

# San Gabriel Valley Council of Governments

## AGENDA AND NOTICE OF THE **SPECIAL MEETING OF THE TRANSPORTATION COMMITTEE – JANUARY 18, 2018 – 4:30 PM**

Upper San Gabriel Valley Municipal Water District Office  
(602 E. Huntington Drive, Suite B, Monrovia, California, 91016)

The Transportation Committee encourages public participation and invites you to share your views on agenda items.

### Chair

John Fasana, Duarte

### Vice-Chair

Sam Pedroza, Claremont

### Members

Alhambra

Claremont

Diamond Bar

Duarte

El Monte

Glendora

La Cañada Flintridge

San Gabriel

South El Monte

South Pasadena

Temple City

Walnut

First District, LA County

Unincorporated

Communities

Fifth District, LA County

Unincorporated

Communities

**MEETINGS:** *Regular Meetings of the Transportation Committee are held on the third Thursday of each month at 4:00 PM at the Upper San Gabriel Valley Municipal Water District Office (602 E. Huntington Drive, Suite B, Monrovia, California, 91016).* The Transportation Committee agenda packet is available at the San Gabriel Valley Council of Government's (SGVCOG) Office, 1000 South Fremont Avenue, Suite 10210, Alhambra, CA, and on the website, [www.sgvkog.org](http://www.sgvkog.org). Copies are available via email upon request ([sgv@sgvcog.org](mailto:sgv@sgvcog.org)). Documents distributed to a majority of the Committee after the posting will be available for review in the SGVCOG office and on the SGVCOG website. Your attendance at this public meeting may result in the recording of your voice.

**CITIZEN PARTICIPATION:** Your participation is welcomed and invited at all Transportation Committee meetings. Time is reserved at each regular meeting for those who wish to address the Committee. SGVCOG requests that persons addressing the Committee refrain from making personal, slanderous, profane, or disruptive remarks.

**TO ADDRESS THE TRANSPORTATION COMMITTEE:** At a regular meeting, the public may comment on any matter within the jurisdiction of the Committee during the public comment period and may also comment on any agenda item at the time it is discussed. At a special meeting, the public may only comment on items that are on the agenda. Members of the public wishing to speak are asked to complete a comment card or simply rise to be recognized when the Chair asks for public comments to speak. We ask that members of the public state their name for the record and keep their remarks brief. If several persons wish to address the Committee on a single item, the Chair may impose a time limit on individual remarks at the beginning of discussion. **The Transportation Committee may not discuss or vote on items not on the agenda.**

**AGENDA ITEMS:** The Agenda contains the regular order of business of the Transportation Committee. Items on the Agenda have generally been reviewed and investigated by the staff in advance of the meeting so that the Transportation Committee can be fully informed about a matter before making its decision.

**CONSENT CALENDAR:** Items listed on the Consent Calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion on these items unless a Committee member or citizen so requests. In this event, the item will be removed from the Consent Calendar and considered after the Consent Calendar. If you would like an item on the Consent Calendar discussed, simply tell Staff or a member of the Committee.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the SGVCOG office at (626) 457-1800. Notification 48 hours prior to the meeting will enable the SGVCOG to make reasonable arrangement to ensure accessibility to this meeting.



**PRELIMINARY BUSINESS**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment (*If necessary, the Chair may place reasonable time limits on all comments*)
5. Changes to Agenda Order: Identify emergency items arising after agenda posting and requiring action prior to next regular meeting

**CONSENT CALENDAR** (*It is anticipated that the Transportation Committee may take action on the following matters*)

6. Transportation Meeting Minutes – 11/16/2017 -- Page 1  
*Recommended Action: Approve Transportation Committee minutes.*

**PRESENTATIONS** (*It is anticipated that the Transportation Committee may take action on the following matters*)

7. Metro's Supportive Transit Parking Program (STPP) Master Plan: Presentation by Frank Ching: Deputy Executive Officer, Operational Programs, Countywide Planning & Development, LA Metro -- Page 5  
*Recommended Action: For information only.*

**ACTION ITEMS** (*It is anticipated that the Transportation Committee may take action on the following matters*)

8. Metro Measure M Subregional Public Participation Plan -- Page 13  
*Recommended Action: Recommend that Governing Board approve.*

**DISCUSSION ITEMS** (*It is anticipated that the Transportation Committee may take action on the following matters*)

9. Metro Measure M Subregional Administrative Funds Follow-up and Update -- Page 17  
*Recommended Action: Discuss and provide direction to staff.*

**METROPOLITAN TRANSPORTATION AUTHORITY (MTA) REPORT** (*It is anticipated that the Transportation Committee may take action on the following matters*)

10. Oral Report  
*Recommended Action: For information only.*

**UPDATE ITEMS**

11. Metrolink Update  
*Recommended Action: For information only.*
12. Update on Active Transportation Planning Efforts  
*Recommended Action: For information only.*

**EXECUTIVE DIRECTOR'S REPORT** (*It is anticipated that the Transportation Committee may take action on the following matters*)

13. Oral Report  
*Recommended Action: For information only.*

**COMMITTEE MEMBER ITEMS**

**ANNOUNCEMENTS**

**ADJOURN**



**SGVCOG Transportation Committee Unapproved Minutes**

Date: November 16, 2017  
 Time: 4:00 PM  
 Location: Upper San Gabriel Valley Municipal Water District  
 602 E. Huntington Dr., Suite B, Monrovia, CA 91016

