Agenda Revised

Los Angeles County
Metropolitan Transportation Authority

TECHNICAL ADVISORY COMMITTEE

William Mulholland Conference Room

1. FY 2013 Budget Information
   30 min (Frank Shapiro)

2. Call to Order/Roll Call Action (Fanny Pan, Matthew Abbott)

3. Public Comments Discussion

4. Agenda Reports by Standing Committees Information
   - Bus Operations (Alva Carrasco)
   - Local Transit Systems (Alex Gonzalez)
   - Streets and Freeways (Carlos Rios)
   - TDM/Air Quality (Mark Yamarone)
   Attachment 1: Subcommittee Agendas
   Attachment 2: Subcommittee Actions
   5 min

5. Chairperson’s Report Information
   - 2012 Call for Projects Deobligation/Recertification/Extension (handout)
   5 min (Fanny Pan)

6. Consent Calendar Action
   - Approval of Minutes
   Attachment 3: Draft April 4, 2012 Minutes

7. Formula Allocation Process (FAP) Action
   FY 2012-13 Funding Marks
   Attachment 4: FY13 Transit Fund Allocation
   10 min (Susan Richan, Carlos Vendio)

8. “30/10” Initiative Information
   - Project Acceleration Methodologies
   Attachment 5: Presentation
   10 min (David Yale)
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<th>9. LACMTA Green Construction Policy Information (Cris Liban)</th>
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<td>10. Transit Oriented Development (TOD) Planning Grant Program</td>
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<td>Attachment 6: Metro TOD Planning Grant Memo</td>
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<td>11. 2013 Call for Projects Discussion (Rena Lum)</td>
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<td>12. Short Range Transportation Plan Information (Rena Lum)</td>
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<td>13. Legislative Update Information (Michael Turner/Marisa Yeager)</td>
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<td>14. Metro Countywide Sustainability Planning Policy Information (Sarah Jepson)</td>
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<td>15. Metro Green Line to LAX Update Information (Cory Zelmer)</td>
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<td>16. Regional Connector Update Information (Dolores Roybal-Saltarelli, Eric Carlson)</td>
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<td>17. Westside Subway Extension Update Information (Dianne Sirisut)</td>
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<td>18. I-710 South Update Information (Ernesto Chaves)</td>
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<td>19. Congestion Mitigation Fee Information (Robert Calix)</td>
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<td>20. CTC Update (Written Report to be Provided in Lieu of Verbal Presentation)</td>
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<td>21. Other Business</td>
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<td>22. Adjournment</td>
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TAC Minutes and Agendas can be accessed at: http://www.metro.net/about/tac/

Please call Matthew Abbott at (213) 922-3071 or e-mail abottm@metro.net with questions regarding the agenda or meeting. The next meeting will be on June 4, 2012 at 9:30 a.m. in the William Mulholland Conference Room.
Attachment 1

Subcommittee Agendas – April 2012

• Bus Operations
  ➢ April 17, 2012

• Local Transit Systems
  ➢ April 19, 2012

• Streets and Freeways
  ➢ April 19, 2012

• TDM/Air Quality
  ➢ Did not meet in April
Agenda

Los Angeles County
Metropolitan Transportation Authority

BUS OPERATIONS SUBCOMMITTEE
Mulholland Conference Room-15th Floor

1. Call to Order  
   (1 minute)  
   Action  
   Alva Carrasco

2. Approval of March 20, 2012 Minutes  
   (1 minute)  
   Action  
   BOS

3. Chair's Report  
   (5 minutes)  
   Information  
   Alva Carrasco

4. FTA Updates  
   (10 minutes)  
   Information  
   Jonathan Klein/Karineh Gregorian

5. Legislative Report  
   (10 minutes)  
   Information  
   Raffi Hamparian/Marisa Yeager  
   Michael Turner

6. Access Services Update  
   (5 minutes)  
   Information  
   Matthew Avancena

7. FY 2013 5307 Funding Marks  
   (15 minutes)  
   Information  
   Carlos Vendiola

8. Muni Updates  
   (10 minutes)  
   Information  
   All

9. FY2013 FTA Section 5307 15% and TE 1%  
   Discretionary Programs Allocations  
   (45 minutes)  
   Action  
   All
10. New Business Information

11. Adjournment

Information Items:

- 90-day Rolling Agenda
- Invoices
- EZ Pass Invoices
- Subsidy Matrix FY11-12
- TDA-STA Capital Claims
- TDA-STA Claims
- Regional Sales Pass

BOS Agenda Packages can be accessed online at:
http://www.metro.net/about_us

Please call ANNELLE ALBARRAN at 213-922-4025 or QUENISHA WILLIAMS at 213-922-7474 if you have questions regarding the agenda or meeting. The next BOS meeting will be tentatively held on May 15, 2012 at 9:30 am in the Mulholland Conference Room, 15th Floor of the Gateway Building.
Agenda

Los Angeles County
Metropolitan Transportation Authority

LOCAL TRANSIT SYSTEMS SUBCOMMITTEE

OMB Conference Room – 24th Floor

1. Call to Order

2. Approval of Minutes – March 29, 2012
   (Attachment)

3. Legislative Update

4. Bike to Work day

5. Consolidated audit (emphasis Measure R Local Return)
   Discuss findings and ways to avoid findings for future audits
   (Attachment – Measure R findings for Oversight Committee)

   Note 1: There will be a consolidated audit workshop in July
   hosted by LACMTA. Auditors that perform the Local Return
   audit will be present at the July workshop.

   Note 2: There will be a workshop in June (tentatively June 12)
   for the NTD reporting & audit.

6. FY2013 Prop A 5% of 40% Funding Marks – 3rd DRAFT
   (Handout)

7. New Business, Date of Next LTSS Meeting
   Adjournment
Agenda
Los Angeles County
Metropolitan Transportation Authority

Streets and Freeways Subcommittee

Mulholland Conference Room, 15th Floor

1. Call to Order
   Action (Bahman Janka)
   1 min

2. Approval of Minutes
   Action (Subcommittee)
   Attachment 1: Draft March 15, 2012 Minutes
   Attachment 2: Sign in Sheet/Attendance Sheet
   Attachment 3: 90-Day Rolling Agenda
   1 min

3. Chairperson Report
   Information (Bahman Janka)
   5 min

4. Metro Report
   Information (Fulgene Asuncion)
   5 min

5. Caltrans Report
   Information (Zoe Yue)
   5 min

6. State and Federal Legislative Update
   Information (Michael Turner, Raffi Hamparian, Marisa Yeager)
   10 min

7. CTC Update
   Information (Patricia Chen)
   10 min

8. 2013 Call for Projects
   Information (Rena Lum)
   10 min

9. Short Range Transportation Plan Update
   Information (Rena Lum)
   10 min
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<th>National Safe Routes to School Partnership &amp; Peds Count Event</th>
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<td>Sustainability Update</td>
<td>Information (Sarah Jepson)</td>
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<td>Metro Express Lanes Project</td>
<td>Information (Kathleen McCune)</td>
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<td>I-605 Hotspots Feasibility Study</td>
<td>Information (Ernesto Chaves)</td>
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<td>Metro Freeway Beautification Project</td>
<td>Information (Iain Fairweather/Melissa Park)</td>
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<td>New Business</td>
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The next meeting of the Streets and Freeways Subcommittee will be held on May 17, 2012 at 9:30 a.m. on the 15th Floor, William Mulholland Conference Room. Please contact Fulgene Asuncion at (213) 922-3025 should you have any questions or comments regarding this or future agendas.

