

### Staff Report City of Manhattan Beach

**TO:** Honorable Mayor Ward and Members of the City Council

**THROUGH:** Richard Thompson, Interim City Manager

**FROM:** Laurie B. Jester, Acting Director of Community Development

Nhung Madrid, Management Analyst

**DATE:** July 6, 2010

**SUBJECT:** Consideration of a Presentation and Proposed Cost Sharing Agreement with

Beach Cities Transit (BCT) for Transit Line 109 for Fiscal Year 2010-2011 Through 2011-2012 and Appropriation of Funds to Support the Program.

### **RECOMMENDATION:**

Staff recommends that the City Council: a) accept and discuss the presentation from Beach Cities Transit (BCT); b) consider the proposed two-year cost sharing agreement from the City of Redondo Beach for BCT Line 109 with the Cities of Hermosa Beach, El Segundo, and Redondo Beach for FY 2010-11 through 2011-12 contingent on all cities participating; c) if appropriate, allocate the necessary funding using the options listed later in this report; and d) work with Beach Cities Transit to include possible route changes and additional marketing strategies directed towards Manhattan Beach ridership.

If Council approves the two-year agreement, and selects the option to purchase Proposition A funds with available unreserved General Fund moneys in order to fund the service, staff recommends the Council appropriate the funds necessary for the first year of service (\$23,027), waive formal bidding per Municipal Code Section 2.36.140 (Waivers), and authorize the City Manager to administratively solicit and award a contract to the lowest bidder. Preliminary estimates indicate that we should be able to trade unrestricted General Fund moneys for Proposition A funds for seventy cents on the dollar (therefore, to obtain \$32,895 in Proposition A funds we would need to exchange \$23,027 in General Funds).

### FISCAL IMPLICATION:

The estimated cost of funding the City's portion of BCT Line 109 is \$32,895 for FY 2010-2011, and \$56,584 for FY 2011-2012. The total cost for the two-year cost sharing agreement for BCT Line 109 is \$89,479. Because the cost sharing agreement with BCT expired in FY 2009-2010, and the proposal had not yet been received from BCT during the budget review, funds were not included in the FY 2010-2011 budget. As a result, if Council approves continued participation in this program a funding source will need to be identified. Options include appropriating from available Measure R funds or purchasing Proposition A funds (at a discount) from another city.

### Proposition A

Proposition A transportation revenues are based on a half-cent sales tax in Los Angeles County, which is then distributed on a per capita basis. Traditionally, Proposition A funds have been used primarily to support the City's Dial-A-Ride program. In recent years, Proposition A funds have also been utilized to support the Ocean Express shuttle (transporting visitors from the LAX hotels on Century Boulevard to downtown Manhattan Beach and the Manhattan Village Mall) and to support the BCT Line 109 cost sharing agreement (which expired in FY 2009-10).

During FY 2010-2011 budget discussions, staff highlighted the funding situation in Proposition A and the need to cover an estimated \$35,000 deficiency in FY 2009-10. Additionally, FY 2010-11 has a deficit of \$123,877. To address these funding issues, the City Council approved the use of Measure R transportation funds until service levels can be reviewed and a more permanent solution can be discussed. Staff has been in contact with the City Manager of Hermosa Beach, and has confirmed that there is an option to purchase some of their Proposition A funds at approximately a 30% discount using unreserved General Fund moneys (similar opportunities may exist from other local agencies, and if approved a request for bid will be issued). More detailed information may be prepared if the City Council provides that direction.

### Measure R

Measure R is a half-cent sales tax that Los Angeles County voters approved in November 2008 for transportation purposes. The City of Manhattan Beach received approximately \$204,000 of Measure R funds in FY 2009-10 and is scheduled to receive approximately \$288,000 in FY 2010-11. On June 15, 2010, the City Council approved a fund transfer from Measure R to Proposition A in the amount of \$35,000 in FY 2009-10, and \$123,877 for FY 2010-11 to cover a funding deficiency for Dial-a-Ride. An estimated fund balance of \$80,000 remains in Measure R for FY 2010-11. In considering the use of Measure R funds for this agreement, several other competing needs that would qualify for Measure R funding should be considered including funding for a local trolley system.

In addition to transportation related uses, Measure R funds can be utilized for street and road maintenance purposes. Current funding available to the City for street and road purposes includes Gas Tax and Proposition C funds totaling approximately \$1.4 million per year with approximately \$400,000 (Proposition C) dedicated to the Sepulveda Bridge widening project, \$680,000 for pavement work, and approximately \$365,000 dedicated to concrete improvements. The Public Works Department maintains a Pavement Management Program (PMP) to monitor pavement condition and to plan pavement rehabilitation and maintenance. Based on the analysis conducted through the PMP, the City should be investing approximately \$1,500,000 annually in pavement rehabilitation projects to maintain pavement condition at its current level. Measure R funds could be used to support our efforts to maintain pavement at nearly its current condition.

### Proposition C

The Sepulveda Bridge widening project will add one northbound lane on the east side of Sepulveda Boulevard. This will eliminate a bottleneck that exists on the Bridge, and improve traffic flow on a major north-south regional arterial street. An estimated total of \$17.3 million is needed for the design, construction and inspection to complete this project. To date, there is approximately \$2,003,000 in Proposition C funds that has been reserved for this project. With the accumulation of about \$388,000 per year, the City expects to have a total of \$3,257,000 in Proposition C funds

reserved by FY 2013-14. Other funds that will be used for this project include an MTA grant (\$6.8M) with matching funds from the City, Gas Tax (\$500,000), and Safetea-Lu Earmark (\$1.44M). Approximately \$12M has been secured for this project, and staff will continue to search for additional sources of funding to reach the \$17.3M project estimate. Since Proposition C funds have been dedicated to the Sepulveda Bridge widening project, these funds are not available for roadway maintenance or transit funding.

### **BACKGROUND:**

In July 2006, the Cities of El Segundo, Hermosa Beach, Manhattan Beach, and Redondo Beach entered into a two-year equitable cost sharing agreement to mutually fund the operating costs incurred by Beach Cities Transit (BCT) Line 109. This Line included the portion of Line 439 that was being discontinued by Metro, as well as other beach area public transportation. The replacement service for Metro 439, which ran along the coastline from the southern terminus in Redondo Beach Riviera Village to the LAX City Bus Center, was added to BCT's Line 109, increasing service days, service hours, route miles, and vehicle frequencies. The route was 12.7 miles in length and the Cities agreed to share the costs based on the percentage of route miles within each City. The cost for the City of Manhattan Beach was \$86,640 per year for a total of \$173,280 for FY 2006-07 through FY 2007-08. The goals were to continue providing mobility and mitigating vehicular congestion in the South Bay Cities. BCT expected that Line 109 would qualify for funding from MTA in two years, no longer requiring a subsidy from any of the beach cities from 2008 on.

In October 2008, BCT Line 109 experienced a funding shortfall and the anticipated allocations and farebox revenues were not sufficient to compensate for the remaining nominal financial shortfall and the rise in fuel prices. The City Council approved an extension of the cost sharing agreement for another two years through June 30, 2010 with the understanding that there would be increased marketing by BCT, such as improved website information, summer ads, additional signage, and efforts made to pursue additional Metro funding sources to operate the service. There was also the expectation that the Line would be self sufficient at the end of the agreement term, and no further subsidy would be needed. The cost to Manhattan Beach was \$28,863 for FY 2008-09 and \$32,354 for FY 2009-10 for a total of \$61,217.

In July 2009, BCT expanded the Line 109 service area, adding discontinued portions of Metro routes 124 and 125. This expansion eliminated the route on Vista Del Mar in El Segundo, and re-routed the Line, adding service miles along Rosecrans Avenue east to the Douglas Green Line Station, north on Sepulveda Boulevard to Plaza El Segundo Shopping Center, west on Grand Avenue through Downtown El Segundo, and then east on Imperial Highway to the Aviation Green Line Station before arriving at the LAX City Bus Center. This expansion included realignment of the line, route and frequency changes, therefore adding approximately eight more service hours per day to the route. These route changes resulted in increased route mileage and service hours, which Redondo Beach has paid for without changes to the 2008 cost sharing agreements with the Cities.

