



## Board Report

---

**File #:** 2017-0554, **File Type:** Motion / Motion Response

**Agenda Number:** 14.

---

### PLANNING AND PROGRAMMING COMMITTEE OCTOBER 18, 2017

**SUBJECT: FIRST/LAST MILE PLANNING AND IMPLEMENTATION  
UPDATE**

**ACTION: RECEIVE AND FILE**

#### **RECOMMENDATION**

RECEIVE AND FILE report on First/Last Mile Program Status in response to Board Motion 51 (July 27, 2017).

#### **ISSUE**

This report responds to Metro Board Motion 51 (July 27, 2017) which required a report to the Planning and Programming Committee on progress implementing previous Board direction related to First/Last Mile. Specifically, the Board adopted Motion 14.1 in May 2016 calling for a range of First/Last Mile planning, funding, and implementation activities and Motion 14.2 in June 2016 allowing for local implementation of First/Last Mile for new transit project to be counted toward fulfilling the 3% local contribution for rail projects. This report follows a December 1, 2016 report to the Board establishing a slate of new program activities and delineating resource needs.

#### **DISCUSSION**

On December 1, 2016, the First/Last Mile Motion Response identified new projects/programs which organize and operationalize direction given by the Board in Motions 14.1 and 14.2. The December 1, 2016 report further delineated resource needs including staffing and consultant budget necessary to carry out the work. In updating progress, this report follows the program structure described in that prior report which grouped First/Last Mile activities as follows:

- Transit Capital Projects Guidelines to Integrate First/Last Mile
- Countywide First/Last Mile Planning
- Purple Line Sections 2 & 3 First/Last Mile Planning and Design
- Matching Grant Funding / Grant Technical Assistance

At this stage, staff has taken steps to establish each of these program areas. Of note, the Countywide Planning and Development Department structure now includes a dedicated First/Last Mile Planning group which is organized as part of a larger Transit Oriented Communities (TOC) team. This structure acknowledges that as the Metro system has expanded over the years, it is important to

---

advance a holistic approach to transit planning that makes accessibility, equity and sustainability part of our transit corridor planning and delivery process. Staff is developing the TOC Program to guide the incorporation of the TOC concept into Metro's day-to-day operations as well as implementation of Measure M projects. In spring 2018, staff will bring to the Board a presentation on the TOC Program, along with a TOC Policy. The TOC Policy is a requirement of the Board-adopted Measure M Guidelines and will provide direction on eligibility of both Metro spending on TOC activities, including the First/Last Mile Program, and Local Return funds.

Status on each First/Last Mile activity is described below:

### In Progress

- **Blue Line First/Last Mile Planning (Countywide First/Last Mile Planning)**

**Description:** Grant (State Active Transportation Program) funded effort to produce station area first/last mile plans for all 22 Blue Line stations.

**Status/Highlights:**

- Project completion with final first/last mile plans anticipated in December 2017.
- Outreach includes innovative community engagement partnered with Community Based Organizations. Events have been effective in gathering input from broad cross-section of community members, and will help to refine approaches for future work.
- Station area conditions are challenging for many Blue Line stations, particularly where residential, industrial, and goods movement uses exist in close proximity with substantial conflicts for pedestrians and cyclists accessing stations.
- Cities along the Blue Line corridor have been engaged in the process and are supportive of first/last mile outreach efforts. Further coordination with local agencies, focusing on next steps and implementation opportunities, will take place in the closing stages of the project.

- **Purple Line Sections 2 & 3 and Transit Capital Projects Guidelines**

**Description:** Specifically responds to Motions 14.1 and 14.2 by preparing plans for Purple Line Sections 2 and 3 station areas, and by preparing guidelines to delineate process to integrate first/last mile into future transit capital projects. Purple Line and Guideline efforts are joined in one project/contract in order to take advantage of synergies in the work.

**Status/Highlights:**

- Project is in the closing stages of procurement with contract kickoff anticipated by November 2017. Any more current status will be updated to the Committee verbally at the meeting.
- Preliminary coordination with corridor jurisdictions underway. Of note, staff from the City of Beverly Hills participated in consultant proposal evaluations.
- Guidelines development will feature extensive internal and external coordination processes, and will provide an early template for the integration of TOC concepts within the transit corridor planning process.
- First/Last Mile planning and implementation will be integrated into all future transit

capital projects, including the Airport Metro Connector, East San Fernando Valley Corridor, and others, as required by Motion 14.1. To date, the coordination and integration process has begun on individual projects, particularly where new planning and design scopes of work have been developed. The process for each project will be detailed through the Guidelines and will likely vary depending on how far along the project is. For all projects, however, our process will allow for First/Last Mile components to be in place at the time of completion.