Agendas can be accessed online at: [http://www.metro.net/about/sfs/](http://www.metro.net/about/sfs/)
Attachment 2

Subcommittee Actions
Disposition of April 2012 Subcommittee Actions

Bus Operations Subcommittee:

- Approved minutes for March 20, 2012
- Approved FY 2013 5307 Funding Marks
- Approved FY 2013 FTA Section 5307 15% and TE 1% Discretionary Programs Allocations

Local Transit Systems Subcommittee:

- Approved minutes for March 29, 2012
- Approved Proposition A 5% of 40% Funding Marks

Streets and Freeways Subcommittee:

- Approved minutes for March 15, 2012

TDM/Air Quality Subcommittee:

- Did not meet in April
Attachment 3

Draft April 4, 2012 TAC Minutes

April 4, 2012 Sign-In Sheets

TAC Member Attendance
1. Call to Order/Roll Call
Matthew Abbott (Alternate Chair) called the meeting to order at 9:35 a.m., took roll and declared a quorum was present.

2. Public Comments
There were no public comments.

3. Agenda Reports by Standing Committees

Bus Operators (Alva Carrasco)
- Last met on March 20, 2012
- Received updates:
  - Federal Transit Administration (FTA)
  - Toll Credits
  - Fiscal Year (FY) 2013 funding marks
  - Access Services, Incorporated (ASI)
- Next meeting is scheduled for April 17, 2012

Local Transit Systems (Update provided by Alex Gonzalez)
- Last met on March 29, 2012
- Introduced new officers – Ryan Thompson (City of Calabasas) as Subcommittee Chair, Perri Sloan Goodman (City of West Hollywood) as Vice Chair, and Elma Prince (City of Pasadena) as Secretary
- Received presentations:
  - Volunteer Dial-a-Ride programs
  - Vehicle procurement
  - FY 2013 Proposition A 5% of 40% funding marks
- Next meeting is scheduled for April 26, 2012

Streets & Freeways (Update provided by Carlos Rios)
- Last met on March 15, 2012
- Introduced Dale Benson (Caltrans) as the new Pedestrian Coordinator
• Received updates:
  o Call for Projects (Call)
  o Los Angeles County Signal Synchronization Program
• Next meeting is scheduled for April 19, 2012

TDM/Air Quality (Mark Yamarone)
  o Did not meet in March

4. Chairperson’s Report
Fanny Pan (Chair) reported that at its March 22nd meeting, the Board:
  • Approved on Consent Calendar:
    o Adding a San Fernando Valley Council of Governments (COG) member and
      alternate to the legislatively mandated TAC; and
    o Recertifying the Measure R Highway Operational Improvement Project Lists for
      the Arroyo Verdugo and Las Virgenes/Malibu Subregions, and for the
      Interstates (I)-405, 110, 105 and State Route (SR)-91 Ramp and Interchange
      Improvements in the South Bay;
    o The Chief Executive Officer (CEO) to enter and execute a Cooperative
      Agreement with the South Bay Cities COG for administration of the Approved
      Project List for the I-405, 110, 105 and SR-91 Ramp and Interchange
      Improvements;
    o The CEO to enter into a Funding Agreement with Caltrans in the amount of
      $100,000 for development of the Project Study Report for the Highway 101
      Auxiliary Lane Project; and
    o The CEO to amend MOU P00I5JPA with the I-5 Joint Powers Authority to
      include an additional pre-construction mitigation project and extend the period
      of performance;
    o The following staff recommended positions:
      ▪ AB 1532 (Perez) – Would establish a Greenhouse Gas Reduction
        Account to fund measures and programs to reduce greenhouse gas
        emissions. Support;
      ▪ AB 1706 (Eng) – Would amend current law to clarify vehicle weight
        limits. Support work with author;
      ▪ AB 2245 (Smyth) – Would exempt certain bike-lane projects from the
        California Environmental Quality Act (CEQA) process. Support;
      ▪ AB 2440 (Lowenthal) – Would amend current law affecting MTA’s
        procurement process. Support;
      ▪ AB 2477 (Garrick) – Would clarify state law specific to the placement of
        video event recording equipment in vehicles. Support work with author;
        and
      ▪ SB 1225 (Padilla) – Would provide a local control mechanism of
        Amtrak’s Pacific Surfliner Corridor. Support;
    o The following staff recommended positions as amended:
      ▪ AB 1600 (Torres) – Would allow the Gold Line Foothill Extension
        Construction Authority to plan, design and construct the Foothill
        Extension into San Bernardino County. Work with author;
- AB 2147 (Cedillo) – Would clarify the statutes related to MTA’s red light photograph enforcement program. Work with author; and
- AB 2405 (Blumenfield) – Would authorize alternative-fuel vehicles to use the ExpressLanes without being subject to a toll. Work with author;

