

South Bay Cities Council of Governments Infrastructure Working Group Meeting Notes – January 20, 2016

Attendees: Stephanie Katsouleas & Floriza Rivera (El Segundo); Gilbert Marquez (Carson); Paula Faust (Gardena); Akbar Farokhi & Alan Leung (Hawthorne); Louis Atwell (Inglewood); Miguel Alvarez & Frank Senteno (Lawndale); Tony Olmos (Manhattan Beach); Wisam Altowaji, Didar Khandker, Brad Lindahl & Ted Semaan (Redondo Beach); Craig Bilezerian & Ernie Crespo (Torrance); Jimmy Shih (Caltrans); Josie Gutierrez, Pat Smith & Jane White (LA County DPW); Fulgene Asuncion, Eva Pan, Isidro Panuco & Danielle Valentino (MTA); Marcy Hiratzka & Steve Lantz (SBCCOG); Alan Clelland (Iteris); Tom Choe & Shelby Michael (System Metrics Group)

Vice Chair Katsouleas called the meeting to order at 12:02 pm.

I. **Self-Introductions and Approval of November 18, 2015 Minutes** – Minutes were approved as presented.

Restructuring Options for Metro’s Call for Projects (CFP) – Steve Lantz explained that the SBCCOG has a Transit Operators Working Group that meets monthly to discuss various transit issues in the South Bay. The SBCCOG has also begun drafting a position on the potential restructuring of Metro’s Call for Projects process based on change that the SBCCOG feels would improve the success rate and cost-effectiveness for local agencies that apply, as the South Bay has generally not done well in previous Calls. Another issue to consider is how local transit and highway projects are to be prioritized in the potential new transportation sales tax measure that Metro would like on the November 2016 ballot. Results from the 2011, 2013, and 2015 Calls regarding South Bay applications (all categories) were listed. The current Call program allocates \$200 million every 2 years for the entire county, of which, the South Bay received about \$20 million, which is approximately comparable to the sub-region’s share of all CFP funding. However, South Bay lead agencies submitted 10 CFP applications that committed SBHP funds as the local match. Only one of the 10 projects was funded. As a result, more than \$500,000 of SBHP funding was used to prepare the 10 applications which generated less than \$700,000 in CFP funding. In addition, SBCCOG staff is concerned that there will be insufficient funding made available in the 2017 CFP and is recommending that the Metro Long Range Transportation Plan continue to commit at least \$100 million annually for CFP projects. That would ensure that a bi-annual CFP would generate approximate \$20 million for a South Bay CFP. The SBCCOG does not wish to submit a radical change to the MTA Board if the South Bay agencies do not support the recommendation. And re-structuring would not be worth pursuing unless Metro committed the minimum investment in a continuing CFP program.

The transit operators were invited to participate in the CFP restructuring item discussion at the IWG meeting regarding this item, since the transit operators have expressed concern that any change in the CFP process may adversely affect their success rate in future Calls. Paula Faust, from GTrans (Gardena) and Ernie Crespo, from Torrance Transit, were present at the meeting.

Steve Lantz explained that the main difference between the current Call process and the SBCCOG staff’s proposed restructured process is that the SBCCOG would like to see increased sub-regional equity via a sub-regional subvention of available CFP revenues based on population, employment or some other equitable allocation formula. In addition, under a competitive sub-regional CFP process, local jurisdictions in each sub-region would compete only amongst themselves, rather than against other cities throughout the *entire* county. The SBCCOG staff feels that while Metro’s original Call for Projects process twenty-five years ago was established to address sub-regional benefits, Metro’s guidelines have gradually been modified to focus on its own regional priorities, subjecting all applications within the countywide categories to “one size fits all” criteria. The SBCCOG’s restructured application criteria would allow a competitive sub-regional process to be established that is tailored to the needs of each sub-region. The SBCCOG would like to see a performance-measurement-based sub-regional subvention funding allocation program, in which projects are selected by Metro and COGs through a simplified competitive grant process similar to the current project selection and administrative process used in the South Bay Measure R Highway Program. LRTP performance criteria and sub-regional weighting would be used. The SBCCOG believes that this change will empower local agencies within each sub-region to comply with federal, state, and regional funding eligibility requirements, while more effectively leveraging local and sub-regional funds as the local match. This would allow for Prop A and C, Measure R, and local return funds to remain available for other transit and highway needs.

Mr. Lantz said that the transit operators are concerned that the SBCCOG’s restructuring of the Call would benefit non-transit transportation projects over transit projects. Mr. Crespo stated that Kim Turner, the Torrance Transit Director, did not wish to change the current process at all, or at least have the transit capital category of the CFP remain separate from any proposed changes to the Call. Ms. Faust said that she was open to change, and explained that transit operators also apply to Call categories outside of the “Transit Capital” category. She said that she wanted to understand the radical change that the SBCCOG seems to want in order to make sure there are no conflicts as to what is best for the transit operators, especially because federal earmarks are no longer available.

