1. **Call to Order**
   Renee Berlin (Chair) called the meeting to order at 9:30 am. Randy Lamm (MTA) took roll and declared a quorum was present.

2. **Approval of Minutes**
   The minutes from the February 6th meeting were approved without corrections.

3. **Agenda Reports by Standing Committee**
   **BOS (Dana Lee)**
   - Met February 26th
   - Had an update on recent legislation
   - Discussed changes needed to the Municipal Operators’ National Transit Data Base (NTD) and TPM reports, which determines the funding levels for regional and individual operators, as it relates to the MTA strike in FY 2001
   - Adopted BOS priorities for allocation of 15% discretionary and 1% transit enhancement funds. Projects for the Muni Operators will be presented at a special BOS meeting in March
   - Received an update on the Regional pass and UFS
   - Received an update on cooperative marketing efforts between the Muni Operators and MTA
   - Received a special presentation by the FTA on ITS projects and development of a regional architecture
   - Discussed two MTA Board agenda items, #19 and #28, regarding the MTA mid-year budget and financial standards
   - Kathryn Engel (BOS) commented that the Muni Operators as a whole sent a memo to Roger Snoble indicating their issues concerning Proposition A 5% administration dollars and allocation of STA funds, and she mentioned that Terry Matsumoto will be addressing these items later on the TAC agenda

   **LOCAL TRANSIT SYSTEMS (Joyce Rooney)**
   - Met February 28th
   - Received a Legislative update
• Discussed the subregional paratransit applications, currently, there are seven applications for new coordinated projects in the County
• The Third Tier Task force has met twice and discussed goals and objectives of services. A subgroup has been formed which will focus on performance measures for all Third Tier services. It will include a rider’s perspective as well as an operation perspective.
• Appointed a new LTSS TAC alternate for Mark Maloney -- Martin Gombert from Palos Verdes Transit Authority (PVT)
• Next meeting is March 28, 2002

STREET AND FREEWAYS (Pat DeChellis)
• Did not meet in February
• Next meeting is March 21, 2002.
• Mr. DeChellis added that Proposition 42 passed and as a result, additional monies will be available for transportation purposes starting in 2008.

TDM/AIR QUALITY (Mark Yamarone)
• Met February 19th
• Re-elected Mark Yamarone as Chair and Sina Zarifi (SCAG) as Vice Chair. Also, reappointed Mark Yamarone and Brooke Geer-Person as the TAC representatives along with their alternates.
• Robin Blair reported that the CTC staff has issues with some types of TDM projects being funded with RIP funds (to keep these projects funded, MTA swapped the RIP funding for CMAQ funding). The CTC interpretation is that RIP funding should only be eligible for capital projects, MTA staff believes its appropriate to fund TDM projects, especially the ITS types of projects with RIP funds. This will be the subject of on-going discussions between CTC and MTA staff. At some point, local cities and others may need to get involved. This will likely be an issue that will need to come back to TAC.
• Next meeting is April 9th at 10:30 am in the MTA building

Pat DeChellis (LA Co. DPW) commented that at the January CTC meeting, David Yale (MTA staff) pulled several TDM projects. Mr. DeChellis thought that Mr. Yale was going to make a presentation on this issue to the CTC later in the year. Ms. Berlin commented that Mr. Yale is looking for alternative funding sources for these projects. Joanna Capelle (SCRRA) mentioned that there was no discussion on these projects at the last CTC meeting.

