

Attachment A

South Bay Cities Council of Governments Infrastructure Working Group Meeting Notes – February 17, 2016

Attendees: Floriza Rivera (El Segundo); Richard Garland (Carson); Akbar Farokhi & Alan Leung (Hawthorne); Frank Senteno (Lawndale); Tony Olmos (Manhattan Beach); Didar Khandker, Brad Lindahl & Ted Semaan (Redondo Beach); Rafael Molina & Jimmy Shih (Caltrans); Angela Driscoll, Josie Gutierrez & Pat Smith (LA County DPW); Isidro Panuco (MTA); Marcy Hiratzka & Steve Lantz (SBCCOG); Bill Stracker (Anderson Penna); Liz Suh (CH2M Hill); Beth George (Converse Consultants); Elliot Hubbard (DKS Associates); Alan Clelland & Dina Saleh (Iteris); Ken Berkman & Scott Simpson (MARRS Corp); Brendan Dugan (Michael Baker International); Tracy Bartlett & Juanita Martinez (NCE); Jim Parker (Paragon Partners); Anissa Voyiatzes (Psomas); Sherman Gay (Public Connections); Rawad Hani (TranspoGroup)

Tony Olmos called the meeting to order at 12:01 pm.

I. **Self-Introductions and Approval of January 20, 2016 Minutes** – Minutes were approved as presented.

II. **Agency & Other Reports**

- **SBCCOG** – Steve Lantz announced that the SBCCOG’s 17th Annual General Assembly will be held on Friday, February 26 at the Carson Community Center; the theme is “Governing in an Era of Disruptive Technologies.”
- **South Bay Traffic Forum, LA County DPW** – Pat Smith distributed the South Bay Traffic Forum Status Report for February 2016. Highlights included: The South Bay Fiber Interconnect project is expected to be completed in March 2016; the County’s two Traffic Signal Synchronization Program Projects that were awarded 2007 Call for Projects funds will soon begin construction; and, the four projects that were awarded 2009 Call for Projects funds will soon begin design.
- **Caltrans** – Jimmy Shih reported the following:
 - **MR312.11 (EA 07-29380)** ITS: I-405, I-110, I-105, SR-91 at freeways ramp/arterial signalized intersections (DCCM project) – this project will be completed by August 2017.
 - **MR312.25 (EA 07-29360)** PAED I-405 at 182nd St./Crenshaw Boulevard – the environmental documentation is scheduled to be completed by August 2016.
 - **MR312.29 (EA 07-30990)** ITS: PCH and Parallel Arterials from I-105 to I-110 connector – the environmental documentation is scheduled to be completed by August 2016.
- **L. A. Metro** -
 - **Board Updates** – Isidro Panuco thanked the agencies for submitting revised cash flow and schedule milestone projections that Metro requested.
 - **November 2016 Sales Tax Ballot Measure** – Steve Lantz said that Metro’s CEO, Phil Washington, plans to agendize this topic at the March 24th Metro Board meeting. Public outreach of the sales tax design will be held in April and May so that the Metro Board can act upon this item at the June 2016 Metro Board meeting.
 - **TAC and Streets & Freeway Subcommittee Updates** – Ted Semaan reported that there was no report from the TAC meeting; Brad Lindahl had nothing to report from the January 21st Streets & Freeways Subcommittee meeting. The next Streets and Freeways Subcommittee meeting is to be held on February 18.

III. **Measure R Updates** –

- **Metro Call for Projects Restructuring Task Force** – Steve Lantz explained that in preparation for Metro’s 2017 Call for Projects (CFP), SBCCOG staff has recommended an alternative approach to allocate the available federal, state and local funds used in the current CFP process. A voluntary task force consisting of agency staff was formed by the SBCCOG and met on February 9 to discuss this further. However, as it appears that the State and Prop C both will not be able to provide a significant amount of funding for the Call, the SBCCOG may not recommend advocating at this time for a change in the process if there will not be a 2017 Call. Isidro Panuco said that the State has requested that Metro and Caltrans delay the delivery of upcoming projects’ milestones or accept a decrease in existing commitments altogether. Jimmy Shih said that the funding for Caltrans’ State Highway Operation and Protection Program (SHOPP) is overextended and any SHOPP project that was allocated funds but is not completed by July 2016 is no longer guaranteed funding.
- **Caltrans State Highway Encroachment Permit Task Force** – Steve Lantz said that a voluntary task force of agency staff was formed by the SBCCOG to address Measure R projects that are being delayed due to issues with Caltrans Encroachment permits. Before the task force officially meets, Caltrans plans to lead a workshop for South Bay agencies in order to proactively explain the Encroachment permit process to new agency staff and address existing complaints.
- **2016 Project Management Course & Elected Officials SBHP Orientation Workshops** – Steve Lantz announced that the SBCCOG is in final negotiations with a proposer who responded to the Request for Proposals released by the SBCCOG in

