



**Measure R South Bay Highway  
Program Oversight Committee Meeting Notes-  
April 2, 2014**

**Attendees:** Jim Goodhart (Palos Verdes Estates); Jim Dear (Carson); Dan Medina (Gardena); Ralph Franklin (Inglewood); Kourosh Hangfarin (Carson); Stephanie Katsouleas (El Segundo); Vince Damasse & Mondher Saied (Hermosa Beach); Keith Lockhard (Inglewood); Ed Kao, Tony Olmos & Joe Parco (Manhattan Beach); Rob Beste (Torrance); Lan Saadatnejadi (Metro); Jacki Bacharach, Marcy Hiratzka & Steve Lantz (SBCCOG); Alan Clelland (Iteris); Claudette Moody (Parsons Brinckerhoff); Rock Miller (Stantec)

- I. **CALL TO ORDER / Introductions-** Chair Goodhart started the meeting at 3:08 pm. The meeting was called to order with the arrival of Councilman Medina at 3:27 pm. In the interim, Items VI and VIII were presented.
- II. **REPORT OF POSTING OF THE AGENDA** – Received and filed
- III. **ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA** – Steve Lantz requested the addition of an emergency item for discussion, in reference to Item IX-B. The SBCCOG has growing concern about cities' adherence to guiding principles on SBHP project monitoring, reporting, and new SBHP project selection. (Refer to Item IX-B.)
- IV. **PUBLIC COMMENT** – None
- V. **CONSENT CALENDAR- Meeting Minutes for March 5, 2014 Measure R Oversight Committee (Attachment A) - Approved** – Councilman Franklin moved; Mayor Dear seconded; no objections.
- VI. **METRO UPDATES** – Metro staff – All were received and filed
  - A. **South Bay Mobility Matrix** – Lan Saadatnejadi said that there is going to be a continuous dialogue between Metro and cities in each sub-region of LA County in order to develop a mobility matrix for each of the sub-regions. Metro is currently selecting the consultant that will be working on this program.
  - B. **Next Steps for potential Metro sales tax** – No update.
  - C. **SBCCOG/Metro I-405 – I-105 Operational Improvements Study (I-110 to LAX) Update** – Metro and Caltrans are working together to streamline efforts to get this project moving forward. Metro is interested in completing the study since the results will leverage Measure R funds with additional state dollars whenever an opportunity arises to apply for them.
- VII. **SCAG I-405 Master Plan Scope of Work** – Received and filed – Steve Lantz talked about SCAG's I-405 Master Plan, which analyzes the long-term needs of the I-405 from Orange County to north San Fernando Valley. SCAG is looking at multi-modal alternatives and different delivery processes for projects in the corridor (traditional project delivery options or public private partnerships.) The HOV lane through Sepulveda Pass and the PPP project (adding a highway/rail tunnel underneath the I-405) will affect SCAG's research on the corridors north and south of the Sepulveda Pass and adjacent to the I-405.
- VIII. **SBCCOG Technical Bench Support Request for 2015 Metro Call for Projects Applications** – Received and filed - Steve Lantz reported that the SBCCOG has prepared a development schedule for cities that wish to request the SBCCOG's help in providing the minimum required local match or technical support in the preparation of applications for Metro's 2015 Call for Projects (CFP.) Interested cities must inform the SBCCOG, in writing, by April 30, 2014, of their intent to seek authority from their City Council to prepare a 2015 MTA CFP application, if the application either requires SBCCOG South Bay Highway Program (SBHP) technical assistance, or includes a minimum local match provided from SBHP funds. City Council adopts a resolution that requests SBCCOG SBHP 2015 MTA CFP project development

funding, the CFP required local match, and/or technical assistance from the SBHP technical bench NO LATER THAN MAY 30, 2014. The resolution must include other current SBHP commitments, status of funding agreement(s), funding agreement deadline(s), and anticipated project completion dates for all existing commitments. The SBCCOG is preparing a resolution template for cities to use, and it will be sent as soon as it is approved by the SBCCOG's legal counsel. Marcy Hiratzka will send an email to the cities with the detailed schedule on April 3.

**IX. SBHP PROJECT STATUS –** Steve Lantz made the following announcements: (All were received and filed)

**A. SBHP Technical Consultant Bench Task Orders –** The City of El Segundo is in the process of selecting a consultant from the SBCCOG's technical consulting bench for its Bikeways project study. Project studies from other cities will also get underway as soon as the SBCCOG receives letters of commitment from the City Manager of the lead agency.