4. Chairperson’s Report (Renee Berlin)
• Ms. Berlin welcomed the new TAC members.
  - Desi Alvarez (City of Downey) and Ed Schroder (Alternate- City of Signal Hill) representing the Gateway Cities COG
  - Kathryn Engel (Montebello Bus Lines) -- a BOS alternate
  - Bob Curry Sr. (California Cartage), has been appointed by MTA as the Goods Movement representative. Gregg Owen (Tri-Modal Express) is his alternate
  - Anthony Nyivih (LA County) is LA County DPW alternate for Pat DeChellis
- Sina Zarifi (SCAG) is the TDM/Air Quality alternate
- Mark Herwick is the new LA County Regional Planning representative, David Cowardin will now be the alternate
- Ms. Berlin stated that appointments from the League of Cities have still not been made for the North County and the San Gabriel Valley COG alternate representative
- The Rolling agenda was not available for distribution. It will be e-mailed as soon as it’s available
- Discussions are underway to reorganize the Transportation Development and Implementation Department into Area Teams
- Three out of five Service Sector General Managers (G.M.) have been hired. David Armijo was previously Director of Operations for OCTA, where he managed the agency’s bus and paratransit services, Metrolink coordination and Orange County Taxi Administration program. Currently, on an interim basis he is assigned to oversee the West/Central and South Bay sectors, the Bus Operations Center and Operations Instruction Center. Jack Gabig, previously the G.M. of Montebello Municipal Bus Lines, is the interim G.M. for the San Gabriel, San Fernando and Gateway Cities area. Richard Rogers will be on board in April. Formerly, he was Vice President with Transportation Concepts, one of MTA’s Contracted services, where he managed all transit, shuttle and paratransit contracts.
- San Fernando Valley and San Gabriel Valley sectors will begin operation July 1st. The other three sectors, Gateway or South Bay will begin operation later in the year. The two remaining sectors, will start operation before the end of 2003.

CAPACITY ENHANCEMENT/SYSTEM PRESERVATION NEEDS ASSESSMENT STUDY
- The kick off meeting for the Study’s Steering Committee was held February 13th.
- The following is a list of Steering Committee members:
  - Aaron Kuntz (Westside Cities)
  - Jim Thorsen (Las Virgenes/Malibu COG)
  - Ken Johnson (Arroyo Verdugo Cities)
  - Charles Herbertson (South Bay COG)
  - Dan Rix (San Gabriel Valley COG)
  - Bill Paggett (Gateway Cities COG)
  - Mark Bozigian (North County Transportation Coalition)
  - Gina Mancha (City of Los Angeles)
  - Pat DeChellis (Los Angeles County)
- Nancy Whelan and Robert Fejarang have been hired as the study’s consultants.
- Developed Needs Assessment survey, which should be available on the web approximately March 13th
- A letter was sent to all jurisdictions in the County informing them of the Study and the April 19th deadline for completing the survey
- Anticipated that the Study’s results will be presented to the MTA Board in August

CALL FOR PROJECTS ITEMS
• Renee Berlin reminded TAC members of the December 18, 2001 letter sent by MTA informing all Call for Projects’ grant recipients of the new Quarterly Report format. The letter also informed grant recipients that invoices for Prop. C funded projects need to be sent to the MTA at P.O. Box 512296, Los Angeles, CA 90051-0296. If invoices are sent directly to project managers, it will slow payment processing.

• March 1st was the due date for project sponsors with RIP funding to forward their reprogramming requests to MTA. If sponsors have not turned in their request, they need to do so quickly, if they want to have FY03 funds reprogrammed to a later year. Reprogramming must occur before the fiscal year begins.

• April 1st is the deadline for extension requests to be turned into MTA for FY 02 RIP funds. FY 02 funds must be allocated or extended by the June CTC meeting or the funds will be lost.

• MTA staff is initiating work on the Recertification/Deobligation process. Staff anticipates that the Board will take action on the Recertification/Deobligation during the June cycle. Ms. Berlin asked if TAC would like to move the May meeting from May 1st to May 8th to accommodate the Recertification/Deobligation schedule. This schedule change would result in not having to schedule a special TAC meeting during May to hear Deobligation appeals. TAC members agreed to changing the meeting date.

• Ms. Berlin also asked TAC members if they would like to change the July meeting from the 3rd to the 8th to accommodate the July 4th holiday. TAC members agreed to changing the meeting date.

FEBRUARY BOARD RECAP

• Mayor Hahn presented a resolution to Frankie Banerjee, who retired from her position as Los Angeles City DOT General Manager.

• John Fasana announced that he is considering appointing an adhoc task force to expedite development of the service sectors.

