

MINUTES

San Fernando Valley Service Sector Governance Council

Regular Meeting

Marvin Braude Constituent Service Center
6262 Van Nuys Blvd., Van Nuys, CA 91401

Called to Order at 6:30 p.m.

Council Members present:

Coby King, Chair
Richard Arvizu
David Fleming
Joan H. Leonard
Rafi Manoukian
Jesus Ochoa
Kymberleigh Richards
Brad Rosenheim

Officers:

Richard Hunt, General Manager
Christina Lumba-Gamboa, Council
Secretary

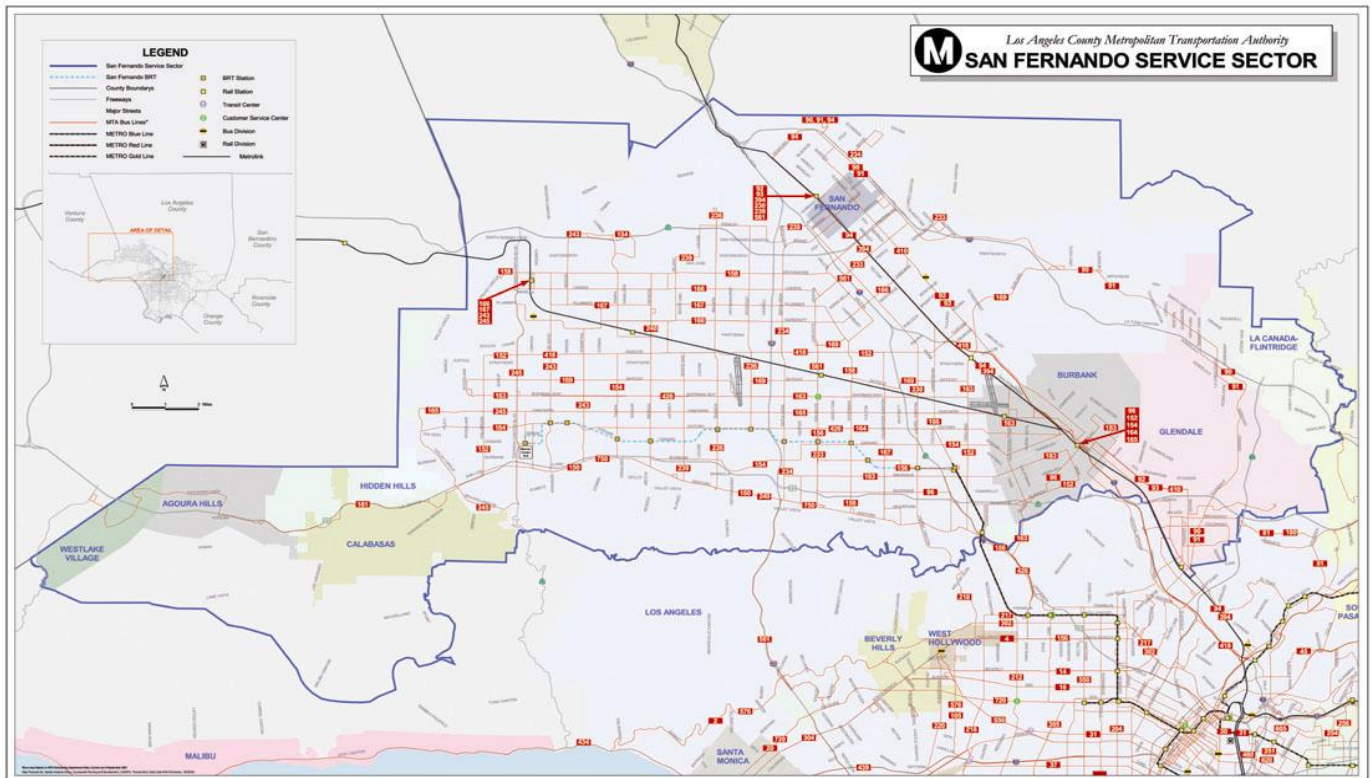


Metropolitan Transportation Authority

Metro

METRO SAN FERNANDO VALLEY GOVERNANCE COUNCIL

1) Area of responsibility:



2) The Governance Council is exclusively responsible for planning routes and schedules for Tier 2 and 3 bus lines within the San Fernando Service Sector. Tier 2 and 3 bus lines in the San Fernando Valley are:

Lines: 92, 96C, 154, 158, 161, 167C, 168, 169, 183/234, 230/239, 236/237, 243, 245, 418 and 426. (C = Contract Service)

Tier 1 bus lines are not under the exclusive jurisdiction of the Governance Council but jurisdiction may be exercised with the concurrence of other sectors or Corporate. Tier 1 bus lines in the San Fernando Valley are:

Lines: 90/91, 94/394, 150/240, 152, 156, 163, 164/165, 166, 233, 750, and 761.

- 3) The Governance Council is responsible for studying and planning service to improve efficiency within Metro San Fernando Valley, making recommendations to the MTA board regarding service issues, working with transit planners and local authorities and transit operators to ensure coordination of service and holding public hearings to gain input on proposed changes.
- 4) The Governance Council is **NOT** responsible for fare and pass structures, new project construction, or Metro Rail.

1. Pledge of Allegiance
2. APPROVED **Minutes** of Regular Governance Council Meeting held November 3, 2004 AS CORRECTED to reflect Council Member Manoukian as present.
3. RECEIVED Public Comment
 - Sheldon Walter
 - Rick Rafren
4. Chair's Remarks - NONE
5. RECEIVED & FILED **Report of General Manager** by Richard Hunt, General Manager, San Fernando Valley Service Sector

Mr. Hunt announced that Mr. Spivack will give a status update on the Orange Line and Kathy Drayton on the Budget.

Mr. Hunt reported that Performance indicators for the month of October are positive. He reported that the fare revenue is lower than anticipated and CEO Snoble has requested suggestions from all Service Sectors for resolving the shortfall. Accidents were down. Miles Between Road Calls slipped from September, but still were above the Service Sector goals. Mr. Hunt reported that Complaints are down by 500, a positive indicator, and will continue to be his highest priority. Boardings are up. Mr. Hunt said that he believes if ridership data is analyzed accurately, it could be higher. Scheduled Revenue Service hours delivered have improved. Operator Assignment Ratio is as projected but may change in December due to added service and a possible shortage of required operators.

Mr. Hunt informed the Council that the Orange Line EIR is on the December 13 MTA Board agenda.

Mr. Ochoa asked if Glendale Rapid Bus service was included in the EIR. Mr. King responded that the EIR is the Orange Line Busway that goes from North Hollywood to Warner Center; hence, Glendale or Burbank Rapid Bus is not relevant to that Line. Ms. Richards

commented that the EIR only covers various configurations of Metro Rapid service, as potential alternatives to the Orange Line, and therefore, does not include the Glendale or Burbank Rapid Bus service.

Mr. Rosenheim asked if the Board is aware that the Orange Line is behind schedule. Mr. Hunt said that the Board was informed in October that the Orange Line is behind by 4 months. However, the Board planned to accelerate construction and still open the Line as scheduled in August.

Mr. Hunt stated also on the agenda is the 10-Year Forecast; report will be distributed to Councilmembers for review.

Mr. Hunt announced that Mike Brewer, Operations and Planning Manager would be scheduling a workshop in January 2005. The workshop's objective is to allow Councilmembers to review the scheduled June service changes associated with the Orange Line.

Mr. Hunt announced that Division 8 went one year without a single lost-time injury. He said that this is a milestone and an incredible achievement and he is proud of the commitment of the Service Sector to Safety.

Kathy Drayton, Administration and Financial Services Manager reported on the budget summary. She reported that overall, there is a positive variance for the Fiscal Year through October of \$1.6 million. She said that the Service Sector is basically on target with the total budgeted revenue service hours. The major components of the variance include positive savings on Parts and Workers Compensation and a negative variance on fuel. Fuel is over budget by \$400,000 and that is based on the higher cost of fuel compared to what was budgeted. The savings on Parts and Tires is based on maximizing preventive maintenance.

