South Bay Cities Council of Governments   Attachment A
Infrastructure Working Group Meeting Notes – August 17, 2016

Attendees: Chair Stephanie Katsouleas (El Segundo); Vice Chair Rob Beste (Torrance); Lifan Xu (El Segundo); Frank Senteno & Miguel Alvarez (Lawndale); Brad Lindahl & Didar Khandker (Redondo Beach); Greg Farr & Jimmy Shih (Caltrans); Josie Gutierrez & Patrick Smith (LA County DPW); Isidro Panuco, Danielle Valentino, Jacob Lieb, Eva Pan (Metro); Alek Hovsepian, Alan Clelland & Dina Saleh (Iteris); Ted Mekuria & Liz Suh (CH2M Hill); Danielle Buzas (GPA Consulting); David Pelser (HR Green California Inc.); David Briggs (Inspection Services Inc.); Lan Saadatnejadi (LRS Program Delivery, Inc.); Steve Henderson (Parsons); Michael Bruz & Brian Anderson (Michael Baker International); Kamran Saber (Tetra Tech); Rawad Hani (TranspoGroup); Craig Anderson (Live Traffic Data, LLC.); Wesley Wolf (Wolf & Company); Kati Rubinyi (Civic Projects); Steve Lantz & David Leger (SBCCOG).

Chair Stephanie Katsouleas called the meeting to order at 12:03 pm.

I.   **Self-Introductions and Approval of July 20, 2016 Minutes**
     Motion made by Rob Beste, seconded by David Leger, to APPROVE the minutes of July 20, 2016. Minutes approved as submitted.

II. **Agency & Other Reports**
     – **SBCCOG –** Steve Lantz made the following announcements on behalf of Jacki Bacharach:
        – **South Bay Broadband Network –** Jory Wolf of Magellan Advisers will be contacting each city to determine their needs for current and planned fiber optic networks. This ties into the South Bay feasibility study of broadband which is being funded by the South Bay Workforce Investment Board and will be a topic of the upcoming 2017 SBCCOG General Assembly, "Capacity to Compete: Driving the South Bay's Digital Future".
        – **South Bay Travel Pal –** SBCCOG Staff has recently met with the Forum, Fiesta Hermosa, City of Hermosa, US Green Building Conference, looking to create special event ride sharing through this application. When asked if they had heard of an app called "See, Click, Fix", the IWG responded that they had not. This app is a way to report potholes and other issues to cities.
        – **Dates to remember –** Green Building Challenge Recognition Breakfast September 28th, Project Management Workshops all four Thursdays in October (6th, 13th, 20th, 27th) from 1 pm to 4 pm, and Energy Leader lunch for City Staff on December 1st, and Holiday Light Exchange November 9th and 10th.
        – **August Board Meeting –** LA Mayor Eric Garcetti will be there to discuss why he thinks it's important to support Metro's proposed sales tax measure.
     – **South Bay Traffic Forum, LA County DPW –** Patrick Smith distributed the South Bay Traffic Forum Status Report for August 2016. More details can be found in the handout, located on the SBCCOG website at: http://www.southbaycities.org/sites/default/files/infrastructure/HANDOUT_South%20Bay%20Traffic%20Forum%20Update.pdf
     – **Caltrans** - **Update**: Jimmy Shih announced that the PSE for the PAED I-405/I-110 should be completed by May 2017. The PCH DCCM project is on schedule, and ready to be delivered by early 2017. Mr. Shih also announced that the I-405/I-110 design will be done in 2019.
     – **L. A. Metro Updates**
        – **L.A. Metro Board –** Isidro Panuco reported that the Metro Board will hear a motion regarding a FastLane Grant application that will be a source of Federal funds for Metro's existing highway projects. Mr. Panuco also reported that Round 2 Net Toll Grants have been awarded to Carson and Torrance. He also noted the updated Metro Measure M Expenditure Plan has been put online at www.theplan.metro.net
        – **Metro TAC & Streets and Freeway Subcommittee –** Rob Beste reported that there was an interesting presentation given on the LAX Airport Connector and recommended it as a future IWG Spotlight Presentation. The TAC also reviewed the Call for Project Recertification list.