**B. SBHP April 2014 Project Progress Report (Attachment B) –** A memo on the aforementioned emergency item was distributed that identifies challenges with the SBHP project monitoring, reporting, and new selection process. The memo outlines a new approach that addresses the fact that several of the South Bay cities are not making progress on their Measure R projects. If progress is not being made, Metro may change the basis of programming funds from an obligation for the full amount to an obligation based on projected cash flow. This approach would free up cash to reduce Metro's necessity to issue bonds against Measure R revenues. South Bay cities with Measure R projects need to review their ability to deliver current projects, reassess their priorities, and withdraw existing requests for future project funding if they cannot complete their current projects. Additional funds will not be given to a city that lacks the resources to support a new Measure R project. Instead, they will be re-programmed back into the general SBHP pot and reallocated to another city that is ready to begin their design or construction. Mayor Dear acknowledged that in some cities, there is a disconnect between the city staff, elected officials, and even City Managers, and sometimes the importance of Measure R project deadlines are not shared by all parties involved. Steve Lantz said that if a city wishes to add a new project, from now on, a city council resolution will be required. Councilman Medina remarked that in Gardena, Measure R information is shared with the City Manager and other City Councilmembers, and they all work with the city engineering staff to meet Measure R deadlines. Councilman Franklin explained that in Inglewood, whenever the City Manager brings capital improvement (or Measure R) projects to the City Council, the projects are prioritized and the budget is adopted. But what is needed is a pulse to monitor projects once they are approved. The Inglewood City Council is not following delays on its Measure R projects, and he suggested that a letter be sent to the City Manager to make the city aware of the fact that it needs to get back on track regarding project monitoring and reporting. Stephanie Katsouleas suggested requesting that one City Councilmember from each Measure R city be delegated as the liaison for each MR project. This could be a way for incoming Councilmembers to be linked to outgoing ones, without discontinuing the knowledge of a city's Measure R projects. Jacki Bacharach suggested that cities should have one City Councilmember as a liaison for ALL of the Measure R projects in each city. She also emphasized that it is not the City Council's job to manage their city's Measure R projects; City Councils are there to advocate for their projects and invest as stakeholders in the project, but it is up to the city staff to maintain deadlines. Rob Beste suggested utilizing the SBCCOG Board Members (delegates and alternates), since they are already representatives for their city. He also said that any city resolutions submitted to the SBCCOG need to be annually updated, as a continual commitment. Resolutions should include the projects that a city has already committed to. Lan Saadatnejadi mentioned that Metro's Highway Advisory Committee will be meeting next week and said that it would be a good place for the SBCCOG to bring these comments or lessons learned, regarding the SBHP. Jacki Bacharach and Steve Lantz had a correction to make to this memo: that Section 1 of the recommendation on page 2 say "During the *semi-annual...*" instead of "During the annual..." Steve Lantz then referred to the project progress report and explained the new fields that Marcy Hiratzka had added. This report now shows how much funding has been allocated to a project (by fiscal year, if a project's funds are divided across different fiscal years), and also shows each project's 5-year expiration date, based on the Funding Agreements.

**C. Risk Report –** (Attachment C) – Marcy Hiratzka added a chart at the top of this report, breaking down the projects into categories at a glance. The categories are: number of projects 6 months or

more behind in schedule based on Funding Agreement, and number of projects without Funding Agreements (funds at risk for re-programming.)

**D. At-Risk Project Reviews**

1. **MR312.04- Sepulveda Boulevard at Marine Avenue** – Manhattan Beach - Tony Olmos said that the city applied for a Caltrans encroachment permit in early 2013, and the city has reapplied three times since then (last application was submitted in March 2014), but no progress has been made. The city hopes to receive comments from Caltrans soon and be awarded the permit by June 2014. Mr. Olmos projects that the bid will be released this summer and construction will begin in the fall. The recent hiring of Joe Parco (engineer) should help pick up the pace. Lan Saadatnejadi suggested having a specifically identified Caltrans/SBHP manager. Steve Lantz said that cities that have state routes in their jurisdiction need to form a task group to address this.
2. **MR312.05- Pacific Coast Highway Improvements: Anita St. to ~~PV~~ Blvd. Artesia Blvd.** – Hermosa Beach – City staff that was present clarified that the agenda item was titled incorrectly; the project limits are not from Anita Street to Palos Verdes Boulevard, but to *Artesia* Boulevard. Rock Miller from Stantec, the city's consultant for the project, gave a PowerPoint presentation on the progress and challenges that the city has met thus far. It now seems that the scope of work needs to be amended, because the city wishes to include traffic signal retiming, and the original budget will not cover everything, especially since the city wishes to preserve its contingency funds for permit requirements. Caltrans has requested a change in signal phasing at this location. The city also may have to make additional corner ramp improvements to comply with the Americans with Disabilities Act. Steve Lantz said that, since the city did not mention this prior to the meeting, it was not technically an action item on the agenda. Therefore, the city must return to the Measure R Oversight Committee and make a formal written request for additional funds.
3. **MR312.12- Phase 4 Intelligent Transportation System** – Inglewood – Keith Lockhard said that the city is in process of editing a draft RFP for design services, and expects to go out to bid in early May 2014 and go into design in July. Design completion should be in December, and construction completion should take place by the end of 2015. Changes in key staff have contributed to the delay, but the city has hired two new engineers. The delay on this project was not as critical an impact for the city as other project priorities were. Rob Beste acknowledged that the city's priorities changed; this may have been a priority before, but it is clearly not now. Steve Lantz said that in this situation, a city needs to inform the SBCCOG of when it realistically expects to return to the project, so that the SBCCOG may properly delay (re-program) the project. If the SBCCOG is informed of the city's shift in priorities prior to the Funding Agreement's expiration, no amendment should be required. Stephanie Katsouleas reminded everyone to be aware of the next round of projects that will be ready to begin; in a situation where a city's funds need to be re-programmed, perhaps a project on deck may begin early.

- X. **SBHP 3-MONTH LOOK AHEAD** (Attachment D) – Received & filed
- XI. **SBHP IMPLEMENTATION PLAN UPDATE CALENDAR** (Attachment E) – Received & filed
- XII. **METRO EXPRESSLANE NET TOLL REVENUE GRANT WORKSHOP ANNOUNCEMENTS** (Attachment F-1 for SB Workshop location, F-2 for Non-SB location) – Received and filed – Steve Lantz announced that Metro will be holding several identical workshops in different parts of the County, to explain the application process for Metro ExpressLane Net Toll Revenue Grants. One of the workshops will be held at the SBCCOG office on April 3.
- XIII. **ADJOURNMENT - Chair Goodhart** adjourned the meeting at 4:38pm until May 7, 2014, at 3:00 pm.