



**Measure R South Bay Highway
Program Oversight Committee Minutes**

November 6, 2013

Attendees: Jim Goodhart (Chair, PVE); Jim Dear (Carson); Dan Medina (Gardena); Tom Brewer (Torrance); Massoud Ghiam (Carson); Stephanie Katsouleas (El Segundo); Wisam Altowaji (Redondo Beach); Rob Beste (Torrance); Lan Saadatnejadi (MTA); Jacki Bacharach & Marcy Hiratzka (SBCCOG); Steve Lantz (SBCCOG transportation consultant); Alan Clelland & Alek Hovsepian (Iteris); Roy Fisher (Parsons Corp.); Claudette Moody (Parsons Brinckerhoff)

I. **CALL TO ORDER / Introductions** – Chair Goodhart began the meeting at 3:05pm. In the absence of a quorum, the Committee first proceeded with Item VIII. These items were able to be addressed with the arrival of Carson Mayor, Jim Dear, at 3:15.

II. **REPORT OF POSTING OF THE AGENDA** – Received and Filed – Confirmed by Jacki Bacharach

III. **ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA** – Received and Filed – Mayor Dear requested a future agenda item discussion for “The Del Amo Gap,” which affects Carson and Torrance. Steve Lantz commented that there are two current project segments that are being addressed in a single feasibility study being led by LA County with oversight by the City of LA. Rob Beste requested an item be added to the agenda, as the City of Torrance has a new project to add to the SBHP list for funding consideration. Mr. Beste referred to it as the Pacific Coast Highway Safety Enhancement project. This request for contingency funds required a 2/3 majority to be considered as Item VII.A.

MOTION by Councilman Brewer, seconded by Mayor Dear, to **approve** the addition of *Pacific Coast Highway Safety Enhancement project* to the agenda as Item VIIA for funding consideration.

IV. **PUBLIC COMMENT** - None

V. **CONSENT CALENDAR**

- A. **Meeting Minutes for October 2, 2013 Measure R Oversight Committee** (Attachment A) – **Approved**
- B. **Hold Harmless Contract Clause Options** (Attachment B) – **Approved**
- C. **Quarterly Consultant Activity Report** (Attachment C) – Received and filed

MOTION by Mayor Dear, seconded by Councilman Brewer, to **approve** the Consent Calendar as submitted. No objections. So ordered.

VI. **Measure R Administrative Procedures Annual Update** (Attachment D) – **Approved** – Steve Lantz explained that the Measure R Oversight Executive Committee reviews the procedures on an annual basis and after reviewing them this year, they made recommended revisions and provided their justifications. In general, the recommended changes reduce the degree of oversight required for the MRO Committee. Chair Goodhart suggested merging the original version with the revised version (in italics), so the Board may compare the two documents at the same time when it goes before the SBCCOG Board.

MOTION by Councilman Medina, seconded by Councilman Brewer, to **approve** the Updated Measure R Administrative Procedures as submitted and recommend the reformatted document to the Board. No objections. So ordered.

VII. Draft Final FY 2014 - FY 2020 METRO MEASURE R SBHP FUNDING REQUEST (Attachment E) – **Approved** – Steve Lantz said that this is an annual requirement that has to be submitted to Metro by December for the upcoming year's projects. A new element this year is that the budget includes project studies, concepts that are not official projects yet. The SBCCOG will issue task orders to its new technical consulting bench to carry out different types of project development studies of projects and pay for them with Measure R development program funds, so that cities and SBCCOG can analyze if a project will be feasible or will be ready for applications to be prepared for the 2015 Call for Projects. The lead agency for the project studies will be the SBCCOG, not the cities. The projects will be funded with the cities as lead agencies after the studies are completed and the projects are determined to be feasible for the cities to bring before their councils for approval.

MOTION by Councilman Brewer, seconded by Councilman Medina, to **approve** the Draft Final FY 2014 – 2020 Metro Measure R SBHP Funding Request. No objections. So ordered.

ITEM ADDED: VII.A

At this time, Rob Beste was given an opportunity to present the Committee with a new project in Torrance for which he is requesting approximately \$852,000. The project limits are within Caltrans right-of-way on Pacific Coast Highway, which experiences high speeds from vehicles coming down the hill. He argued that the funds would go toward improving the safety of the project area, which is met with illegal foot-traffic between South High School students who cross between the campus on the north side of PCH and a south side frontage road. Previously, there was shrubbery that acted as a barrier, but that died, and with no barrier, illegal crossing volumes are higher than it should be. The City of Torrance held several community meetings, where residents voiced their concern about the site's accident history. The City applied for a Federal Highway Safety grant (\$1 million would be allocated to a Caltrans-approved median and \$600,000 would be allocated to a fence and guard rail.) The application is still being processed, but the Mr. Beste thinks that the need to pay for a fence and guard rail between the frontage road and PCH will weaken the application. The allocation of Measure R funds to this project will be contingent upon the City of Torrance not being awarded a federal grant to pay for this project. Mr. Beste said that he had not thought of using Measure R funds for this project before, which does provide for safety improvements in addition to operational improvements. Steve Lantz said that the project must reduce delay due to incidents. Because of the accident history, the nexus between reduction of incidents and delay on PCH is clearly shown.

