

**Measure R South Bay Highway
Program Oversight Committee Meeting Notes-
August 6, 2014**

Attendees: Ralph Franklin (Chair, Inglewood); Jim Dear (Carson); Dan Medina (Gardena); Michael DiVirgilio (Hermosa Beach); Jim Goodhart (Palos Verdes Estates); Stephanie Katsouleas (El Segundo); Lance Grindle (LA County DPW); Joe Parco (Manhattan Beach); Isidro Panuco (Metro); Marcy Hiratzka & Steve Lantz (SBCCOG); Allen Chen & Sameer Haddadeen (Caltrans); Alan Clelland (Iteris); Claudette Moody (Parsons Brinckerhoff)

- I. **CALL TO ORDER / Introductions-** Chair Franklin began the meeting at 3:08 pm.
- II. **REPORT OF POSTING OF THE AGENDA** – Received and Filed
- III. **ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA** – None
- IV. **PUBLIC COMMENT** – None
- V. **CONSENT CALENDAR- Meeting Minutes for July 2, 2014 Measure R Oversight Committee** (Attachment A) - **Approved** – Unanimous motion to approve, except from Councilman Franklin, who abstained.
- VI. **SBHP Funding Agreements for Technical Assistance in the Preparation of 2015 Call for Projects Applications** (Attachment B) – **Approved** – Steve Lantz reported that the SBCCOG is funding technical support for five lead agencies that have requested financial assistance in preparation for Metro's 2015 Call for Projects. Of the five cities, three have completed Funding Agreements with the SBCCOG that are ready to be approved by the Measure R Oversight Committee. (Due to the time-sensitivity of the execution of these Funding Agreements, at its July 24th meeting, the SBCCOG delegated authority to the Measure R Oversight and Steering Committees to approve any Funding Agreements that were ready for approval throughout August 2014.) Councilman Goodhart and Chair Franklin asked if new projects were still eligible to receive financial or technical assistance from the SBCCOG in preparation for Metro's 2015 Call. Steve Lantz said that requests for assistance were being accepted until August 30. Mr. Lantz reported that he recently attended a meeting with Caltrans staff, as Metro requires project applicants to coordinate with Caltrans staff on the necessity for PSR/PDS documentation for their application packages. The meeting participants discussed the realistic timeframe in which the required documentation for the Call could be prepared, based on each project applicant's scope and limits. Caltrans staff also distinguished the difference between the various types of PSRs. Staff, Metro, and Caltrans are exploring the feasibility of Caltrans preparing some of the PSRs for projects on state highways.

MOTION to approve Call for Projects technical support Funding Agreements between the SBCCOG and the Cities of Gardena, Hermosa Beach, and Lawndale made by Councilman Medina, seconded by Mayor Dear. Approved without objection.
- VII. **South Bay Baseline Arterial Performance Analysis ITS Study** (Attachment C) - **Approved** – Steve Lantz provided background on the SBCCOG's SBHP project MR312.31, which had previously been allocated \$7 million in Measure R SBHP funding for FY 2013-14 to develop and implement the Strategic Transportation Element as an element of the South Bay Intelligent Transportation System (SB ITS) Plan. The SBCCOG was identified as lead agency as a place holder with the understanding among participating agencies that the SBCCOG would not lead the project implementation, but would transition the lead agency role to another willing lead agency once a project scope, schedule and budget were determined and before the project was initiated. However, no South Bay agency volunteered to lead the project. At its July 24, 2014 meeting the SBCCOG Board approved deferral of SB ITS project 312.31 and de-obligated the \$7 million in South Bay Highway Program. Metro and SBCCOG staff noted the project would return to the Measure R Committee and Board in August with a recommendation to undertake a more limited implementation study to begin the SB ITS Plan development. The proposed study scope of work was included in meeting packet, along with the proposed study schedule. Metro Highway staff has agreed to procure and manage a consultant that Metro will select from its Highway Planning Bench to