As one of the 16 designated "included operators" in Los Angeles County, BCT receives funding from Metro to support transit operations. Funding distribution is made through the Formula Allocation Procedure (FAP) which is a formula used to allocate federal and state bus transit funds among the various transit agencies in Los Angeles County. The allocations are calculated

using farebox revenues and vehicle service miles. While fund and fare revenues for Line 109 have increased since 2006, recent formula funding allocations received for operations have decreased. This is another impact of the economic downturn as Metro's funding allocation distributions are based on sales tax revenue receipts. Consequently, BCT is still experiencing an ongoing funding shortfall, which has been exacerbated by increased petroleum costs experienced in FY 2007-08 and FY 2008-09. Beach Cities Transit is requesting the City of Manhattan Beach to enter into another two-year equitable cost sharing agreement with Redondo Beach, Hermosa Beach, and El Segundo for FY 2010-11 through 2011-12.

It should be noted that Redondo Beach has made the following changes in the FY 2010-12 cost sharing agreement, which were not in previous agreements.

- In the event that Manhattan Beach intends to discontinue Line 109 service following the expiration of this agreement, Manhattan Beach agrees that it will make a good-faith effort to notify BCT of its intent to discontinue such service on or before September 30, 2011.
- In the event actual FY 2010-11 Line 109 net operating costs are less than the estimated costs and/or actual FY 2010-11 net operating revenues are greater than the estimated revenues, all excess funds resulting from any such decreased costs or increased revenues, if any, shall be applied on a pro-rata basis to Manhattan Beach's funding obligations for FY 2011-2012. In the event actual FY 2011-12 Line 109 net operating costs are less than the estimated costs and/or actual FY 2011-12 net operating revenues are greater than the estimated revenues, all excess funds resulting from any such decreased costs or increased revenues, if any, shall be reconciled through the final 4th quarter invoice of the 2011-12 fiscal year.
- In the event that BCT fuel expenses relating solely to Line 109 exceed the initial projections set forth for FY 2010-11 and FY 2011-12, Manhattan Beach shall pay Redondo Beach and amount equal to 16.47% of any such overage.

### **DISCUSSION:**

Redondo Beach staff have recalculated the route service miles to update the City mileage distributions and percentages to determine the appropriate cost allocations for future years. The original length of the one-way revenue service mile for BCT 109 was 12.7 miles. As of 2009, the new length of the one-way revenue service mile has increased to an average of 17.45 miles (northbound route is 18.6 miles, and southbound route is 16.3 miles).

As a result of the extension in 2009, the route mile changes have increased percentage allocations for each City. The portion of the route north of Aviation and Imperial Highway in the City of Los Angeles has been allocated to the Redondo Beach mileage distribution.

Historically, Manhattan Beach has contributed the following amounts towards the cost sharing agreement for BCT Line 109, and the proposed amounts are also identified:

Agreement	FY 2006-08	FY 2008-10	Proposed
Term			FY 2010-12
Year 1	\$86,640	\$28,863	\$32,985
Year 2	\$86,640	\$32,354	\$56,854
Total	\$173,280	\$61,217	\$89,479

Based on the revised proportionate share calculations, the annual payments for each City for Fiscal Years 2010-11 through 2011-12 are:

### **Cost Sharing Allocations**

	Average			
City	<b>Route Miles</b>	Percentages	2011	2012
Redondo Beach & LA	5.60	32.09%	\$55,821.89	\$96,020.58
Hermosa Beach	1.90	10.89%	\$18,939.57	\$32,578.41
Manhattan Beach	3.30	18.91%	\$32,895.04	\$56,583.56
El Segundo	6.65	38.11%	\$66,288.50	\$114,024.44
Total	17.45	100.00%	\$173,945	\$299,207.00

### Line Usage

BCT indicates that increased ridership and passenger capacity on vehicles, improved connectivity to light rail service, and decreased congestion on South Bay arterials are actual and potential benefits resulting from the expansion of Line 109 upon adding sections of Metro Lines 124 and 125. El Segundo, Hermosa Beach, Manhattan Beach, and Redondo Beach community members receive further benefit from transit service to Plaza El Segundo Shopping Center, the Douglas Green Line Station and along Rosecrans Avenue between Highland Avenue and the Douglas Green Line Station.

Statistics show that Line 109 serves local commuters, residents and community members. The service expansions in 2009 have significantly increased ridership on the BCT Line 109. Ridership has increased nearly 60% since FY 2006-07. Ridership is expected to continue to increase in future years as development and traffic congestion increases, and implementation of "Green Programs" become more important to the sustainability of the region.

Below is a table with the overall annual ridership statistics from FY 2006-07 to the current year:

	FY	FY	FY	FY
	2006/07	2007/08	2008/09	2009/10
July	NA	16,003	21,522	19,767
August	9,522	14,577	19,960	18,936
September	10,423	13,727	19,510	17,948
October	10,342	14,610	17,073	17,745
November	10,259	13,208	14,296	15,667
December	10,158	11,921	13,598	15,689
January	10,590	12,820	14,571	14,578
February	10,845	12,840	12,933	5,973
March	12,035	14,557	14,840	16,123
April	12,349	16,282	14,974	NA
May	13,981	16,360	14,650	NA
June	14,194	18,076	15,423	NA
<b>Total Annual Riders</b>	124,698	174,991	193,350	142,426

Four of the bus stops in Manhattan Beach located at Highland Avenue/14<sup>th</sup> Street; Highland Avenue/33<sup>rd</sup> Street; Manhattan Avenue/10<sup>th</sup> Place; and Sepulveda Boulevard/Rosecrans Avenue are

among the top 11 most frequently used bus stops along the route (See Exhibit D page 9). More than half of all Line 109 riders use the route to access the Metro Green Line.

Below is a table with the estimated passenger boarding by City based on a random sampling process from October 2009 to March 2010:

City	Total Passengers	Percentage	Estimated Passengers
	per day	of Sample	FY 2009-10
Redondo Beach	77	14.4%	27,896
Hermosa Beach	51	9.5%	18,529
Manhattan Beach	96	17.9%	34,690
El Segundo	144	26.8%	51,983
Los Angeles	169	31.5%	61,145
TOTAL	537	100.0%	194,242

In 2008, when the City of El Segundo reviewed their ridership numbers, they saw an opportunity to help increase ridership by requesting BCT to re-route Line 109 to include Plaza El Segundo. In reviewing this request, BCT decided to eliminate the route along Vista Del Mar, which although it ran through the City of El Segundo, the Cities of Hermosa Beach, Redondo Beach, and Manhattan Beach were each contributing \$5,000 towards this stretch of the route. With the elimination of this portion, it re-routed the line from Highland Avenue east on Rosecrans Avenue adding more stops within the City along Rosecrans Avenue and increasing the total mileage in Manhattan Beach from 2.1 miles to 3.3 miles (57% increase). The City of Hermosa Beach was also concerned with their ridership numbers and requested that BCT provide their City with improved signage and schedule racks to help with marketing the Line. The route change was implemented in July 2009, and our records do not show that the revision was presented to Manhattan Beach.

If approved, Manhattan Beach will work with BCT to increase marketing of the Line throughout the City, including better identification of the Manhattan Village Mall as a landmark on their map as well as adding Manhattan Beach specific stops on the schedule. Staff will also discuss with BCT the possibility of expanding the Line to include Manhattan Village Mall.

### Other Beach Cities

The Cities of Hermosa Beach and El Segundo are also considering Beach Cities Transit's proposal. Redondo Beach staff has indicated that El Segundo and Hermosa Beach intend to recommend to their City Councils that their cities continue to participate in the program. The City Council of Hermosa Beach expects to consider this proposal on July 13, 2010, and the City Council of El Segundo expects to consider this proposal on July 20, 2010. The City Council of Redondo Beach has tentatively scheduled to consider the cost sharing agreement at their August 17, 2010 Council Meeting, which will allow sufficient time for all other cities to approve and sign the agreement to be included in the staff report. The City's participation would be contingent on the Cities of Hermosa Beach, El Segundo, and Redondo Beach all participating.

### **CONCLUSION:**

Gwendolyn Parker, Harbor, Business & Transit Director and Joyce Rooney, Transit Operations & Transportation Facilities Manager from the City of Redondo Beach will be in attendance at the Council Meeting to make a presentation and answer any questions that the Council may have regarding Beach Cities Transit and the cost sharing agreement.

Staff recommends that the City Council: a) accept and discuss the presentation from Beach Cities Transit (BCT); b) consider the proposed two-year cost sharing agreement from the City of Redondo Beach for BCT Line 109 with the Cities of Hermosa Beach, El Segundo, and Redondo Beach for FY 2010-11 through 2011-12 contingent on all cities participating; c) if appropriate, allocate the necessary funding using the options listed later in this report; and d) work with Beach Cities Transit to include possible route changes and additional marketing strategies directed towards Manhattan Beach ridership.

