South Bay Cities Council of Governments
Infrastructure Working Group May 21, 2014 – Meeting Notes

Attendees: Hon. Jim Goodhart (Palos Verdes Estates); Stephanie Katsouleas (El Segundo); Rob Beste (Torrance); Frank Bigdeli (Gardena); Tony Olmos & Joe Parco (Manhattan Beach); Elaine Jeng & Wisam Altowaji (Redondo Beach); Ted Semaan (Torrance); Aziz Elattar & Nancy Pe (Caltrans); Maryam Adhami, Pamela Manning, Andres Narvaez & Ivan Perez (LA County DPW); Isidro Panuco (Metro); Jacki Bacharach, Marcy Hiratzka & Steve Lantz (SBCCOG); Dan Freeman (Athalye Consulting Engineering Services); Liz Suh (CH2M Hill); Mel Barosay (Epic Land Solutions); Mitali Gupta (HDR); Carlos Morgner (Morgner Construction Management); Tracy Bartlett & Claude Corvino (Nichols Consulting Engineers); Sam Ekrami & Mark Porter (Parsons Brinckerhoff); Ryan Irdseye (Rincon Consulting); Raj Soneja (Simplex Construction Management Inc.); Sophie Haddad (Twining, Inc.)

Chair Beste called the meeting to order at 12:06 pm.

I. **Self-Introductions and Approval of April 16, 2014 Minutes** (Attachment A) –Andres Narvaez noted that the minutes stated that attendees from the LA County Department of Public Works (DPW) were erroneously listed as "LA County DWP." The minutes were approved as amended.

II. **Agencies & Other Reports-**
   - **SBCCOG** – Program update –Jacki Bacharach gave the following updates:
     o Twelve South Bay cities have passed resolutions for the HERO program and it was finally adopted by the LA County Board of Supervisors.
     o The SBCCOG's new senior issues working group decided that extra staff assistance is needed, and a gerontology intern is going to be hired by the SBCCOG for this purpose. Twelve South Bay cities attended the working group, which meets every other month. One of the main themes is transportation.
     o On June 12, there will be a tour of LAX air field and the Bradley Terminal construction for elected officials and city staff.
     o Car2go, the car sharing service that will cover 28 square miles of the South Bay, starts deployment on June 6, 2014. The South Bay home area of Car2go includes the cities of Hermosa Beach, Redondo Beach, El Segundo, Lomita, and sections of Hawthorne, and a portion of Torrance. The Car2go fleet will feature of 150 2-seater Mercedes Smartcars; (fleet size is subject to increase or decrease, based on the South Bay's needs), and Car2go members may rent the service by-the-minute 24 hours a day, 7 days a week, without committing to a specific return time or location. There is a one-time lifetime membership fee, and members may use Car2go wherever it is available (worldwide.) There are two ways to procure a rental vehicle: make a reservation online or over the phone, or find one vacant on the street that has not yet been reserved. The membership card opens the vehicle doors and the vehicle keys are inside the vehicle. Members do not have to pay any meters inside the home area, as Car2go has made revenue reimbursement arrangements with home area cities in advance.
     o The SBCCOG's 16th Annual General Assembly will be held on February 27, 2015, and the theme will focus on neighborhoods.
     o SCE is hosting a Direct Install program for faith-based organizations in the South Bay. SCE will have the facilities evaluated by energy efficiency experts to identify energy-saving opportunities and install the equipment. The service is free to the organizations. Flyers were distributed.
   - **South Bay Traffic Forum, LA County Dept. of PW** – Andres Narvaez distributed the May 2014 report. Regarding the South Bay ITS Project, the City of Gardena received one proposal in response to its RFP for an A/V wall construction at the City's Traffic Management Center. The awarded contract is being processed. Regarding the EL Segundo ITS Project, the County is rewriting the construction and arterial events through the County's construction reporting system and RIITS on the web, mobile maps, integrated voice recognition, and receipt of alerts.
   - **Caltrans** – Aziz Elattar reported that the PAED project on the I-405 at 182nd Street and Crenshaw Boulevard is on time. Steve Lantz added that the South bay "curve" needs work so the SBCCOG will identify another project with Caltrans (PAED for a project on the I-105 from Hawthorne Blvd to the I-405.) It would be difficult to add an ExpressLane on the I-405 without widening the freeway by an extra lane.
   - **Metro** – Isidro Panuco stated that some South Bay cities with Measure R projects are not reporting (monthly or quarterly) as required in their funding agreement. He said that, at the very least, Metro needs to receive June 2014 reports from cities who have not been reporting.. He also mentioned that several projects have not executed their Funding Agreements with Metro, and that Metro needs confirmation for 4 new projects that are to be executed for the next Fiscal Year. Measure X, a potential new countywide transportation sales tax measure, will be discussed at Metro's June Board meeting.
   - **Metro TAC & Streets and Freeway Subcommittee** – Chair Beste reported that Metro's Call for Projects De-Obligation list was discussed by the TAC. Elaine Jeng reported that on April 17, the Streets and Freeways Sub-Committee discussed the