MOTION by Chair Goodhart, seconded by Councilman Brewer, to **approve** the City of Torrance's request for \$825,000 to be added to the Metro budget request to fund the PCH Safety Enhancement Project. No objections. So ordered.

VIII. METRO UPDATES – Metro staff

- A. Metro Project Status Reporting Application (PSRA)** – Received and filed – Ms. Saadatnejadi reported that the SBCCOG and Metro were going to create a working group to address this issue, as the program has delayed in its deployment for 2 years. She gave a summary of the FY 2011-12 and FY 2012-13 funded projects, indicating how many executed funding agreements there were each year, which projects were completed, and which were outstanding. For FY 2013-14, 10 projects have funding agreements that have yet to be processed. Two of those are new Caltrans projects.
- B. Next Steps for potential Metro sales tax** – Received and filed – Ms. Saadatnejadi reported that 5 COGs (including the South Bay) have submitted their priority project lists to Metro. 11 cities also submitted individual letters, stating their priorities. On December 5, Metro staff will present the Metro Board with a schedule and process to pursue this potential future sales tax measure. If this passes at the Metro Board, new legislation will be required. Steve Lantz added that two schedules are being considered; one for 2014 and one for 2016. The SBCCOG is pressing for 2016, since there is hardly any time to prepare for a 2014 sales tax measure.

IX. SBHP PROJECT STATUS – Steve Lantz

- A. SBHP October 2013 Project Progress Report** (Attachment F) – Received and filed – Steve Lantz noted that the SBCCOG and Metro are evaluating how to simplify the monthly reporting

process, using a crosshatched square to indicate on the Gantt chart when a project plans to have no update until a specific date. This will shorten the risk report, only highlighting a project with a scheduled future update/explanation by the city. Another change on the Gantt chart is that previous progress made on a project will now be grey, and current month's progress will be made in black, versus the entire progress tracking being black. Mr. Lantz said that starting in January, the reporting process will change, with the responsibility being transferred from Iteris to the SBCCOG. The Metro PMIS/PSRA online reporting requirement will become obsolete, as the SBCCOG plans to reach out directly with update forms for the cities to complete and email back to the SBCCOG. The SBCCOG will then submit the forms and Gantt Chart to Metro. Metro will report on the financial progress as invoices are submitted to lead agencies.

- B. SBHP October 2013 Project Risk Report** (Attachment G) – Received and filed – Alek Hovsepian reiterated that this report has been shortened, due to the fact that projects with nothing to report until a specific date have been eliminated from this report. The project on this report was on an intersection improvement (west bound turn lane) on Sepulveda Blvd at Marine Ave in Manhattan Beach. The project is 14 months behind schedule, due to ongoing review by Caltrans.
- C. Status of SBHP Bench Contracts / Task Orders** – Received and filed – Steve Lantz reported that 15 of the 28 bench contracts have been executed. Hopefully they will all be executed by January, when the SBCCOG anticipates having task orders ready to be issued.

- X. 3-MONTH LOOK AHEAD** (Attachment H) – Received and filed – Steve Lantz highlighted the IWG meeting to be held on November 20, at which, Metro will give a presentation on its “Open Streets Program” and the Greater LA County Region of the Integrated Regional Water Management Plan will give an update on grant opportunities. The Metro Board meeting was rescheduled from December 12 to December 5. It was decided that the next meeting would be held on January 8, 2014, and not on December 4, 2013, as originally planned. Jacki Bacharach said that if anything came up between the end of November and January, the SBCCOG would let the Committee know.
 - XI. SBHP IMPLEMENTATION UPDATE CALENDAR** (Attachment I) – Received and filed – Steve Lantz said that Metro has agreed to allow the Metro budget request to be updated every six months, in March and September. He agreed to revise the calendar accordingly.
 - XII.** Chair Goodhart adjourned the meeting at 4:13 p.m. until January 8, 2014 at 3:00 pm.
- * The new date/time for the regular Measure R Oversight Committee is the first Wed. of the month at 3pm.**