Steve Lantz said that the SBCCOG's restructuring proposal would allow Metro and transit operators to determine how best to allocate the 15% of CFP revenues that are currently allocated for transit capital projects and that the transit operators would be able to propose eligible transit projects in the other categories that would be created in the sub-regional categories. He asked agency staff to read the recommendation (which was emailed to South Bay agencies in early January) and share it with their colleagues and Public Works Directors.

In December, Metro released a survey asking cities to provide feedback on the 2015 Call and Mr. Lantz asked anyone who had not yet submitted their feedback to do so. Ms. Faust asked if all COGs would need to be aligned to move forward with the SBCCOG's restructured process proposal to Metro and Mr. Lantz said while the SBCCOG staff has had informal conversations about this with other COGs, none have committed one way or the other; It is not yet known if official COG actions are needed. Jane White, LA County Public Works, said that some will see this proposed subvention program as a loss of regional focus. Vice Chair Katsouleas asked the IWG members present to indicate how many were in favor of this Call for Project restructuring by a show of hands and as half of the room indicated an interest, she suggested forming a SBCCOG task force to prepare a formal proposal to present to the Gateway COG. Marcy Hiratzka will circulate a sign up list for anyone who wishes to serve on this subcommittee. This will not be agendized at the SBCCOG Steering Committee until after the task force meets.

II. Agency & Other Reports

- **SBCCOG** – Steve Lantz reported the following on behalf of Jacki Bacharach:
 - The PATH (People Assisting the Homeless) contract with the SBCCOG that is being funded equally by Supervisors Ridley-Thomas and Knabe will commence in February 2016.
 - The South Bay Cities Green Building Challenge now has 68 participants; the SBCCOG is looking for additional businesses and property managers that are interested in participating (improving sustainability and energy efficiency, and conserving water, and reducing waste.)
 - The South Bay Energy Management Working Group will meet on March 2 at the Redondo Beach Library at 11am, and Michael Kline will give a tour of recent EE upgrades.
 - The SBCCOG is holding its 17th Annual General Assembly at the Juanita Millender-McDonald Community Center in Carson on Friday, February 26, 2016. Registrations start and exhibits open at 8:30 a.m. and the program ends at 3 p.m. The theme for this important event for the South Bay's government officials and their staff is "Governing in an Era of Disruptive Technologies." All city staff, Councilmembers, and Commissioners are encouraged to attend. This is a free event and lunch will be served. The SBCCOG is accepting personal donations for Supervisor Knabe's Safe Surrender program as a farewell gift to the Supervisor, as his term of office ends this year and he will be acknowledged at this General Assembly.
 - Southern California Edison will present on SCE's infrastructure spending in the South Bay at the SBCCOG's January 28 Board meeting.
- **Metro November 2016 Sales Tax Ballot Measure Update** - Steve Lantz said that Metro is still in the process of designing the potential transportation sales tax measure for the November 2016 ballot. A draft should be prepared by March. The South Bay priorities that were submitted to Metro include: maintenance of existing roads, local return of at least 25%, a strong sub-regional program (versus regional), and incorporating complete streets into project eligibility.
- **South Bay Traffic Forum, LA County DPW** – Pat Smith distributed the South Bay Traffic Forum Status Report for January 2016. Highlights included: The South Bay Fiber Interconnect project is expected to be completed next month (affects 5 streets); the County's two 2007 Call projects will begin construction this quarter; the County's four 2009 Call projects will begin design in February and July. Jane White added that Iteris is working with the County on system detection pilot projects in the SB (traffic signal control system, blue tooth, etc.) and the three areas under consideration are Carson, Torrance, and where El Segundo, Hawthorne, and Manhattan Beach meet.
- **Caltrans** – Jimmy Shih reported the following:
 - **MR312.11 (EA 07-29380)** - construction contract awarded.
 - **MR312.24 (EA 07-29370)** I-405/110 Interchange to Torrance Blvd Off-Ramp, Interchange Improvements and Construction of Auxiliary Lane PAED – project is currently in design and ROW phases, which are not funded by SBHP. The SBHP funds will resume with the project's construction phase.
 - **MR312.25 (EA 07-29360)** PAED I-405 at 182nd St./Crenshaw Boulevard – project report will be completed in August 2016.
 - **MR312.29 (EA 07-30990)** ITS: PCH and Parallel Arterials from I-105 to I-110 connector - Currently in PAED and PSE phases.
- **L. A. Metro** -
 - **Board Updates** – Isidro Panuco pointed out two Consent Calendar items on the January Metro Board agenda: Metro's Countywide Bike Share Program Update and Metro's Active Transportation Strategic Plan Update. Mr. Panuco also said that as it is currently the third quarter of the FY15-16 fiscal year, and Metro staff is developing the FY 16-17 budget. As part of Measure R funding agreements, updated expenditure plans must be submitted to Metro by Dec 31st of each year. Metro will also be including a new B-1 report project delivery milestone requirement for cities to estimate what project progress will be achieved for the FY 16-17 fiscal year. Mr. Panuco requested that lead agencies review recent project schedules in their monthly project reports to ensure they include beginning and

ending dates for the major project milestones. Mr. Panuco will send emails to each agency about their Measure R projects with a new B1 template.