If Council approves the two-year agreement, and selects the option to purchase Proposition A funds with available unreserved General Fund moneys in order to fund the service, staff recommends the Council appropriate the funds necessary for the first year of service (\$23,027), waive formal bidding per Municipal Code Section 2.36.140 (Waivers), and authorize the City Manager to administratively solicit and award a contract to the lowest bidder. Preliminary estimates indicate that we should be able to trade unrestricted General Fund moneys for Proposition A funds for seventy cents on the dollar (therefore, to obtain \$32,895 in Proposition A funds we would need to exchange \$23,027 in General Funds).

Exhibit: A. BCT 109 Cost Sharing Proposal received June 9, 2010

- B. Letter dated June 10, 2010 from Mike Gin
- C. Letter dated June 9, 2010 from Gwendolyn Parker re. Cost Sharing Proposal
- D. Letter dated June 8, 2010 from Gwendolyn Parker re. Cost Sharing Proposal
- E. Letter dated June 7, 2010 from Richard Thompson re. Intent of Cost Sharing Agreement
- F. Letter dated June 3, 2010 from Gwendolyn Parker re. Cost Sharing Proposal
- G. Transit Service Operation Agreement
- H. BCT Line 109 Route Map





**BCT 109 Cost Sharing Proposal** 

July 1, 2010 through June 30, 2012



### BCT 109 Cost Sharing Proposal July 1, 2010 through June 30, 2012

### Introduction

BCT 109 Service Operations Since August 2006, Beach Cities Transit Line 109 has had many service changes. Originally planned to operate along the coast from Redondo Beach, through Hermosa Beach, Manhattan Beach and El Segundo, up to the LAX City Center, BCT 109 has evolved as a regional transit connector that meets the needs of local residents, commuters and other community members. Initially known as the "Pacific Coaster", opportunities to provide transit services to a broader network for local area transit became available as Metro discontinued routes 439, 124 and 125 in the Beach Cities area.

BCT Line 109 has proven to be an investment for the Cities and community members by reducing parking demand, improving traffic congestion and air quality, and providing easy regional connections to Metro bus and Green Line rail services, Torrance Transit, Palos Verdes Transit, Commuter Express and Culver City Bus services. Businesses along the Sepulveda Corridor between El Segundo and Manhattan Beach also benefit as major destination and origination points for local area community members and commuters.

The visionary action to implement BCT 109 has taken fruition increasing the region's ongoing efforts towards environmental sustainability, and various other "Green Program" initiatives the local cities may be implementing which help the South Bay to meet growing regulatory requirements. The BCT system enhances the region's environmental sustainable efforts through its use of CNG vehicles for the transit service. Further, BCT offers riders and potential riders the opportunity to make a difference in South Bay quality of life issues as they reduce their own "carbon footprint" by using BCT 109 for travel.



**Evolution of Services** 

FY 2004-05 Through FY 2006-07 In July 2006, the cities of El Segundo, Hermosa Beach, Manhattan Beach, and Redondo Beach made the decision to invest in the region's transit infrastructure by entering into an agreement to mutually fund the operating costs incurred by Beach Cities Transit (BCT) 109 for the takeover of Line 439 that was being discontinued by Metro.

The replacement service for Metro 439 was added to BCT's Line 109 increasing service days, service hours, route miles, and vehicle frequencies. The annual service hours operated in FY 2006-07, were 14,933. The Cities agreed to share the costs based on the percentage of route miles within each City. The route was 12.4 miles in length, and the proportionate city miles are listed in the table below:

### **Original Route Miles**

Redondo Beach	4	31.37%
Los Angeles	0	0.00%
Hermosa Beach	1.95	15.29%
Manhattan Beach	2.1	16.47%
El Segundo	4.7	36.86%
Total Miles	12.75	100.00%

Route Expansion & Realignment

In 2008, the Cities agreed to extend the cost sharing agreement for another two years through June 30, 2010 with the understanding that there would be increased marketing by BCT, such as improved website information, summer ads, additional signage, and efforts made to pursue additional Metro FAP funding sources to operate the service.

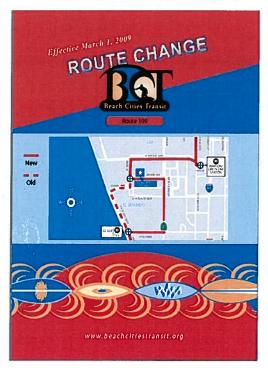
FY 2007-08 Through FY 2009-10

In July 2009, the BCT expanded the Line 109 service area adding discontinued portions of Metro routes 124 and 125. The expansion also included realignment of the Line. These route changes resulted in increased route mileages and service hours, which Redondo Beach has paid for without changes to the 2008 cost sharing agreements with the Cities.



In FY 2008-09, BCT 109 operated 16,663 service hours. The route and frequency changes made to BCT 109 during the past year have added approximately eight more service hours per day (two hours per vehicle) to the route, for an increase to 19,306 service hours that for the FY 2009-10 operating year.

Increased ridership and passenger capacity on vehicles, improved connectivity to light rail service, and decreased congestion on South Bay arterials are actual and potential benefits resulting from the expansion of Line 109 upon adding sections of Metro Lines 124 and 125. El Segundo, Hermosa Beach Manhattan Beach and Redondo Beach community members receive further benefit from transit service to Plaza El Segundo, the Douglas Green Line Station and along Rosecrans Avenue between Highland Avenue and Douglas Green Line Station.







### **Service Statistics**

Since the start of operations, BCT 109 ridership has increased an average of 29 percent annually through 2008. Statistics show that Line 109 is a popular route for local commuters, residents and community members. While fund and fare revenues for Line 109 have increased since 2006, recent formula funding allocations received for operations have decreased. This is another impact of the economy as Metro's funding allocation distributions are based on sales tax revenue receipts. Consequently, BCT is now experiencing an ongoing funding shortfall. This has been exacerbated by increased petroleum costs experienced in FY 2007-08 and FY 2008-09.

The service expansions have significantly increased ridership on the BCT 109. Ridership has increased nearly 60% since FY 2006-07. Ridership is expected to continue to increase in future years as development and traffic congestion increases, and implementation of "Green Programs" become more important to the sustainability of the region.

### **Service Statistics BCT 109**

	FY 06-07 Actual	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Estimated	FY 10-11 Estimated	FY 11-12 Estimated
Service Hours	14,833	16,628	16,663	19,306	19,306	19,306
Operating Cost	\$796,358	\$888,727.25	\$846,106	<i>\$1,079,409</i>	\$943,622	\$967,948
Fare Revenues	\$97,646	\$137,506	\$145,000	\$150,000	\$150,000	\$150,000
Passenger Trips	124,698	174,991	193,350	195,687		

### Cost Saving Measures

BCT vehicles are fueled at two locations, the Redondo Beach Public Works yard, and at LAX. In an effort to reduce operating costs, the City changed CNG providers at the City Public Works yard, from Clean Energy to Southern California Gas in December 2009. Fuel costs trends are decreasing with the change of providers, however Clean Energy is now charging a higher rate at the LAX yard.



### BCT 109 Route Miles After Realignment And Route Extension

Redondo Beach Staff have recalculated the route service miles to update the city mileage distributions and percentages to determine the appropriate cost allocations for future years. The original length of the one—way revenue service mile for BCT 109 was 12.7 miles. The new length of the one—way revenue service mile has increased to an average of 17.45 miles (see Attachment C for mile distribution: northbound route is 18.6 miles, and southbound route is 16.3 miles, as shown in Attachment C).

As a result of the extension, the route mile changes have increased percentage allocations for each city. The portion of the route north of Aviation and Imperial Highway in the City of Los Angeles has been allocated to the Redondo Beach mileage distribution.

### **Revised Revenue Service Miles effective July 2010**

### Average Miles Per City\*

5.60	32.09%
1.90	10.89%
3.30	18.91%
6.65	38.11%
17.45	100.00%
	1.90 3.30 6.65

<sup>\*</sup>Mileages based on passenger mile sampling documents that specify mileages along the route

### Budget Shortfalls And Future Estimates

Staff performed an analysis on actual Formula Allocation Procedure (FAP) revenue receipts and BCT 109 operating costs for Fiscal Years 2008-09 and 2009-10. In FY 2008-09, the FAP allocations and ridership fare revenue receipts exceeded the funds needed to operate the route, leaving \$207,376.95 that has been applied towards the 2010 operating year.

As a result of the economic downturn, annual FAP allocations are continuing to decline.

• In FY 2008-09, BCT received approximately \$1.4 million in FAP allocations.