Mr. Rosenheim commented that the reported figures on Workers Comp Reserves seem to fluctuate all the time. Mr. Hunt explained that the numbers fluctuate because Workers Comp costs are allocated per injury, per incident. He further explained that if the Sector has an incident or claim during a time period and the aggregate total is average, the agency takes the entire number of incident per month of the entire agency and charge it against the reserve. The agency uses the same total average for all the Service Sectors. The agency is trying to find a new way to allocate Workers Comp cost.

Mr. Ochoa asked if the figures on the budget handout were influenced by the work stoppage last year. Mr. Hunt responded that the financial numbers are for the month of October and do not reflect the impact of the work stoppage.

Mr. King asked staff to respond to Mr. Walter's public comment on how the bus system serves the shopping centers. Mr. King wants to know the connectivity of the Rapid Line that exists in the current plan with some of the major retail centers. Mr. Hunt responded that the issue will be agendaized and Mr. Brewer, Operations and Planning Manager, will make a presentation at the next meeting.

Mr. Spivack gave an update on the Orange Line. In response to Mr. Rafren's public comment regarding road width of the Busway, he said that it is an optical illusion when pedestrians cross it or look at it. He said that the legal requirement of the road width is 13 feet wide for each operating bus lane. He stated that as Mr. Hunt cautioned, other people had commented that the vehicles have a dynamic envelope and may move. Mr. Spivack said when a portion of the roadway is finished his team can begin testing. He said that his team is working with the contractors and have requested them to paint lines on the roadway to give the Service Sector the maximum width as part of the training activity for operators. As part of the training, the operators are asked to place the bus right wheel on roadway right hand line, to test if the roadway has sufficient width to pass.

Mr. Spivack stated that there are other issues on the busway construction that need to be addressed. For example, under the 405 Freeway, there are narrow points that require a specific operating speed and protections must be placed for that particular portion of the busway.

Mr. Spivack responded to some of the issues that were raised during public comment. With regard to "turnouts", they are special lanes for truck maintenance and not long enough to handle a bus. With regards to the rise west of Laurel Canyon, the old railroad alignment, the bus is actually a few inches lower and there is protection on the rise. There is no possibility of the bus jumping the curve at any time.

Mr. Spivack reported on the following:

- Training – the pilot bus for the Orange Line will be available at the end of February for the training of supervisors and development of the trainer curriculum. Operators will be trained beginning July 1st.
- Service Planning – contacts with the City and other public Officials on the opening of the Orange Line. The City is currently working on their Dash program.
- Service Planning Concepts – concepts may include service reallocations, line cancellations and implementation of new lines

and new orientations that will use the Orange Line as the base and eliminate competition.

- Facilities development – rest rooms at stations
- Monitoring the work

Mr. King asked staff to report back to the Council with more information on the width of the roadway.

6. RECEIVED & FILED **Report on Metro Connections** by Nancy Michali, Metro Transit Operations Support Services

Ms. Michali stated the Service Concept of Metro Connections was initiated by the MTA but represents a region-wide effort involving other transit operators. Since the last major system-wide change, population density and daily trips have increased. There are now more transit providers and rail service than before. One goal of the program involves enhancing service so that point-to-point connections can be made where needed. Staff is identifying and analyzing various community centers and travel corridors in order to develop a system plan that provides a framework for service planning. Eighty-one regional, subregional, community, and on-street centers are being evaluated based on future year forecast information. Service coverage and connectivity, future transit system improvements, future land use and development plans, and stakeholder/operator input will also be considered.

Ms. Michali reported that the proposed San Fernando Valley Centers are Glendale, North Hollywood and Warner Center. The Proposed Subregional Centers include Burbank, Northeast Valley/Sylmar-San Fernando and Van Nuys. The Community Centers would be identified during the service planning process. With respect to corridors, future year (2010) travel analysis will be conducted for all trips performed at three levels: county-to-county, subregion-to-subregion, and center-to-center. The analysis is intended to identify future travel patterns and needs, fit of existing services, missing/new services, and implementation phasing.

Ms. Michali reported that the Forecast analysis shows that in the year 2010, 94% of Los Angeles County-based trips will remain within the County.

