

# Replacement of Interagency Transfers Title VI Fare Equity Analysis



**Metro®**

**Board of Directors  
Minutes - Final**

**One Gateway Plaza, Los Angeles, CA 90012,  
3rd Floor, Metro Board Room**

**Thursday, June 25, 2015**

**9:00 AM**

**Regular Board Meeting**

**Board of Directors**

*Eric Garcetti, Chair*

*Mark Ridley-Thomas, 1st Vice Chair*

*John Fasana, 2nd Vice Chair*

*Michael Antonovich*

*Mike Bonin*

*James Butts*

*Diane DuBois*

*Jacquelyn Dupont-Walker*

*Don Knabe*

*Paul Krekorian*

*Sheila Kuehl*

*Ara Najarian*

*Hilda Solis*

*Carrie Bowen, non-voting member*

*Phil Washington, Chief Executive Officer*

**CALLED TO ORDER at 9:18 a.m.**

**ROLL CALL**

1. APPROVED Consent Calendar Items: 2, 7, 8, 9, 15, 16, 17, 18, 21, 31, 32, 43, 53, 61, 62, 64, 65 and 66.

Consent Calendar items were approved by one motion except items 16 and 43 which were held by a Director for discussion and/or separate action.

**A motion was made by Board Member Dupont-Walker, seconded by Board Member Kuehl, that this agenda item be approved.**

**The motion carried by the following vote:**

**Aye:** 7 - Butts, Kuehl, Bonin, Garcetti, DuBois, Dupont-Walker, and Solis

**Absent:** 6 - Antonovich, Krekorian, Fasana, Ridley-Thomas, Knabe, and Najarian

2. APPROVED **Minutes of the Regular Board Meeting held May 28, 2015, Special Board Meeting held May 28, 2015 and Fiscal Year 2016 Budget Special Board Workshop held May 21, 2015.** [2015-0959](#)

**Attachments:** [Regular Board Meeting Minutes on May 28, 2015](#)  
[Special Board Meeting Minutes on May 28, 2015](#)  
[FY 2016 Budget Special Board Workshop Minutes on May 21, 2015](#)

**APPROVED ON CONSENT CALENDAR**

3. **Chair’s Report.** [2015-0963](#)

**RECEIVED**

**Present:** 12 - Krekorian, Butts, Kuehl, Bonin, Fasana, Washington, Garcetti, Ridley-Thomas, DuBois, Dupont-Walker, Solis, Knabe, and Choate

**Absent:** 2 - Antonovich, and Najarian

4. **Report of the Chief Executive Officer.** [2015-0001](#)

- Employee of the Month
- Risk Allocation Matrix

**RECEIVED**

**Present:** 12 - Krekorian, Butts, Kuehl, Bonin, Fasana, Washington, Garcetti, Ridley-Thomas, DuBois, Dupont-Walker, Solis, Knabe, and Choate

**Absent:** 2 - Antonovich, and Najarian

**5/19. APPROVED:**[2015-0450](#)

- A. the summary of delegated Chief Executive Officer fund type assignments; and
- B. receiving and filing this information as a **response to Motion 5.1 which directed staff to undertake a Fiscal Stability Overview and Funding Commitments Inventory**, subject to further review and validation.

**Attachments:** [MASTER ALL FILES 4June2015v2 Presentation Handout 0450](#)

**APPROVED**

**Aye:** 10 - Antonovich, Krekorian, Butts, Kuehl, Bonin, Fasana, DuBois, Dupont-Walker, Solis, and Knabe

**Present:** 1 - Washington, and Choate

**Absent:** 3 - Garcetti, Ridley-Thomas, and Najarian

**6. APPROVED:**[2015-0259](#)

- A. the **Southern California Regional Rail Authority's (SCRRA) FY 2015-16 Annual Work Program** pursuant to their April 17, 2015, budget transmittal (Attachment A) and subsequent May 28, 2015, revised budget transmittal (Attachment B);
- B. the Los Angeles County Metropolitan Transportation Authority's (LACMTA) share of SCRRA FY 2015-16 Metrolink funding totaling \$87,514,128 to reflect the programming of funds as follows:
  - 1. \$65,481,000 for Metrolink Operations;
  - 2. \$2,578,128 for Right of Way (ROW) Security;
  - 3. \$5,806,000 for ROTEM Reimbursement;
  - 4. \$13,074,000 for New TVM Purchase in Los Angeles County;
  - 5. \$475,000 for Capital Projects; and
  - 6. \$100,000 for one-time special events
- C. authorizing the Chief Executive Officer (CEO) to defer LACMTA's share of SCRRA FY 2015-16 Renovation and Rehabilitation budget

and extend the lapsing dates of expiring MOUs until the agreed upon cash flow and reconciliation of SCRRA's Renovation and Rehabilitation program is provided to LACMTA or until September 30, 2015;

- D. the FY 2015-16 Transfers to Other Operators payment rate of \$1.10 per boarding to LACMTA and an EZ Pass reimbursement cap to LACMTA of \$5,592,000;
- E. authorizing the CEO to amend LACMTA's Commuter Rail Program budget as described in the financial impact section of this report and to negotiate and execute all necessary agreements between LACMTA and the SCRRA for the approved funding; and
- F. authorizing the CEO to amend LACMTA's adopted budget to reflect the above recommendations.

**Attachments:** [Attachment A - Transmittal of SCRRA's Preliminary FY16 Budget](#)  
[Attachment B - FY16 Revised Budget](#)

**APPROVED**

**6.1. APPROVED Antonovich, Knabe, Solis and Najarian Motion as amended by Dupont-Walker** that the Board directs the CEO to develop a policy on the use of Metrolink-dedicated sources of funding (Proposition C 10% and Measure R 3%) that embodies at minimum the following principles.

[2015-0973](#)

- A. The first priority for the use of these funding categories is for Metrolink core functions of operations, maintenance, safety and rehabilitation capital improvements, and State of Good Repair projects;
- B. All subordinate demands for these sources of funding shall not draw down funding from nor encumber debt upon these funding sources that are necessary to support the projected demands of Metrolink core functions unless sufficient capacity for future years can be demonstrated; and
- C. A quarterly written report shall be presented to the Board that reviews and tracks at minimum the project implementation timelines, cashflow, costs, and Life-of-Project budget for Metrolink (Los Angeles County) and Metro Regional Rail programs and projects.

**WE FURTHER MOVE** that the Board directs the CEO to work with Metrolink to identify projected Operating and Maintenance expenses over

the next five Fiscal Years (through FY20), with a report back to the Board within 90 days.

**WE ALSO MOVE** that the Board (1) supports the staff recommendation for Item #6C to defer Metro's share of the Metrolink FY16 Renovation and Rehabilitation budget and (2) directs the CEO to request from Metrolink within 30 days a full accounting of its Capital and State of Good Repair needs, including but not limited to the following:

- A. A current inventory and status of all New Capital, Capital Rehabilitation, and State of Good Repair projects, including at minimum the following elements:
  - 1. Year of original Metro fund allocation to these projects;
  - 2. Life-of-Project budgets;
  - 3. Project implementation timelines and progress to date;
  - 4. Percent completion of each project versus percent of funds spent;
  - 5. All unspent funds;
  - 6. Reasons for any delay in project implementation;
  - 7. Estimated cashflow requirements for each project over the next five Fiscal Years (through FY20);
- B. New projects expected over the next five Fiscal Years (through FY20); and
- C. An inventory of all currently unfunded State of Good Repair and safety improvement needs for the Metrolink system within Los Angeles County.

**WE FURTHER MOVE** that the Board directs the CEO to provide within 60 days a full accounting of all Regional Rail capital projects managed by Metro, including but not limited to the following elements:

- A. Life-of-Project budgets;
- B. Project implementation timelines;
- C. Cashflow needs;

- D. An accounting of all project delays and cost increases over the past three years; and
- E. A review of project scope for extraneous or deferrable elements to relieve demand upon Metrolink-eligible funding.

**WE ALSO MOVE** that the Board directs the CEO to develop within 120 days for the Board an ongoing short-range Metrolink program (Program) that plans out five years of funding commitments for Metrolink operations, maintenance, capital, and state of good repair.

- This Program will reconcile and prioritize the various demands on Metrolink-eligible funding and instill accountability and discipline for how Metro spends its Metrolink-eligible funding, with the possibility that Metro could provide multiyear funding commitments to Metrolink to reduce risk and costs for multiyear Metrolink programs and projects resulting from Metro's year-to-year annual budget process.

**WE FURTHER MOVE** that the Board defer approving the inclusion and/or debt encumbrance of Proposition C 10% as a funding source for the 2015 Call for Projects, except for projects which have a clear and direct nexus to a current or planned Metrolink station as determined by the CEO, until which time the Program is completed and capacity for Proposition C 10% is determined to be available.