**PRELIMINARY BUSINESS**

1. Call to Order  
 The meeting was called to order at 4:12 p.m.

2. Pledge of Allegiance

3. Roll Call

**Members Present**

Alhambra B. Messina  
 Diamond Bar D. Liu  
 Duarte J. Fasana  
 El Monte J. Velasco  
 La Cañada Flintridge T. Walker  
 San Gabriel J. Pu  
 South El Monte J. Gonzales  
 South Pasadena D. Mahmud  
 LA County District 1 J. Hernandez

**Members Absent**

Claremont  
 Glendora  
 Temple City  
 Walnut  
 LA County District 5

**Staff**

M. Creter  
 M. Christoffels  
 K. Ward  
 P. Duyshart

4. Public Comment

Lilian Gutierrez from LA Metro made the following announcement: LA Metro CEO Washington is hosting a Mayors Roundtable at Union Station at 9:30 PM on December 8. A mayor plus one council member per City are welcome at this event.

Staff will send info. pertaining to this event, as per suggested by M.L. Echternach.

5. Changes to Agenda Order: Identify emergency items arising after agenda posting and requiring action prior to next regular meeting

No changes.

**CONSENT CALENDAR**

6. Transportation Meeting Minutes: 10/19/2017

**There was a motion to approve the consent calendar (M/S: J. Fasana / D. Liu).**

**[MOTION PASSED]**

<b>AYES:</b>	Alhambra, Diamond Bar, Duarte, El Monte, La Cañada Flintridge, San Gabriel, South El Monte, South Pasadena, LA County District 1
<b>NOES:</b>	

<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Claremont, Glendora, Temple City, Walnut, LA County District 5

**PRESENTATIONS**

7. *Metro Measure M Subregional Programming Funds*

M. Christoffels gave a presentation which included a run-down of Measure M program funds that the SGV will receive from 2017-2022. Because of capital intensive projects, such as the Gold Line Foothill Extension Phase 2B, which will be programmed in the early years, there is limited funding for other Measure M programs. Metro is allowing the COG to borrow money between subregional funds (certain project areas are assigned set monetary funds). As a result, staff recommended to the Committee to concur with interfund borrowing in the first five (5) years of Measure M funding in order to maximize the efficiency of projects. Under Staff’s proposal, funding has mainly been moved to active transportation and first/last mile projects.

Christoffels concluded this presentation by asking the Committee for guidance and concurrence to Staff’s proposed plan.

**There was a motion to move this item to the City Managers’ Steering Committee, Public Works TAC, Planning Directors’ TAC, and the Executive Committee for review and discussion (M/S: D. Mahmud / J. Hernandez).**

**[MOTION PASSED]**

<b>AYES:</b>	Alhambra, Diamond Bar, Duarte, El Monte, La Cañada Flintridge, San Gabriel, South El Monte, South Pasadena, LA County District 1
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Claremont, Glendora, Temple City, Walnut, LA County District 5

8. *Metro Measure M Subregional Administrative Funds*

M. Creter presented on this item. Metro’s Measure M guidelines allow for 0.5% of the funding from each subregional sub-program to be used for administration, outreach, and coordination purposes. However, based on draft revenue forecasts for the San Gabriel Valley during the first five years of Measure M, the SGVCOG’s programs will be underfunded, as current funding projections will only fund \$37,600 per year towards an administrative Transportation Planner position. This funding falls far short of the necessary \$120,000 to fund this position.

As a result of this administrative funding shortage, SGVCOG staff is proposing three alternatives for consideration and direction. The first option (Option A) would be to utilize the available \$37,600 to offset the cost of existing staff, or in other words, have current COG staff work on transportation planning and outreach projects. The second option (Option B) would be to utilize the funding to acquire the services of a transportation consulting firm to develop a five-year programming plan. Additionally, the third and final option (Option C) would be to have the Governing Board approve a special assessment of 0.5% of cities’ Measure M local return dollars to fund a full-time SGVCOG transportation planning position; this staffer would be solely dedicated to working on implementation, coordination, and outreach pertaining to regional transportation projects.

Questions/Discussion: The following issues were discussed:

- J. Fasana asked M. Creter a question regarding the SGVCOG’s return on investment for transportation grants that it has applied for. M. Creter shared that the SGVCOG has spent \$50,000 on applying for grants, and has received \$8.39 million in grant funding in return.

- M. Creter pointed out that with Option A, the SGV region would be getting 15% of the total transportation planning work compared to what the region would get with Option C.
- Committee members asked if the Governing Board could re-evaluate the assessment proposed under Option C once every five years, since the funding return could change after every 5-year cycle. J. Fasana added that Cities could have the option to review this funding structure every year instead.
- Committee members asked about the enforcement mechanisms of Option C, and if the Cities would approve it. J. Fasana responded by pointing out that this special assessment would be added to membership dues, for a specific policy area.
- Staff clarified that the COG is not allowed to borrow programmatic funds to fund administrative duties.

**There was a motion to have all funding options presented to the City Managers’ Steering Committee, the Public Works TAC, and the Planning Directors’ TAC for feedback and direction. (M/S: J. Fasana / J. Pu).**

**[MOTION PASSED]**

<b>AYES:</b>	Alhambra, Diamond Bar, Duarte, El Monte, La Cañada Flintridge, San Gabriel, South El Monte, South Pasadena, LA County District 1
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Claremont, Glendora, Temple City, Walnut, LA County District 5

**ACTION ITEMS**

**DISCUSSION ITEMS**

**METROPOLITAN TRANSPORTATION AUTHORITY (MTA) REPORT**

9. Oral Report

The Chair, J. Fasana, provided the MTA Report.