- **City of Inglewood Stations (Countywide First/Last Mile Planning)**

**Description:** Fulfills Metro obligation under the 3% Local Funding Agreement adopted by the Metro Board on August 23, 2016. The effort will result in First/Last Mile station area plans for three Crenshaw/LAX Line stations within the City of Inglewood and one existing Green Line station.

Status/Highlights:

- Project is currently in the procurement process (Proposals received on August 23, 2017).
- Anticipated Project kickoff in December 2017; with any more current status to be updated to the Committee verbally at the meeting.
- This project was substantially re-scoped in order to be executed with available staffing. This change in approach slowed initiation of procurement, necessitating a one year extension of 3% Local Funding Agreement, as reported to the Board in a Board Box on August 10, 2017.

- **Gold Line Foothill Extension Phase 2B**

**Description:** Begins implementation process for station areas on the Gold Line Foothill Extension Phase 2B by preparing station area plans, which includes coordination with the Foothill Gold Line Construction Authority (Authority) and corridor cities. This effort responds to specific direction in Motion 14.1 to include Foothill Gold Line extension stations among First/Last Mile implementation activities.

**Status/Highlights**

- Project is currently in early stages of procurement with anticipated award in early 2018.
- Coordination discussions have begun involving the Authority, Metro's Program Management team, and corridor cities.
- Project deliverables are intended to identify eligible station area improvements and facilitate 3% Local Contribution negotiations.

## Pending

- **Matching Grant Program**

**Description:** Per Motion 14.1, and described in the December 1, 2016 report, staff is to

develop a program whereby Metro will provide local match funding for local jurisdiction initiated grant applications seeking to implement first/last mile projects. This effort will be geared towards maximizing competitiveness for grants.

**Status/Highlights:**

- This matching grant program would utilize funding within the Measure M 2% Metro Active Transportation Program. At this time, that program is pending Administrative Guidelines, estimated to be completed by June 2018. Within the Guideline development process, matching grants will be considered alongside other funding priorities.
- It should be noted that Motion 14.1 was adopted in advance of the successful passage of Measure M, which resulted in substantial new sources of potential matching funds. Notably, this includes:
  - local return, available by formula to all cities, and
  - a subset of multi-year subregional programs that are dedicated by ordinance to first/last mile and active transportation investments.

Therefore, this new enhanced funding environment for active transportation projects will also be considered, as a comprehensive response to local match is developed.

- **Grant/Funding Technical Assistance**

**Description:** This program is intended to expand Metro's on-going efforts to provide technical assistance for grant applications. Current efforts are focused on the State Active Transportation Program.

**Status/Highlights:**

- Through Motion 14.1, the Board has adopted a Grant Assistance Program for Metro staff to provide technical and grant writing support to local jurisdictions wishing to deliver first/last mile projects and applying to the State Active Transportation Program.
- A concurrent report on this agenda provides a status update and recommended approach for the fourth cycle of state ATP grants. At this time, staff is recommending that projects implementing first/last mile improvements be assigned additional priority for Metro-sponsored grant submittals.
- It should be noted the December 1, 2016 report reflected a doubling of grant assistance, but that this could not be accommodated with available staffing through the FY 2018 budget.

- **Countywide First/Last Mile Planning (existing stations/stops - beyond current Blue Line and Inglewood efforts)**

**Description:** Per Motion 14.1, staff is to prepare first/last mile station area plans for the existing transit system inclusive of Metro Rail, busways, regional rail, and high ridership bus stops.

**Status/Highlights:**

- Current efforts include the completion of the Blue Line First/Last Mile planning project, as noted above as well as First/Last Mile plan preparation for the stations in the City of Inglewood. The Inglewood project includes creation of a digital data collection tool that will be used in future planning efforts countywide.
- The current bus system overhaul will inform locations to be included in the countywide planning effort.
- Remaining station/stop area first/last mile plans will be pursued in future years when staffing is available, and related foundational studies are completed.