- Should such Proposition C 10% capacity not be available, the Board directs the CEO to provide an alternative funding plan, excluding funding eligible for Metrolink and Metro bus and rail operations, for projects that would no longer have Proposition C 10% available as a funding source.

**AMENDMENT by Dupont-Walker that the CEO evaluate whether Metro or Metrolink should procure Architectural and Engineering contracts.**

**A motion was made that this agenda item be approved as amended.**

**The motion carried by the following vote:**

**Aye:** 11 - Antonovich, Krekorian, Butts, Kuehl, Bonin, Fasana, Garcetti, DuBois, Dupont-Walker, Solis, and Knabe

**Absent:** 2 - Ridley-Thomas, and Najarian

## 7. ADOPTED ON CONSENT CALENDAR:

[2015-0574](#)

- A. findings and recommendations (Attachment A) for **allocating fiscal year (FY) 2015-16 Transportation Development Act (TDA) Article 8 funds estimated at \$23,988,324** as follows:
1. In the City of Avalon there are unmet transit needs that are reasonable to meet, and the City of Avalon will use \$146,632 of their Article 8 funds (Attachment B) for their transit services. Therefore, TDA Article 8 funds will be used to meet the unmet transit needs, as described in Attachment A;
  2. In the Antelope Valley, which includes the Cities of Lancaster and Palmdale, and in the Los Angeles County Unincorporated areas of the Antelope Valley, transit needs are met using other funding sources, such as Proposition A and Proposition C Local Return. Therefore, TDA Article 8 funds in the amount of \$6,011,397 and \$5,852,688 (Lancaster and Palmdale, respectively), may be used for street and road purposes and/or transit, as long as long as their transit needs continue to be met;
  3. In the Santa Clarita Valley, which includes the City of Santa Clarita and the Los Angeles County unincorporated areas of the Santa Clarita Valley, transit needs are met with other funding sources, such as Proposition A and Proposition C Local Return. Therefore, TDA Article 8 funds in the amount of \$7,863,268 for the City of Santa Clarita may be used for street and road and/or transit, as long as their transit needs continue to be met;
  4. In the Los Angeles County Unincorporated areas of North County, the areas encompass both the Antelope Valley and the Santa Clarita Valley, transit needs are met with other funding sources, such as Proposition A and Proposition C Local Return. Therefore, TDA Article 8 funds in the amount of \$4,117,340 may be used for street and road purposes and/or transit, as long as their transit needs continue to be met; and
- B. a resolution (Attachment C) making a determination of unmet public transportation needs in the areas of Los Angeles County outside the Metro service area.



- Attachments:** [A - Proposed Recommendations](#)  
[B - FY16 TDA 8 Apportionments](#)  
[C - FY16 TDA Article 8 Resolution](#)  
[D - Unmet Needs Description](#)  
[E - TDA Article 8 Public Hearing Process](#)  
[F - FY16 Comment Summary Sheet - TDA Article 8](#)  
[G - Summary of Recommendations and Actions Taken](#)  
[H - Proposed Recommendations of the SSTAC](#)

**APPROVED ON CONSENT CALENDAR**

**8. APPROVED ON CONSENT CALENDAR:** [2015-0704](#)

- A. approving \$1.8 billion in **FY2016 Transit Fund Allocations for Los Angeles County jurisdictions, transit operators and Metro operations** as shown in Attachments A through E and are further described in Attachment F. These allocations comply with federal and state regulations and LACMTA Board policies and guidelines:
1. Planning and Administrative allocations of Transportation Development Act (TDA), Proposition A, Proposition C and Measure R in the amount of \$70.4 million as shown in Attachment A, Line 37;
  2. Bus Transit Subsidies of State and Local funds in the amount of \$939.5 million as shown in Attachment B and includes:
  3. \$6.0 million for the continuation of the Tier 2 Operators Funding Program
  4. Allocation of Federal Formula Grants in the amount of \$333.6 million as shown in Attachment C.
  5. Proposition A Incentive Programs in the amount of \$14.7 million as shown in Attachment D.
  6. Proposition A Local Return, Proposition C Local Return, Measure R Local Return, TDA Article 3 (Pedestrian and Bikeways) and TDA Article 8 (Street and Highways) for \$476.1 million as shown in Attachment E.
- B. authorizing the Chief Executive Officer to adjust FY2016 Federal Section 5307 (Urbanized Formula), Section 5339 (Bus and Bus Facilities) and Section 5337 (State of Good Repair) estimated

allocations upon receipt of final apportionment from the Federal Transit Authority and amend FY2016 budget as necessary to reflect the aforementioned adjustment.

- C. approving fund exchange in the amount of \$6 million of Santa Monica's Big Blue Bus' FY2016 Federal Section 5307 formula share allocation with Metro's TDA Article 4 allocation.
- D. approving fund exchange of Federal Section 5307 discretionary fund awarded to the Southern California Regional Transit Training Consortium (SCR TTC) through Long Beach Transit in the amount of \$250,000 with Metro's TDA Article 4 allocation.
- E. approving fund exchanges in the amount totaling \$10.7 million of Metro's share of Federal Section 5307 with municipal operators' shares of Federal Sections 5339 and 5337.
- F. adopting a resolution required by state law designating Transportation Development Act (TDA) and State Transit Assistance (STA) fund allocations in compliance to the terms and conditions of the allocation (Attachment F); and
- G. upon approval, authorizing the Chief Executive Officer to negotiate and execute all necessary agreements to implement the above funding programs.

Attachments: [FY16 FAP Attachments](#)

**APPROVED ON CONSENT CALENDER**

**9. ADOPTED ON CONSENT CALENDAR:**

[2015-0449](#)

- A. the **proposed change to the Policy on Use of Interagency Transfers** as described in Attachment A;
- B. finding that the proposed policy change results in a Disparate Impact but there is substantial legitimate justification for the proposed change and there are no alternatives that would have a less disparate impact on minority riders; and
- C. the recommendation to distribute up to 1 million TAP cards free to bus riders purchasing transfers in advance of the effective date of the policy to address the underlying cause of the Disparate Impact finding (current TAP card possession).

**Attachments:** [Attachment A - Proposed IAT Policy](#)  
[Attachment B - TAP Operators](#)  
[Attachment C - Title VI Evaluation of TAP-Based IATs](#)  
[Presentation Handout 0449](#)

**APPROVED ON CONSENT CALENDAR**

14. APPROVED AS AMENDED: [2015-0478](#)

- A. adopting the **Regional Bikeshare Implementation Plan for Los Angeles County** (“Plan”) (Attachment B).
- B. awarding a two-year firm fixed price Contract No. PS272680011357 (RFP No. PS11357), to Bicycle Transit Systems, Inc. (BTS) for the equipment, installation and operations of the Metro Countywide Bikeshare Phase 1 Pilot in the amount of \$11,065,673 contingent upon the execution of an MOU between the City of Los Angeles and Metro. Authorization of future phases will be presented for Board approval contingent upon successful completion and operation of the Phase 1 Pilot, and completion and operation of each subsequent phase, availability of funding and interest of participating communities (Attachment A).
- C. authorizing the Chief Executive Officer (CEO) to take the following actions to implement the Metro Countywide Bikeshare Phase 1 Pilot in downtown Los Angeles (“Pilot”):
  1. negotiating and executing a Memorandum of Understanding (MOU) between City of Los Angeles and Metro to set the terms of fiscal and administrative responsibility as described in the January 2015 Receive and File (Attachment C); and
  2. amending the Fiscal Year 15/16 bikeshare project budget to include an additional \$2.64M for the capital and operating and maintenance costs of the Metro Countywide Bikeshare Phase 1 Pilot (Attachment D).

**Attachments:** [Attachment A - Procurement Summary Bikeshare](#)  
[Attachment B - Regional Bike Share Implementation Plan](#)  
[Attachment C - Metro Countywide Bikeshare Recieve & File January 2015](#)  
[Attachment D - Bikeshare Funding Expenditure Plan](#)  
[Attachment E - January 2014 Board Report](#)  
[Attachment F - Motion Item 58](#)  
[Attachment G - Coutywide Bikeshare Interoperability Objectives Presentation\\_Handout 0478.pptx](#)

A motion was made by Board Member Butts, seconded by Board Member Knabe, that this agenda item be approved as amended.

**APPROVED** Motion by Butts, DuBois, Knabe and Najarian as amended by Garcetti, Ridley-Thomas, Bonin and Solis that the Board approve the staff recommendation and proceed with the recommended Countywide Bikeshare Phase 1 Pilot.

Coordinate a monthly meeting, beginning in July 2015 with the cities of Long Beach, Santa Monica, Beverly Hills, West Hollywood, Culver City, Pasadena and City of Los Angeles in an effort to reconcile and incorporate the principles outlines below (and reflected in the letter from the city managers) for inclusion in the Regional Bikeshare Implementation Plan for Los Angeles County.