Items Approved By The Board Included:

• Solicitation for three design build contracts:
  - Stations/track work/systems for the Eastside LRT
  - Construction of the San Fernando Valley East-West Corridor BRT project
  - Communication network, infrastructure and cabling for six MTA Bus Operating Divisions

• Adoption of Metro Rapid Bus Expansion plan as Amended by Director’s Hahn & O’Connor:
  Implementation of funded portion of Phase IIA, development of a five-year expansion plan, which identifies operating and capital requirements necessary to complete Phase IIA; and the remaining three expansion phases; and that MTA staff prepare a series of alternatives for accelerated deployment for Phase II in six months and present these alternatives for full consideration by the Board; and with full assistance and cooperation of Municipal Operators, cities and the County expand the low cost, highly effective Bus Signal Priority system for the Metro Rapid Bus demo.
• Certification of the Los Angeles Eastside LRT Final Supplemental EIS/EIR. The Adopted findings of fact and Statement of Overriding Consideration;
  Adoption of mitigation monitoring program and locally preferred alternative as approved by
  the Board in May 24, 2001; and Filing of Notice of Determination as amended by
  Supervisor Molina to:
  - Implement the Eastside Transportation Community Linkages;
  - Leave traffic lane configuration open for crossing the 1st Street Bridge; support the City of
    LA efforts to secure state and federal funding to widen the bridge. Should the City of LA
    not receive the funding, MTA staff to return to the Little Tokyo community to address
    concerns and return to the Board with recommendations;
  - Continue working with LAUSD to explore options and resolve issues surrounding
    Ramona High School;
  - Leave traffic lane configuration open on 3rd Street between Atlantic and Eastern Avenues;
    create a parking task force including merchants and residents to study issues raised by
    merchants regarding number of lanes and make recommendations
  - Remove Kaiser facility from list of acquisitions and continue to work with them on issues
    of accessibility, noise, vibration, security and potential joint use proposals that will not
    impact current or future needs;
  - Create computerized case processing and tracking system for addressing community
    complaints/concerns during construction
• Certified E/W Transportation Corridor EIR, Overriding Consideration of findings and
  Statement of Overriding Consideration; Adopted mitigation monitoring program, locally
  preferred alternative and filing of Notice of Determination
• Approved a nine month contract with Meyer Mohaddes for the San Fernando Valley -
  North/South Transit Corridor MIS for $977,299 and negotiation/execution of change
  orders not to exceed 10% of contract value
• Approved as amended by Director Yoh changes in project implementation supporting
  consolidating two LA River/TaylorYard Bike grants to fund design of new rescoped and
  expanded project that will include an underpass at UPRR tracks, bridge over LA River and
  access road at Taylor yard and work with the City to identify full funding; transfer $2.184
  million grant for design and construction of the LA River Bicycle/Pedestrian bridge to City
  of LA subject to the City obtaining full funding for a new rescoped project to comply with
  MTA obligations in the 1992 MOU with the City of LA; change the scope of work for City
  of LA Call grant in amount of $677,000 to allow for expenditure on design of new re-
  scoped project
• Award five-year firm fixed price contract to Cubic Transportation System for the Universal
  Fare System (UFS) for $84 million, execution of change orders for this procurement only in
  the amount of $5 million

Items Approved On Consent Included:
• To oppose the Board of Equalization proposed legislative ruling 1533.2, which would deal
  with fuel excise tax on farmers to the end destination, rather than the first destination
• Work with author - AB 630 (Oropeza) conduct security on the transportation system in LA County
• Inclusion of Street Bicycle Lane Account requirements for all cities and the County in MTA’s Countywide Bicycle Master Plan subject to local jurisdictions supplying necessary supplemental information
• Amend MTA’s subsidies budget to include $2.5 million in reprogrammed FY 00 subsidy to SCRRRA and reprogram and authorize the CEO to amend the MTA subsidies budget up to $4.7 million in prior year subsidy to SCRRRA
• Finding that 88 jurisdictions are in compliance with the CMP. The City of Industry was found not in compliance
• Award 12, three-year FSP contracts to 9 contractors in an amount not to exceed $15.9 million