### Other Activities

In recent months, Metro has pursued a variety of First/Last Mile outreach, communication and coordination efforts. Some of these activities include:

- LA-Más Go Ave 26: LA-Más, a non-profit urban design organization, received a one year grant from Transit Center (national non-profit transit research and advocacy organization) with support from Metro. The grant funds temporary design interventions to improve pedestrian experience near Lincoln/Cypress Station. This project has the opportunity to inform Metro's station area plans as it relates to first/last mile strategies and investments.
- Training: Metro has completed four First/Last Mile Training workshops geared toward local staff and elected officials, with two more upcoming training sessions thru January 2018. Thus far, the four completed First/Last Mile Training workshops had attracted over 230 participants.
- Future project coordination/TOC approach - Working closely with future transit capital project teams (e.g. East San Fernando Valley, Eastside Gold Line Extension) efforts are focused on advancing First/Last Mile planning steps where appropriate and considering steps to more fully integrate TOC and First/Last Mile considerations in the corridor/project planning process.
- Educational Forum by Planning Horizons: On July 24, 2017, staff made an in-depth presentation about the system-wide approach of Metro's First/Last Mile program at a Caltrans education forum.
- Blog Coverage: On August 30, 2017, TransitCenter published an article *LA Metro Walks the Walk*, which summarized Metro's First/Last Mile Strategic Plan, and the agency's approach on implementing the First/Last Mile program.

### FINANCIAL IMPACT

Item is presented for information only with no financial impact at this time.

### NEXT STEPS

Staff will pursue on-going First/Last Mile planning and implementation work as described in this report, and will provide further updates to the Committee at approximately six month intervals.

### ATTACHMENTS

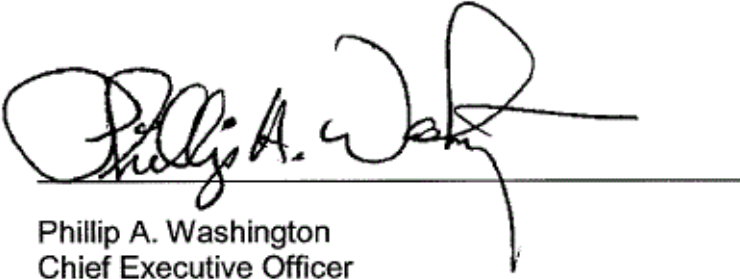
Attachment A - Motion 51, July 27, 2017

Attachment B - Motion 14.1

Attachment C - Motion 14.2

Prepared by: Jacob Lieb, Senior Director, Countywide Planning & Development, (213) 922-4132  
Jenna Hornstock, Executive Officer, Transit Oriented Communities, (213) 922-7437  
Calvin Hollis, SEO, Countywide Planning & Development, (213) 922-7319

Reviewed by: Therese W. McMillan, Chief Planning Officer, (213) 922-7077



Phillip A. Washington  
Chief Executive Officer



Metro

## Board Report

File #:2017-0523, File Type:Motion / Motion  
Response

Agenda Number:51.1

**REGULAR BOARD MEETING  
JULY 27, 2017**

## Motion by:

**DIRECTORS GARCETTI, NAJARIAN and BONIN**

July 27, 2017

**Relating to Item 51, File ID 2017-0289: Call for Projects - First-Last Mile**

Given the ongoing trend of falling transit ridership, it is important that MTA maintain and strengthen its commitment to First-Last Mile infrastructure.

In May 2016, the MTA Board unanimously adopted a landmark motion elevating the priority of First-Last Mile infrastructure. Point B.5. of the First-Last Mile motion instructed MTA to develop First-Last Mile plans for priority stations, including all Metrolink stations in Los Angeles County. Point B.2. of the First-Last Mile motion instructed MTA to prioritize the funding First-Last Mile projects through MTA grant programs, including the Call for Projects.

One of the projects recommended for funding in the 2015 Call for Projects was the Glendale Train Station First-Last Mile Regional Improvements project. According to the 2015 Call for Projects recommendation, this project includes “first-last mile complete streets improvements connecting Tropico and Atwater Village to regional connections through the Glendale’s Amtrak/Metrolink station and Metro Rapid buses.”