**A.** Report back with an oral report to the Planning and Programming Committee on a monthly basis beginning in September 2015; and

**B.** Return to the Board in the November/December 2015 cycle with a revised Regional Bikeshare Implementation Plan for Los Angeles County reflecting the progress towards resolution and incorporation of the principles described below:

**1.** Recognize the right for cities to operate independently while still being part of a regional system. Cities need to be able to make choices that best fit their needs without being excluded from the option of participating in a regional system.

**2.** Acknowledge that bike share systems are already being developed by several cities in collaboration with Metro, and facilitate those systems as part of a regional system, rather than being viewed as in competition with Metro, and without imposing a singular model.

**3.** Do not require cities currently receiving any grant funds for Bikeshare (such as Metro's Call for Projects or operating subsidies) to use Metro's chosen bicycle technology;

**i.** Allow cities the discretion to choose the most cost-effective and locally-appropriate technology between BTS/BCycle and CH/SoBi; two systems selected through a competitive process with vendor contracts executed prior to Metro's NTP.

**4.** Recognize that cities must make sound business decisions in order to afford providing on-going bike share operations, even when fully committed to regional integration.

i. Allow cities to pursue other revenue sources and retain the option for primary sponsorship, and be identified with the regional system in an alternative way.

ii. Require revenue decisions, including membership and fare structures, to be established in a cooperative, fair and equal decision-making process with local cities. Recognize the need to coordinate with existing revenue structures.

5. Create a decision-making structure for day-to-day county wide bike share oversight and collaboration that represents all system owners, similar to governance structures established for Arlington, Virginia/D.C. bike share.

Accept Metro's responsibility for collecting and sharing data from all system owners, and funding technology upgrades necessary to facilitate that sharing of information for the purposes of regional integration.

**AMENDMENT** by Ridley-Thomas to direct the CEO to assess the feasibility of including Exposition/Vermont Station as one of the hubs for the Metro Countywide Bikeshare.

**AMENDMENT** by Bonin to include Venice and Playa Vista as part of the Westside.

**AMENDMENT** by Solis to assess inclusion of Mariachi Plaza in Boyle Heights, Baldwin Park and other communities with a high number of bus riders and low income members, as well as local community colleges that are nearby.

The motion carried by the following vote:

**Aye:** 8 - Krekorian, Butts, Kuehl, Bonin, Fasana, Garcetti, Dupont-Walker, and Solis

**Nay:** 3 - Antonovich, DuBois, and Knabe

**Absent:** 2 - Ridley-Thomas, and Najarian

## 15. APPROVED ON CONSENT CALENDAR:

[2015-0501](#)

- A. preliminary transportation modal category funding marks; and
- B. fund estimate of \$199.4 million; and
- C. ~~release of preliminary recommendations for the 2015 Countywide Call for Projects (Call) for distribution.~~

Attachments: [2015 CFP Funding Marks - final attachment a](#)  
[15Call Prelim Recom Attachment B 5-26-15](#)  
[2015 CFP Funding Marks - attachment c](#)  
[Presentation Handout 0501](#)

**APPROVED ON CONSENT CALENDAR**16. APPROVED the four recommendations detailed in Attachment A that address the following improvements to the **Call for Projects (Call) process for future Calls beyond 2015:**[2015-0477](#)

- A. Strengthen Subregional Partnership in Countywide Call Process;
- B. Simplify and Improve the Call Process for Local Agencies;
- C. Strengthen Focus on Greenhouse Gas Reductions; and
- D. Maximize Funding Availability.

Attachments: [Attachment A - Summary of Call Restructuring](#)  
[Attachment B - Motion 21](#)  
[Attachment C - revised 5-21-15](#)  
[Attachment C1 - FHWA Response on Subregional Subvention](#)  
[Attachment C2 - Revised](#)  
[Attachment C3 - Revised](#)  
[Attachment C4 - Compendium of Survey Responses](#)  
[2015-0477 - Attachment D - 6-4-2015 bm](#)  
[Presentation Handout 0477](#)

**APPROVED AS AMENDED**

**AMENDMENT** by DuBois, Butts and Najarian to instruct staff to work on the following with the proposed subregional steering committee and other interested stakeholders:

- A. To continue addressing the use of subregional project allocations through a process that meets state and federal mandates. Build upon the transportation mobility matrix process underway for the LRTP update.

**B. Work with the Councils of Government to develop a viable subregional category that will encourage/facilitate coordination, collaboration and creation of multi-jurisdictional or programmatic projects that improve mobility.**

**C. Report back to the Board every six months on the development changes to the CFP structure and processes.**

**Aye:** 11 - Antonovich, Krekorian, Butts, Kuehl, Bonin, Fasana, Garcetti, DuBois, Dupont-Walker, Solis, and Knabe

**Absent:** 2 - Ridley-Thomas, and Najarian

## 17. APPROVED ON CONSENT CALENDAR:

[2015-0476](#)

- A. recertifying \$76.8 million in existing Fiscal Year (FY) 2015-16 commitments from previously approved **Countywide Calls for Projects** and authorize the expenditure of funds to meet these commitments as shown in Attachment A;
- B. deobligating ~~\$29.1~~ ~~\$28.8~~ million of previously approved Countywide Calls for Projects funding, as shown in Attachment B. Continue to prioritize 2015 and future deobligated dollars to fund as the first priority the three previously approved County of Los Angeles Signal Call projects: 1) San Gabriel Valley Traffic Signal Corridors Project (#F3308); 2) Gateway Cities Traffic Signal Corridors Phase VI Project (#F3309); and 3) South Bay Traffic Signal Corridors Project (#F3310) that were not near-term priorities per the 2011 Long Range Transportation Plan (LRTP) Transportation Improvement Program (TIP) Priority List, and the second priority, the City of Palmdale North County ITS - Palmdale Extension Project (#F7304);
- C. authorizing:
  1. The Chief Executive Officer (CEO) to: 1) Negotiate and execute all necessary agreements for approved projects; and 2) Amend the FY 2015-16 budget, as necessary, to include the 2015 Countywide Call for Projects Recertification and Extension funding in the Regional Programs' budget;
  2. Staff to amend the agreements with the County of Los Angeles to add the Mobile Source Air Pollution Reduction Review Committee (MSRC) grant funds for design of previously down scoped elements for three projects: 1) South Bay Forum Traffic Signal Corridors Project (#F1311); 2) Gateway Cities Forum Traffic Signal Corridors Project Phase V (#F1321), and 3) San Gabriel Valley Forum Traffic Signal Corridors Project (#F1321);
- D. approving changes to the scope of work for the City of Baldwin Park - Metrolink Parking Resource Demonstration Project (#F3712);
- E. reprogramming:
  1. \$47.1 million of previously approved Countywide Call for Projects funding, as shown in Attachment D, for those projects that applied for, but were not awarded funds through the State Active Transportation Program (ATP) according to Metro's



policy for transitioning to the State ATP;

2. Funding for the 1) City of El Monte - El Monte Clean Fuel Bus Replacement Project (#F7420) from FY 2016-17 and FY 2017-18 to FY 2015-16; 2) City of Culver City - City of Culver City Network-Wide Signal Synchronization with Video and Arterial Performance Measurement System Project (#F7303) from FY 2014-15, FY 2015-16 and FY 2016-17 to FY 2016-17; 3) City of Downey - City of Downey Woodruff Ave Fiber-Optic Traffic Signal Communication Project (#F3304) from FY 2014-15 to FY 2016-17; 4) City of Los Angeles - Stocker/MLK Crenshaw Access to Expo LRT Station from FY 2013-14 and FY 2014-15 to FY 2015-16 and FY 2016-17; 5) Los Angeles County - ExperienceLA 3.0 - Mobility in the Cloud Project (#F7703) from FY 2015-16, FY 2016-17, FY 2017-18 and FY 2018-19 to FY 2015-16; 6) City of Monrovia - Huntington Drive Phase II Project (#8211) from FY 2011-12 to FY 2016-17; and 7) City of San Dimas - City of San Dimas Intersection Improvements on Bonita Ave at Cataract Ave (#F3307) from FY 2014-15 to FY 2017-18;
- F. reallocating funds originally programmed to the City of Los Angeles for: 1) Figueroa Corridor Bike Station and Cycling Enhancements (#F3510); and 2) Expo Line Bike Hubs South Los Angeles (#F5523) to Metro towards the implementation of the Countywide Bikeshare Phase 1 Pilot in Downtown Los Angeles; and
- G. receiving and filing time extensions for the 112 projects shown in Attachment E.

