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July 10, 2017

**TO:** BOARD OF DIRECTORS

**THROUGH:** PHILLIP A. WASHINGTON *PAW*  
CHIEF EXECUTIVE OFFICER

**FROM:** THERESE W. MCMILLAN *TW*  
CHIEF PLANNING OFFICER

**SUBJECT:** UPDATE TO MEASURE M MASTER GUIDELINES  
(ITEM 38 AT JUNE 2017 BOARD MEETING)

**ISSUE**

On June 22, 2017, the Metro Board of Directors approved the adoption of the Measure M Master Guidelines (Guidelines), with two amendments and five approved motions (as detailed in the recap in Attachment A). Metro staff has revised the Guidelines to comply with the Board actions (provided herein as Attachment B).

**DISCUSSION**

Following a presentation by the Policy Advisory Council and extensive public comment, the Guidelines were approved by a unanimous vote of the eleven Board Directors present for the June 2017 Board Meeting. In response to some of the comments, the Board approved some changes to the Guidelines, as well as some direction for administrative procedures that will be developed.

The Guidelines as presented in Attachment B to the June Board Report showed strike-through and underline to highlight revisions from the draft version presented to the Board in March 2017. The Guidelines provided as Attachment B to this Board Box incorporate the June Board actions, while removing the revision tracking. Changes from the Board are highlighted yellow in this version (as described below), but color highlights will be removed for public distribution and future use.

### Changes to the Guidelines

The following changes were made to the Guidelines, with page numbers indicated for both the attached version and the June 2017 Board Report version:

- Pursuant to the Krekorian amendment, the allocation for ADA and senior/student discounts will be 75% and 25%, respectively, as noted on p. 68 and 69 (previously p.70 and 71);
- Pursuant to Motion 38.1 (Directors Hahn, Butts and Garcia) "case by case" language was added on p. 29 (previously p. 31 and 32);
- Pursuant to Motion 38.2 (Directors Garcetti and Butts) three additional "Eligible Project" criteria were added, and the timeline for procedural development was reduced to 6 months on p. 51 (previously p. 54); and
- Pursuant to Motion 38.3 (Directors Garcia, Bonin, Solis and Hahn) "level of service" was removed from the "Traffic Congestion Relief Improvements" section at the bottom of p. 32 (no yellow highlight as this change is a deletion; previously p. 35).

All other approved Board actions for Guidelines will be addressed as part of the Administrative Procedures development.

### **NEXT STEPS**

Metro staff has begun work on the Administrative Procedures for the Guidelines in order to comply with the timelines provided. Staff will develop these procedures in concert with the Policy Advisory Council.

### **ATTACHMENT**

Attachment A – Recap of the Regular Board Meeting Agenda for Item 38 Motions (June 22, 2017, p. 12-14).

Attachment B – Measure M Master Guidelines

(Item 32 – continued from previous page)

- E. AUTHORIZING the Chief Executive Officer, or their designee, to negotiate and execute all necessary agreements between LACMTA and the LADOT; and
- F. AUTHORIZING the Chief Executive Officer, or their designee, to negotiate and execute all necessary agreements between LACMTA and the PVPTA for funding approval.

**35. SUBJECT: LEASE OF METRO PROPERTY FOR CROSSROADS SCHOOL FOR ARTS & SCIENCES 2017-0147**

AUTHORIZED the Chief Executive Officer (CEO) to execute a seven (7) -year lease agreement ("Lease Agreement") with The Crossroads School for Arts & Sciences, ("Crossroads") to continue leasing Metro-owned property located adjacent to the Expo Light Rail Line, near 17th Street and Colorado Avenue, in Santa Monica ("Premises"). Anticipated total rent income over the 7-year lease term is \$1,974,000.

<b>JH</b>	<b>PK</b>	<b>JDW</b>	<b>MB</b>	<b>KB</b>	<b>MRT</b>	<b>JF</b>	<b>EG</b>	<b>SK</b>	<b>JB</b>	<b>HS</b>	<b>AN</b>	<b>RG</b>
Y	A	Y	Y	Y	Y	Y	A	C	Y	Y	A	Y

**36. SUBJECT: 1ST AND LORENA JOINT DEVELOPMENT 2017-0301**

AUTHORIZED ON CONSENT CALENDAR the Chief Executive Officer to execute an amendment to the Exclusive Negotiations and Planning Agreement with A Community of Friends to extend its term for an additional 24 months, for the joint development of Metro-owned property at 1st and Lorena Street along the Metro Gold Line Eastside Extension.

**38. SUBJECT: MEASURE M MASTER GUIDELINES 2017-0280**

APPROVED AS AMENDED:

- A. RECEIVED AND FILED report from the Policy Advisory Council (PAC) on the Draft Measure M Master Guidelines (Attachment A);
- B. ADOPTED the Measure M Master Guidelines; and

(Continued on next page)



(Item 38 – continued from previous page)

- C. AUTHORIZE the Chief Executive Officer to enter into Memorandums of Understanding (MOUs) and Assurances and Understandings with Included and Eligible Municipal Operators, Metrolink, Access Services and Los Angeles County jurisdictions for Measure M funding allocations and distribution, consistent with applicable Measure M Guideline provisions.