- **Approved:**
  - The Antonovich motion that the CEO direct staff to present to the Board within 30 days on the following:
    - An assessment of how to implement a Metrolink station on the Antelope Valley Line at the Bob Hope Airport with recommended actions to accomplish this important multimodal connection;
    - A plan to advance segments of the Antelope Valley Line Corridor to Preliminary Engineering and environmental work;
    - A proposal to develop a comprehensive grade crossing and grade separation safety program for Metrolink-operated lines in Los Angeles County;
    - A proposal to increase the staffing levels of the Regional Rail group to manage regional rail capital improvement programs;
    - The next step in establishing a Regional Rail Bench of engineering consultants qualified in the engineering of commuter rail facilities;
    - An assessment of the potential for “tilt train” technology that might allow Metrolink to operate at faster speeds within the constrained Antelope Valley Line Corridor;
    - A legislative action plan to acquire the “intercity rail” designation for the Antelope Valley Line north of the Downtown Burbank station to Lancaster;
    - An assessment of what would be necessary to provide rail service between the Antelope Valley and Bakersfield along current railroad right-of-way, whether it would be Metrolink or Amtrak service;
    - An assessment of what would be necessary to provide seamless rail service between the Antelope Valley and San Diego; and
    - An assessment of what would be necessary to provide seamless rail service between Ventura and Indio;
  - The Huizar, Knabe, and Najarian motion that the Board direct the CEO to:
    - Continue the certification of the Regional Connector Final Environmental Impact Report/Final Environmental Impact Statement (FEIR/FEIS) for an additional 30 days to detail the enhanced mitigations; and
    - Include the following mitigation measures when approving the project’s FEIR/FEIS:
      - Consider and continue using a tunnel boring machine construction method along Flower Street from the north to south of 5th Street. During construction, no surface disruption shall be minimized and/or mitigated along Flower Street from 4th Street through the southerly crosswalk at 5th Street and Flower Street intersections recognizing work will need to be performed on the 4th Street Bridge;
 Along Flower Street, limit cut-and-cover construction south of the 5th Street intersection while maintaining pedestrian, vehicle access and circulation through the 5th Street and Flower Street intersection;
 Preserve the opportunity to install a future station north of 5th Street and Flower Street, while taking into consideration platform widths and rail gradients;
 Restore Flower Street travel lanes to the existing six lane condition from 4th Street to the 6th Street and the existing four lane condition from south of 6th Street to 7th Street/Metro Station after construction;
 Accelerate the construction schedule to the greatest extent feasible, consistent with budgetary and other constraints. Along Flower Street, the worksite south of 5th Street shall be removed at the earliest feasible time; and
 All the mitigations and construction related costs described above shall not change and be less than or equal to $1.366 billion in year-of-expenditure dollars (project’s cost submitted to the FTA as part of the New Starts application);
• The Antonovich motion that the Board recognize the High Desert Corridor as a Strategic Multipurpose Corridor which provides mobility, economic, and environmental benefits for the people of Los Angeles County, and direct the CEO to have staff clear the project environmentally as such a project, with the provision that San Bernardino County provides its share of the funds for this work.

Ms. Pan announced that the first phase of the MTA Exposition Line will open to the public on Saturday, April 28, 2012, with service from Downtown Los Angeles to the La Cienega/Jefferson station. The Culver City station is nearing completion and should open during summer 2012.

5. Consent Calendar
A motion to approve the March 2, 2012 minutes was made by Mohammad Mostahkami (League of Cities, Gateway Cities COG) and seconded by Ellen Blackman (Citizen Representative on ADA). The motion was approved with no objections.

6. LACMTA Green Construction Policy (Cris Liban, MTA)
Mr. Liban reported that an enforcement training session for MTA staff was conducted by the South Coast Air Quality Management District (SCAQMD) and Air Resources Board (ARB). This training session covered the rules and regulations that apply to the implementation of SCAQMD and ARB policies for MTA projects.

Staff met with the South Bay Cities COG Infrastructure Working Group to provide LACMTA Green Construction Policy (Policy) updates, which included the formation of the Technical Working Group, updates provided to the Board, and ongoing public outreach.

Mr. Liban reported that Section 2 of the Design Criteria is currently being reviewed and should be completed by late April. The Specifications for Measure R projects are also being updated. The Lankershim Depot Rehabilitation project was the first project to implement the Policy. The Policy will be implemented on the Crenshaw/LAX Transit Corridor, Regional Connector Transit Corridor, and Westside Subway Extension.

The ARB informed MTA staff that as of 2009, all off-road construction vehicles in California must be registered with the ARB and issued a sticker with an identification number. This is the way that the ARB is tracking the clean-up of all construction equipment. Currently, the ARB has a compliance rate of only 60 - 70%. The fine for unregistered off-road construction vehicles ranges from $300 - $3,000.

Jano Baghdanian (LTSS) asked if the Policy will be applied to cities? Mr. Liban responded that the Policy currently only applies to MTA projects.

Larry Stevens (League of Cities, San Gabriel Valley COG) commented that cities want to discuss the Policy before it is applied to their projects. Mike Bohlke (Deputy to Director Pam O’Connor) responded that the Board specifically stated in the Policy motion that restrictions will not be imposed on cities.
Mr. Mostahkami commented that after the Policy was first introduced to TAC, the comments and responses from TAC were incorporated into the Board motion.

Mr. Mostahkami asked if the Specifications for the bid documents will be available to TAC? Mr. Liban responded yes.

Joyce Rooney (BOS) asked whether the Policy will be applied to Call? Mr. Bohlke responded that MTA will only enforce the Federal and State policies that already exist.

Allan Abramson (County of Los Angeles) asked if public outreach was conducted with local agencies? Mr. Liban responded that additional training sessions will be conducted in June, and the Policy Technical Working Group includes representatives from local and subregional agencies. Mr. Abramson asked if the Working Group has held meetings? Mr. Liban responded yes and the Working Group includes member from County of Los Angeles.

7. 2013 Call for Projects (Rena Lum, MTA)
Ms. Lum reported that staff will ask the Board to initiate the 2013 Call during the April cycle. Modal Leads and Call staff are currently working on reviewing and updating the application. If the Board approves initiating the Call, staff will send letters to potential Call applicants notifying them of the 2013 Call. Jurisdictions are encouraged to contact the Modal Leads to discuss potential projects. The contact information for the Modal Leads is available online at http://www.metro.net/projects/call_projects/.

Ms. Lum reported that at the January 18th Planning and Programming meeting, Directors Najarian, Dubois, O’Connor, and Knabe made a motion to allow Measure R Highway “equity” funds to be used by the Arroyo Verdugo, Las Virgenes/Malibu, and South Bay Subregions as a source of local match for future Call applications. This motion was revised and approved at the February 23rd Board meeting. The Measure R Expenditure Plan (Expenditure Plan) identified Las Virgenes/Malibu, Arroyo Verdugo, and South Bay as the subregions that have funds available for highway operational improvements. In addition, the I-710 Early Action Plan and the I-605 Hot Spots are eligible for funding. Specific highway projects were not identified for these two programs at the time that the Expenditure Plan was adopted. Staff has begun to incorporate the Measure R Highway Subfund Policy into the program requirements, and is proposing to include the following language in the 2013 Call application package: “For a Call application, project applicants can use any combination of local funds, including Measure R Highway Operational Improvement dollars toward the minimum local match percentage provided that the project is included in a Board approved subregional Project List prior to the 2013 Call application deadline. Measure R Highway Operational Improvement dollars must not exceed the minimum local match percentage. If a particular project sponsor would like to provide an overmatch, the local jurisdiction would need to use their own funds.”

Mike Behen (League of Cities, North Los Angeles County COG) asked if four subregions were included in the staff report? Ms. Lum responded yes. Mr. Stevens stated that the Gateway subregion was included in the motion.
Mr. Stevens asked if the I-710 Early Action Plan and I-605 Hot Spots are the only projects identified in the Expenditure Plan that are located within Gateway Cities? Ms. Lum responded yes. Heather Hills (MTA) clarified that Las Virgenes/Malibu, Arroyo Verdugo, South Bay, I-710 Early Action Plan, and I-605 Hot Spots were programs that were identified in Measure R, not projects.

Mr. Stevens asked how these programs are able to gain approval for their projects? Ms. Hills responded that projects must be approved by the Board.