Due to a \$2.3 million shortfall in another Call project, MTA now recommends shifting funding from the Glendale Train Station First-Last Mile Regional Improvements to fill the shortfall. The other project, a Compressed Natural Gas Fueling and Maintenance Facility Project serving Glendale Beeline, will lose its federal funding match if the shortfall is not filled.

MTA’s intent is to compartmentalize the impacts within the City of Glendale. However, the de-funding of a First-Last Mile project is inconsistent with First-Last Mile policies adopted by the Board and described above.

Additionally, per a 1992 settlement, MTA is legally obligated to “design, finance, and construct” a pedestrian bridge across the LA River at the Taylor Yard Metrolink Central Maintenance Facility. Although MTA is legally obligated, it has delegated responsibility for design and construction to the City of Los Angeles. There is a shortfall in the MTA funding agreement to fund the design of the

bridge.

This month, MTA recommends de-obligating \$2.5 million from a cancelled City of Los Angeles project.

As stated above, given the ongoing trend of falling transit ridership, it is important that MTA maintain and strengthen its commitment to First-Last Mile infrastructure.

**SUBJECT: MOTION BY GARCETTI, NAJARIAN AND BONIN**

WE THEREFORE MOVE that the Board direct the CEO to:

- A. MAINTAIN funding for the Glendale Train Station First-Last Mile Regional Improvements project;
- B. PROGRAM funding from the cancelled City of Los Angeles project to fill the shortfall in the City of Glendale Compressed Natural Gas Fueling and Maintenance Facility Project, which is estimated to be \$2.3 million;
- C. PROGRAM any remaining funding from the cancelled City of Los Angeles project to the Taylor Yard Bridge design funding agreement; and
- D. REPORT to the Planning & Programming Committee in October on the status of MTA's First-Last Mile program.





## Board Report

---

**File #:**2016-0442, **File Type:**Motion / Motion Response

Agenda Number:14.1

---

**PLANNING AND PROGRAMMING COMMITTEE  
MAY 18, 2016**

**Motion by:**

**Directors Garcetti, Bonin, Kuehl, Solis, DuBois and Najarian**

May 18, 2016

**Item 14, File ID 2016-0108; First-Last Mile**

According to MTA data, 76 percent of Metro Rail customers and 88 percent of Metro Bus customers arrive at their station or stop by walking, biking, or rolling. To support these customers, MTA staff prepared an Active Transportation Strategic Plan which contains many First-Last Mile improvements that will connect people to MTA's transit network and maximize the benefits from transit investments being made across Los Angeles County.

First-Last Mile elements include, but are not limited to, ADA-compliant curb ramps, crosswalk upgrades, traffic signals, bus stops, carshare, bikeshare, bike parking, context-sensitive bike infrastructure, and signage/wayfinding. The Federal Transit Administration considers First-Last Mile infrastructure to be essential to providing safe, convenient, and practical access to public transportation.

So far, MTA has taken important preliminary steps to implement First-Last Mile projects, including the award-winning 2014 Complete Streets Policy, the Wayfinding Signage Grant Pilot Program, providing carshare vehicles at Metro Rail stations, and pilot First-Last Mile infrastructure at Arcadia, Duarte, Expo/Bundy, and 17th Street/SMC stations.

However, more can be done to support First-Last Mile facilities across all of Los Angeles County.

MTA's award-winning Complete Streets Policy stated that MTA would approach every project as an opportunity to improve the transportation network for all users. However, in practice, there is a needlessly narrow approach to major transit projects that has resulted in many missed opportunities to deliver First-Last Mile elements.

Outside of major transit projects, it will typically not be MTA's role to deliver First-Last Mile projects that are the purview of local jurisdictions. However, MTA can take steps to meaningfully facilitate and help local jurisdictions deliver First-Last Mile projects through a variety of means.

To support regional and local transit ridership across Los Angeles County, it is time for MTA to reaffirm its dedication to the delivery of First-Last Mile facilities across all of Los Angeles County.