2012–2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) Joint Work Program. ATP applications were due by May 21, and the SCAG ATP Guidelines stipulate that SCAG will base its ATP evaluation on the CTC's adopted project scores. Also, SCAG's Guidelines state that each county in the SCAG region will have the ability to modify preliminary scores by adding up to ten points to projects that are consistent with "local and regional plans". Ms. Jeng also reported that Complete Streets will not be included in Metro's 2015 Call for Projects.

III.   **Measure R Updates –** Steve Lantz made the following reports:
- **Three-Month Look Ahead** (Attachment B) –The SBCCOG should be informed of the results of its Strategic Growth Council grant application this month, but cities need to identify NON-Measure R projects now, in case the grant is awarded to the SBCCOG.
- **SBHP Annual Update Calendar** (Attachment C) – Cities that plan to request either SBHP funds or technical assistance in preparation for the 2015 Call need to send letters to the SBCCOG (from the City Manager) by May 30.
- SBHP Quarterly Report (Attachment D)- Received and Filed
- **SBHP Project Monitoring, Reporting, New SBHP Project Selection** (Attachment E) - Several of the Early Action Measure R projects are not completed yet, and some do not even have executed Funding Agreements with Metro, so SBCCOG staff is going to recommend the deferral of those projects (and the de-obligation of those projects' funds) to the Measure R Oversight Committee. Information on the appeal process will be released soon.
- **SBHP Gantt** (Attachment F) – Lead agencies need to submit their reports regularly, so that the data for this document will be reflected accurately.
- **SBHP Technical Consultant Bench Update –**LA Metro has committed Measure R SBHP funds to the SBCCOG to provide grants to lead agencies that are developing SBHP projects. Grants are made for consultant technical assistance needed in preparation for the Metro Call for Projects or in advance of Metro executing a funding agreement with the lead agency for SBHP project delivery. Legal (Hold Harmless) issues postponed determination of the procurememnt process to be used for the technical and funding assistance. Agreement has been reached between Metro and SBCCOG regarding the process, as follows:
    o   The lead agency requests funding assistance from the SBCCOG.
    o   The SBCCOG Board approves an SBHP grant to the lead agency for the specific development assistance requested.
    o   If the lead agency needs a consultant to provide technical assistance, the lead agency may use its own procurement process or may invite proposals from the SBCCOG's pre-qualified list of technical support consultants.
    o   If the lead agency selects a SBCCOG pre-qualified consultant, the lead agency will directly contract with the selected consultant for the SBHP eligible services.
    o   SBCCOG will execute a funding agreement with the lead agency to provide reimbursement of eligible expenses. The lead agency will pay the consultant invoice and request reimbursement from the SBCCOG for eligible expenses. The SBCCOG will then submit a reimbursement request to Metro. Once Metro pays the SBCCOG, the SBCCOG will reimburse the lead agency.

IV.   **Project Spotlight: Pedestrian Activated Signals at PCH and Aviation –** This was the second attempt to schedule this presentation. The presenter was not able to attend; the presentation will be rescheduled.

V.   **Metro 2015 Call for Projects / PSR deadline / Technical Assistance** – Steve Lantz said that Metro will not have information on 2015 Call categorical maximums until September 2014. Until those maximums are released, the SBCCOG will refer to the maximums in the guidelines used for the 2013 Call.

VI.   **Announcements / Adjournment – The following announcements were made:**
- Jacki Bacharach announced an I-405 transit stakeholder meeting that will occur on Sunday, June 8 at the Marvin Braude Auditorium in the City of L. A. Van Nuys City Hall. The meeting will be hosted by Mayor Garcetti. Marcy Hiratzka is taking RSVPs for South Bay attendees.
- Chair Beste announced that the Coalition for Affordable Street Lights is looking for more city memberships in preparation for the upcoming rate case for SCE street lights. A 60% rate increase is coming. Cities with LS-1 streetlights need to get involved.
- Chair Beste announced that May 18-24, 2014 is "National Public Works Week" and Maryam Adhami reminded that City and County Public Works Engineers will meet on June 5.

Chair Beste adjourned the meeting at 12:57 until June 18, 2014. Those who wish to include an item in the agenda must e-mail Marcy@southbaycities.org by June 9, 2014.