Ms. Hills explained that Measure R has a 30 year life, and the Board only approved projects for the first five years in the Las Virgenes/Malibu, Arroyo Verdugo, and South Bay subregions. Funding would have to be identified for the following five years and the subregions would have to have Project Lists approved prior to the 2013 Call application submittal deadline.

Mr. Behen commented that the North Los Angeles County subregion should qualify as one of the subregions eligible for alternative uses of highway operational improvement funds, since alternative funds were identified for the SR-138 project. Ms. Hills responded that the SR-138 project is funded by the Long Range Transportation Plan (LRTP), not the Call.

Mr. Stevens asked if there is an unfair advantage for the subregions with the highway operational improvement funds since they can gain overmatch points for the Call? Ms. Pan responded that the subregions cannot use those funds for overmatch.

Mr. Abramson asked if the Measure R funds can be used to meet the minimum funding for the Call application? Ms. Pan responded yes.

Mr. Stevens commented that the Measure R Regional Funds “Alignment” motion seemed to go through an unconventional approval process. Mr. Bohlke responded that the Alignment motion was introduced to the January Planning and Programming Committee. It was refined and brought back to the February Board.

Mr. Behen commented that TAC is heavily involved in the Call process and was not included in the process of approving the motion. Mr. Bohlke apologized.

Mr. Stevens asked if TAC will have an opportunity to discuss the distribution of points in the Call application before it is finalized? Ms. Lum responded yes.

Mr. Mostahkami commented that overmatch should be completely eliminated.

Mr. Behen asked what was the specifics of Mr. Stevens’ motion at the March 7th TAC meeting? Ms. Pan responded that Mr. Stevens made a motion that staff return to TAC next month to explain the rationale of the criteria basis for including the Arroyo Verdugo, Las Virgenes/Malibu, South Bay, and Gateway Cities Subregions in the Measure R Highway “equity funds” and to determine whether any other subregions meet this criteria and should be considered eligible for the same Call benefit. Mr. Behen commented that this has not yet occurred.
Ken Husting (City of Los Angeles) asked how much money will be available for the Call and when will the process begin? Ms. Lum responded that $150 million is available for the Call and the Call process was already initiated internally.

Mr. Baghdanian asked when the Call application will be available? Ms. Lum responded Fall.

Mr. Abramson asked if the Call application deadline will be moved earlier than prior Calls? Ms. Lum responded that it is too early to confirm. Mr. Abramson commented that he prefers the end of January for the Call application deadline.

8. Short Range Transportation Plan (Rena Lum, MTA)
Ms. Lum reported that staff is working on the Short Range Transportation Plan (SRTP) and is revising the subregional chapters from the 2009 LRTP. Staff will be sending these chapters to the respective COGs during May.

9. Legislative Update (Michael Turner/Marisa Yeager, MTA)
Mr. Turner and Ms. Yeager did not report.

10. Inter-County Agreement for Optimizing Use of Federal Highway Apportionments Within the SCAG Region (Patricia Chen, MTA)
Ms. Chen reported that staff is working with other counties within SCAG to find ways to minimize rescissions of apportionments and maximize the use of Federal funds throughout the region. This can be achieved by trading and loaning apportionments between counties. The agreement will likely occur with Orange County first; several other counties are in the process of gaining approval from their Boards.

Mr. Husting asked when will the agreement with Orange County take place? Ms. Chen responded that the agreement will most likely be executed within the next few months. Mr. Husting asked whether cities are involved in the exchange of apportionments? Ms. Chen responded no.

11. CTC Update (Patricia Chen, MTA)
Ms. Chen reported that the California Transportation Commission (CTC) met on March 28th and 29th. Commissioners Lucetta Dunn and Darius Assemi were reappointed to the CTC and a vacancy was filled by Jim Waring of San Diego.

Ms. Chen reported that the Governor vetoed funding for Proposition 1A connectivity allocations in California High-Speed Rail funding. Only Positive Train Control is allowed, and other allocations are pending coordination with the California High-Speed Rail Authority (CAHSRA). The CTC is working with CAHSRA to ensure the greatest degree of project connectivity. The program can be readopted in May or June before FY 2013 begins. This affects use of Proposition 1A funds for the Regional Connector Transit Corridor, which is considered a high value connectivity project in Los Angeles County.

Ms. Chen announced that the CTC is granting advanced allocations for Transportation Enhancement funds. Also, the I-5 Segments 3 and 4 will be ready to list within the next few weeks, and allocations will be requested in April for construction. The I-5 North will be ready
to list in May. Additionally, the West Basin Rail Yard was allocated $40.7 million and the Vermont Avenue Median Landscaping Phase II was allocated $1.5 million.

12. Congestion Mitigation Fee (Robert Calix, MTA)
Mr. Calix reported that six out of eight pilot studies have been completed. These subregions include San Gabriel Valley, South Bay Cities, Arroyo Verdugo, Westside Cities, City of Los Angeles, and North Los Angeles County. Staff will be meeting with individual cities within these subregions to discuss questions and concerns and eventually share the study results. The Gateway Cities and Las Virgenes/Malibu Subregions are in the process of submitting their Project Lists. The next steps include: the completion of meetings with cities, City Managers, COGs, COG Boards, and relevant transportation committees and provide status reports to the MTA Board. The Final Report to the Board is anticipated in Fall 2012.

Mr. Stevens asked if the contract modification included the economic analysis of fee impacts? Mr. Calix responded yes.

Mr. Mostahkami asked if staff is working with the Gateway Cities? Mr. Calix responded that staff has met with about twelve of the Gateway Cities and upcoming meetings are still scheduled before a pilot study begins.

Mr. Stevens asked if the type of local funds needed to be identified? Mr. Calix responded no. Mr. Stevens commented that the economic analysis should consider the loss of redevelopment funds and its effect on the Project lists.