**Attachments:** [Attachment A](#)  
[Attachment B Revised](#)  
[Attachment C Revised](#)  
[Attachment D](#)  
[Attachment E](#)  
[Attachment F](#)

**APPROVED ON CONSENT CALENDAR**

18. APPROVED ON CONSENT CALENDAR the **Wayfinding Signage Grant Pilot Program Guidelines** as outlined in Attachment A.

[2015-0365](#)

**Attachments:** [Attachment A Guidelines](#)  
[Attachment B November 2014 Board Motion](#)  
[Attachment C Station Wayfinding Signage Guideline](#)

APPROVED ON CONSENT CALENDAR

20. APPROVED AS AMENDED BY Najarian Motion:

[2015-0339](#)

- A. receiving the **Doran Street and Broadway/Brazil Safety and Access Project Study Report Equivalent (PSRE)**; and
- B. adopting Locally Preferred Alternative (LPA) 2 from the PSRE to advance into the Final Environmental Document.

**Attachments:** [Attachment A - Exec Summary](#)  
[Attachment B - Appendix J Constraint Analysis Matrix](#)  
[Attachment C - Cumulative ROW](#)  
[Attachment D - Alternative Comparison](#)

APPROVED AS AMENDED by Najarian Motion (Item 20.1, File ID 2015-0954) that staff proceeds with the Alternative 2 environmental work with the following stipulations:

- A. Staff to work with the City of Glendale and the City of Los Angeles on furthering this alternative;
- B. Staff to examine the access to the area without the Fairmont Connector; and
- C. Staff to report to the Metro Board periodically on progress in developing an alternative that meets the short term and long term goals of the region and local communities.

**Aye:** 10 - Antonovich, Krekorian, Butts, Kuehl, Fasana, Garcetti, DuBois, Dupont-Walker, Solis, and Knabe

**Absent:** 3 - Bonin, Ridley-Thomas, and Najarian

- 20.1. APPROVED **Najarian Motion** to amend Item 20 so that staff proceeds with the Alternative 2 environmental work with the following stipulations: [2015-0954](#)

- A. Staff to work with the City of Glendale and the City of Los Angeles on furthering this alternative;
- B. Staff to examine the access to the area without the Fairmont Connector; and
- C. Staff to report to the Metro Board periodically on progress in developing an alternative that meets the short term and long term goals of the region and local communities.

**APPROVED WITH RELATED ITEM #20, FILE ID 2015-0339**

**Aye:** 10 - Antonovich, Krekorian, Butts, Kuehl, Fasana, Garcetti, DuBois, Dupont-Walker, Solis, and Knabe

**Absent:** 3 - Bonin, Ridley-Thomas, and Najarian

21. APPROVED ON CONSENT CALENDAR amending the **Metro Gold Line Extension Phase 2A Funding Agreement** to increase funds for Phase 2B for environmental, engineering and preconstruction activities. [2015-0680](#)

**Attachments:** [Attachment A -January 2013\\_Metro Board Item 25\\_EIR - PE Funding\\_Foothill Phase 2B.pdf](#)

**APPROVED ON CONSENT CALENDAR**

25. APPROVED awarding and executing a Firm Fixed Labor-Hour Contract No. AE275020011497 to Parsons Brinckerhoff (PB) for a three-year period for **ExpressLanes Program Management Support Services** for a total contract value not-to-exceed \$7,700,000. [2015-0690](#)

**Attachments:** [ATTACHMENT A Procurement summary](#)

**A motion was made that this agenda item be approved. The motion carried by the following vote:**

**Aye:** 8 - Antonovich, Krekorian, Butts, Fasana, DuBois, Dupont-Walker, Solis, and Knabe

**Aye:** 8 - Antonovich, Krekorian, Butts, Fasana, DuBois, Dupont-Walker, Solis, and Knabe

**Absent:** 5 - Kuehl, Bonin, Garcetti, Ridley-Thomas, and Najarian

**Absent:** 5 - Kuehl, Bonin, Garcetti, Ridley-Thomas, and Najarian

31. AUTHORIZED ON CONSENT CALENDAR the Chief Executive Officer to execute a Memorandum of Understanding with the Los Angeles Trade Technical College for FY16 - FY18 to provide continuation services in support of the **Rail Technical Training and Rail Apprentice Programs**, for up to \$500,000 each year for a total value of \$1,500,000 to support Rail Technical Training for Metro's workforce. [2015-0454](#)

**Attachments:** [Att A - ATU Sec G](#)  
[Att B - Mar JAC News](#)  
[Att C - Rail Fleet Services Program](#)

**APPROVED ON CONSENT CALENDAR**

32. APPROVED ON CONSENT CALENDAR nominees for **membership on Metro's San Fernando Valley, San Gabriel Valley, South Bay, and Westside Central Service Councils**. [2015-0688](#)

**Attachments:** [ATTACHMENT A - New Appointees Biographies and Listing of Qualifications](#)  
[Attachment B 7-25-15](#)

**APPROVED ON CONSENT CALENDAR**

33. RECEIVED AND FILED report responding to **Motion 21: Bus Rapid Transit Service - Silver Line**, brought forward at the February 2015 System Safety, Security and Operations Committee. [2015-0612](#)

**Attachments:** [Attachment A - Motion 21](#)  
[ATTACHMENT B - Development of Silver Line](#)  
[Presentation Handout 0612](#)

**RECEIVED AND FILED**

- Aye:** 11 - Antonovich, Krekorian, Butts, Kuehl, Bonin, Fasana, Garcetti, DuBois, Dupont-Walker, Solis, and Knabe
- Aye:** 11 - Antonovich, Krekorian, Butts, Kuehl, Bonin, Fasana, Garcetti, DuBois, Dupont-Walker, Solis, and Knabe
- Absent:** 3 - Ridley-Thomas, Najarian, and Choate
- Absent:** 3 - Ridley-Thomas, Najarian, and Choate

43. AUTHORIZED UNDER RECONSIDERATION the Chief Executive Officer to execute Change Order 195.00 to Contract No. C0882, with **Kiewit Infrastructure West Company, for settlement of Claim No.115 for the Additional Work for the Preparation of Fact Sheet Exceptions for Mandatory and Advisory Design Standards**, in the Agreed to amount of \$1,550,000, increasing the total contract value from \$911,755,372 to \$913,305,372. Requested funds are within the Life-of-Project (L-O-P) budget. [2015-0532](#)

**Attachments:** [Attachment A for June 2015 Board Report FACT SHEETS 5 18 15 with updated DBE Info.docx](#)  
[Attachment B - Contract Modification / Change Order Log](#)

**APPROVED UNDER RECONSIDERATION**

**Aye:** 7 - Krekorian, Butts, Fasana, Ridley-Thomas, DuBois, Dupont-Walker, and Knabe

**Absent:** 4 - Antonovich, Bonin, Garcetti, and Najarian

**Recused:** 2 - Kuehl, and Solis

50. RECEIVE AND FILE status report on **response to Board Motion No. 8: MTA Ridership** (March 19, 2015) to develop an Action Plan to increase Metro ridership. [2015-0655](#)

**Attachments:** [Attachment A Ridership Motion FINAL \(2015-03-18\)](#)  
[Attachment B - Immediate Action Plan](#)  
[Attachment C - Other Ridership Increase Strategies](#)  
[Attachment D- Prior Board Motions on Increasing Ridership-V3](#)

**RECEIVED AND FILED AND APPROVED** Garcetti Motion as amended by DuBois that the Board instruct the CEO to:

- A. implement the Immediate Action Plan within existing budget resources as described by the Ridership Initiatives staff report, including but not limited to beginning implementation of a frequent bus network based on the Strategic Bus Network Plan currently under development;
- B. complement the opening of the Expo Phase 2 and Gold Line Foothill Phase 2A rail lines, develop a bus service integration plan that takes advantage of new rail service and work with municipal operators located along those new extensions.
- C. continue with further evaluation of cost, benefit, and implementation of Other Ridership Increase Strategies as described by the Ridership Initiatives staff report.
- D. include the following additional programs in the study of Other Ridership Increase Strategies:
  1. A list of bus service bottlenecks that would benefit from strategically-placed

**bus-only facilities**

2. A specific plan to improve the accuracy and reliability and expand placement of real-time arrival countdown clocks at rail stations and high-volume bus stops

3. A revenue-neutral residential TAP purchase program similar to the Denver Regional Transportation District's Neighborhood EcoPass program

4. A customer loyalty reward program such as the Montreal Merci, Singapore Travel Smart Rewards, or Minneapolis-St. Paul Ride to Rewards programs

E. Report to the Board with a quarterly Ridership and Customer Service Initiatives Report beginning in September 2015.

**Aye:** 10 - Antonovich, Krekorian, Butts, Kuehl, Bonin, Fasana, Garcetti, DuBois, Dupont-Walker, and Knabe

**Absent:** 3 - Ridley-Thomas, Solis, and Najarian

**50.1** I, THEREFORE, MOVE that the Board instruct the CEO to:

[2015-1040](#)

- A. Implement the Immediate Action Plan within existing budget resources as described by the Ridership Initiatives staff report, including but not limited to beginning implementation of a frequent bus network based on the Strategic Bus Network Plan currently under development.
- B. To complement the opening of the Expo Phase 2 and Gold Line Foothill Phase 2A rail lines, develop a bus service integration plan that takes advantage of new rail service and work with municipal operators located along those new extensions.
- C. Continue with further evaluation of cost, benefit, and implementation of Other Ridership Increase Strategies as described by the Ridership Initiatives staff report.
- D. Include the following additional programs in the study of Other Ridership Increase Strategies:
  - 1. A list of bus service bottlenecks that would benefit from strategically-placed bus-only facilities
  - 2. A specific plan to improve the accuracy and reliability and expand placement of real-time arrival countdown clocks at rail stations and high-volume bus stops

3. A revenue-neutral residential TAP purchase program similar to the Denver Regional Transportation District's Neighborhood EcoPass program
  4. A customer loyalty reward program such as the Montreal *Merci*, Singapore *Travel Smart Rewards*, or Minneapolis-St. Paul *Ride to Rewards* programs
- E. Report to the Board with a quarterly Ridership and Customer Service Initiatives Report beginning in September 2015.