- Metro is looking at certain criteria for how to move forward one Measure M projects, and how to move forward in a just, balanced, and fair manner, that doesn’t negatively affect other projects.
- Metro is looking at approving a recommendation for new advertising contracts.
- Los Angeles Mayor Eric Garcetti will be releasing a plan to complete 28 projects by 2028.
- Metro Board is meeting on Nov. 30.
- Metro Parking Plan pertaining to Gold Line Phase 2B will be coming back to Metro Board in January.

**UPDATE ITEMS**

10. Metrolink Update

Metrolink Government and Community Relations Specialist S. Novoa provided the Metrolink update. She mentioned that Metrolink’s Tier 4 outreach program will be commencing this upcoming weekend, on Saturday, November 18, 2017, with an event in Newhall from 4:00 – 6:00 PM. LA County Supervisor K. Barger will be joining Metrolink at the event.

11. Update on Active Transportation Planning Efforts

M. Creter (SGVCOG) provided updates pertaining to this item. She said that the first round of active transportation outreach pertaining to certain bicycle initiatives is underway with the Cities of: Glendora, La Puente, Monrovia, and Irwindale. This specific outreach will be going on through February. Also, the SGVCOG has received the final contract for its CicLAvia open streets event that will be on April 22 in the SGV Cities of San Dimas, La Verne, Pomona, and Claremont.

## **EXECUTIVE DIRECTOR'S REPORT**

### 12. Oral Report

There was no report on this item.

## **COMMITTEE MEMBER ITEMS**

Council Member J. Gonzales of the City of South El Monte announced his retirement.

## **ANNOUNCEMENTS**

J. Fasana announced that there will not be a Transportation Committee meeting in December.

In addition, there was an announcement about the Metro Gold Line Foothill Extension Phase 2B Groundbreaking Ceremony, which will be on Saturday, December 2, 2017.

## **ADJOURN**

The meeting was adjourned at 5:24 p.m.

# Supportive Transit Parking Program Master Plan

Presented by:

Parking Management  
Countywide Planning & Development  
Los Angeles County Metropolitan Transportation Authority



## Supportive Transit Parking Program

- **Program Goal**
  - Develop a parking program that ensures parking resources for transit patrons using a fee based model and innovative solution to control parking demand
- **Key Objectives**
  - No significant increase in overall commute time to the patron
  - Ridership must not be negatively impacted
  - Increase availability of parking spaces for transit users



# Who Are Our Parking Customers?

- Approximately 13% of transit users park and ride at Metro parking facilities
- Preferred alternative modes to access a station are:
  - Drop-off (38%)
  - Bus (37%)
  - Walk (22%)
- Approximately 63% of park and ride patrons live beyond two miles from their preferred station
- 69% have a household income of \$50,000 a year or higher; higher than the countywide average

It takes **up to 6 minutes** for a **majority** of respondents to find a parking spot in a Metro parking facility.



**7-8 a.m.** is the time **most** respondents arrive at a Metro parking facility.



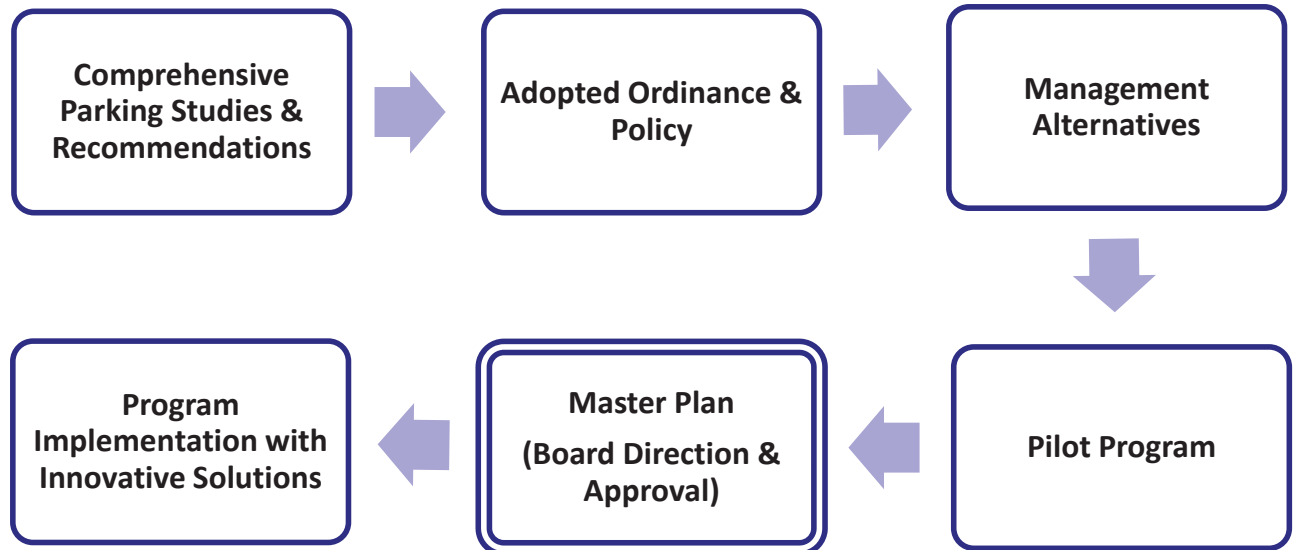
**Most** respondents park in a Metro station parking facility **4-5 times a week.**



A **majority** of respondents park in a Metro parking station for **4-10 hours.**