III. **Measure R / Sales Tax Measure Updates**
     – **Status of SBHP Projects in 2016-2017 Metro Budget Request**
       -Steve Lantz reported that the SBCCOG is currently in the process of pulling together updated cash flows and other information for the annual Metro Budget Request Process. Cities were reminded that their updated cash flows were due by August 31 and that Council resolutions were needed by the end of September.
     – **SBHP Project Progress – Financial Risk Report –** Received and Filed.
       - The Financial Risk Report was handed out at the meeting. The report can be viewed online at: http://www.southbaycities.org/sites/default/files/infrastructure/HANDOUT-%20SBHP%20Project%20Progress-

Risk%20Report.pdf
- **Three-Month Look Ahead –** Received and Filed.
- **Metro's Sales Tax Measure: SBCCOG Concerns with Metro Sales Tax Measure**
  Steve Lantz reported that a consolidated bullet-point list of concerns with the proposed sales tax has been included in the agenda packet. Mr. Lantz reminded the IWG that the SBCCOG can take a position on a measure, explain its position on the measure, and educate the public, Metro, and other cities about its concerns. The SBCCOG cannot actively advocate for a position on a measure. The Gateway COG is starting an organization to lead any efforts to oppose the sales tax measure. Mr. Lantz further explained that the SBCCOG is not participating in those efforts and that the SBCCOG Board did not approve any financial contribution to that group.
- **Project Management Training Sessions**
  Mr. Lantz encouraged City and Agency staff to sign up for the SBHP Project Management Training Sessions scheduled for Thursdays October 6th, 13th, 20th, and 27th. Mr. Lantz announced that the workshops will be led by Alan Clelland of Iteris and will cost $80 for the four sessions.

IV. Spotlight Presentations

- **Presentation #1: South Bay Slow Speed Lanes Study**
  Kati Rubinyi (Civic Projects) was introduced by Jacob Lieb of Metro. Ms. Rubinyi led a presentation on the South Bay Slow Speed Lanes Study. The Metro Board passed a sustainability policy in 2012 and provided some funding to try alternative/experimental transportation approaches, such as slow speed networks. Slow speed modes of transportation range from pedestrians, bikes and other human powered and electric vehicles. Most trips South Bay residents take are within three miles of their home, an ideal range for a slow speed, limited range neighborhood network. Neighborhood networks will be linked with sub-regional backbone routes that also connect to regional transit hubs.   This project is one of a few sustainability demonstration projects aiming to test the strategies of the Metro's sustainability policy. This project is a planning study with goals of providing results that will lead to a test deployment in the near future. The study is about six weeks in and is expected to be completed around May 2017.

  For more detailed information, he complete presentation can be viewed at: http://www.southbaycities.org/sites/default/files/infrastructure/PRESENTATION_Slow%20Speed%20Network.pdf

- **Presentation #2: Metro ITS Field Inventory Resource Sharing Tool (ITS FIRST)**
  Eva Pan (Metro) and Dina Saleh (Iteris) presented an update on the status of the ITS FIRST project. This project is an arterial ITS inventory tool. Local agencies (cities) will be required to update the database, which is being managed by Metro. Dina Saleh provided a quick rundown of what the tool looks like and how to read the information it displays. Metro will be organizing training sessions to teach agencies how to use the tool. There are four sessions in September and early October that agency staff can sign up for.

  Steve Lantz asked what will be done with the data gathered through ITS FIRST. Ms. Pan answered that the goal is to have a standard, county-wide resource to see what is currently deployed, where there are gaps, and how these gaps can be addressed. Alan Clelland added that this tool is an essential part of the regional ITS architecture that is crucial going forward as Federal grants often ask to see the region's ITS architecture when deciding how to award funding.

  The presentation can be viewed in its entirety at:
  http://www.southbaycities.org/sites/default/files/infrastructure/PRESENTATION_Countywide%20ITS%20Data%20Inventory%20Project%20Update.pdf

V. **Announcements & Adjournment –** Chair Katsouleas adjourned the meeting at 1:11 pm until September 21, 2016 (agency only meeting). To include an item on the agenda, please email Steve Lantz (lantzsh10@gmail.com) by September 9, 2016.