- In FY 2009-10 BCT received FAP allocations in the amount of approximately \$1.05 million, nearly \$400,000 less than the amount in FY 2008-09.
- In FY 2010-11 is anticipated that BCT will receive approximately \$937,000 or approximately \$112,000 than the amount in FY 2009-10.

Annual service hours and fuel expenses for BCT 109 are now over \$230,000 higher than previous years for Fiscal Year 2009-10 operations. The remaining balance from Fiscal Year 2008-09 FAP allocations has been carried over to cover the Fiscal Year 2009-10 shortfall. In Fiscal Year 2010-11 the City estimates additional carry over from FAP and fare revenues in the amount of \$81,127 to offset Fiscal Year 2010-11 operational expenses. Fiscal Year 2011-12 estimated revenue and expenditures are expected to net a shortfall in the amount of approximately \$299,200.

	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Net Shortfall/Excess Funds	\$ 32,136.95	\$ (322,686.24)	\$(255,073.04)	\$(299,207.92)
Cost Sharing revenues	\$ 175,240.00	\$196,437.00	with the second second	A SUMMER STATE OF THE STATE OF
Annual Shortfall/Excess Funds	\$ 207,376.95	\$(126,249.24)	\$(255,073.04)	\$(299,207.92)
YTD shortfall/Excess Funds		\$81,127.71	\$ (173,945.33)	
	No shortfall	Net Remaining funds	Shortfall	Shortfall

### Cost Sharing Allocations

Based on the revised proportionate share calculations, the annual payments for each City for Fiscal Years 2010-11 and 2011-12 are:

	Average			
City	Route Miles	Percentages	2011	2012
Redondo Beach & LA	5.60	32.09%	\$55,821.89	\$96,020.58
Hermosa Beach	1.90	10.89%	\$18,939.57	\$32,578.41
Manhattan Beach	3.30	18.91%	\$32,895.04	\$56,583.56
El Segundo	6.65	38.11%	\$66,288.50	\$114,024.44
Total	17.45	100.00%	\$173,945	\$299,207.00



### Attachment A

### **BCT 109 Proportionate Cost Share Distribution History**

### Pre-124 and 125 Route Additions and FAP Funds

In Fiscal Year 2006-07, BCT operational cost totaled \$351,340. El Segundo, Hermosa Beach, Manhattan Beach and Redondo Beach paid their proportionate cost of the expense.

### **Proportionate Share Distributions 2009 through 2010**

The budget shortfalls calculated for the fiscal years 2008-09 and 2009-10 in the current agreement anticipated FAP allocations to the City of Redondo Beach from Metro for BCT operations. Based on the analysis, the cities of El Segundo, Hermosa Beach, Manhattan Beach and Redondo Beach invested a proportionate share toward BCT Line 109 operations. The proportionate share breakdown of BCT operational costs for Fiscal Years 2008-09 and 2009-10 is shown below.

CITY	FY 2007-2008 (Pre-FAP Funding)	FY 2008-09 COSTS	FY 2009-10 COSTS	% COSTS
El Segundo	\$128,706	\$64,598	\$72,412	36.863%
Hermosa Beach	\$74,984	\$26,801	\$30,043	15.294%
Manhattan Beach	\$86,639	\$28,863	\$32,354	16.470%
Redondo Beach	\$61,011	\$54,978	\$61,628	31.373%
TOTAL	\$351,340	\$175,240	\$196,437	100%



### **Attachment B**

### **BCT 109 Service Route prior to July 2009**



### PERCENTAGE OF REVENUE SERVICE MILES REVENUE SERVICE MILES

Redondo Beach	4.0	31.373%
Hermosa Beach	1.95	15.294%
Manhattan Beach	2.1	16.470%
El Segundo	4.7	36.863
TOTAL	12.75	100%



### Attachment C Revenue Service Mile Calculations

### **Original Route One-Way Miles**

Redondo Beach	4	31.37%
Los Angeles	0	0.00%
Hermosa Beach	1.95	15.29%
Manhattan Beach	2.1	16.47%
El Segundo	4.7	36.86%
Total Miles	12.75	100.00%

### **NB Miles**

<b>Revised Route Miles</b>		%	SB Miles	%
Redondo Beach	2.4	12.90%	3.1	19.02%
Los Angeles	2.9	15.59%	2.8	17.18%
Hermosa Beach	2.2	11.83%	1.6	9.82%
Manhattan Beach	3.4	18.28%	3.2	19.63%
El Segundo	7.7	41.40%	5.6	34.36%
Total Miles	18.6	100.00%	16.3	100.00%

<b>Revised Route Miles</b>	NB Miles	%	SB Miles	%
Redondo Beach & Los Angeles	5.3	28.49%	5.9	36.20%
Hermosa Beach	2.2	11.83%	1.6	9.82%
Manhattan Beach	3.4	18.28%	3.2	19.63%
El Segundo	7.7	41.40%	5.6	34.36%
Total Miles	18.6	100.00%	16.3	100.00%

### Revised Revenue Service Miles effective July 2010

(based on service changes implemented June 28, 2009)

Av	erage Miles Per City	
Redondo Beach & Los Angeles	5.60	32.09%
Hermosa Beach	1.90	10.89%
Manhattan Beach	3.30	18.91%
El Segundo	6.65	38.11%
Total Miles	17.45	100.00%



 Michael A. Gin
 415 Diamond Street, P.O. Box 270
 tel. 310 372-1171

 Mayor
 Redondo Beach, California 90277-0270
 ext. 2260

 www.redondo.org
 fax. 310 379-9268

June 10, 2010

Honorable Mitch Ward Mayor of Manhattan Beach 1400 Highland Ave. Manhattan Beach, CA 90266

Dear Mayor Ward,

The Beach Cities Transit (BCT) system has a successful track record of providing mobility for the residents of our cities using clean energy. The transit system permits the cities of Manhattan Beach, El Segundo, Hermosa Beach and Redondo Beach to efficiently move people and allows us to meet State and regional requirements for land use, air quality and transportation plan conformity. In support of South Bay residents, Redondo Beach has also taken the lead in developing a new regional transportation center to better provide transit services now and into the future.

BCT Line 109 is an important transit route for residents of the beach cities and it connects people with LAX and the Green Line Metro Station. However, the multi-cities Cost Sharing Agreements for this line are set to expire later this month. Proposals have been submitted to each of the respective cities to renew the transit agreements under the same cost sharing formulas agreed upon two years ago. With the budget stress on transportation funding, it is fortunate that Measure R money may be alternative source of funding for Line 109 commitments.

The BCT staff has been working with your City staff on the renewals for Line 109. I look forward to your City Council's favorable consideration in the renewal of the Line 109 Cost Sharing Agreements.

Sincerely,

MIKE GIN



Harbor, Business & Transit Department June 9, 2010

415 Diamond Street, P.O. Box 270 Redondo Beach, California 90277-0270 www.redondo.org tel 310 318-0631 tel 310 372-1171 fax 310 372-8021



Richard Thompson Interim City Manager City of Manhattan Beach 1400 Highland Avenue Manhattan Beach, CA 90266

RE:

**BEACH CITIES TRANSIT LINE 109** 

COST SHARING AGREEMENT FOR FY 2010-11 THROUGH FY 2011-12

Dear Mr. Thompson:

Beach Cities Transit (BCT) appreciates the City of Manhattan Beach's support in creating a better environment for the South Bay by investing in the operation of BCT Line 109.

Since the start of operations in 2006, BCT Line 109 has proven itself as a positive investment for the beach cities and their communities by reducing parking demand, mitigating traffic congestion, increasing air quality, and providing easy regional transit connections. Metro's cancellation of bus routes 439, 124 and 125 in the beach cities area provided an opportunity for growth and customer service. These abandoned routes were added to the BCT system resulting in a broader appeal and network of interest in BCT's local area transit service.

### SERVICE AREA EXPANSION

With the realignment and route extension of BCT Line 109 implemented in July 2009, a route analysis was completed to reformulate the appropriate cost allocations to each of the participating cities: El Segundo, Hermosa Beach, Manhattan Beach and Redondo Beach. The original distance of BCT Line 109 one—way revenue service was 12.7 miles. The new distance of the one-way revenue service miles has increased to an average of 17.45 miles. In addition, the annual service hours have increased from an average of 16,600 to over 19,300 per year.

Redondo Beach has taken efforts to reduce fuel costs by changing the CNG provider at the City's Public Works yard. However, with the uncertainty in fuel prices in the future, BCT may continue to see increasing fuel costs.

In FY 2006-07, BCT Line 109's operation service hours totaled 14,800. Operation service hours have increased from approximately 16,600 in FY 2007-08 to 19,300 in FY 2008-09.