**APPROVED**

**RELATED TO ITEM 50, FILE ID 2015-0655**

**Aye:** 11 - Antonovich, Krekorian, Butts, Kuehl, Bonin, Fasana, Garcetti, DuBois, Dupont-Walker, Solis, and Knabe

**Absent:** 2 - Ridley-Thomas, and Najarian

**52. APPROVED **Garcetti Motion** that the Board instruct the CEO to:**

[2015-0956](#)

- A. Reduce all potable water use by 20% by 2017 using 2015 as the benchmark.
- B. Restrict irrigation using potable water to no more than two days per week. Facilities will be required to post their watering schedules. Drip Irrigation systems are exempt.
- C. Remove or limit ornamental turf to reduce water consumption.
  1. Initiate a turf removal program using all available rebates.
  2. Replace landscaped areas with drought tolerant or California native plants during the renovation of existing facilities.
  3. Where possible, limit potable water use to plant establishment.
- D. Within 90 days, report back on the status of all 15 water conservation strategies outlined in MTA's 2010 Water Action Plan and an accelerated implementation plan that identifies additional water conservation efforts that can be implemented since the Plan's adoption.
- E. By October 2015, MTA will disclose, via a public database, water

use at all MTA facilities. The database is to be updated with each facility's water billing cycle. This data shall be integrated into the agency's Environmental Management System (EMS) training efforts.

- F. MTA shall install water sub meters at all facilities to understand and track water consumption for individual operations.
- G. MTA shall educate the public on water conservation measures via websites and other exiting information outlets.
- H. Identify funding opportunities and collaborate with local and state agencies to implement water-related projects including groundwater re-charge, low impact development, reuse of industrial wastewater, construction of recycling and water reuse facilities, and similar infrastructure.
- I. Report back to the Board within one year on the agency's resiliency to maintain service and reliability in light of diminishing water supplies and limited resources; and MTA's progress on the development and implementation of alternative technologies, procedures, and design innovations to reduce potable water use in all of the agency's activities.

**A motion was made by Chair Garcetti, seconded by Board Member Knabe, that this agenda item be approved. The motion carried by the following vote:**

**Aye:** 10 - Antonovich, Krekorian, Butts, Kuehl, Fasana, Garcetti, DuBois, Dupont-Walker, Solis, and Knabe

**Absent:** 3 - Bonin, Ridley-Thomas, and Najarian



53. AUTHORIZED ON CONSENT CALENDAR the Chief Executive Officer (CEO) to **negotiate salaries within the pay range** for the following positions:

[2015-0741](#)

- A. Chief Operations Officer, pay grade CC (\$215,987 - \$265,907 - \$315,868)
- B. Chief Communications Officer, pay grade BB (\$161,616 - \$202,030 - \$242,424)

**Attachments:** [Att A - COO JUN15](#)

[Att B - CCO JUN15](#)

**APPROVED ON CONSENT CALENDAR**

61. APPROVED ON CONSENT CALENDAR:

[2015-0750](#)

- A. receiving and filing **response to Motion by Director James Butts**; and
- B. directing the CEO to pursue in the 2016 State Legislative Session legislation that would clarify the status of Transit Security Officers and their authority.

**Attachments:** [Attachment A - A Motion by Director James Butts](#)

[Attachment B - Report on the Review of Metro Law Enforcement and Security Options](#)

[Attachment C - Correspondence from Teamsters](#)

[Attachment D - Correspondence from LASD](#)

[Attachment E - Correspondence AFSCME Letter](#)

**APPROVED ON CONSENT CALENDAR**

62. AUTHORIZED ON CONSENT CALENDAR the Chief Executive Officer to execute Modification No. 12 to Contract No. PS2610LASD with the **County of Los Angeles Sheriff's Department (LASD) to provide law enforcement services** for up to twelve (12) months for the period covering July 1, 2015 through June 30, 2016 in the amount of \$102,851,600, thereby increasing the total contract value from \$466,719,113 to \$569,570,713. [2015-0701](#)

**Attachments:** [AttachA PROCUREMENT SUMMARY](#)  
[AttachB\\_ContractModificationLog](#)  
[AttachC MTA Additions FY 2015-16 20150520 \(3\)](#)  
[AttachD\\_Service Units by Position](#)  
[Attachment E TPD Highlights and Accomplishments - May 27 2015 \(3\)](#)

**APPROVED ON CONSENT CALENDAR**

64. AUTHORIZED ON CONSENT CALENDAR the Chief Executive Officer (CEO) to enter into a joint partnership agreement between the Los Angeles County Metropolitan Transportation Authority (Metro) and the **2015 Special Olympics (World Games)**. [2015-0839](#)

**Attachments:** [Attachment A - Item 75 April 2015 Board Report - w Header](#)

**APPROVED ON CONSENT CALENDAR**

65. ADOPTED ON CONSENT CALENDAR the following positions: [2015-0865](#)
- A. **H.R. 2485 (Torres)** - The Regional Infrastructure Accelerator Act of 2015 -SUPPORT
  - B. **H.R. 2495 (Waters)** - TIGER Grants for Job Creation Act - SUPPORT
  - C. **H.R. 2410 (DeFazio)** - The Grow America Act - SUPPORT

**Attachments:** [Attachment A-Federal EMC 6.18.15](#)  
[Attachment B-Federal EMC 6.18.15](#)  
[Attachment C-Federal EMC 6.18.15](#)

**APPROVED ON CONSENT CALENDAR**

66. ADOPTED ON CONSENT CALENDAR the following positions: [2015-0855](#)

A. **SB 350 (De Leon)** - The Golden State Standards. **SUPPORT**

B. **SB 32 (Pavley)** - Green House Gas Emissions. **SUPPORT**

C. **AB 338 (Hernandez)** - Sales Tax Measure. **OPPOSE**

Attachments: [ATTACHMENT A-State](#)  
[ATTACHMENT B-State](#)  
[ATTACHMENT C- State](#)  
[ATTACHMENT D - Leg Matrix June 2015](#)

APPROVED ON CONSENT CALENDAR

67. **WITHDRAWN:** authorizing the Chief Executive Officer to execute a ~~cost plus fixed fee Contract No. PS2415-3412 with STV, Inc. for the Brighton to Roxford Double Track Project in the amount of \$12,500,000-~~ [2015-0484](#)  
~~\$13,594,016, inclusive of all design phases. This contract is for three years.~~

Attachments: [Brighton to Roxford Procurement Summary - Attachment A](#)  
[Brighton to Roxford - Map Attachment B](#)

WITHDRAWN

68. RECEIVED update on **State of California Special Session on Infrastructure.** [2015-0969](#)

A motion was made that this agenda item be approved. The motion carried by the following vote:

APPROVED Motion by Garcetti, Antonovich, Ridley-Thomas and Krekorian directing the CEO to:

A. Amend the 2015 State Legislative Program to seek legislation which would authorize MTA to access private capital and resources to advance/accelerate infrastructure projects.

B. Pursue and seek legislation for Public Private Partnership authority in the first extraordinary session of the State Legislature.

C. Report back to the July 2015 Board with an update on the above and provide any guidance in order for the MTA to gain P3 authority.

**Aye:** 10 - Antonovich, Krekorian, Butts, Kuehl, Fasana, Garcetti, DuBois, Dupont-Walker, Solis, and Knabe

**Absent:** 3 - Bonin, Ridley-Thomas, and Najarian

**68.1 APPROVED Garcetti, Antonovich, Ridley-Thomas and Krekorian**[2015-1041](#)**Motion** directing the CEO to:

- A. Amend the 2015 State Legislative Program to seek legislation which would authorize MTA to access private capital and resources to advance/accelerate infrastructure projects.
- B. Pursue and seek legislation for Public Private Partnership authority in the first extraordinary session of the State Legislature.
- C. Report back to the July 2015 Board with an update on the above and provide any guidance in order for the MTA to gain P3 authority.