December 2015. The proposing firm will prepare and lead the SBHP Project Management Course in four sessions for agency staff. The SBCCOG Board decided that, in lieu of holding one workshop for city councilmembers to attend, as was in the original consultant task order scope of work, it would be more beneficial to more councilmembers if Steve Lantz provided this information in the form of individual study sessions for each city.

- **SBHP Project Progress – Financial Risk Report** (Attachment B) – Steve Lantz reported that the SBCCOG Steering Committee decided that the Gantt chart, which shows each Measure R project’s schedule progress, will no longer be distributed at Steering Committee or IWG meetings. SBCCOG staff may still maintain this document internally, as it is helpful for oversight of the SBHP. Instead of the Gantt chart, new columns have been added for the “Actual Expenditures Reimbursed” and “Percent of SBHP Funds Reimbursed” to the Financial Risk Report.
- **Three-Month Look Ahead** – Received and Filed.

Project Spotlight: South Bay Arterial Performance Measurement Tool's Role in SBHP Candidate Project Selection (Attachment D) – Steve Lantz explained that at the January 20th IWG meeting, a presentation was given by System Metrics Group, the firm the SBCCOG and Metro hired to identify and evaluate suitable performance measures on freeway, highway, and arterial corridors in the South Bay. In conjunction with this study, 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 for 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. Since the study shows how arterials and corridors in the South Bay are performing, the SBCCOG decided to use this new tool to assist with the selection of future Measure R projects. The excel tool was sent to the agencies, along with Mr. Choe’s contact information, for technical questions.

Mr. Lantz introduced Alan Clelland of Iteris, the SBCCOG’s consultant who is helping update the SBHP Implementation Plan, which includes selecting candidate projects for Measure R funds. Mr. Clelland explained that the tool developed by System Metrics Group can be used to match projects with needs of the corridor. Iteris has used the tool to identify the top 25 delayed segments in the South Bay, and of those 25 segments, it was found that 15 are not addressed in the FY 2016 Metro Budget Request or via executed Measure R projects. The corridors that are performing poorly need more representation/advocacy. Steve Lantz suggested that any future candidate Measure R projects be located on a high-priority corridor identified in this study. Mr. Clelland said that at the March IWG meeting, he will give another presentation as an extension of this one, focusing on at the gap analysis in further detail to (identify which corridor gaps have the greatest need for SBHP funds. Steve Lantz clarified that this tool does/will not *rank* Measure R projects that have already been vetted; the tool will assist in selecting new candidate projects to be considered for Measure R SBHP funds.

IV. **Announcements & Adjournment** –

- Juanita Martinez of Nichols Consulting Engineers, announced the following: “Save California Streets” is an initiative created by the California State Association of Counties, League of California Cities, and the state’s regional transportation planning agencies. Produced biennially since 2008, the *California Statewide Local Streets and Roads Needs Assessment Report* surveys California’s 58 counties and 482 cities and captures data from more than 99 percent of the state’s local streets and roads. Past reports have confirmed that pavement conditions are declining and existing funding levels are insufficient to properly fix and/or maintain streets, roads, bridges, sidewalks, storm drains and traffic signs. In 2017-18, the findings of the 2016 assessment will be used to emphasize the importance of increasing funding for maintenance of local streets and roads. City and County staff are being sent surveys which must be submitted by March 18, 2016. The survey will capture: pavements, bridge, safety, and traffic needs, as well as projected funding revenues and expenditures.
- Dr. Sherman Gay of the Los Angeles Sustainability Coalition distributed flyers for the Coalition’s 2nd Annual Sustainable Infrastructure Summit, consisting of a forum, tours, and award dinner from April 4-5.
- Steve Lantz announced that Marcy Hiratzka accepted a position with the Bay Area Air Quality Management District and acknowledged her contributions to the SBHP and IWG for the past five years.

Tony Olmos adjourned the meeting at 12:46 pm until March 16, 2016 (agency staff only). To include an item on the agenda, please email Steve Lantz (steve@southbaycities.org) by March 7, 2016.