UFS Workshop Announcement
Jane Matsumoto (MTA) gave an update on the Universal Fare System (UFS). An $84 million contract awarded by the Board initiates the implementation process. There are options available to the Municipal Operators, Access Services Incorporated (ASI) and Metrolink. The use of Smart Card technology was approved by MTA Board with full support of the Municipal Operators last August. Currently, staff is trying to ensure that people in the region are aware of the program elements because while technology has been procured, there are a host of activities that need to happen in order to implement this program at the County level. There are two initiatives being undertaken, one is the Regional Pass. Roger Snoble (MTA CEO) would like to see the Universal Fare media introduced throughout the County in advance of the smart card technology, which will be about two and a half years in development. A workshop will be held on March 18th at the MTA Headquarters. The workshop will answer questions about how this technology will be deployed, how to migrate the manual flash pass universal media which will be the regional pass onto electronic technology. Ms. Matsumoto asked TAC members to attend and any leadership that is involved with policy development, finance, marketing, revenue development, customer relations or anyone that has anything to do with the delivery of transit services to customers in the region should attend. People should come to find out how the policies will be developed over the course of the next two and half years as the equipment is being manufactured. Once the equipment is manufactured, there will be many other operators who will have the opportunity to exercise options in the contract to buy equipment to become compatible with the regional system. The workshop begins at 8:00 am with a Continental breakfast and the actual program will begin at 8:30 am, ending at 11:30 am. Cubic Transportation Systems, Inc. is the prime contractor who will be manufacturing the Rail Ticket Vending Machines and the smart card systems infrastructure. GFI is the subcontractor who will be manufacturing the bus fareboxes. Both will be attending the workshop to answer any questions and display equipment. Roger Snoble and John Catoe (Deputy CEO) will be making the opening remarks.

5. Status Report: Call Box—Mobility Impaired Accessibility Update
   (Cathy Thunstrom - SAFE)
• Executed a construction contract on December 31st with Peterson Chase for $7.5 million
• Scheduled to start work on March 11th, through this contract, it is anticipated that mobility accessibility to approximately 3,000 Call boxes will be upgraded over the next three-year period
• Work will begin on the Harbor Freeway at the south end of northbound side. The plan envisions working from the Harbor Fwy to the SR91 to the I-105, then to the I-605. These freeways were chosen based on Caltrans construction schedules.
• The SAFE entered into a Construction Management agreement with MTA for up to $1.2 million of SAFE money to oversee the construction of the Call Box sites.
• There are approximately 17 plans developed by Meyer-Mohaddes Associates to modify the Call Box sites for wheelchair access (curb cut aways, pouring of cement for wheel chair ramps).

6. MTA Financial Standards (Terry Matsumoto)
The Financial Standards are intended be a comprehensive plan to ensure that MTA has credibility with the investment community, stakeholders and taxpayers. The business parameters will be updated annually, and will help determine how the MTA will construct its budget. It also includes forecasting of upcoming revenues available to the operators, cities, and other agencies looking towards the Call for Projects for funding or other methods of funding within the organization. This item was carried over from last month’s Board meeting without any discussion, primarily as a result of the Executive Management Committee (EMC) running very long on other matters. It will be coming back in the March Board cycle. Ms. Engel asked, that since the item was pulled and the Muni Operators have raised some issues, will the report be amended as it goes back through the March Board process? Mr. Matsumoto replied possibly, he will know better once he has an opportunity to discuss it with Board staff, but that he did not anticipate making any major changes. There is potential for changes to some wording. Ms. Engel commented that some of the cities and Muni Bus operators were concerned about the 5% of Prop. A funds used by MTA for administration. She reported that an MTA Board member commented that MTA uses 5% of the Prop. A funds “off the top” for the administration for the Prop. A program. MTA is not required to use the whole 5%, but can use up to 5%. Some of the cities had expressed concern that if all of the 5% was not needed, then the remaining amount of those dollars be redistributed through the Proposition A Local Return Process - potentially. The Muni Operators had some concerns that some of the items MTA was specifying in the Financial Standards for which the Prop. A 5% admin funds would be used, did not qualify under BOS’s understanding of the eligible uses of those funds. The Muni Operators would not have access to those same dollars for the same types of purposes. Jim Parker (City of Norwalk), Chair of the Municipal Operators, sent a memo to Roger Snoble indicating the Municipal Operators concerns with the Financial Standards, and asking that they be readdressed with staff. Ms. Engel commented that if cities have issues with the Financial Standards, this would be a good time to share their comments with MTA staff. Mr. Matsumoto commented that the Prop A & C item is listed under standard B9 on page 4 of 6 of the report - under the proposed uses of Prop A & C fund sources. Ms. Engel added that the Muni Operators contend that the Prop A ordinance suggests that the Prop A 5% administration is for
covering the costs for administering the Prop A fund source, not to administer projects or programs that are funded with Prop A. Just as cities can use some of their Local Return money for administration -- after allocation, it’s not “off the top”, so the Muni Operators want equitable treatment of those funds between all the operators and cities. Mr. Bozigian (League of Cities) commented that some of the Board offices share those concerns because they made the same comments.