7. Chair & Council Member's Final Comments

Mr. King wished everyone a safe and happy holiday and announced that he will not be in attendance at the January 5th Council meeting.

Next Council Meeting:

January 5, 2005 at 6:30 p.m.

Marvin Braude Constituent Service Center

6262 Van Nuys Blvd., Van Nuys, CA 91401

Prepared by: Christina Lumba-Gamboa
Council Secretary

METROPOLITAN TRANSPORTATION AUTHORITY SERVICE SECTOR COUNCIL RULES

PUBLIC INPUT

The Service Sector Council meetings are open to the public. A member of the public may address the Council on agenda items, before or during the Council's consideration of the item for up to 5 minutes per item, or at the discretion of the Chair. A request to address the Council should be submitted in person at the meeting to the Board Secretary prior to the start of the meeting.

The public may also address the Council on non-agenda items within the subject matter jurisdiction of the MTA Service Sector during the public comment period, which will be held at the end of each meeting. Each person will be allowed to speak for one minute and may speak no more than once during the Public Comment period. Public Comment will last a maximum of 30 minutes, or as otherwise indicated by the Chair. Speakers will be called according to the order in which the speaker request forms are received until the Public Comment period has expired. Elected officials, not their staff or deputies, may be called out of order and prior to the Council's consideration of the relevant item.

At the discretion of the Chair, the Council may limit public input on any item, based on the number of people requesting to speak and the business of the Council.

In the interest of hearing from as many members of the public as possible, if at the time your name is called, your issue has been addressed or your opinion expressed by a previous speaker, please simply state that fact and your name for the record.

In accordance with State Law (Brown Act), all matters to be acted on by the Council must be posted at least 72 hours prior to the meeting. In case of emergency, or when a subject matter arises subsequent to the posting of the agenda, upon making certain findings, the Council may act on an item that is not on the posted agenda.

CONDUCT IN THE MEETING ROOM - The following rules pertain to conduct at Service Sector Council meetings:

REMOVAL FROM THE MEETING ROOM The Chair shall order removed from the Meeting Room any person who commits the following acts with respect to any meeting of the Council:

Disorderly behavior tending to interrupt the due and orderly course of said meeting.

A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting.

Disobedience of any lawful order of the Chair, which shall include an order to be seated or to refrain from addressing the Council; and

Any other unlawful interference with the due and orderly course of said meeting.

INFORMATION RELATING TO AGENDAS AND ACTIONS OF THE COUNCIL

Agendas for the Regular Council meetings are prepared by the Board Secretary and are available prior to the meeting in the MTA Records Management Department and on the Internet.

Every meeting of the Council is recorded on cassette tapes, and duplicate tapes are available for a nominal charge. A Spanish language translator is available at all Council Meetings. Translators for other languages must be requested 72 hours in advance. Please telephone (213) 922-4600 between 8 a.m. and 5 p.m., Monday through Friday. After each Council meeting, a record is prepared which indicates the actions taken by the Council. This record is available on the second business day following the meeting.

DISCLOSURE OF CONTRIBUTIONS

The State Political Reform Act (Government Code Section 84308) requires that a party to a proceeding before an agency involving a license, permit, or other entitlement for use, including all contracts (other than competitively bid, labor, or personal employment contracts), shall disclose on the record of the proceeding any contributions in an amount of more than \$250 made within the preceding 12 months by the party, or his or her agent, to any officer of the agency, additionally PUC Code Sec. 130051.20 requires that no member accept a contribution of over ten dollars (\$10) in value or amount from a construction company, engineering firm, consultant, legal firm, or any company, vendor, or business entity that has contracted with the authority in the preceding four years. Persons required to make this disclosure shall do so by filling out a "Disclosure of Contribution" form which is available at the Board Secretary's Office. Failure to comply with this requirement may result in the assessment of civil or criminal penalties.

ADA REQUIREMENTS

A cordless microphone is available for those persons with mobility impairments who cannot access the public speaking area. American Sign language interpreter services and agenda in Braille are available by giving notice at least three business days in advance of the meeting. Please telephone (213) 922-4600 between 8 a.m. and 5 p.m., Monday through Friday. Our TDD line is (800) 252-9040.

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