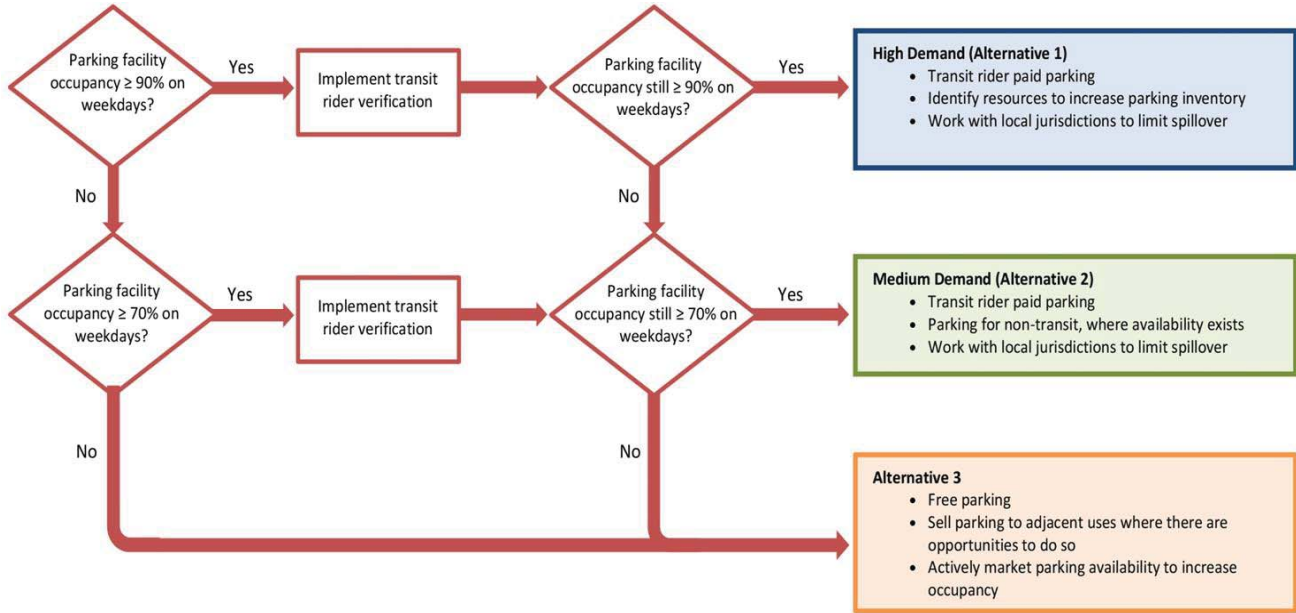



## Parking Program Development





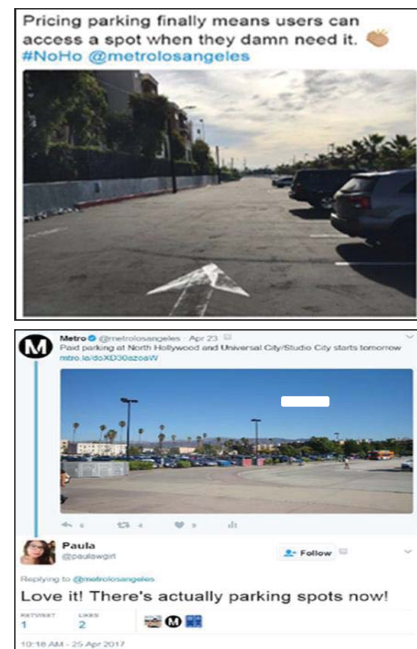
# Parking Management Alternatives



## Parking Management Pilot Program

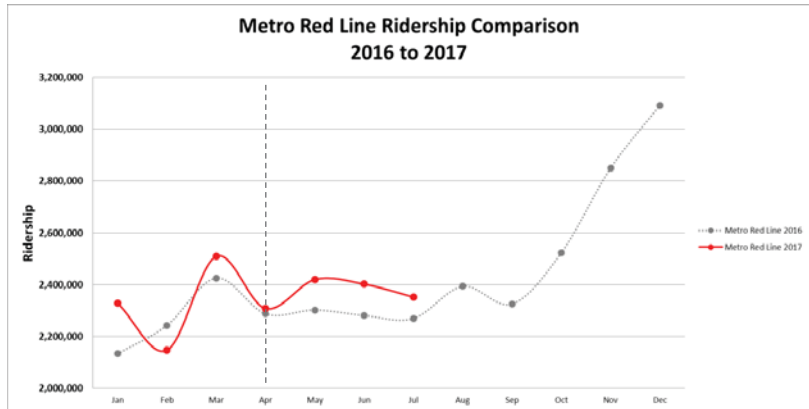
### Lessons Learned

- TAP card ridership verification system to minimize non-transit parking use
- Paid parking should be implemented at all facilities in close proximity to one another
- Utilize gateless and ticketless system to expedite ingress and egress
- Results: Parking spaces available throughout the day, even at high occupancy facilities



# Metro Red Line Station Case Study

- Parking Management Program Implemented on 04-24-2017
- May 2016 – July 2016 Ridership Total: **6,854,153**
- May 2017 – July 2017 Ridership Total: **7,175,116**
- Ridership increased by **350,963 (5%)** riders from last year
- There is no observable negative impact on ridership due to the implementation of paid parking.