**APPROVED****RELATED ITEM 68, FILE ID 2015-0969**

**Aye:** 10 - Antonovich, Krekorian, Butts, Kuehl, Fasana, Garcetti, DuBois, Dupont-Walker, Solis, and Knabe

**Absent:** 3 - Bonin, Ridley-Thomas, and Najarian

**69. ELECTION of Board Officers.**[2015-0972](#)**APPROVED UNDER RECONSIDERATION:**

**Chair:** Mark Ridley-Thomas

**1st Vice Chair:** John Fasana

**2nd Vice Chair:** Eric Garcetti

**Aye:** 9 - Antonovich, Krekorian, Butts, Kuehl, Fasana, Garcetti, DuBois, Dupont-Walker, and Solis

**Absent:** 5 - Bonin, Ridley-Thomas, Knabe, Najarian, and Choate

**END OF NON-CONSENT ITEMS**

**70. CLOSED SESSION:**

[2015-0970](#)

A. Conference with Legal Counsel - Existing Litigation - G.C. 54956.9(d)(1):

1. 515/555 Flower Associates, LLC v. LACMTA, LASC Case No. BS137371

NO REPORT.

2. Edward Tabin, et al. v. LACMTA, et al., LASC Case No. TC026910

**APPROVED settlement of \$4.5 million.**

**This motion carried by the following vote:**

**Aye: Antonovich, Krekorian, Kuehl, Bonin, Fasana, Garcetti, DuBois, Dupont-Walker, Solis and Knabe**

**Absent: Butts, Ridley-Thomas and Najarian**

3. Kiewit Infrastructure West Co. f/k/a Kiewit Pacific Company v. LACMTA, LASC Case No. BC545331

NO REPORT.

4. City of Beverly Hills v. LACMTA, Second District Court of Appeal, Case No. B25660; and Beverly Hills Unified School District v. LACMTA, Second District Court of Appeal, Case No.

B256753

NO REPORT.

B. Conference with Labor Negotiator - G.C. 54957.6:  
Agency Designated Representative: Don Ott or designee  
Employee Organizations: SMART, ATU, TCU, AFSCME and Teamsters

NO REPORT.

Consideration of items not on the posted agenda, including: items to be presented and (if requested) referred to staff; items to be placed on the agenda for action at a future meeting of the Committee or Board; and/or items requiring immediate action because of an emergency situation or where the need to take immediate action came to the attention of the Committee subsequent to the posting of the agenda.

COMMENTS FROM THE PUBLIC ON ITEMS OF PUBLIC INTEREST WITHIN COMMITTEE'S SUBJECT MATTER JURISDICTION

ADJOURNED at 1:46 p.m. in Memory of Goldy Norton.



## Board Report

File #:2015-0449, File Type:Fare / Tariff / Service  
Change

Agenda Number:9.

### FINANCE, BUDGET AND AUDIT COMMITTEE JUNE 17, 2015

**SUBJECT: REGIONAL INTERAGENCY TRANSFER (IAT) POLICY**  
**ACTION: APPROVE RECOMMENDATIONS**

#### RECOMMENDATIONS

ADOPTED ON CONSENT CALENDAR:

- A. the **proposed change to the Policy on Use of Interagency Transfers** as described in Attachment A;
- B. finding that the proposed policy change results in a Disparate Impact but there is substantial legitimate justification for the proposed change and there are no alternatives that would have a less disparate impact on minority riders; and
- C. the recommendation to distribute up to 1 million TAP cards free to bus riders purchasing transfers in advance of the effective date of the policy to address the underlying cause of the Disparate Impact finding (current TAP card possession).

#### ISSUE

As of May 2015, the last of the County's transit providers that participate in a regional fare program - EZ transit pass or Inter-Agency Transfers (IATs) - are on TAP. The region is now poised to fully realize the seamless travel across the County envisioned when the TAP program was launched in 2002, improving customer convenience and improving boarding times.

The proposed Policy on the Use of Inter-Agency Transfers (Attachment A) makes the following changes to the current policy by:

- 1) eliminating the paper inter-agency transfer by requiring all transfers to be made with a TAP card;
- 2) paying the transfer fare upon second, rather than first, boarding;
- 3) extending the inter-agency transfer window from 2 to 2 ½ hours; and,
- 4) providing for a single inter-agency transfer within the transfer window.

The new policy would not change the transfer price charged by each transit operator; transfer fares would still be a local fare policy decision. Further, the new policy would not require change to intra-agency (i.e., within system) transfer policies like those at Metro, LADOT, Culver City BusLines, or Norwalk Transit, but would be integrated to work seamlessly with local TAP transfer policies on an operator-by-operator basis.

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## **DISCUSSION**

As the region has migrated to a TAP-based fare collection system over the last decade, IAT policy has presented many challenges because not all IAT-participating operators were on TAP. Operators with TAP capability had to consider the TAP capabilities or lack thereof when providing IATs to their customers. This resulted in the hybrid IAT program that we have today:

- Paper transfers are used for cash-paying customers transferring from bus to bus;
- TAP loaded transfers are used for customers who know they are transferring between TAP-enabled operators. To assist customers who may not know, most agencies load TAP transfers and continue to provide paper IATs;
- TVM-issued paper transfers are issued to customers transferring from Metro Rail to non-TAP operators;
- Limited use TAP “polka dot” transfers are issued to cash-paying customers transferring to Metro Rail or TAP customers transferring to Metro Rail from non-TAP operators.

These transfer accommodations have been difficult to manage for operators and difficult to use for customers. Now that all of the IAT-participating agencies are on TAP, the complexity of the IAT program can be simplified to the mutual benefit of both customers and operators. The policy change would provide an automatic transfer to customers when an eligible transfer boarding is made.

### **Regional Readiness**

Several operators have already taken steps to harness the benefits the TAP system provides for transfer activity. Antelope Valley Transit and Santa Clarita Transit both eliminated paper transfers from their systems in recent years, requiring all customers who wish to transfer to another operator do so with their TAP cards. LADOT began the implementation of internal transfers on TAP with their conversion to the TAP program in 2013. Most recently, Metro implemented it’s own Board-approved internal transfer policy with the two hours of free transfers on TAP as part of the September 2014 fare change.

Beginning with the TAP conversion of Long Beach Transit in April 2014, 14 additional operators have been added to the TAP system bringing the total to 24 TAP enabled operators in the County (Attachment B). As the most recent 14 agencies have prepared for TAP transition over the last year, the region has been discussing the proposed changes to IAT policy through a number of forums including the General Managers’ group, Bus Operators Subcommittee (BOS), and Local Transit Systems Subcommittee (LTSS). Unanimous approval of the proposed policy was achieved by the General Managers on May 13<sup>th</sup>, and the BOS on May 19<sup>th</sup>. Additionally, the policy proposal will be presented to the Citizens Advisory Committee on June 24<sup>th</sup>.

Should the policy be approved by the Board, a Working Group comprised of operator representatives together with TAP staff will oversee the technical and marketing efforts necessary for implementation.

### **Policy Changes**

There are four significant changes proposed to the IAT policy.

1. Transfers within Los Angeles County would be allowed with a TAP card only. This would eliminate the paper transfers, Rail TVM paper transfers, and TAP “polka dot” transfers currently in use. This would require all base fares whether single ride fares or pass fares to be paid with a TAP card at which time eligibility for a transfer at the next boarding would be encoded on the TAP card. Transfers would not be available for cash-paying customers. However, there will be limited routes that may need to maintain paper transfers for transfers to operators outside Los Angeles County. These routes will be handled on a case-by-case basis.



2. Transfer fare would be deducted when making the second boarding. The customer no longer has to determine need for the transfer as it will happen automatically if the boarding is transfer eligible. Today, the customer requests a transfer on the first vehicle, is provided with a paper transfer, and the paper transfer is provided to the driver of the second vehicle. Under the proposal, the customer would simply tap for both boardings - a base fare would be deducted on the first vehicle and a transfer fare would be deducted on the second vehicle. Revenues are expected to remain unchanged as a result of the policy change but will now be collected on different legs of the trip.
3. The transfer window would be extended to 2.5 hours from the current 2 hour window. The extension of the transfer window was warranted due to increasing traffic congestion and the distance of some routes, particularly those from the Antelope Valley.
4. The policy would provide for a single IAT per base fare boarding. Today, it is each operator's discretion to issue another IAT when a customer boards with an IAT. Most operators, however, do not sell an IAT when presented with an IAT for boarding. The proposed policy would standardize this practice across the region.