13. I-605 Hot Spots Feasibility Study Update (Ernesto Chaves, MTA)
Mr. Chaves reported that $590 million from Measure R was allocated to congestion relief improvements on the I-605, traversing freeways, and arterial interchanges in the Gateway Cities. The I-605 Hot Spots Feasibility Study (Feasibility Study) is the first step in identifying the locations that need the most improvements and determining potential projects. Staff has completed an evaluation of previously identified “hot spots”, data collection and traffic modeling/analysis, and hot spot mapping for freeways and arterials. Initial research indicates that most areas have corridor-wide problems, rather than specific hot spots. This can be attributed to an inadequate supply to meet the demand, deficient signage, and other issues. An initial set of geometric concept plans for improvements has been developed. These improvements include additional general purpose and auxiliary lanes, the reconfiguration of on and off ramps, the elimination of substandard weaving distances, and others. The 40 worst intersections were identified and improvement plans for those intersections are currently being developed. Staff is working with the I-605 Technical Advisory Committee (TAC) and Caltrans to review the initial set of geometric improvement plans. Staff is also conducting modeling to determine the effect of the Orange County Transportation Authority (OCTA) I-405 Improvement Project on Los Angeles County. The next steps include continued work with the I-605 TAC, the identification of three projects that can be moved forward with project study reports, and the completion of the preliminary environmental review. The Feasibility Study is expected to be completed by November 2012.
14. SR-710 Project Update (Michelle Smith, MTA)
Ms. Smith reported that the SR-710 community meetings concluded with eight scoping meetings. Scoping was necessary to identify a range of actions, solutions, and study areas, mitigation measures, and other data. The SR-710 Gap Scoping Summary Report Volumes I and II are posted online at http://www.metro.net/projects/sr-710-conversations/ as well as Caltrans’ website. In October 2011, the Board authorized staff to award the Environmental Contract to CH2M HILL. CH2M HILL is currently in the Alternatives Analysis (AA) phase of the contract. During the AA phase the transportation problem is identified, the study area is refined, and a range of solutions are considered, leading to a preferred solution at the end of the environmental process. The AA is expected to be completed by Fall 2012. The Draft Environmental Impact Report/Draft Environmental Impact Statement (DEIR/DEIS) is expected to be completed by Winter 2014.

Ms. Smith reported that about thirty jurisdictions within the study area were invited to participate on the SR-710 TAC. The purpose of this TAC is to inform affected agencies and/or jurisdictions about the progress of the State Route 710 EIR/EIS contract and key milestones, and to solicit input on a wide range of planning and technical issues that may arise during the development of the EIR/EIS. Ms. Smith reported there is still a considerable amount of interest in the project. Several newspapers and blogs have reported on the project. Ms. Smith reported that the Board authorized staff to award the Outreach and Facilitation of Public Participation contract to Consensus Inc. in January. Ms. Smith stated a public outreach structure that incorporates both individual and community input will be made available to stakeholders. Ms. Smith stated Community Liaison Councils (CLCs) are being formed within the study area to act as a liaison between the study team and various communities by providing feedback on the process and overall outreach efforts. The CLCs meetings will begin in April and the schedule is available on the project website.

15. Metro ExpressLanes Project Update (Kathleen McCune, MTA)
Ms. McCune reported that the I-110 ExpressLanes are scheduled to open in October 2012 and the I-10 ExpressLanes are expected to open in February 2013. Videos from the Metro ExpressLanes project can be viewed online at http://www.metro.net/projects/expresslanes/. The customer service center is scheduled to open in June. Individuals can purchase the new FasTrak transponders and set up accounts online, through the phone, or in person at the walk-in centers. The walk-in centers will be located at the El Monte Transit Station and the intersection of 190th Street and Figueroa Street (500 W. 190th Street) in the City of Gardena.

Mr. Mostahkami asked where the ExpressLanes will be located on the I-110? Ms. McCune responded from Adams Boulevard to the 91 Freeway. Mr. Mostahkami asked what is the cost to use the ExpressLanes? Ms. McCune responded it will vary from $0.25 - $1.40 per mile based on congestion in the lanes.

Mr. Stevens asked if the FasTrak transponder will work throughout California? Ms. McCune responded yes.

Mr. Hunter asked what is the cost of the FasTrak transponder? Ms. McCune responded that it costs $40 to set up an account with a credit card. The $40 is deposited into the account and the cost of the transponder is waived.
Mr. Abramson asked if this is a bill pay system? Ms. McCune responded no. Mr. Abramson asked how often the price of using the ExpressLanes will change? Ms. McCune responded that the toll can change as often as every five minutes. Mr. Abramson asked how users will know the price before they enter the ExpressLanes? Ms. McCune responded that changeable message signs located a quarter mile before every entrance point will let drivers know how much the toll will cost. Mr. Abramson asked if the price is locked-in once a driver enters the ExpressLanes? Ms. McCune responded yes. Mr. Abramson asked what will happen if the ExpressLanes become congested? Ms. McCune responded that the FHWA requires that the ExpressLanes flow at a minimum of 45 miles per hour. As the speed in the lanes approaches this threshold, the ExpressLanes will be closed to toll paying single occupancy vehicles (SOVs) and carpools that do not meet the occupancy requirements. Mr. Abramson asked if SOVs that are already in the ExpressLanes will be forced to exit? Ms. McCune responded they can remain in the lanes.

Mr. Stevens asked if there will be a grace period for drivers to figure out the ExpressLanes program? Ms. McCune responded yes.

David Feinberg (League of Cities, Westside Cities COG) asked if municipal buses will need FasTrak transponders? Ms. McCune responded no. Mr. Feinberg asked if high occupancy vehicles (HOVs) must have a transponder to enter the ExpressLanes? Ms. McCune responded yes. Mr. Feinberg asked if transponders can be transferred between vehicles? Ms. McCune responded that multiple vehicles associated with the same account must register their license plates and can share the same transponder.

Ms. Rooney asked if photo enforcement requires a photograph of the driver? Ms. McCune responded no.

Kathryn Higgins (AQMD) asked if alternative-fuel vehicles will be exempt from tolls? Ms. McCune responded no.

Ms. Blackman asked if Paratransit is also exempt from needing FasTrak transponders? Ms. McCune responded yes.

Mr. Feinberg asked if Ms. McCune could present at the BOS meeting? Ms. McCune responded yes.

16. Other Business
No new business was reported.

17. Adjournment
Ms. Pan announced that the next TAC meeting is scheduled for May 2, 2012 in the William Mulholland Conference Room, 15th floor. If you have questions regarding the next meeting, please contact Matthew Abbott at (213) 922-3071 or email abbottm@metro.net.
# Technical Advisory Committee

**Sign in Sheet**  
**April 4, 2012**

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<td>1. Fanny Pan/Matthew Abbott Countywide Planning &amp; Development</td>
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<td>1. Anne Louise Rice/Karen Sakoda</td>
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<td>1. Eyvonne Drummonds/Kathryn Higgins</td>
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<td>1. Warren Whiteaker/Annie Nam</td>
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## TAC Audience Attendance
### April 4, 2012

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<th>Name</th>
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<td>Steve Lantz</td>
<td>BECC C2</td>
<td>213-494-8557</td>
<td><a href="mailto:lantzskl0@gmail.com">lantzskl0@gmail.com</a></td>
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<td>Mike Bunn</td>
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<td>Kevin Moore</td>
<td>LAPOT</td>
<td>213-972-4961</td>
<td><a href="mailto:Kevin.Moore@lacity.org">Kevin.Moore@lacity.org</a></td>
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<td>Danielle Accred</td>
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<td>CMS IBAN</td>
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<td>Arman Patashnik</td>
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<td>Ernesto Chavez</td>
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<td>Lucy Olmos</td>
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## TECHNICAL ADVISORY COMMITTEE (TAC)
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Attachment 5