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17
Metro Red Line Ridership	2,328,798	2,147,292	2,509,951	621,471	2,420,194	639,750	626,313
North Hollywood (Red)	326,415	308,294	363,023	336,199	347,001	345,786	332,017
Westlake/MacArthur Park	143,710	132,200	153,486	146,915	153,624	149,163	147,973
Universal City	136,524	122,447	145,994	138,357	136,558	144,801	146,323



## Master Plan – Implementation Plan

### 10 Year Implementation Plan

- Transition the pilot program to permanent parking management program
- Implement the parking management program at 39 stations
- Utilize recommended technology to operate and enforce parking regulations at all Metro parking facilities
- Maintain parking facilities in a state of good repair
- Utilize the Long Term Parking Planning and Design Guidelines for all future transit corridor stations



# Master Plan - Toolkit

## Long Range Transportation Planning

- Community inventory and potential shared use opportunity
- Communities vehicle ownership survey
- Surrounding parking program and market
- Neighborhood impact (spillover, permit parking)
- Parking management alternatives
- First and last mile connection
- Ridership vs. Parking Demand Model
- Public and stakeholders input and surveys

## System Planning and Design

- Facilities configuration (Structures vs. Lots)
- Potential future conversion (Demand Change)
- Ongoing maintenance needs
- Sustainability elements
- Traffic impact (circulation, concentrated ingress and egress)
- Innovative solutions and equipment

Parking Fee	Peak Demand	Riders
\$0.00	355	430
\$1.00	343	415
\$2.00	332	402
\$3.00	320	387



# Master Plan – Partnerships with Cities

## Partnership with Surrounding Communities

- Technical recommendations and assistance exercising their parking policies.
- Notify transit patrons of parking restrictions in area surrounding the transit station(s)
- Potential shared use options for non-peak transit hours for use by surrounding community
- Promote alternative modes of transportation to access transit station





# Supportive Transit Parking Program Master Plan

- Introduced to the Metro Board through a Receive and File item at November 2017 Board Meeting
- Discussed at the November 2017 Planning and Programming Committee
- Implemented additional outreach activities to inform the public about the proposed Master Plan adoption
- Separated the Gold Line Extension Phase 2B parking study from the Master Plan to address corridor-specific needs
- Revised Master Plan and prepared the final report
- Agendized item to adoption the Master Plan during the January 2018 Board Meeting
- And...



## Awarded Public Parking Program of the Year

**Metro's Supportive Transit Parking Management Program has been recognized by the California Public Parking Association with a state-level award as the "Public Parking Program of the Year 2017"**



# Supportive Transit Parking Program Master Plan

## Additional Public Outreach Activities:

- Hosted Community workshop held on January 9, 2018, 6-8pm at Metro
- Presented SMPP Master Plan at:
  - Regional Service Council meetings in January 2018 (South Bay, San Gabriel Valley, Gateway Cities, San Fernando Valley, and Westside Central)
  - Metro’s Technical Advisory Committee meeting in January 2018
  - South Bay and San Gabriel Valley Council of Governments in January 2018
  - Metro Gold Line Foothill Extension Construction Authority (“Gold Line 2B”) Board meeting in December 2017.
  - Gold Line 2B Technical Advisory Committee meeting in December 2017; and
  - City of Claremont Town Hall Meeting in December 2017



## Questions & Discussion

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# REPORT

DATE: January 18, 2018

TO: San Gabriel Valley Council of Governments Transportation Committee

FROM: Marisa Creter, Interim Executive Director

VIA: Mark Christoffels, CEO, ACE Construction Authority

RE: Measure M Subregional Funds; Public Outreach Program for initial Five-Year Programming Plan

## RECOMMENDED ACTION

Recommend Governing Board approve proposed public outreach plan for the initial five-year Measure M Subregional Programming Plan and submit to Metro.

## BACKGROUND

In June, the Metro Board of Directors adopted the Measure M guidelines establishing a process by which subregional funds under Measure M will be programmed by the subregional entities, including the SGVCOG, through the development of five-year subregional fund programming plans. In accordance with these guidelines, five-year project specific programming plans will have to be submitted to the Metro Board of Directors for adoption, which will subsequently guide the flow of funding to various specific projects that fall within each program. Based on the projected initial five-year cash flow for each subregional fund in the San Gabriel Valley subregion and recommendations by the SGVCOG Governing Board, the funds that would be available for programming are as follows:

<b>Proposed Measure M Multi-Year Subregional Program 5-Year</b>										
\$ in millions										
Program	Sub-region	Funding Dates	FY 2017 FY 2018	FY 2018 FY 2019	FY 2019 FY 2020	FY 2020 FY 2021	FY 2021 FY 2022	5-Year Total	40-Year Fund Total	5-Year Percentage of Total
Active Transportation Prog. (Including Greenway Proj.)	sg	FY 2018-57	\$ 2.40	\$ 3.00	\$ 3.00	\$ 3.10	\$ 3.20	\$ 14.70	\$ 231.00	6.36%
Bus System Improvement Program	sg	FY 2018-57	\$ 0.50	\$ -	\$ -	\$ -	\$ -	\$ 0.50	\$ 55.00	0.91%
First/Last Mile and Complete Streets	sg	FY 2018-57	\$ 2.00	\$ 2.00	\$ 4.00	\$ 4.60	\$ 4.80	\$ 17.40	\$ 198.00	8.79%
Highway Demand Based Prog. (HOV Ext. & Connect.)	sg	FY 2018-57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 231.00	0.00%
Goods Movement (Improvements & RR Xing Elim.)	sg	FY 2048-57						\$ -	\$ 33.00	0.00%
Highway Efficiency Program	sg	FY 2048-57	\$ 2.30	\$ 2.40	\$ 0.50			\$ 5.20	\$ 534.00	0.97%
ITS-Technology Program (Advanced Signal Tech.)	sg	FY 2048-57						\$ -	\$ 66.00	0.00%
<b>San Gabriel Valley MY Subregion Total</b>								<b>\$ 37.80</b>	<b>\$ 1,348.00</b>	<b>2.80%</b>
Gold Line Foothill Extension to Claremont	sg	FY 2019-25			?	?	?		\$ 1,019.00	
SR-71 Gap	sg	FY 2022-26							\$ 248.00	
SR-57/60	sg	FY 2025-31							\$ 205.00	
Gold Line Eastside Extension	sg	FY 2029-35							\$ 543.00	
I-605/10 Interchange	sg	FY 2043-47							\$ 126.00	
SR-60/605 Interchange	sg	FY 2043-47							\$ 130.00	
<b>Major Projects San Gabriel Valley Total</b>									<b>\$ 2,271.00</b>	
<b>Overall Total</b>									<b>\$ 3,619.00</b>	

