station Los Angeles	\$ 2.50	-	-
Biltmore Hotel	2.50	-	-
Los Angeles Hilton	2.50	-	-
Bonaventure Hotel	2.50	-	-
City of Burbank	1.00	-	-
Howard Johnson's Vineland Ave. & Aqua Vista St.	1.50	\$ 1.00	\$ 1.00
Sheraton Universal Hotel	1.50	1.00	-
Hollywood Roosevelt Hotel	2.50	-	1.00
Hollywood Holiday Inn	2.50	-	1.00
Hollywood Greyhound Station	2.50	-	1.00

Fares must be paid in cash, RTD tickets or authorized vouchers. Transfers will be issued for no charge and will be received from all District lines for full value (50¢) towards the applicable fare.

RTD "Employee" passes are valid on this service.