### **REVENUES**

As one of 16 designated 'included operators' in Los Angeles County, BCT receives funding from Metro to support transit operations. Funding distribution is made through the Formula Allocation Procedure (FAP). The allocations are calculated using farebox revenues and vehicle service miles. While FAP funds initially increased, the downturn in the economy has impacted revenue distributions to the region. FAP allocations proposed for FY 2010-11 are \$400,000 less than the amount received in FY 2008-09.

Since the start of operations, BCT ridership has increased an average of 29 percent annually. The service expansion has significantly increased ridership on the BCT 109, up to nearly 60% since FY 2006-07.

The completed analysis considers increases in service miles and service hours, the cities of El Segundo, Hermosa Beach, Manhattan Beach and Redondo Beach will be asked to continue participation in cost-sharing for their proportionate share in support of operation of Line 109.

	Average Route Miles	
	Prior to July 2009	Proportionate Share
Manhattan Beach	2.1	16.47%

•	Average Route Miles	Proportionate Share
	After July 2009	Effective July 2010
Manhattan Beach	3.3	18.91%

The investment by the City of Manhattan Beach has increased from 16.47% to 18.91%: \$32,895.04 for FY 2010-11 (year one of the two-year contract) and \$56,583.56 for FY 2011-2012.

All other contract conditions will remain unchanged. BCT is expected to finalize this two-year Line 109 renewal agreement by the end of FY 2009-10. Our next step is to have all parties obtain approval of the two-year contract agreement through their respective City Councils by June 30, 2010.

We look forward to meeting with you to discuss the continuing progress of BCT Line 109. We are also pleased to have aboard the new Transit Operations and Transportation Facilities Manager, Joyce Rooney. Ms. Rooney will be introduced at the meeting. Ms. Rooney has nearly 20 years of experience in the transit industry and is a valuable asset to the Redondo Beach Harbor, Business & Transit Department. She can be reached at (310) 318-0631/ext. 2670. Of course you can always contact me at (310) 318-0631/ext. 2246.

Sincerely,

Gwendolyn Parker

Harbor, Business & Transit Director

cc: Bill Workman, City Manager Redondo Beach

Joyce Rooney, Transit Operations and Transportation Facilities Manager

Diane Amaya, Transit Analyst





Harbor Department	415 Diamond Street, P.O. Box 270 Redondo Beach, California 90277-0270 www.redondo.org	tel 310 318-0631 tel 310 372-1171 fax 310 372-8021

June 8, 2010

Sent via Fax and U.S. Mail

Mr. Richard Thompson City of Manhattan Beach 1400 Highland Avenue Manhattan Beach, CA 90266

RE:

**BEACH CITIES TRANSIT LINE 109** 

COST SHARING AGREEMENT FOR FY 2010-11 THROUGH FY 2011-12

Dear Mr. Thompson:

Thank you for your letter and the opportunity to provide additional information about Beach cities Transit (BCT) Line 109 serving the cities of El Segundo, Manhattan Beach, Hermosa Beach and Redondo Beach. As you are aware, BCT Line 109 is a key public transit route for the residents of Manhattan Beach and the other beach cities. It's importance is underscored by the fact it connects beach cities' residents with LAX and Green Line Metro stations. The Manhattan Bach ridership is approximately 34,700 or 18% of all BCT Line 109 passengers.

In our meeting tomorrow, here are some items I believe we should talk about during our discussion of renewing the cost sharing agreement. In hindsight, I should have directly alerted you to the need for attention on this matter as we were working with subordinate staff in your Parks & Recreation Department.

• When the current cost-sharing agreement was prepared it was anticipated that BCT Line 109 could eventually become self-sufficient with supplements from the MTA. In FY 2009-10, BCT Line 109 was expanded to incorporate portions of abandoned Metro Lines 124 and 125. At the request of our partnering cities, the expansion also added Green Line and Plaza El Segundo destinations. The added stops increased route mileage, operating hours, expenses, ridership, farebox revenue and initially revenue from MTA. BCT Line 109 operations are funded by farebox revenue and revenue from the MTA. MTA Formula Allocation Procedure (FAP) funding is the primary source of financial support to BCT. This revenue is exclusive to 'included transit operators' in Los Angeles County per policy established by the then Los Angeles County Transportation Commission.

The downturn in the economy has impacted MTA revenues as most of the funding is generated from sales tax receipts. Revenue received from the MTA in FY 2009-10 is \$200,000 less than the revenue received in FY 2008-09; and proposed FY 2010-11 revenue will be \$200,000 less than FY 2009-10.

Last year Redondo Beach entered into a contract with a new provider to reduce fuel costs. Research will begin next fiscal year to identify potential options for further reductions in fuel costs at the LAX City Bus Center. In FY 2010-11, we anticipate completing a comprehensive operational analysis to identify efficiencies and cost savings.

- Your letter indicates that Manhattan Beach's Proposition A fund is running at a deficit.
   Other revenue sources can be used to support transit operation besides Proposition A funds. Proposition C and the recent voter approved Measure R funds can be used instead.
- BCT Line 109 provides transportation to residents of our cities and non-residents who come to visit, work and shop, enhancing the economic viability of the South Bay. The bus stops located at Highland Ave./14<sup>th</sup> St.; Highland Ave./33<sup>rd</sup> St.; Manhattan Ave./10<sup>th</sup> Place; and Sepulveda Blvd./Rosecrans Ave. are among the top 11 most frequently used bus stops along the route. Fifty-seven percent of the passengers ride BCT Line 109 between 9:00 a.m. and 5:00 p.m., Monday through Friday; Saturday and Sunday, sixty-eight percent of the passengers ride BCT Line 109 between 9:00 a.m. and 5:00 p.m.
- BCT Line 109 mitigates traffic congestion, parking demand, improves air quality using clean fuel vehicles, and provides for easier regional transit connections. The transit system permits the participating cities to efficiently move people and allows us to meet State and regional requirements for land use, air quality and transportation plans. Ridership statistics show that the majority of BCT Line 109 passengers use the route to access the Green Line Aviation and Douglas stations. BCT Line 109 ridership information is provided to your staff with the quarterly invoice and includes quarterly ridership trends since FY 2007-08. Ridership statistics for FY 2009-10 are attached.
- BCT outreach and marketing efforts include:
  - Facebook
  - Twitter
  - Summer 2009 advertising campaign in the Daily Breeze
  - Schedules and information and 'giveaways' distributed at employment centers
  - Schedules distributed at Hermosa Beach, Manhattan Beach, El Segundo, Torrance and Redondo Beach libraries
  - Hermosa Beach and Redondo Beach Chambers of Commerce
  - City Halls: El Segundo, Hermosa Beach. Manhattan Beach and Redondo Beach
  - Redondo Beach Senior Health Fair
  - Redondo Beach Safety Fair
  - Redondo Beach Earth Day
  - Redondo Beach Transit Webpage (visit the link below to access the webpage) http://crb-internet.redondo.org/depts/hbt/transit/beach\_cities\_transit/line\_109.asp

We continue to take advantage of opportunities to promote BCT. We'll be happy to work with Manhattan Beach and all of the partnering cities' staff to enhance transit information in your marketing materials and on your websites, and to participate in your special events.



I look forward to meeting with Acting Director of Community Development, Laurie Jester, Wednesday, June 9 at 2:30 p.m. to discuss the next steps on the contract renewal for approval by Manhattan Beach City Council on July 6, 2010.