#### Customer Benefits

The benefits to the customer of the proposed policy change include:

- *Speeding up boardings* - Under the new policy, a customer would not need to communicate with the driver to purchase an IAT. The transfer would happen automatically upon making the transfer boarding, ensuring the customer receives the transfer to which they are entitled, and speeding up boardings for all customers.
- *Eliminating necessity to carry exact change* - Restricting IATs to TAP cards only would eliminate the customer's need to carry exact change to purchase a transfer. Instead, riders would add cash to their TAP card. TAP cards can be registered for balance protection, allowing the TAP card balance to be restored should the card be lost or stolen (subject to a \$5 fee).
- *Customer ease of use* - A customer will no longer have to consider all legs of a continuous transit trip when determining when and what transfer to buy at any point along that trip. For example, a Metro customer today will automatically receive a transfer to another Metro route but has to know when he/she is transferring outside of Metro and that an IAT must be purchased. If the IAT is purchased before the Metro transfers are completed, the customer will lose the ability to transfer within Metro. Further, a customer transferring between operators would not need to know the exact cost of the transfer for each operator; the TAP system would recognize the valid transfer boarding and automatically deduct the best fare from the stored value balance.

#### Operator Benefits

The benefits to regional transit operators include:

- *Faster boarding time* - Under the new structure, a customer will not need to request a specific transaction for the transfer. This new policy would remove the necessity for the customer to communicate with the driver, which will expedite the boarding process and decrease dwell time, therefore increasing efficiency.

- *Encouraging the use of TAP* - The restriction of IATs to TAP cards is intended to add to recent efforts to increase TAP utilization. The new fare structure implemented in September 2014 added two hours of free transfers for customers paying the base fare on a TAP card. Prior to the 2014 fare changes, Metro did not offer intra-agency transfers, which meant that customers had to pay for each boarding. Additionally, the proposed policy change is consistent with the gating of Metro Rail which required all Rail boardings to be made with TAP cards. The proposed change to IATs would restrict all transfers to a TAP card, further increasing the TAP share of overall fare media usage which is 80% TAP for Metro. When customers use TAP, the region's operators can collect more data about when, where, and how the system is being used. This additional data makes for more well-informed decision making with regard to fare policy, transit routes, and scheduling.
- *Reduction of fraud* - Proof of payment for IATs is currently provided to customers in the form of paper transfers. This presents an opportunity for fraud, as paper transfers are relatively easy for passengers to resell or reproduce. Restricting the use of IATs to TAP cards links the original fare and the transfer to the same fare media, and the system would validate base fare payment before authorizing the transfer. In addition, restricting IATs to TAP cards would eliminate the monetary incentive to resell the transfers since the TAP card itself costs \$1 to \$2.
- *Directly collected IAT revenues* - Under the current IAT structure, the transfer must be purchased upon the first boarding, which means that the agency providing the service for the original boarding collects both the base fare and the IAT fare. The proposed IAT policy would create a new system where the IAT fare would be automatically deducted upon the transfer boarding. This is a fairer and more appropriate fare payment, since the agency providing the transfer service would directly collect the IAT revenue.

## Title VI

Metro conducted a Title VI evaluation (Attachment C) for the proposed policy change on behalf of the region. The County's population was divided into eight groups of riders defined by their proximity to a TAP sales location (within ¼ mile walking distance or not), their ability to load their TAP card on a transit vehicle, and whether they have a TAP card already in their possession. The Title VI evaluation found one group of the eight to be disparately impacted by the proposal - a group of 800,000 people who are constituents of Antelope Valley, Foothill Transit, Gardena, Montebello, and Torrance that currently do not have a TAP card, and are not within walking distance of a place to obtain one (though they could add value to it if they had one), and constitutes about 8.3% of all persons within walking distance of fixed route transit.

The proposed TAP-based IAT should be pursued given that more than 91% of the population would not be *Disparately Impacted* nor *Disproportionately Burdened* by the program. Customer convenience for those having to transfer would be improved with faster boarding times, and not having to carry added cash for transfer charges. It is in Metro's interest to pursue improved multi-operator coordination and the provision of seamless fare mechanisms for riders which the proposed

program would accomplish. Given the significant investment in TAP, there is no alternative that would provide a consistent multi-operator transfer program without printed fare media than the proposed TAP-based transfer program. Approval of the policy by the Board constitutes that there is no cost-effective alternative to changing the IAT policy and it is in the regional transit operators' business interest to make the change despite the disparate impact finding. Metro and its regional TAP partners will reduce the negative effect of the policy change by conducting an extensive marketing and outreach campaign, including TAP card distribution. This campaign will address the underlying cause of the disparate impact finding.

### TAP Sales Locations

Currently, customers can purchase and/or load passes or value to a TAP card from various sources:

- Metro TAP Vending Machines (TVMs) in all 80 rail stations, 17 Orange Line stations, and El Monte Station
- Operator Customer Service Centers
- 393 Third Party TAP Vendors
- Online at [taptogo.net](http://taptogo.net)
- By telephone at 1-866-TAPTOGO

Additionally, TAP is actively working on expansion of the TAP sales network with the addition of new third party vendors and new TVM locations, and a new mobile app for TAP card sales. Current sales locations are being mapped against the fixed route network to target vendor expansion efforts to those areas with the least access to TAP sales locations.

### Marketing and Training

Staff is working with the TAP member agencies on numerous strategies and tactics to ensure successful customer communications on the new transfer policy, including the dissemination of up to 1 million TAP cards in advance of policy implementation. Messaging will include important customer education tools, as well as highlight where TAP cards can be purchased and reloaded. These messages will be consistent throughout a traditional print and digital marketing campaign, with particular emphasis on major transfer rail stations and inter agency connectivity. The marketing committee will also implement an internal campaign to prepare all TAP agency bus and rail operators for the change. This will include in-person trainings, on-site division marketing and materials for operators to distribute to customers.

### **DETERMINATION OF SAFETY IMPACT**

There is no discernable safety impact.

### **FINANCIAL IMPACT**

Adoption and implementation of the proposed policy change would result in annual savings of \$685,000, beginning in FY17, for the printing and processing of the three different paper-based transfer media:

- \$400,000 of savings annually through the elimination of bus-issued paper transfers;
- \$15,000 in Metro Rail TVM-issued paper transfers; and,
- \$270,000 in the production of polka-dot one-time use TAP transfers used by municipal operator patrons transferring to Metro Rail.

Additionally, a decrease in the use of cash has undefined savings on equipment maintenance and cash counting.

There will be a one-time cost of approximately \$750,000 for up to 1 million TAP cards to be made available to the public in preparation for the policy change. The one-time expense is already part of the FY16 TAP Operation budget.

The proposed policy does not change the cost of an IAT. As such, the proposed changes are not designed to and will not have a significant impact on fare revenues collected.

### **ALTERNATIVES CONSIDERED**

The current Policy on Use of Interagency Transfers can remain in effect. This would require the continued use of paper inter-agency transfers for bus to bus transactions, TVM-issued paper transfers for rail-to-bus transfers, and polka dot TAP transfers for bus-to-rail transfers. However, this would not achieve the same benefits to the riding public. In addition it would not fulfill the objective of the region's transit providers to create a more seamless, coordinated transit system.

### **NEXT STEPS**

If the policy is approved, Metro staff, together with regional TAP partners, will begin the technical efforts to program the policy change into the TAP system, and will initiate a thorough marketing and outreach effort to inform the public. The effective date of the policy change will be agreed upon by the Working Group and is estimated to be in approximately 6 to 9 months due to the time needed to program the TAP system, educate and train each agency's operators, and inform and prepare the public.

Additionally, Metro staff will assist TAP partners with presentation of the Fare Equity Analysis results to their respective Boards/Councils for approval per FTA guidelines.

### **ATTACHMENTS**

Attachment A - Proposed Changes to the Policy on the Use of Inter-Agency Transfers

Attachment B - TAP-Participating Operators

Attachment C - Title VI Evaluation

Prepared by: Kelly Hines, DEO, Finance, (213) 922-4569

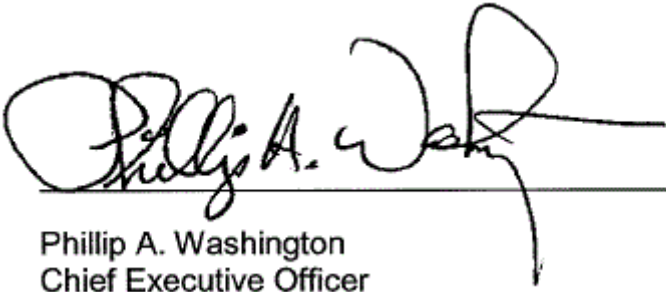
David Sutton, EO, TAP, (213) 922-5633

Dana Woodbury, Transportation Planning Manager IV, (213) 922-4207

Stewart Chesler, Transportation Planning Manager IV, (213) 922-2826

Koreyne Clarke, Budget Management Analyst IV, (213) 922-2801

Reviewed by: Nalini Ahuja, Executive Director, Finance and Budget, (213) 922-3088



Phillip A. Washington  
Chief Executive Officer

**Title VI Evaluation  
Replacement of Existing Interagency Transfers  
With TAP-Based Method**

This is a Title VI evaluation of the replacement of current methods of providing Interagency Transfers (IATs) with a TAP-based method. The affected operators are those Los Angeles County fixed route service providers that receive some form of formula operating subsidy from the Los Angeles County Metropolitan Transportation Authority (Metro)(Table 1).