Project Acceleration Methodologies Presentation
Long Range Transportation Plan

“30/10” Initiative

Project Acceleration Methodologies

Planning and Programming Committee
Finance, Budget, & Audit Committee
Executive Management Committee

April 2012
“30/10” Status & On-Going Efforts
30/10 Initiative
MTA Board’s April 2010 Policies and Principles

• Main goal: Accelerate projects in Long Range Transportation Plan sequence
  – MTA approval of accelerated schedules required
  – No re-programming of highway funding for use on transit or vice versa
  – Project costs capped at Long Range Plan amounts
    • Priorities from 2009 Long Range Plan and Measure R

• Coordinate with P3 program to maximize leverage
  – Include project planning, design, delivery, and operations

• Seek federal aid for accelerated financial assistance
  – Ask LA County Congressional delegation to work with the Administration on financing mechanisms
30/10 Initiative
Progress & Project Acceleration Methods

- Progress of 30/10 project acceleration efforts include:
  - Pursuing Federal finance mechanisms to accelerate projects “America Fast Forward”
  - Other financing options include:
    - Seeking large Federal grants
    - Low interest rate loans – including foreign

- Local options currently being evaluated include:
  - Extending Measure R beyond 2039
  - Evaluating Public Private Partnerships (P3)
“30/10” Initiative
Federal Financing Mechanisms

- **Federal Strategy (America Fast Forward)**
  - Various financing strategies have been explored to accelerate both highway and transit projects

- **Qualified Transportation Improvement Improvement Bonds**
  - New class of “qualified” bonds for surface transportation
  - Federal tax credits in lieu of cash interest payments
  - Issuance volume legislatively capped
  - Permitted purposes carefully defined
  - Not yet included in Moving Ahead for the 21st Century (MAP-21)

- **Transportation Infrastructure Finance and Innovation Act (TIFIA)**
  - Loans direct from USDOT at Treasury rates
  - Flexible payment terms
  - Enhancements included in MAP-21
“30/10” Acceleration Benefits
Transit and Highway Acceleration Benefits

- Complete 12 transit projects in 10 years
  - Create 152,000 jobs (updated)
  - Eliminate 522,000 lbs of carbon emissions every day
  - Reduce vehicle miles traveled by 191 million
  - Increase transit boardings by 77 million

- Seek to accelerate 15 highway projects
  - Create 256,000 jobs (updated)
  - Relieve Congestion Countywide
  - Improve goods movement
Project Costs & Financing Alternatives
Qualified Transportation Improvement Bonds rely on Federal tax credits in lieu of interest. They would have a policy focus and a national volume cap of $45 billion.
Measure R Transit Program
New Starts/QTIBs Funding Gap

Prop A & Prop C $1,204

Measure R $6,398
   $5,778

State $1,751

Gap $3,968

Federal $2,314

New Starts $1,000

QTIBs (1) $2,968

Total $15 B

All dollars in millions and year of expenditure.
(1) The QTIBs gap shown here is net of the Measure R borrowing Metro could accomplish without this proposed federal financing tool.
Measure R Transit Program
Alternatives to QTIBs Funding Gap

Alternative 30/10 Funding Strategies
(Dollars in Billions)

- Large Grant
- Large Loan @ 2.17%
- Preferred Strategy
- Fallback Strategy

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Assumes Measure R extension

Gap

- $4.61
- $4.56
- $4.43
- $2.07

New Starts Grants
TIFIA Loans
Measure R Borrowing
Other State, Local & Federal
# Measure R Transit Program
## Funding Gap Alternatives

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Note: P3 strategies may aid attainment of these project schedules while lowering project risks.
Measure R Preferred Acceleration Options

• A funding strategy will be finalized to accelerate both highway and transit projects

• Extending Measure R is an option
  – Analysis needs to be finalized
  – Consider using TIFIA financing tools
  – Consider using Master Credit Agreements, rate locks, & ascending debt payments: All optimize an extended Measure R program

• What if MAP-21 does not pass?
  – Subordinate Capital Appreciation Bonds can serve as a fallback plan – Interest rates much higher than TIFIA
Measure R Categorical Funding Extended

- Enables 30/10 for transit
- Aids highway funding gap
- Local Return continues
- Operating funds extended
- Metrolink / Metro Rail funds continued

Measure R $36.1 Billion Total
FY 2010 – FY 2040
Measure R Acceleration Preferred Option – New Highway Funding Capacity

- Highway funding capacity expands by $3.7 B
  - $2.3 B in MAP-21 TIFIA loans
  - $1.4 B in new Measure R borrowing
- Suggested framework for allocation includes
  - Use original Measure R process for guidance
    - Some sub-regions received more highway funds
  - Population equity by sub-region
  - Employment burden equity by sub-region
Note: Long Range Transportation Plan for the highway program is $32.4 billion.
Measure R Highway Program
Long Range Plan Funding Gap After Extension

Note: Long Range Transportation Plan for the highway program is $32.4 billion.
Fallback Strategy
New Highway Funding Capacity

- Without MAP-21 less TIFIA will be available
  - Very competitive TIFIA program will mean less
    for our Highway Program

- Highway funding capacity expands by $2.8 B
  - $700 M in TIFIA loans
  - $1.4 B in new Measure R borrowing
  - $700 M in Capital Appreciation Bonds
Public Private Partnership (P3) Strategies
Measure R Highway Program P3 Potential
Comparison of Potential Sources and Uses

LRTP + Extension + P3 *(millions)*

- **Tolls**: $9,370
- **Measure R Ext**: $3,700
- **Gap**: $9,281
- **State**: $2,747
- **Prop. C**: $1,855
- **Federal**: $962
- **Measure R**: $4,504
- **P3 Risk-Adjusted Cost Savings**: $4,861
- **P3 Toll Equity Enhancement**: $2,340
- **Gap (State, Federal, Freight)**: $2,080

Note: Long Range Transportation Plan for the Highway Program is $32.4 billion
Measure R Highway Program P3 Potential
Potential Tolling & P3 Program Contributions

- Tolls support acceleration of highway program delivery by providing a new source of funding
  - Tolls and extending Measure R work well together
  - Provides two independent revenue sources
    - Variation in leveraging methods helps achieve efficient financing and delivery

- P3 program can aid project delivery (our next challenge)
  - Transfers key schedule and cost overrun risks to private sector
  - Typically reduces whole-life costs of projects from 20-30% on a risk-adjusted basis
  - Reduces Metro’s reliance on other future federal, state, and local funds that have not yet been secured
  - Brings private equity capital that can increase the total toll-based financing capacity – frequently by 25% or more on robust highway projects
P3 Program
Potential Tolling & P3 Program Next Steps

- Additional work on highway projects will enable greater precision on tolling/P3 delivery
  - Refined cost estimates and potential delivery timetables
  - Better revenue forecasts and financing capacity estimates under P3 scenarios
  - Assess project risks and potential risk transfer opportunities
  - Complete value for money analyses
Conclusions & Next Steps
Conclusions & Next Steps