**Amendment by Solis to remove the following text under “3% Local Contribution to Major Transit Projects” (page 4, bullet 4 of the report):**  
“...this may include assignment of this obligation to the Supervisorial District in which the project is located.”

**Amendment by Krekorian that on pages 70 and 71 of the guidelines, the allocation methodology for ADA and student discounts be locked in at 75% ADA and 25% student discounts.**

- 38.1 SUBJECT: SUBSTITUTE MOTION BY HAHN, BUTTS AND GARCIA REGARDING MEASURE M REVISED LOCAL RETURN GUIDELINES** **2017-0443**

TO AMEND the Measure M Guidelines to allow for consideration of projects that fall outside of the “1 mile restriction” in the Highway Operational Improvement Sub-funds Category on a case-by-case basis. The process should be included in the administrative procedures for Multi-year Subregional Programs.

- 38.2 SUBJECT: MOTION BY DIRECTORS GARCETTI AND BUTTS REGARDING MEASURE M MASTER GUIDELINES - VISIONARY PROJECTS** **2017-0453**

DIRECTED the CEO to:

- A. Allow private organizations to be eligible for Visionary Project Seed funding for predevelopment purposes. An MTA policy shall be established to oversee the use of these funds.
- B. To maximize pioneering transportation solutions, include under the “Eligible Projects” section, the following criteria:
  - 1. Connectivity to major trip generators
  - 2. Use new and innovative technology solutions, beyond transit solutions.
  - 3. Provides innovation and reduces project costs compared to conventional delivery methods.
- C. Allow the use of unsolicited proposals using MTA existing policies.
- D. The criteria and selection process shall be developed and adopted within 6 months.

**38.3 SUBJECT: SUBSTITUTE MOTION BY GARCIA, BONIN, SOLIS AND HAHN REGARDING MEASURE M MASTER GUIDELINES HIGHWAYSUBFUNDS** **2017-0459**

AUTHORIZED Metro to:

- A. remove any reference in this section of the guidelines to "Level of Service". We intend that, in accordance with Metro's Complete Streets policy, Multi-Year Highway Subfunds shall prioritize the movement of people traveling on foot, by bike, or by transit, in addition to automobile travel, in order to optimize the safe movement of people by all modes.
- B. allow the Gateway Cities COG to discuss and prioritize Active Transportation and Complete Streets during the Measure M Guidelines Administrative Development, including a report back to the Board of Directors at the conclusion of the development of these procedures.
- C. direct Metro staff to include Active Transportation and Complete Streets, Innovative Mobility Technology, and Greenways in the Measure M Guidelines Administrative Development for the Highway Subfund 2% System Connectivity Projects, including a report back to the Board of Directors at the conclusion of the development of these procedures.

**38.4 SUBJECT: MOTION BY GARCIA, BUTTS AND HAHN REGARDING MEASURE M MASTER GUIDELINES - 3% LOCAL CONTRIBUTION FOR TRANSIT SYSTEM CONNECTIVITY PROJECTS** **2017-0460**

AUTHORIZED Metro, during its continued development of Measure M Master Guidelines noted in the guidelines' Attachment D, to Metro develop further options for the identification and utilization of funding sources, separate from Local Return, that could be available to any local jurisdictions to partially or fully fund the 3% local match for those major transit projects designated for system connectivity purposes.

**38.5 SUBJECT: MOTION BY SOLIS, FASANA, RIDLEY-THOMAS, HAHN, GARCIA AND BARGER** **2017-0467**

AUTHORIZED expansion of the Highway Sub-Fund eligibility to include state highways that have been or will be relinquished to local jurisdictions.

<b>JH</b>	<b>PK</b>	<b>JDW</b>	<b>MB</b>	<b>KB</b>	<b>MRT</b>	<b>JF</b>	<b>EG</b>	<b>SK</b>	<b>JB</b>	<b>HS</b>	<b>AN</b>	<b>RG</b>
Y	Y	Y	Y	Y	Y	Y	A	Y	Y	Y	A	Y



**MEASURE M**

**FINAL**

**GUIDELINES**

## Introduction

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*On June 23, 2016, the Metro Board of Directors approved the Los Angeles County Traffic Improvement Plan Ordinance (#16-01, the "Ordinance"). This Ordinance, known as Measure M, was approved by more than 71% of voters at the November 8, 2016 general election. As a result, the projects and programs in the Expenditure Plan of the Ordinance have been approved and must now be implemented accordingly.*

*Measure M is far more comprehensive and ambitious than Measure R. The Guidelines must address all aspects of administering and overseeing Measure M. For this reason the oversight of Measure M is also more complex. The attached master guidance was prepared for a comprehensive and balanced approach for all elements of Measure M. Primary topics include: Administration and Oversight; Audits; Assessments and Amendments; Cashflow; Transit Operations and Other Designated Operational Funding; Multi-year Subregional Programs; Local Return; and State of Good Repair.*

*The success of Measure M will be built upon the diverse and committed coalition that supported its passage, and efficacy of the Measure M plan provisions as they impact our various constituencies. The Metro Board and its staff are ultimately accountable to the people of Los Angeles County. It is with this consideration, that we present these Measure M Guidelines.*



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