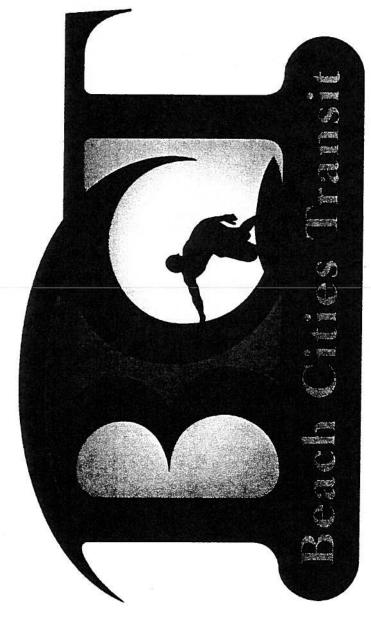
Sincerely,

Gwendolyn Parker

Harbor, Business & Transit Director

Attachment: Ridership Statistics, Line 109, FY 2009-10

### Ridership Statistics Line 109



# Random Passenger Sampling Data Collection

- BCT performs "Random Passenger Sampling" of Line 109 trips
- The Random Sampling analysis was prepared by a FTA qualified statistician
- passenger boardings and alightings at each stop Each random sampling records the number of
- percentages per city are calculated using the tota Total estimated passengers by city are based on the random sampling statistics and the ridership statistics

## **ESTIMATED PASSENGER BOARDINGS BY CITY BCT LINE109** FY2009-10

20	Total		Estimated
City	Passengers Per Trip	Percentage of Sample	Passengers FY 2009/10
Redondo Beach	271	14.4%	27,896
Hermosa Beach	180	9.5%	18,529
Manhattan Beach	337	17.9%	34,690
El Segundo	505	26.8%	51,983
Los Angeles	594	31.5%	61,145
Total	1,887	100.0%	194,242

# **BCT LINE 109 MANHATTAN BEACH WEEKDAY BOARDINGS FY 2009-10**

33% of passengers ride BCT between 6:00 a.m. and 9:00 a.m. 51% of passengers ride BCT between 9:00 a.m. and 6:00 p.m. 16% of passengers ride BCT between 6:00 p.m. and 10:00 p.m.

Top 20	stops Per City	Number of Stops	∞	4	4	П	8	20
	Stops	City	El Segundo	Manhattan Beach	Redondo Beach	Hermosa Beach	Los Angeles	Tota/

# Top 20 Most Frequent Stops

Stop	Percentage of Passenger Boardings	Percentage of Passenger Alightings	Percentage of Total Passengers	City
Green Line Aviation Station	18.4%	15.6%	17.0%	Los Angeles
LAX Transit Center	9.0%	6.6%	6.3%	Los Angeles
Green Line Douglas Station	%80:	10.7%	5.7%	El Segundo
Main St/Holly Ave	5.2%	4.5%	4.8%	El Segundo
Catalina Ave/Torrance Blvd	3.1%	4.5%	3.3%	Redondo Beach
Highland Ave/14 <sup>th</sup> St.	2.2%	4.0%	3.1%	Manhattan Beach
Highland Ave/33 <sup>rd</sup> St	1.5%	4.4%	3.0%	Manhattan Beach
Hermosa Ave/10 <sup>th</sup> St	2.9%	2.9%	2.9%	Hermosa Beach
Century Blvd/International Rd	2.8%	2.2%	2.5%	Los Angeles
Manhattan Ave/10 <sup>th</sup> PI	2.8%	1.8%	2.3%	Manhattan Beach
Sepulveda Blvd/Rosecrans	2.5%	%8.	1.6%	Manhattan Beach
Palos Verdes Blvd/Via Valencia	2.2%	1.5%	1.8%	Redondo Beach
Catalina Ave/Sapphire St	2.1%	.4%	1.3%	Redondo Beach
Catalina Ave/ Elena	.5%	1.7%	1.1%	Redondo Beach
Main St/ Grand Ave	.7%	1.7%	1.2%	El Segundo
Main St/Imperial Ave	1.9%	1.6%	1.7%	El Segundo
Grand Ave/ Sepulveda Blvd	1.8%	1.6%	1.7%	El Segundo
Sepulveda Blvd/El Segundo	2.5%	%8.	1.7%	El Segundo
Park PI/EI Segundo Plaza	1.9%	1.3%	1.6%	El Segundo
Main St/Mariposa	1.9%	1.3%	1.6%	El Segundo



### City of Manhattan Beach Management Services



Phone: (310) 802-5053 FAX: (310) 802-5051 TDD: (310) 546-3501

June 7, 2010

Ms. Gwendolyn Parker
Harbor, Business and Transit Director
City of Redondo Beach
Harbor, Business and Transit Department
415 Diamond Street, PO Box 270
Redondo Beach, CA 90277-0270

Re: Beach Cities Transit Line 109

Dear Ms. Parker.

I received a copy of your letter addressed to Nhung Madrid, our Traffic Management Analyst, dated June 3, 2010 regarding the Beach Cities Transit (BCT) Proposed Cost Sharing Agreement for FY 2010-11 through FY 2011-12. This is the first written contact, other than e-mail, that has been provided to the City of Manhattan Beach regarding this agreement. We are not able to provide you a written commitment by June 14, 2010 as requested in your letter, as action on this item would need to go before the City Council. The earliest City Council meeting that we are able to schedule this item for discussion would be July 6<sup>th</sup>.

Nhung Madrid has been discussing Transit Line 109 with Joyce Rooney for over a month. Ms Madrid requested BCT schedule a joint meeting with BCT, Redondo Beach, El Segundo, Hermosa Beach and the City of Manhattan Beach so that we could discuss the future funding of this Transit Line together, however this meeting has not been scheduled. We also requested a written proposal from your agency and have not received one therefore, funding was not considered in this year's budget. Your staff was invited to submit information and attend our budget meetings that were held on May 25<sup>th</sup> and June 1<sup>st</sup> when Proposition "A" funding was discussed. On May 25<sup>th</sup> I informed the City Council that the BCT contract with our city is expiring this budget year and will forward the new proposal as soon as we receive it.

As you know Proposition "A" funds are traditionally used to support Line 109. As this fund is currently running a deficit it is particularly challenging to continue supporting this bus line.

At the time Manhattan Beach entered into the agreement for the 2008-09 and 2009-10 budget years, BCT representatives stated that the route would be self-funded sometime in the near future. We were also led to believe ridership, marketing and outreach efforts would increase. The benefits to our residents thus far have not been clearly demonstrated.

We look forward to receiving your proposal and more detailed ridership, outreach and financial information. If you have questions or require additional information please feel free to contact me at (310) 802-5053.

Sincerely,

Richard Thompson Interim City Manager

CC: Laurie B. Jester, Acting Director of Community Development Steve Burrell, City of Hermosa Beach City Manager Jack Wayt, City of El Segundo City Manager Bill Workman, City of Redondo Beach City Manager



**EXHIBIT** 

Harbor, Business & Transit Department

415 Diamond Street, P.O. Box 270 Redondo Beach, California 90277-0270 www.redondo.org tel 310 318-0631 tel 310 372-1171 fax 310 372-8021

June 3, 2010

Sent via Fax and U.S. Mail

Ms. Nhung Madrid City of Manhattan Beach 1400 Highland Avenue Manhattan Beach, CA 90266

RE: BEACH CITIES TRANSIT LINE 109

COST SHARING AGREEMENT FOR FY 2010-11 THROUGH FY 2011-12

Dear Ms. Madrid:

Beach Cities Transit (BCT) appreciates the City of Manhattan Beach's support in creating a better environment for the South Bay by investing in the operation of BCT Line 109. Since the start of operations in 2006, BCT Line 109 has proven itself as a positive investment for the Beach Cities. BCT's operation of Line 109 and its recent expansion which incorporated segments of abandoned Metro Line 124 and 125 has provided the South Bay with a local area transit service. Returns on our investments include reductions in parking demand, mitigation of traffic congestion, improved air quality, and easier regional transit connections. Further, BCT Line 109 operation in El Segundo, Hermosa Beach and Manhattan Beach allows each city to declare the BCT transit system as a solution to parking and traffic mitigation requirements.

### SERVICE AREA EXPANSION

With the realignment and route extension of BCT Line 109 implemented in July 2009, a route analysis was completed to reformulate the appropriate cost allocations to each of the participating cities: El Segundo, Hermosa Beach, Manhattan Beach and Redondo Beach. The original distance of BCT Line 109 one—way revenue service was 12.7 miles. The new distance of the one-way revenue service miles has increased to an average of 17.45 miles. In addition, the annual average service hours have increased from 16,600 to over 19,300 per year. The enclosed map shows the current travel route of BCT Line 109.

Redondo Beach has taken efforts to reduce fuel costs by changing the CNG provider at the City of Redondo Beach Public Works yard. However, with the uncertainty in future fuel prices BCT may continue to see increasing fuel costs.

### REVENUES AND INVESTMENT

As one of 16 designated 'included operators' in Los Angeles County, BCT receives funding from Metro to support transit operations. Funding distribution is made through the Formula Allocation Procedure (FAP). The allocations are calculated using farebox

revenues and vehicle service miles. While FAP funds initially increased, the downturn in the economy has impacted revenue distributions to the Los Angeles County region. FAP allocations proposed for FY 2010-11 are \$400,000 less than the amount received in FY08-09.

Since the start of operations, BCT ridership has increased an average of 29 percent annually. Last year's service expansion has significantly increased ridership on the BCT 109, up by nearly 60% since FY06-07. The completed analysis considers increases in service miles and service hours. It is necessary that the cities of El Segundo, Hermosa Beach, Manhattan Beach and Redondo Beach continue participation in their proportionate cost-sharing to support the operation of BCT Line 109.