- Accelerating both transit & highway programs adheres to MTA Board policy
  - Provides optimal regional mobility & economic benefits
- We are further defining financing options made possible by extending Measure R
- Current results show that extending Measure R makes:
  - “30/10” financially feasible for all twelve transit projects
    - Benefits (job creation, mobility, & emission reductions) will outweigh costs
  - Highway program acceleration also feasible if
    - P3 and toll based finance strategies are implemented
    - Benefits will also outweigh costs when P3 evaluation is complete
Attachment 6

Metro TOD Planning Grant Memo
Memorandum

Date March 22, 2012

To Metro TOD Planning Grant Round 3 Eligible Cities

From Jenna Hornstock, Deputy Executive Officer Countywide Planning

Subject Metro TOD Planning Grant Guidelines, 3rd Round

On February 23, 2012 the Metro Board authorized $10 million to fund a third round of the Transit Oriented Development (TOD) Planning Grant program, launched by Metro this current fiscal year. The third round of funding is open to municipalities with regulatory land use control within ¼ mile of a station or alignment, as well as Councils of Government (COG) and Joint Powers Authorities (JPA) representing such municipalities, along the following existing and proposed transit corridors:

- Blue Line
- Green Line Extension to LAX
- LA County Metrolink Stations
- Silverline/Artesia Transit Center and other Transitway Stations (including the Orange Line)
- Westside Subway extension
- West Santa Ana Branch

A list of eligible municipalities, COGs and identified JPAs is attached. Other JPA’s along the eligible corridor are also eligible.

The objective of the TOD Planning Grant is to promote adoption of land use changes that encourage the principles of Transit Oriented Districts and Development, with the intent to reduce single occupancy vehicle trips and increase the use of public transit, bicycles and other non-vehicular modes.

Before issuing a third Round of the TOD Planning Grant, Metro is soliciting feedback on the Program Guidelines. Attached to this memo are the Round 2 Program Guidelines, which we propose to use for Round 3 of the TOD Planning Grant program. Please provide any feedback or comments on the proposed guidelines, keeping in mind the objective of the Program.

Should you have questions as to how a specific program you are considering might be addressed in the Guidelines being developed, please contact me at (213) 922-7437 or hornstockj@metro.net. Revisions to the Guidelines (if any) will be finalized by May 1, 2012 for presentation to the Metro Board in June 2012. Complete application packages will be forwarded to all eligible communities immediately following approval of the Guidelines by the Metro Board.

We look forward to your comments.
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**COGs / JPAs / Other**

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Transit Oriented Development Grant Program Guidelines
Round 2
2/24/2012
I. INTRODUCTION AND PURPOSE

The Transit Oriented Development (“TOD”) Grant Program (“Program”) provides Los Angeles County Metropolitan Transportation Authority (“Metro”) funds to encourage local governments to develop and adopt land use regulations that promote sustainable, transit-oriented design principles. TOD projects take advantage of proximity and access to public transit through appropriate density, reduced reliance upon private automobiles, and enhanced walkability. Such development may increase the accessibility and utilization of public transportation. This program will provide funds to local governments, Joint Powers Authorities (“JPAs”) that represent local governments, and/or Councils Of Governments (“COGs”) to adapt their existing general plans, specific plans, zoning, and other ordinances to encourage such sustainable development forms, or to develop model ordinances, planning tools, and/or recommendations that will lead to local regulatory changes in support of TOD. Grant funding for Round 2 of the Program is available to cities, the County of Los Angeles, JPAs, and/or COGs that: (1) have, or represent cities that have, Metrolink stations in Los Angeles County; (2) are along Metro’s South Bay Green Line Extension; or (3) are along the West Santa Ana Branch corridor. As in the first round, eligible cities, JPAs, and COGs may use grant funding to develop specific regulatory documents that can be adopted by the member governing bodies, such as:

- New or amended specific plans;
- New or amended ordinances;
- New or amended overlay zones;
- New or amended general plans;
- Transit Village Development Districts;
- Environmental studies required to support the new or amended regulatory documents.

Additionally, Round 2 of the TOD Planning grant may be used by applicants to complete planning efforts that:

- Identify opportunities for regulatory changes that promote TOD;
- Develop specific planning tools for member cities to consider in adopting regulatory changes that promote TOD;
- Assist member cities to collaborate on planning for the new stations and/or to promote TOD friendly regulatory change around existing or proposed stations;
- Develop model ordinances or other regulatory frameworks.

II. PROGRAM OBJECTIVES

The primary objectives of the Program are to provide funding to:

- Increase access to transit by assisting local governments to accelerate the adoption of TOD regulatory frameworks;
• Improve the transit network and increase utilization of public transit by reducing the number of modes of transportation necessary to access regional and local transit lines;

• Further the reduction in greenhouse gases through encouraging in-fill development along transit corridors and transit use;

• Support and implement sustainable development principles.

III. ELIGIBLE APPLICANTS

Local Governments, Los Angeles County JPAs, and/or COGs representing communities with land use regulatory jurisdiction:

• Within ½ mile of existing Metrolink Stations in Los Angeles County
• Within ¼ mile of the planned or proposed transit corridors of the Metro South Bay Green Line Extension and the West Santa Ana Branch.

JPAs or COGs that apply MUST demonstrate support of the proposed grant activities from all targeted local governments. Support can be demonstrated by a letter or resolution from the local government.

IV. FUNDING PRIORITIES

Round 2 will give priority to the following:

a. Proposals that will result in eliminating regulatory constraints to TOD projects and developing the regulatory documents described in Section I above. Such regulatory changes will result in conditions that encourage development near transit stations, provide for appropriate density given both the immediate access to transit and the nature of the surrounding community, reduce dependency on the private automobile, and provide for strong pedestrian and bicycle connections between development sites and transit.

b. Proposals that will result in model ordinances, guidelines, or other planning tools that act as a precursor to regulatory change that will eliminate constraints to TOD projects and create opportunity to develop the regulatory documents described in Section I above. Such studies will identify planning mechanisms that encourage development near transit stations, provide for appropriate density given both the immediate access to transit and the nature of the surrounding communities, reduce dependency on the private automobile, and provide for strong pedestrian and bicycle connections between development sites and transit.

V. SCORING: The following provides guidance in the scoring of the applications. Each section of the application contains an indication of the maximum points that may be awarded.
Section 1A - Proposed Regulatory Documents and/or Planning Study:

(a) If the applicant is proposing to adopt or amend a regulatory document, this section should list each of the regulatory documents that will require revision to allow TOD projects to go forward and describe the new regulatory documents, if appropriate. This may include a community’s general plan, zoning ordinances, parking codes, specific plans, Transit Village district documents, etc.