**APPROVE Motion by Garcetti, Bonin, Kuehl, Solis, DuBois and Najarian** that the Board adopt the Active Transportation Strategic Plan (Item 14); and,

WE FURTHER MOVE that the Board direct the CEO to:

- A. Designate streets within the Active Transportation Strategic Plan's 661 transit station areas as the Countywide First-Last Mile Priority Network;
- B. To support regional and local transit ridership and facilitate build-out of the Countywide First-Last Mile Priority Network, including, but not limited to, ADA-compliant curb ramps, crosswalk upgrades, traffic signals, bus stops, carshare, bikeshare, bike parking, context-sensitive bike infrastructure (including Class IV and access points for Class I bike infrastructure), and signage/wayfinding:
  1. Provide technical and grant writing support for local jurisdictions wishing to deliver First-Last Mile projects on the Countywide First-Last Mile Priority Network, including providing technical assistance and leadership to jurisdictions to help and encourage the implementation of subregional networks that serve the priority network;
  2. Prioritize funding for the Countywide First-Last Mile Priority Network in MTA grant programs, including, but not limited to, the creation of a dedicated First-Last Mile category in the Call for Projects;
  3. Create, and identify funding for, a Countywide First-Last Mile Priority Network Funding Match Program, separate from existing MTA funding and grant programs, for local jurisdictions wishing to deliver First-Last Mile projects on the Countywide First-Last Mile Priority Network;
  4. To support the Active Transportation Strategic Plan, dedicate funding for the Countywide First-Last Mile Priority Network in the ongoing Long-Range Transportation Plan update, including a review of First-Last Mile project eligibility for all Prop A, Prop C, and Measure R capital funding categories;
  5. Building on MTA's underway effort to conduct First-Last Mile studies for Blue Line stations, conduct First-Last Mile studies and preliminary design for First-Last Mile facilities for all MTA Metro Rail stations (existing, under construction, and planned), all busway stations, the top 100 ridership Los Angeles County bus stops, and all regional rail stations;
  6. Incorporate Countywide First-Last Mile Priority Network project delivery into the planning, design, and construction of all MTA transit projects ~~starting with the Purple Line Extension~~

---

Section 2 project. These Countywide First-Last Mile Priority Network elements shall not be value engineered out of any project; and staff to report back at the June Planning and Programming Committee on the Purple Line Extension Section 2 Project.

C. Report on all the above during the October 2016 MTA Board cycle.

**AMENDMENT by Solis** to include Foothill Gold Line Phase 2B Extension to Claremont.



## Board Report

File #:2016-0451, File Type:Motion / Motion  
Response

Agenda Number:

---

### PLANNING AND PROGRAMMING COMMITTEE MEETING MAY 18, 2016

#### Motion by:

**Directors Butts, DuBois, Knabe and Solis**

May 18, 2016

#### **Relating to Item 14.1, File ID 2016-0442; Active Transportation Plan**

The preamble of Motion 14.1 states an excellent case for how important the Active Transportation Strategic Plan will be for local jurisdictions, especially for those jurisdictions through which the rail system is running with stations lying therein.

The fact that half of all trips are three miles or less highlights the need to focus on enhancing access to and from Metro transit stations and Motion 14.1 underscores those issues.

The co-authors address the connection in Sections B-4 and B-6 in reaffirming Metro's dedication to the delivery of First-Last Mile facilities and the need to leverage funding opportunities and Metro resources by incorporating "...Countywide First-Last Mile Priority Network project delivery into the planning, design, and construction of all MTA transit projects..."

Motion 14.1 further points out that "...outside of major transit projects, it will typically not be MTA's role to deliver First-Last Mile projects that are the purview of local jurisdictions. However, MTA can take steps to meaningfully facilitate and help local jurisdictions deliver First-Last Mile projects through a variety of means."

We believe that the existing practice of encouraging local jurisdictions to contribute up to 3% of a rail project's budget should be included among that "variety of means" as an appropriate vehicle to facilitate the leveraging of Metro and local jurisdictions' resources towards the goals contained in the ATSP and section B-6 of Motion 14.1.

**APPROVE Motion by Butts, DuBois, Knabe and Solis** to amend Motion 14.1 under subsection B-6 to specify that, henceforth, Metro would negotiate in a standardized MOU with the respective contributing jurisdiction(s) that up to 100% 50% of a local jurisdiction's 3% local contribution can go towards underwriting ATP, First-Last Mile, bike and pedestrian and street safety projects that contribute to the accessibility and success of the stations in the respective jurisdictions.

---

**File #:**2016-0451, **File Type:**Motion / Motion  
Response

Agenda Number:

---

**AMENDMENT by Solis** to include Foothill Gold Line Phase 2B Extension to Claremont.