	Average Route Miles	
	Prior to July 2009	Proportionate Share
Manhattan Beach	2.1	16.47%

	Average Route Miles After July 2009	Proportionate Share Effective July 2010
Manhattan Beach	3.3	18.91%

Investment calculations are based on route miles through each city, assuming BCT stops at locations in the respective city. This is the same formula used to calculate the investment amounts under the current contract. The investment by the City of Manhattan Beach will increase from 16.47% to 18.91% in the next two years: \$32,895 for FY10-11 (year one of the two-year contract) and \$56,584 for FY11-12. Language will be added to the agreement to allow consideration for an adjustment to the investment amount if warranted by a sufficient increase in revenue distributions. All other contract conditions will remain unchanged. If the identified FY10-11 and FY 11-12 are acceptable, our City Attorney will be requested to complete the two-year agreement for approval and signature by your City.

To continue BCT service in your city, a written commitment is needed from Manhattan Beach assuring ongoing investment in the operation of BCT Line 109. A response on how your organization wishes to proceed is requested by Monday, June 14. Without your commitment to ongoing investment in BCT Line 109, our only option will be to eliminate service in Manhattan Beach at the end of the current contract on June 30, 2010 and notices will be posted advising of the impending service cancellation beginning June 15.

We hope that Manhattan Beach also sees the value of local area transit service and will continue to invest in the operation of BCT Line 109. We look forward to meeting with you to discuss the pending contract and progress of BCT Line 109. If you have questions or

Beach Cities Transit Cost Sharing Agreement June 3, 2010 Page 3

require additional information feel free to contact me or Joyce Rooney. I can be reached at (310) 318-0631/ext. 2246; and you can contact Ms. Rooney at (310) 318-0631/ext. 2246.

Sincerely,

Gwendolyn Parker b

Harbor, Business & Transit Director

Enclosure: Map or BCT Line 109 travel route

C: Bill Workman, City Manager, Redondo Beach Richard Thompson, City Manager, Manhattan Beach Joyce Rooney, Transit Operations and Transportation Facilities Manager





#### TRANSIT SERVICE OPERATION AGREEMENT

This Transit Service Operation Agreement ("Agreement") is entered into by and between the City of Manhattan Beach ("Manhattan Beach") and the City of Redondo Beach/Beach Cities Transit ("Redondo Beach" or "BCT").

#### **RECITALS**

WHEREAS, BCT currently provides transit services on Line 109;

WHEREAS, Manhattan Beach and Redondo Beach previously entered into that certain "Transit Service Operation Agreement" pursuant to which Manhattan Beach provides funding to Redondo Beach for the partial cost of operating Line 109; and

WHEREAS, the current "Transit Service Operation Agreement" expired as of June 30, 2010, and the parties desire to continue such agreement on the terms and conditions set forth below.

### THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

#### 1. TERM

This Agreement shall be effective as of July 1, 2010, and shall have a two (2) year term expiring on June 30, 2012. Manhattan Beach acknowledges that an agreement in similar form to this Agreement will need to be negotiated for continued Line 109 service beyond June 30, 2012. In the event Manhattan Beach intends to discontinue Line 109 service following the expiration of this Agreement, Manhattan Beach agrees that it will make a good-faith effort to notify BCT of its intent to discontinue such service on or before September 30, 2011.

#### 2. SERVICE DESCRIPTION

- A. BCT shall operate Line 109 consistent with the map shown in **Attachment A**, which is attached hereto and by this reference incorporated herein ("Line 109" or the "Service").
- B. BCT shall operate Line 109 on the days of the week, spread of service, and frequencies of service equal to or better than that which was operated by BCT immediately prior to the effective date of this Agreement. The service schedule on Line 109 in effect on June 30, 2010, is shown as **Attachment B**, which is attached hereto and by this reference incorporated herein.
- C. BCT may adjust the route and schedule of Line 109; however, any changes or reductions to the Service in excess of 10% shall be brought to the City of Manhattan Beach for review and comment prior to implementation.

D. BCT reserves its rights, at its sole discretion, to enter into contracts for Line 109 service with any other provider of its choice at any time without City of Manhattan Beach approval. BCT shall be responsible for any and all aspects of administration of the service contract, and shall assure that the contract includes provisions pertaining to insurance, age, maintenance and operation of vehicles, driver qualifications and other similar provisions typical of an agreement of that kind.

#### 3. PASSENGER FARES

BCT may charge fares for the Service consistent with their existing fixed-route service. BCT will accept interagency transfers with adjacent transit operators and participate in the EZ Pass Program.

#### 4. FUNDING

- A. For costs associated with the operation of Line 109, the City of Manhattan Beach shall pay the City of Redondo Beach in accordance with this Section. The City of Manhattan Beach shall not pay BCT for capital costs nor shall the City of Manhattan Beach provide equipment to operate the Service.
- B. Funding from Manhattan Beach shall be \$32,895.04 for fiscal year 2010-11 and \$56,583.56 for fiscal year 2010-12. In no event shall Manhattan Beach's funding obligation pursuant to this Section 4B exceed the foregoing amounts. In the event actual fiscal year 2010-11 Line 109 net operating costs are less than the estimated costs and/or actual 2010-11 net operating revenues are greater than the estimated revenues, all excess funds resulting from any such decreased costs or increased revenues, if any, shall be applied on a pro-rata basis to Manhattan Beach's funding obligations for fiscal year 2011-2012. In the event actual fiscal year 2011-12 Line 109 net operating costs are less than the estimated costs and/or actual 2011-12 net operating revenues are greater than the estimated revenues, all excess funds resulting from any such decreased costs or increased revenues, if any, shall be reconciled through the final 4<sup>th</sup> quarter invoice of the 2011-12 fiscal year.
- C. In addition to the funding set forth above, in the event BCT's fuel expenses relating solely to Line 109 exceed the initial projections of \$ 112,000 for fiscal year 2010-11 or \$145,600 for fiscal year 2011-12, Manhattan Beach shall pay Redondo Beach an amount equal to 16.47% of any such overage. This element of the MOU will be reconciled through the 4<sup>th</sup> quarter billing of each year of the contract.
- D. BCT is responsible for all marketing and promotion of the service. Notwithstanding the foregoing, the City of Manhattan Beach may advertise at its sole expense, but any reference to Beach Cities Transit must be approved in writing by the City of Redondo Beach prior to such reference. Only the Beach Cities Transit logo may be used to advertise or market the service.

#### 5. REPORTING/INVOICING

- A. BCT shall report to the City of Manhattan Beach on a quarterly basis, all of the following data for the Line 109 Service:
  - passengers carried
  - revenue hours operated
  - revenue miles operated
  - total operating costs
- B. BCT shall submit said report to the Manhattan Beach City Manager in writing within fifteen (15) days after the end of each report quarter.
- C. BCT shall submit quarterly invoices and reporting requirement to the City Manager and City of Manhattan Beach shall pay to BCT on a quarterly basis 1/4<sup>th</sup> of the annual funds to be provided. City of Manhattan Beach shall pay BCT within thirty (30) days of receipt of each quarterly report from BCT. First payment shall be due on November 30, 2010, representing payment for July 1, 2008, through September 30, 2010.
- D. BCT shall incorporate Line 109 data into its NTD report for the entire Beach Cities Transit fixed route transportation system. BCT shall be responsible for any and all aspects of administration of the service contract, and shall include provisions pertaining to insurance.
- E. City of Manhattan Beach retains the right to audit the BCT's records of Line 109 Service, and may periodically monitor the Service.

#### 6. INSPECTION OF RECORDS

Beach Cities Transit records relevant to this Agreement shall be available for inspection by City of Manhattan Beach at all reasonable times for a period of at least three (3) years for each year or after the termination date, whichever comes first.

#### 7. NON-DISCRIMINATION

No person shall on the grounds of race, color, religion, national origin, ancestry, age, sex, physical or mental disability, be excluded from participation in, or be subject to discrimination in the operation of the Line 109 Service.

#### 8. COORDINATION

- A. BCT shall coordinate their services, to the extent practical, so that passengers transferring between transit operators will have minimal waiting times. This coordination will require transit agencies to communicate with each other as many weeks as possible in advance of any planned schedule change to these services that may affect passenger transfers.
- B. The Manhattan Beach Project Manager for this project shall be the City Manager or his/her designee. BCT coordinator for this project shall be the Harbor, Business and Transit Director or his/her designee.