(b) If the applicant is proposing development of a model ordinance or other pre-regulatory documents, this section should discuss the objective(s) of the effort, the targeted community(ies), and some of the anticipated outcomes, for example: description of appropriate TOD guidelines for the targeted communities; identification of specific opportunities for TOD; recommendation of regulatory documents to adopt and/or amend; development of general planning principles for communities to consider in moving forward with TOD-friendly regulatory changes, etc.

(Up to 25 points)

Section 1B - Community and Policy Maker Support: This section should identify all of the impacted communities and provide evidence that there exists community stakeholder and policy maker support for the types of regulatory changes and/or studies being proposed. This could be evidenced by prior actions implementing similar changes elsewhere in the community, specific direction by the impacted city councils and mayors, letters of support, etc. This section applies to all applicants, though COGs and JPAs are required to demonstrate support from the targeted communities. (Up to 5 points)

Section 2A - Regulatory Constraints: This section should identify those specific regulatory constraints and/or general land use challenges that the program is meant to address. This could include: outdated parking requirements, height or density restrictions, lack of bicycle and pedestrian access and utilization incentives, etc.; a lack of cohesive vision as to how to plan collaboratively for TOD around new and/or proposed stations; and a lack of clarity as to appropriate TOD principles given the nature of the impacted communities. The description should be comprehensive and subject to regulatory relief. (Up to 15 points)

Section 2B - Impact of Proposed Regulatory Changes: A strong application will carefully describe how the regulatory changes will directly mitigate the constraints previously identified or offer a clear description of how the proposed planning efforts will lead to development, and likely adoption, of regulatory changes that support appropriate TOD. (Up to 15 points)
Section 3 - Public Participation: This section should demonstrate that the applicant has thought through the public participation and outreach program necessary to bring the planning studies and/or regulatory changes forward, has the support of the targeted local government and/or communities, and has considered the impact of the outreach/participation program on the project delivery schedule. (Up to 5 points)

Section 4 - Opportunity Sites: The strongest applications will be able to link the changes to the regulatory environment and/or the proposed planning recommendations with the near term potential for implementing neighborhood-appropriate TOD development principles. The availability of suitable sites, particularly if controlled by the applicant, will be one measure of near term implementation. (Up to 5 points)

Section 5A - Project Management Scope of Work: This section should clearly describe all the work to be undertaken to effect the studies and/or changes proposed leading to and including any required action of the legislative body. The work program should be comprehensive, with clearly stated realistic milestones and deliverables by which progress can be gauged. Responsibilities between staff and consultants, if any, should be identified. (Up to 20 points)

Section 5B - Project Schedule and Budget: In this section of the application, a narrative description of the schedule should be provided, and the schedule should demonstrate that the model ordinances or other planning tools can be completed, and/or that the regulatory changes can be completed and brought forward for legislative policymaker action, within the 24 month grant period. Any innovative approaches to the schedule that will expedite the program should also be described in this section. Any local match should be described, including its availability. Strong applications will have presented a realistic and highly cost efficient schedule that maximizes the impact of the grant funds requested. (Up to 10 points)

VI. ELIGIBLE COSTS

a. Applicants will develop and submit a budget as part of the application. Funds awarded will not exceed the budget submitted and may be less if the key objectives can be achieved at lower costs. Any cost overruns shall be the responsibility of the applicant.

b. Both third party consulting costs and internal staff costs for staff directly providing services with respect to the project will be eligible for funding. Such eligible costs shall not include overtime costs.

c. Costs associated with community outreach and meeting CEQA requirements are eligible costs.
VII. NON-ELIGIBLE COSTS

a. Costs such as equipment, furniture, vehicles, office leases or space cost allocations, or similar costs.

b. Applicant staff overtime costs, mileage reimbursements, and use of pool cars.

VIII. GENERAL AND ADMINISTRATIVE CONDITIONS

a. **Duration of Grant Projects.** Projects’ schedules must demonstrate that the projects can be completed, including related actions by the governing body (if any) within 24 months of award.

b. **Governing Body Authorization.** Completed TOD Planning Grant applications must include authorization and approval of the grant submittal and acceptance of award by the governing body, if required, within three months of notification of award.

c. **Grant Agreement.** Each awarded applicant must execute a Grant Agreement with Metro. The Agreement will include the statement of work, including planning objectives to be achieved, financial plan reflecting grant amount and any local match, if applicable, and a schedule of milestones and deliverables. The schedule and milestones must reflect that the project will be completed within 24 months from date of award.

d. **Funding Disbursements.** Funding will be disbursed on a quarterly basis subject to satisfactory compliance with the expenditure plan and milestone schedule as demonstrated in a quarterly report supported by a detailed invoice showing the staff and hours billed to the project, any consultant hours, etc. An amount equal to 5% of each invoice will be retained until final completion of the project and audits. In addition, final scheduled payment will be withheld until the project is complete and approved by Metro and all audit requirements have been satisfied. All quarterly reports will be due on the last day of the months of February, May, August, and November.

e. **Audits.** All grant program funding is subject to Metro audit. The findings of the audit are final.
Los Angeles County Metropolitan Transportation Authority (Metro)

Transit Oriented Development Planning Grant

LAPSING POLICY
TIMELY USE OF FUNDS/REPROGRAMMING OF FUNDS

GRANT AGREEMENT LAPSING POLICY

Grantee must demonstrate timely use of the Funds by:

(i) Executing a Grant Agreement within sixty (60) days of receiving formal transmittal of the Grant Agreement boilerplate;
(ii) Meeting the Project milestones due dates as stated in the Scope of Work;
(iii) Timely submittal of the Quarterly Progress/Expenditure Reports; and
(iv) Expending the Funds granted within thirty (30) months from the date funds are available.

If the Grantee fails to meet any of the above conditions, the Project may be considered lapsed and may be submitted to the Board for deobligation. Expenses that are not invoiced within sixty (60) days after the lapsing date are not eligible for reimbursement.

In the event that the timely use of the Funds is not demonstrated, the Project will be reevaluated as part of the annual TOD Planning Grant Deobligation process and the Funds may be deobligated and reprogrammed to another project by the Board.

Administrative extensions may be granted under the following conditions:

(i) Project delay due to an unforeseen and extraordinary circumstance beyond the control of the project sponsor (legal challenge, act of God, etc.). Inadequate staffing shall not be considered a basis for administrative extensions.
(ii) Project delay due to an action that results in a change in scope or schedule that is mutually agreed upon by Metro and the project sponsor prior to the extension request.
(iii) Project fails to meet completion milestone; however, public action on the proposed regulatory change(s) has been scheduled and noticed to occur within 60 days of the scheduled completion milestone.

Appeals to any recommended deobligation will be heard by a Metro appeals panel.

If Grantee does not complete an element of the Project, as described in the Scope of Work, due to all or a portion of the Funds lapsing, the entire Project may be subject to deobligation at Metro’s sole discretion. In the event that all the Funds are reprogrammed, the Project shall automatically terminate.