- **TAC and Streets & Freeway Subcommittee Updates** – Ted Semaan reported that he did not attend the last TAC meeting and Wisam Altowaji reported that the next Streets & Freeways Subcommittee was dark in December, so neither had anything to report.

III. **Measure R Updates –**

- **2016 Project Management Course & Elected Officials SBHP Workshop** – Steve Lantz announced that the SBCCOG has released a task order RFP to the SBCCOG Technical Services Bench for technical assistance in the development, presentation and evaluation of a Project Management Course *and* an SBHP Orientation Workshop for South Bay Elected Officials. Eligible firms may submit for the Project Management Course or the SBHP Orientation Workshop, or for both. Proposals are due in late January and Mr. Lantz hopes to schedule both events before the end of June 2016.
- **SBHP Project Progress/Risk Report** – Mr. Lantz thanked those agencies that submitted their most recent monthly and quarterly reports on time and noted there are few projects highlighted in yellow that have past due monthly or quarterly reports.
- **Three-Month Look Ahead** – In February, the project spotlight at the IWG meeting will be Caltrans' Measure R project management study on PCH from the I-105 to the I-110.
- **SBHP Implementation Plan Update Outline** – Steve Lantz introduced Alan Clelland of Iteris, the firm that the SBCCOG hired to update the SBHP Implementation Plan. Mr. Clelland said that the goal for the 2016 update is to make it a much more user-friendly document and not as daunting as it has been in the past. He explained the outline for the new 2016 draft of the Implementation Plan, which incorporates input from the cities based on workshops held in 2015. The South Bay Highway Program has evolved over the first five years, and the focus will now shift from smaller "Early Action" city projects to larger city and Caltrans projects, which was Metro's original goal. Eligible project elements will be more clearly defined both SBCCOG. Metro staff will offer more assistance at various stages in the program as well. Other changes will include Metro more closely monitoring the agencies' projected cash flow and the SBCCOG's new local match policy. Wisam Altowaji commented that many projects are being held up by Caltrans' encroachment permit department and Mr. Panuco suggested holding a focus group for each project that is experiencing these specific delays in schedule. Mr. Lantz suggested holding a workshop to address this and Vice Chair Katsouleas suggested making this issue the spotlight presentation at the March IWG (agency staff-only) meeting. The SBCCOG staff will create a taskforce on the issue and will provide Caltrans a master list of Measure R projects that cannot move forward due to Caltrans encroachment permitting issues.

IV. **Project Spotlight: Project Spotlight: Metro's Final South Bay Arterial Performance Measurement Baseline Conditions**

Analysis – Eva Pan from Metro introduced Tom Choe of System Metrics Group, the firm that Metro hired to conduct this study funded by Measure R SBHP funds. Mr. Choe explained that the purpose of this study was to identify and evaluate suitable performance measures on freeway, highway, and arterial corridors in the South Bay, resulting in criteria with which to select future Measure R and other transportation projects. Based upon the 2014 baseline, this study shows how the arterials and corridors are performing. System Metrics Group developed an excel-based data analysis tool that collects and reports performance results for the South Bay and individual jurisdictions. The tool allows for sorting, filtering, and plotting of results and measures several criteria for each arterial such as: peak travel time, vehicle miles travelled, speeds, annual delay, Level of Service, travel time variance, productivity, reliability, and traffic volume throughput. Hourly count and travel time data can be entered into the tool and updated as needed. Imperial Highway data has been added since the August 2015 draft. The draft final report was emailed to the IWG members from SBCCOG staff several times last fall with requests for feedback; none was received. Mr. Choe asked the SBCCOG to send the excel tool to the agencies and provide his contact information since he is willing to respond to questions on how to use the tool. Steve Lantz emphasized that this data collection and tool will be essential to the cities when selecting projects for grant applications and CIP lists.

- V. **Adjournment** – Vice Chair Katsouleas adjourned the meeting at 1:32 pm until February 17, 2016. To include an item on the agenda, please email Marcy Hiratzka (marcy@southbaycities.org) by February 8, 2016.