#### 9. WAIVER OF BREACH

The waiver of each party of any breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of that same or any other provision.

#### 10. NOTICES

A. All notices, requests, demands, or other communications under this Agreement will be in writing. Notice will be sufficiently given for all purposes as follows:

- (1) Personal delivery. When personally delivered to the recipient: notice is effective on delivery.
- (2) First Class mail. When mailed first class to the last address of the recipient known to the party giving notice: notice is effective three mail delivery days after deposit in an United States Postal Service office or mailbox.
- (3) Certified mail. When mailed certified mail, return receipt requested: notice is effective on receipt, if delivery is confirmed by a return receipt.
- (4) Overnight delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account: notice is effective on delivery, if delivery is confirmed by the delivery service.
- (5) Facsimile transmission. When sent by fax to the last fax number of the recipient known to the party giving notice: notice is effective on receipt. Any notice given by fax will be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a non-business day.

Addresses for purpose of giving notice are as follows:

#### Beach Cities Transit:

City of Redondo Beach Harbor, Business and Transit Director Attention: Line 109 415 Diamond St. Redondo Beach, CA 90277-2836

Fax Number: 310-372-8021

With a copy to:

City Clerk
City of Redondo Beach
415 Diamond Street

Redondo Beach, CA 90277-2836

Fax Number: 310-374-0220

City of Manhattan Beach:

City of Manhattan Beach
Mr. Richard Thompson
Interim City Manager
Attention: Line 109
1400 Highland Avenue
Manhattan Beach, CA 90266-4795

Fax Number: 310-802-5001

With a copy to:

City Clerk
City of Manhattan Beach
1400 Highland Avenue

Manhattan Beach, CA 90266-4795

Fax Number: 310-802-5051

- B. Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified, will be deemed effective as of the first date the notice was refused, unclaimed or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- C. Either party may change its address or fax number by giving the other party notice of the change in any manner permitted by this Agreement.

#### 11. SEVERABILITY

Should any part, term or provision of this Agreement or any document required herein to be executed be declared invalid, void or unenforceable, all remaining parts, terms and provisions hereof shall remain in full force and effect and shall in no way be invalidated, impaired or affected thereby.

#### 12. INTEGRATION; AMENDMENT

This Agreement represents the entire understanding of the City of Manhattan Beach and Beach Cities Transit as to those matters contained in it. No prior oral or written understanding will be of any force or effect with respect to the terms of this Agreement. The Agreement may not be modified or altered except in writing signed by both parties.

#### 13. INTERPRETATION

The terms of this Agreement should be construed in accordance with the meaning of the language used and should not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction that might otherwise apply.

#### 14. GOVERNING LAW; JURISDICTION

This Agreement will be administered and interpreted under the laws of the State of California. Jurisdiction of any litigation arising from the Agreement will be in Los Angeles County, California.

#### 15. COMPLIANCE WITH STATUTES AND REGULATIONS

Beach Cities Transit will be knowledgeable of and will comply with all applicable federal, state, county and city statutes, rules, regulations, ordinances and orders.

# 16. NON-LIABILITY OF THE CITY OF MANHATTAN BEACH OFFICERS AND EMPLOYEES

No officer or employee of either City will be personally liable to the other, in the event of any default or breach thereunder.

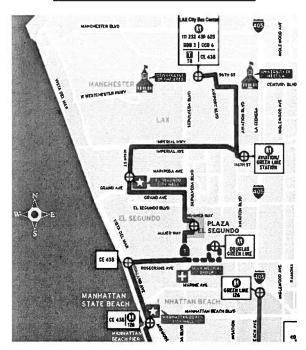
#### 17. INDEMNIFICATION

Redondo Beach hereby agrees to defend, protect, indemnify and hold harmless Manhattan Beach, its officers, employees, elected officials and members of boards and commissions from and against any and all loss, damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, and judgments, including reasonable attorney's fees, expert fees and costs of suit arising directly or indirectly from or in any manner related to or in connection with or caused by the performance or failure of Redondo Beach, its agents, servants or employees to perform the services required of Redondo Beach employees under the terms of this Agreement.

Manhattan Beach hereby agrees to defend, protect, indemnify and hold harmless Redondo Beach, its officers, employees, elected officials and members of boards and commissions from and against any and all loss, damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, and judgments, including reasonable attorney's fees, expert fees and costs of suit arising directly or indirectly from or in any manner related to or in connection with or caused by the performance or failure of Manhattan Beach, its agents, servants or employees to perform the services required of Manhattan Beach employees under the terms of this Agreement.

California, as of this day of	, 2010.
CITY OF REDONDO BEACH/ BEACH CITIES TRANSIT	CITY OF MANHATTAN BEACH
Ву:	By:
Name:	Name: Title:
APPROVED AS TO FORM:	APPROVED AS TO FORM:
City Attorney's Office	City Attorney's Office
ATTEST:	ATTEST:

### **Attachment A: Line 109 Map**



**Revenue Service Mile Calculations** 

#### **NB Miles**

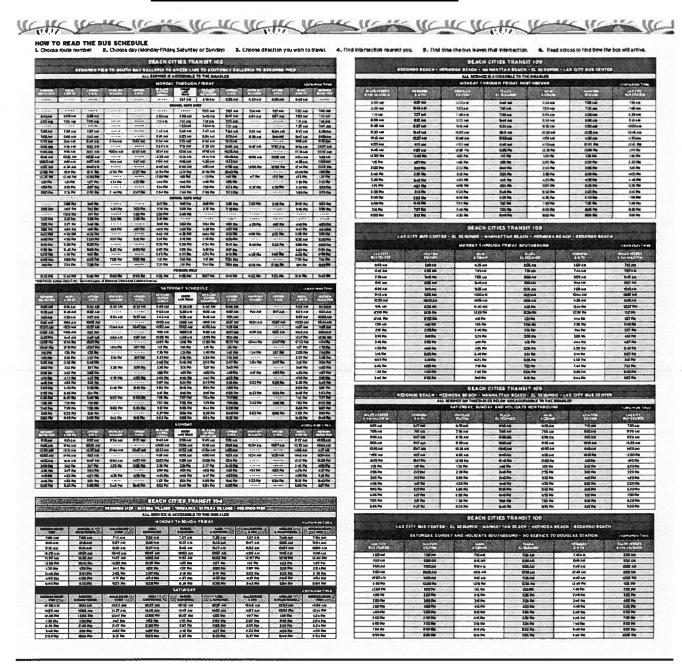
Revised Route Miles		%	SB Miles	%
Redondo Beach	2.4	12:90%	3.1	19.02%
Los Angeles	2.9	15.59%	2.8	17.18%
Hermosa Beach	2.2	11.83%	1.6	9.82%
Manhattan Beach	3.4	18.28%	3.2	19.63%
El Segundo	7.7	41.40%	5.6	34.36%
Total Miles	18.6	100.00%	16.3	100.00%

Revised Route Miles	NB Miles	%	SB Miles	%
Redondo Beach & Los Angeles	5.3	28.49%	5.9	36.20%
Hermosa Beach	2.2	11.83%	1.6	9.82%
Manhattan Beach	3.4	18.28%	3.2	19.63%
El Segundo	7.7	41.40%	5.6	34.36%
Total Miles	18.6	100.00%	16.3	100.00%

# Revised Revenue Service Miles effective July 2010 (based on service changes effective June 28, 2009) Average Miles Per City

Redondo Beach & Los Angeles	5.60	32.09%
Hermosa Beach	1.90	10.89%
Manhattan Beach	3.30	18.91%
El Segundo	6.65	38.11%
Total Miles	17.45	100.00%

#### **Attachment B: BCT Line 109 Time Schedule**









### Route 109

Riviera Village Redondo Beach Pier Hermosa Beach Pier Avenue

Plaza El Segundo

Downtown Manhattan Beach

**Douglas Green Line Station** 

Downtown El Segundo

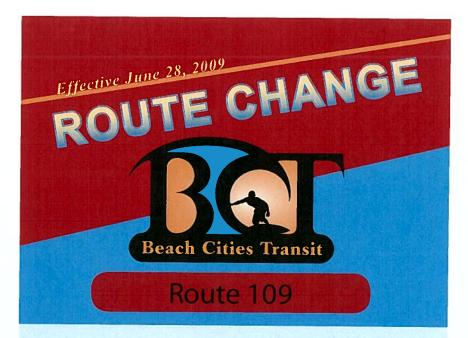
**Aviation Green Line Station** 

LAX City Bus Center

SEE REVERSE FOR MAP



(866) 263-8444 www.beachcitiestransit.org





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