Under the adopted Measure M Guidelines, each COG is responsible for developing a Public Participation Element that will cover how interest groups are addressed, identify the processes/procedures involved in the engagement effort and key components of the MSP plan. These are presented as questions that must be answered in advance of, and included within, the MSP 5-Year Plan “Public Participation Element.”

This Public Participation Element must be included in the MSP 5-Year Plan adopted by the COG Board and subsequently adopted by the Metro Board per the MSP Administrative Procedures. At a minimum, the public participation element must address the interests of:

- The Subregion represented by the COG Cities;
- County and other local jurisdictions and communities (where projects are located or significantly influencing); and
- Stakeholders<sup>1</sup>.

Finally, the Public Participation Element must reference if, and to what extent, the subregion addresses performance measurement as part of the MSP 5-Year Plan, per the Measure M Administrative Procedures section on performance measurement.

Below is staff’s recommendation for the required Public Participation Plan.

1. Staff will develop a preliminary proposed project list for each sub-fund based on cash flow and results for the adopted Mobility Matrix.
2. This list will be distributed to COG member agencies and other stakeholders and posted on the COG’s website for comment. Staff will attempt to make personal contact with known stakeholders and offer briefings if desired.
3. The proposed project list, as well as any comments received, will be agendized for the Public Works and Planning TACs for discussion and public input.
4. Recommendations from the TACs will be forwarded to the COG’s Transportation Committee and agendized for discussion and public input.
5. Final recommendations from the COG’s Transportation Committee will be forwarded to the COG’s Governing Board for final approval
6. Upon approval of the MSP 5-Year Plan by the Metro Board and subsequent execution of funding MOU’s with each individual project implementing agency, further outreach regarding the design, environmental clearance and construction of those projects will be handled individually by the implementing agency in accordance with funding guidelines and local policies.

As shown in Attachment A, this proposed approach provides numerous opportunities for public participation and stakeholder engagement, and is, therefore, keeping with the requirements and intent of Metro Board direction.

## **NEXT STEPS**

Based on direction from the Transportation Committee, the Public Works Technical Advisory Committee, and the Planning Directors’ Technical Advisory Committee for concurrence on the

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<sup>1</sup> Stakeholders may vary by program and MSP focus, but could include advocacy organizations, non-profits representing community interests, business interests, potential service providers and/or funders for the MSP program or project, etc.



# REPORT

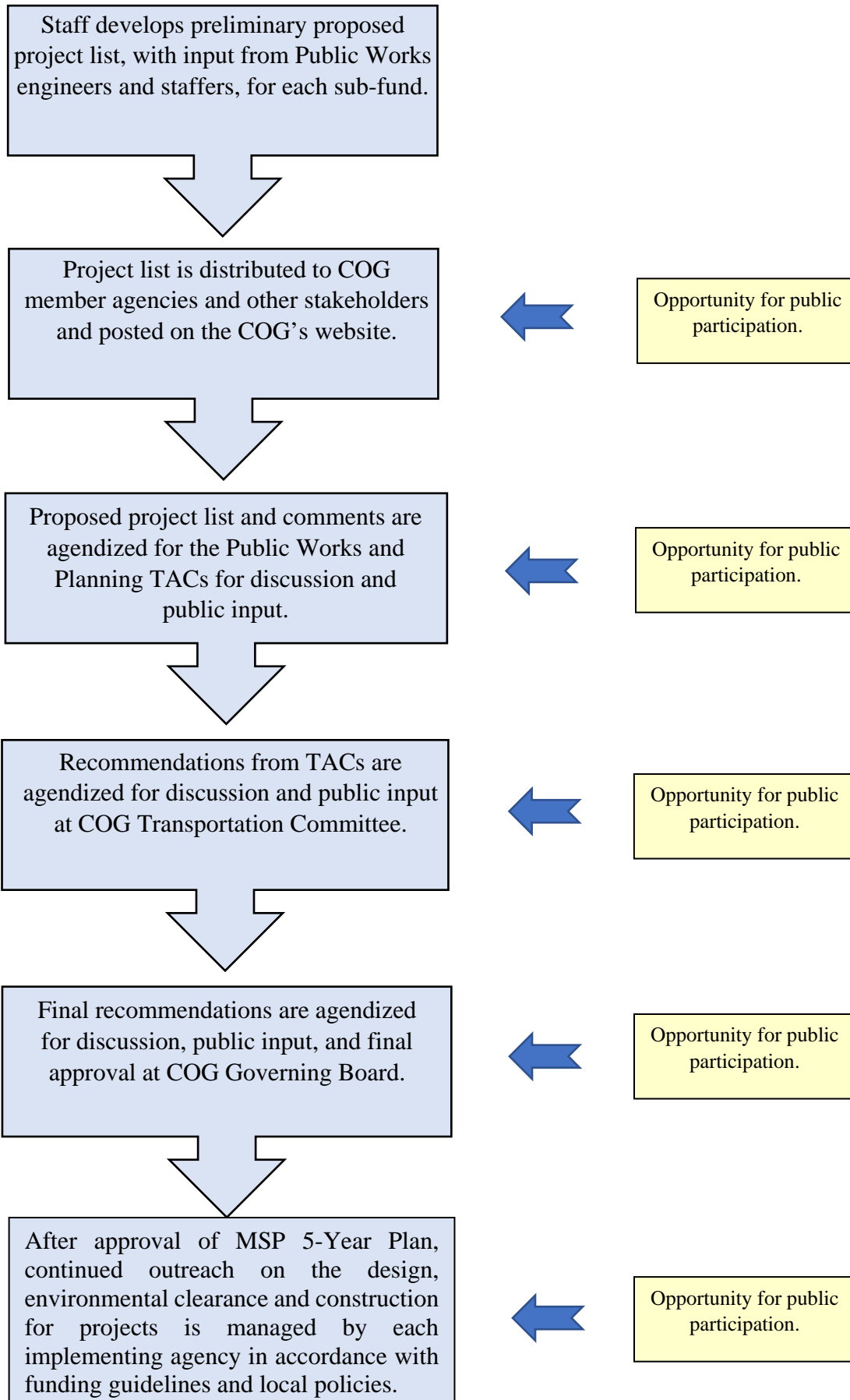
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Public Participation Plan, staff will initiate project selection for each of the five-year program plans. After input from the Public Works and Planning TACs on project selection, the recommended project-specific five-year plans will be brought to the Transportation Committee for final review before being forwarded to the Governing Board for approval.