complete the study (SBCCOG will not participate in the procurement process.) However, Metro cannot issue a contract notice to proceed until the SBCCOG Board approves funding for the study to be allocated from the South Bay Highway Program fund in an amount not to exceed \$250,000. A major task of the recommended initial study will be to complete baseline arterial traffic volume counts at 104 South Bay locations. To avoid any skewing of the baseline data, the counts need to be completed during September and October, after the summer vacation period and before the year-end holidays. This traffic count schedule is driving the need for the study to be initiated by the end of August. Chair Franklin was concerned about the boundaries listed in the draft scope of work because Metro's South Bay boundaries are still inconsistent with the SBCCOG's boundaries. Steve Lantz said that he would see to it that Metro limits their analysis zone to the SBCCOG's boundaries. Claudette Moody mentioned that there could be a way to use other funds to augment areas outside of the SBCCOG's boundaries that would appease Metro.

MOTION that the Measure R Oversight Committee **approve** and request the SBCCOG Board to approve Metro as lead agency for the South Bay Arterial Performance Measure Framework and Arterial Baseline Conditions Analysis consistent with the scope of work, schedule and budget identified in Exhibits 1 and 2 made by Mayor DiVirgilio, seconded by Mayor Dear. Approved without objection.

MOTION that the Measure R Oversight Committee **approve** and request the SBCCOG Board to approve Metro's use of SBHP project development funds in an amount not to exceed \$250,000 and Metro's Highway Planning Bench to complete the study made by Councilman Medina, seconded by Councilman Goodhart. Approved without objection.

- VII. SBHP Project Spotlight: Pacific Coast Highway Corridor ITS Improvements** – Received and filed - Allen Chen of Caltrans gave a presentation on Caltrans Measure R project MR312.29, ITS Improvements along Pacific Coast Highway and Parallel Arterials from the I-105 to the I-110 Connector. The four stages of this project include tasks such as: developing System Interfaces and Data Exchange mechanisms, Traffic Signal System modifications, upgrading arterial communications, detection systems, and controllers, conducting “before” and “after” studies based on performance metrics and agreed Key Performance Indicators. The data will reflect travel time and also be used for planning purposes to measure system demand. Steve Lantz noticed a gap on Hawthorne Blvd (one of the parallel arterials); the project limits stop and do not connect to PCH (slide 5). Mr. Chen said that it was an error and will be corrected. In late July, Caltrans submitted the final Funding Agreement documentation for this project to Metro.
- VIII. METRO UPDATES** – Isidro Panuco reported that Metro is dark in August. Chair Franklin said that the Metro Service Councils recently had their quarterly meetings with Art Leahy.
- IX. SBHP Project Monitoring** – Steve Lantz
- A. 2014 SBHP/CFP Development Schedule** (Attachment D) – Received and filed – Steve Lantz noted that the schedules for several different aspects of the SBHP are captured in this chart: project deobligation, new projects and revisions to the FY 14-15 Metro Budget Request, and the CFP application process. In September, any new project requests will be considered and in October, CFP Local Match requests will be considered.
 - B. SBHP 3-MONTH LOOK AHEAD** (Attachment E) – Received & filed
- X. USDOT-ITSCA “Connected Vehicle” Workshop Announcement** (Attachment F) – Received and filed – Steve Lantz distributed an event flyer for a workshop that is being held on August 14. The FHWA previously released an RFI that will be used to help refine the plans for one or more “Connected Vehicle” pilot deployments throughout the US, and the workshop will provide information on the organizing principles and preliminary schedule of the program, while informing public and private sector stakeholders on upcoming opportunities and to seek input from public sector implementers as they prepare to integrate emerging connected vehicle and mobile device technologies into operational practice. A summary of challenges identified in the RFI will be reviewed to facilitate further discussion with stakeholders regarding the most salient challenges. A local panel will discuss the regional and statewide planning activities related to Connected Vehicle. Alan Clelland added that stakeholders may be required to provide a local match to the federal funds available if they wish to participate in the study. At the core of this research is a networked environment supporting very high speed transactions among vehicles, and between vehicles and infrastructure components or hand held devices to enable numerous safety and mobility applications.
- XI. ADJOURNMENT** – Chair Franklin adjourned the meeting at 4:18 pm until September 3, 2014, at 3pm.