**Table 1  
Los Angeles County  
Formula Funded Fixed Route Operators**

Antelope Valley	Gardena	Norwalk
Beach Cities Transit	Long Beach	Santa Clarita
Culver City	Los Angeles DOT	Santa Monica
Foothill Transit	Metro	Torrance
	Montebello	

For this evaluation the Universe of potentially impacted persons is all persons within one-quarter mile of any bus stop served by one or more of the above operators, and/or within one-half mile of any rail station. Ethnic data for this population is obtained from the 2010 US Census, and Household Income data for this population is obtained from the 2006-2010 American Consumer Survey (ACS). Because the Census data is provided at the block group level, and the ACS data is at the tract level the size of the impacted population is slightly greater for the ACS data (block groups that are more than one-quarter mile from a bus stop would be excluded from the Census data, but could be included in the ACS data if the tract containing such block groups was within that one-quarter mile of a bus stop).

For reference purposes this evaluation will refer to the Ethnic population as the Title VI data, and the Household Income population will be referred to as the Environmental Justice data. The Title VI population consists of 9,648,798 persons of whom 6,826,725 are minorities (70.8%). The Environmental Justice population consists of 9,742,481 persons of whom 1,531,488 are living in households below the federally defined Poverty income levels (15.7%).

**Evaluation Methodology**

The Universe of potentially impacted persons has been defined as essentially all persons who can walk to fixed route transit. Under current methods any passenger

desiring an IAT may purchase it at the time that they board a bus, or at a rail station at the time that they purchase their rail ticket. In order to be unaffected by the introduction of TAP-based IAT's a passenger must still be within walking distance of the means to purchase the IAT before taking their transit ride. Otherwise, a person would be adversely affected by the new method.

The mechanics of the proposed IAT process require that the passenger have a TAP card with a cash purse holding sufficient value to purchase an IAT. Such a rider would pay their initial fare by whatever means they normally use (either a cash deduction from the TAP card purse, or the use of whatever pass is stored on the TAP card). When the transfer boarding occurs, the cost of the transfer would be debited from the TAP card purse.

The relevant factors for this evaluation are 1) does the rider have a TAP card, or not, and 2) can the rider add value to that TAP card to ensure the ability to pay for the trip. The ability to add value to a TAP card adds an additional level of complexity to this evaluation – some of the fixed route operators have the ability to add value to a TAP card on board a bus and some do not have this capability. In the latter instance, whether a rider remains unaffected by the proposed method will depend on whether or not they are within walking distance of an alternative means of adding value to the TAP card. The alternatives consist of rail and Orange Line stations which have TVM's capable of issuing and upgrading TAP cards, or customer service outlets which can sell and/or upgrade TAP cards (there are several hundred of these). The possible combinations of these factors and nature of rider impacts are shown in Table 2.

This evaluation assumes that having to purchase a TAP card is inconsequential because the \$1-\$2 cost of the card can be amortized over its multiple year validity. Therefore, the No TAP Card riders whose only potential adverse impact would be the need to buy a TAP card are considered to be Not Impacted as long as they are otherwise able to walk to a location where they can add value to the card.

As can be seen from Table 2 there are three scenarios that result in an adverse impact for riders so situated:

1. The rider has No TAP Card and adding value to the TAP purse on the bus has no value because they are not within walking distance of a location where they could obtain the TAP card itself;
2. The rider has a TAP Card but cannot add value to it anywhere; and
3. The rider has No Tap Card and cannot add value to it or buy one.

**Table 2**  
**Rider Impact Categorizations**

	<u>TAP Card</u>	<u>No TAP Card</u>
Can Add Value Can Walk to Outlet	No Impact	No Impact
Can Add Value Cannot Walk to Outlet	No Impact	Adverse Impact
Cannot Add Value Can Walk to Outlet	No Impact	No Impact
Cannot Add Value Cannot Walk to Outlet	Adverse Impact	Adverse Impact

**Results of Evaluation**

The next step in this evaluation was to determine the number of persons associated with each Impact Category, and for the potential Adverse Impact categories, whether or not the resulting impacts were Disparate (disproportionately affecting minorities) or imposed a Disproportionate Burden (disproportionately impacted persons in Poverty).

Metro has defined a Disparate Impact as an adverse impact affecting a group having an absolute 5% greater minority share than the overall population (Universe) (in this instance,  $70.8\% + 5\% = 75.8\%$  or greater) or a 20% greater share ( $70.8\% \times 1.20 = 85.0\%$ ). This evaluation uses the lesser threshold of 75.8%. A Disproportionate Burden has been defined as an adverse impact affecting a group having an absolute 5% greater Poverty share ( $15.7\% + 5\% = 20.7\%$ ), or a 20% greater Poverty share than the overall population (in this instance, greater than  $15.7\% \times 1.20 = 18.8\%$  or greater). This evaluation uses the lesser share of 18.8%.

The first adversely impacted group consists of those riders who do not have a TAP card, but could add value to it if they did. This is the non-TAP card portion of the second group in Table 3. The minority share of this group (75.9%) exceeds the Disparate Impact threshold (75.8%) so this group is **Disparately Impacted**. The Poverty share (14.7% is less than the threshold for Disproportionate Burden (18.8%) so there is no Environmental Justice consequence for this group.



**Table 3**

**Intra Agency Transfer Tap Proposal  
Title VI and Environmental Justice Analysis Results**

Scenario	Sub Categories	Title VI			Environmental Justice		
		Total Population	Minority Population	% Minority	Total Population	Poverty Population	% Poverty
Existing Universe		9,648,798	6,826,725	70.8%	9,742,481	1,531,488	15.7%
<b>Existing Conditions</b>							
	Can add value Can walk to Tap Local	1,968,742	1,553,530	78.9%	2,553,977	533,158	20.9%
	Can add value Can't walk to Tap Local	2,874,232	2,181,275	75.9%	3,220,858	473,102	14.7%
	Can't add value Can walk to Tap Local	3,990,023	3,060,150	76.7%	4,901,898	970,510	19.8%
	Can't add value Can't walk to Tap Local	8,270,940	5,816,187	70.3%	8,492,017	1,364,653	16.1%

**Notes**

1. Title VI is performed at the census block group level using 2010 Census Data
2. Environmental Justice is performed at the census tract level using 2010 5 Year American Community Survey Data
3. Transit buses and stations where one can add value to the tap card - AVTA, Foothill, Gardena, Montebello, Torrance and Metro Orange Line and Rail
4. Transit buses where one can't add value to the tap card - Metro buses, Beach Cities, Culver City, Long Beach, LADOT, Norwalk, Santa Monica and SCVTA
5. Used quarter mile buffers for bus stops and half mile buffers for rail stations.

The remaining two adversely impacted groups comprise the totality of the fourth category in Table 3 (whether or not they have a TAP card, they have no way to add value to it). Both the minority share (70.3% compared with 75.8%) and the Poverty share (16.1% compared with 18.8%) are less than the thresholds for Disparate Impact and Disproportionate Burden, respectively, so there are no Title VI or Environmental Justice consequences for these groups.

## Findings

The group of riders having no TAP card, and not within walking distance of a place to obtain one (though they could add value to it if they had one) was found to be **Disparately Impacted** by the proposed TAP-based IAT. The most recently processed Customer Satisfaction Survey indicates that about 72% of Metro riders have a TAP card (probably a higher percentage now as this data is over a year old). This yields a group of approximately 800,000 people who are constituents of Antelope Valley, Foothill Transit, Gardena, Montebello, and Torrance (those affording the opportunity to add value to the TAP purse at the trip origin). This group constitutes about 8.3% of all persons within walking distance of fixed route transit.

The proposed TAP-based IAT should be pursued given that more than 91% of the population would not be Disparately Impacted nor Disproportionately Burdened by the program. Customer convenience for those having to transfer would be improved with faster boarding times, and not having to carry added cash for transfer charges. It is clearly in Metro's interest to pursue improved multi-operator coordination and the provision of seamless fare mechanisms for riders which the proposed program would accomplish. Given the significant investment in TAP, there is no other cost-effective mechanism for providing a consistent multi-operator transfer program without printed fare media than the proposed TAP program.