7. MTA Mid-Year Budget (Terry Matsumoto)
The State Board of Equalization will be reducing cash flow on an estimated basis by an average of 4%. There’s a differential impact between the north and the south and based on the information received, staff believes that while LA County is not growing its revenue, it is not losing the 4% that the rest of the State is losing. The next distribution from the State is expected around March 20th, so in the April cycle Mr. Matsumoto should have a better indication of the true reduction in revenues. Ms. Engel commented that BOS is working with staff to understand the proposed change in practice of STA allocations.

8. TEA-21 Reauthorization (Marisa Yeager)
- Two bills have been introduced in Congress:
  S 1917 by Senator Jeffers (Vermont) and HR 3694 by Chairman Young (Alaska) to correct the Revenue Aligned Budget Authority (RABA) so that discretion to divert those funds to non-transportation uses is removed. It is hoped that this issue will be addressed prior to the TEA-21 Reauthorization. Mr. DeChellis asked if these bills address the entire fund gap. Ms. Yeager replied that it only addresses half the gap.
- Deadline for comments on the MTA draft TEA-21 Reauthorization package was February 14th, staff is currently looking through the comments and developing recommendations for the Board. MTA Government Relations staff has received 24 comments from cities, COGs and other transportation interest. MTA Government Relations staff is planning on sharing their recommendations with all the groups who have provided input prior to presenting the recommendations to the MTA Board in April.
- There are rumors that Reauthorization hearings will be taking place shortly (dates not known). However, the Subcommittees do not seem to be moving and are addressing other issues first. There will be field hearings throughout the Country, but no locations have been set.

9. Legislative Update (Marisa Yeager)
- SB1262 (Torlakson) requires county transportation commissions to develop reward programs whereby 10% of RTIP funds would be allocated to local jurisdictions based on their promotion of Liveable Community types of projects to reduce traffic congestion by improving jobs housing balance. In March, staff is planning to recommend an oppose unless amended position to the Board. Staff would like to work with the author, as the Call for Projects process addresses these issues. If the bill passes, it would set aside 10% from the current Call for Projects. Mr. DeChellis emphasized that the bill would make funds available for transportation projects that have some level of livable communities type
elements. Mr. DeChellis commented that the biggest issue is the State mandating a program on the locals. It would not be a bad idea, if it was optional, but the problem is that it mandates a set aside.

- AB 1912 (Kehoe) would delete the condition that funds could flow to transit operators only if they are not precluded from utilizing part-time drivers or contracting for services. Staff is recommending that the MTA Board opposed this bill since it removes a long-standing authorization in State law. It could reduce the authority of transit agencies and restrict the ability to provide services. It is sponsored by ATU.

- AB 2184 (Cohn) would authorize the Board of Directors of transit agencies to adopt ordinances prohibiting loitering on or in transit properties. This bill came about after the September 11th episode. It allows punishable enforcements for those fitting the description of unfamiliar behavior. It also provides the authority to remove people as soon as possible. Staff’s recommendation to the Board will be a support position. AB 2184 is sponsored by the Santa Clara Valley Transportation Authority.

- AB 2232 & 2180 (Wyman) relates to State Highway Route 138. Michael Turner wants TAC to look at these two bills, but he did not provide other information to share with the TAC on these two bills.

10. 2002 STIP Update (David Yale)

- The CTC staff recommendation is due on March 14th.

- MTA’s February, 25th submittal to the CTC includes an accelerated program based on project sponsors information and a non-accelerated program based upon the original MTA Board action. The CTC gave little guidance as to what a fair share would be for LA County.

- The current funding situation requires Los Angeles County to move out a substantial amount of money for projects that were on an accelerated schedule from the first three years of the 2002 STIP into the last two years. If no statewide financing solution is brought forward by the CTC in April, then the MTA would have to seek new ways of moving money forward to keep projects on schedule or to defer projects until the State funds are available.