Prepared by: Mark Christoffels  
Mark Christoffels  
Chief Executive Officer, ACE

Approved by: Marisa Creter  
Marisa Creter  
Interim Executive Director

SGVCOG Public Participation Plan: Opportunities for Public Participation and Stakeholder Engagement



# REPORT

DATE: January 18, 2018

TO: San Gabriel Valley Council of Governments Transportation Committee

FROM: Marisa Creter, Interim Executive Director

RE: **UPDATE ON MEASURE M SUBREGIONAL ADMINISTRATIVE FUNDS**

## **RECOMMENDED ACTION**

Discuss and provide direction to staff.

## **BACKGROUND**

In February 2017, the Governing Board directed staff to develop a Transportation Planner/Program Manager position and secure Measure M dollars to fund this position. Since that time, SGVCOG staff has participated in the Measure M Policy Advisory Council (PAC) to provide comment on the draft Measure M Guidelines. One objective of this participation was to secure this funding.

In June, the Metro Board of Directors adopted the Measure M guidelines at their June 22 meeting, and these guidelines identify a process by which these funds will be programmed by the subregional entities, including the SGVCOG, through the development of five-year subregional fund programming plans. These plans will be submitted to the Metro Board of Directors for adoption and will then guide the flow of funding to various specific projects that fall within each program. The guidelines also allow for up to 0.5% of the funding from each program to be used to for the development of these five-year programming plans, including conducting the necessary public outreach and coordination with jurisdictions and other stakeholders. As shown in Table 1 below, for the programs in the San Gabriel Valley, this 0.5% cap averages to \$185,125 annually.

<b>Program</b>	<b>Total Funding (in millions)</b>	<b>Average Funding Per Year (in millions)</b>	<b>0.5% (per year)</b>
Active Transportation	\$231	\$5.78	\$28,875
Bus System Improvement	\$55	\$1.38	\$6,875
First/last mile & Complete Streets	\$198	\$4.95	\$24,750
Highway Demand	\$231	\$5.78	\$28,875
Goods Movement	\$33	\$0.83	\$4,125
Highway Efficiency	\$534	\$13.35	\$66,750
Subregional Equity	\$199	\$4.98	\$24,875
<b>TOTAL</b>	<b>\$1,481</b>	<b>\$37</b>	<b>\$185,125</b>

**Table 1.**  
**SGVCOG Subregional Program Funding.**

In October, Metro staff released the draft revenue forecasts for the first five years of Measure M. These revenue forecasts are shown in Table 2, as well as the 0.5% available for administration for each of the funded programs.

Program	Total Funding (in millions) FY 17-22	Percent of 40-year Total	0.5% (total) FY 17-22
Active Transportation	\$12.2	5.3%	\$61,000
Bus System Improvement	\$2.9	5.3%	\$14,500
First/last mile & Complete Streets	\$10.4	5.3%	\$52,000
Highway Demand	\$12.2	5.3%	\$61,000
Goods Movement	-	-	-
Highway Efficiency	-	-	-
Subregional Equity	-	-	-
<b>TOTAL</b>	<b>\$37.7</b>	<b>2.5%</b>	<b>\$188,000</b>

**Table 2.**  
**FY 2017-22 SGVCOG Programmatic Funds**

As shown in Table 2, the SGVCOG’s programs are essentially “underfunded” in the first five years. That is, given the 40-year time frame of the programmatic funds, the baseline assumption would be that subregions would receive 12.5% of its programmatic funds in each of the 8 five-year programming periods. There are several reasons for this assumption. First, the SGVCOG, as well as some other subregions, have large capital projects, such as the Gold Line Phase 2B, programmed in the initial five-year period. Second, some of the SGVCOG’s programs (notably the highway programs) were not scheduled to receive funding until the final 10 years of the initial 40-year plan. Finally, Metro staff indicated that they were conservative with revenue estimates during the initial years of Measure M.