- Mr. Yale mentioned that several things can be done accomplish this goal. First, the State may be able to do Statewide financing when they adopt the STIP in April. Second, a project itself may have other sources of funds that could be frontloaded. Third, the MTA might be able to advance financing and get reimbursed later by the State. Fourth, a State level GARVEE Bond approach could be done to borrow against future anticipated STIP shares. Fifth, project sponsors could come up with their own funding mechanism and get reimbursed by the State at a later date. A final option could consider that projects naturally slip so projects that are ready could replace those that are delayed.

- On March 14th, MTA staff will brief Board Members’ staff on both the packet and CTC staff recommendation on the 2002 STIP. The CTC will adopt a STIP in April and will then reopen the STIP process to allow any changes. Project sponsors may become involved in making technical changes to the STIP. There will probably be a restriction that projects can only be moved up, if a like amount of project funding is moved out.
• Mark Bozigian asked how MTA staff decided what projects to move out, specifically the Route 14 HOV. Mr. Yale commented that Caltrans said the Route 14 could be delivered by 2005, if money was available in 2004. After July, it was agreed to accelerate this project. MTA staff tried to accelerate the Route 14 to 2004 because staff knew it could be delivered early. It turns out that the Fund Estimate is being adhered to, so staff went back to the Board approved schedule. If a project had PS&E, right-of-way, or environmental work, staff accelerated that work. This would enable sponsors depending on STIP funds, to continue developing their project. According to Caltrans, the Route 14 HOV will be ready in 2004. Mr. Yale said that it is still not clear whether the project will be delayed because it can still pursue advancing funding via one of the alternatives mentioned earlier. Mr. Bozigian asked Mr. Yale if staff could take another look at this project. Mr. Yale commented that if the project is ready to construct, the early allocation process remains in place for the moment and the project could get its funds now. The contract would have to be issued within 12 months. Mr. Angelini (Caltrans) indicated it would be “Ready to List” in July 2003, and the allocation could be made in April 2003. Mr. Yale indicated at that point it might be too late to get an early allocation request.

• On another STIP funding issue, Mr. DeChellis asked Mr. Yale if he is scheduled to make a full presentation to the CTC on TDM projects. Mr. Yale said he will pursue a new definition of what’s eligible through the STIP for TDM projects when the CTC has completed the STIP and can turn its attention to policy matters. It is his hope that he can develop a STIP funding definition that’s more consistent with that used by the MTA Call for Projects. The Commission does not seem willing to expand eligibility, but MTA staff will give it a try.

11. **HOV Performance Evaluation (Brian Lin)**

• The study began two years ago and the data collection task just finished. Currently, the study is in the policy development phase.

• The objectives of study are: 1) To manage travel demands by increasing the person-movement capacity in congested freeway corridors. 2) Encourage carpooling, vanpooling, and bus use by providing travel and mobility options. 3) Provide travel time savings and trip reliability to HOV lanes users. 4) Provide air quality benefits. 5) Promote a cost-effective transportation system.

• So far, the 405 HOV just opened as well as the 605 HOV. The 10 and 60 are still in the design phase and will open in the next three or four years.

• The market research results indicate that there’s overwhelming support for HOV lanes (88%). The majority of non-HOV users support HOV lanes. Mr. Burtt asked how the question was phrased to non-users. Mr. Lin said he did not have the actual survey, but could make it available to anyone interested. The results also indicate that the majority of people use HOV lanes to save time. Drive alone users would carpool if HOV lanes are added. Prior mode choice for carpool lanes users was driving alone. Therefore, it can be concluded that HOV lanes encourage carpools.
Mobility/Accessibility results indicate that HOV routes generally have a higher Average Vehicle Occupancy (AVO), so HOV lanes encourage people to carpool and vanpool. Also, person trips tend to be higher in HOV lanes and HOV lanes carry more people.

Safety and accident data is unavailable by HOV route. The results seem to indicate that HOV lanes do not appear to significantly impact accident rates.

12. **New Business**

Richard Burtt asked about the status of receiving a copy of the Subregional Workshop handbook. Ms. Berlin apologized for not having that available, but will have a copy mailed to Mr. Burtt.

13. **Adjournment**

The meeting was adjourned at 11:30 am. The next TAC meeting will be held April 3rd at 9:30 a.m. in the Union Station.