Given this revenue forecast, it is not feasible at this time to fund a transportation program manager using Measure M subregional administrative funds as the sole funding source. Averaged over the five years, the current funding provides for \$37,600 per year. Using the average of the proposed salary range for the position, it is estimated that the annual cost of the position (including salary and benefits) would be approximately \$120,000. Staff is proposing three alternatives for consideration and direction:

- **Option A:** Utilize the available funding to offset the cost of existing staff. Currently, existing SGVCOG staff performs these functions, to the extent possible. Additionally, the SGVCOG contracts with ACE for additional assistance and technical expertise. In FY 2017-18, the MOU with ACE for this work is budgeted at \$25,000.<sup>1</sup> These additional funds could be used to either offset or supplement this funding.
- **Option B:** Utilize the funding to hire a consulting firm to develop a five-year programming plan, conducting outreach to member agencies and other stakeholders. There has been extensive discussion at the Metro Policy Advisory Committee (PAC), led by the transit users group, about the desire to undertake a comprehensive public participation plan in developing the five-year programming plans. The Metro Board of Directors has not yet provided guidance on this subject. However, the SGVCOG could choose to dedicate a significant portion of the administrative funds to this purpose.

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<sup>1</sup> While the SGVCOG and ACE are in the process of integrating staff, the SGVCOG would still need sufficient funds to cover the cost of former “ACE staff” working on “SGVCOG activities” regardless of whether these is a single personnel structure.

- **Option C:** Approve a special assessment equal to 0.5% of cities' Measure M local return for this initial five-year period in order to fund this full-time position.<sup>2</sup> This would mirror the 0.5% administrative funding available under the subregional programs. Table 3 shows the cost per city based on the estimated annual local return revenue. Combined with the subregional funds, this would provide a total of \$163,068 annually, which would be sufficient to fully fund the position.

City	Local Return	0.5% (Annual)	0.5% (5 year Total)
Alhambra	\$ 1,215,300	\$ 6,077	\$ 30,383
Arcadia	820,600	4,103	20,515
Azusa	702,200	3,511	17,555
Baldwin Park	1,094,600	5,473	27,365
Bradbury	15,400	77	385
Claremont	515,400	2,577	12,885
Covina	694,400	3,472	17,360
Diamond Bar	805,100	4,026	20,128
Duarte	310,300	1,552	7,758
El Monte	1,644,800	8,224	41,120
Glendora	731,100	3,656	18,278
Industry	6,300	32	158
Irwindale	20,900	105	523
La Puente	578,100	2,891	14,453
La Verne	469,400	2,347	11,735
Monrovia	531,400	2,657	13,285
Montebello	910,700	4,554	22,768
Monterey Park	881,700	4,409	22,043
Pomona	2,165,400	10,827	54,135
Rosemead	781,600	3,908	19,540
San Dimas	493,200	2,466	12,330
San Gabriel	575,600	2,878	14,390
San Marino	190,600	953	4,765
Sierra Madre	158,200	791	3,955
South El Monte	296,100	1,481	7,403
Temple City	515,300	2,577	12,883
Walnut	429,900	2,150	10,748
West Covina	1,540,000	7,700	38,500
LA County <sup>3</sup>	14,943,600	30,000	150,000
<b>Total</b>	<b>\$ 34,037,200</b>	<b>\$ 125,468</b>	<b>\$ 627,340</b>

**Table 3.  
Proposed Matching Funds for Subregional Planning.**

<sup>2</sup> This special assessment would only include cities included in the San Gabriel Valley subregion under Measure M, as well as the County.

<sup>3</sup> The annual local return estimate for LA County represents the total funding across the County for all unincorporated communities. Based on estimates of the unincorporated population in the San Gabriel Valley, an assessment of \$10,000 per Supervisorial District was included in this chart.

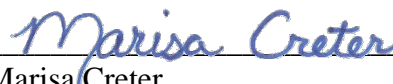
The three administrative funding proposals were first presented to the Transportation Committee at its meeting on November 16, 2017. After discussion and debate on the matter, the Committee made and approved a motion to have all funding options presented to the City Managers' Steering Committee, the Public Works TAC and the Planning Directors' TAC for feedback and direction. At its November 20, 2017 meeting, the Public Works TAC took no formal vote on, and did not endorse, any of the three options. At the Planning Directors' TAC on November 30, 2017, the Planning Directors' TAC did approve a motion to support Option C, which proposes approving a special assessment equal to 0.5% of cities' Measure M local return for the initial five-year period in order to fund a full-time transportation planning position. Additionally, the City Managers' Steering Committee, at its December 6, 2017 meeting, expressed support for Option C. However, this Committee ultimately recommended that Option A be pursued for the time being, and that the SGVCOG should revisit the issue later in 2018, citing the ongoing integration between the SGVCOG and ACE as the main reason for delaying possible implementation of Option C.

After taking into consideration the valuable feedback, suggestions, and input of these three committees, SGVCOG Staff proposes to move forward with Option A for now; this option calls for utilizing the available Measure M funding which is allocated specifically for development of these five-year programming plans to offset the cost of existing staff.

**NEXT STEPS**

Based on final direction on this matter from the Transportation Committee, this item will be presented to the Executive Committee and City Managers' Steering Committee for further input before being presented to the Governing Board.

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