



**Measure R South Bay Highway  
Program Oversight Committee Minutes  
October 2, 2013**

**Attendees:** Jim Goodhart (Chair, PVE); Dan Medina (Gardena); Ralph Franklin (Inglewood); Tom Brewer (Torrance); Stephanie Katsouleas (El Segundo); Tony Olmos (Manhattan Beach); Mike Witzansky (Redondo Beach); Rob Beste (Torrance); Allen Chen, Yunus Ghausi, & Peter Lin (Caltrans); Pamela Manning (LA County); Lan Saadatnejadi (MTA); Jacki Bacharach & Marcy Hiratzka (SBCCOG); Steve Lantz (SBCCOG transportation consultant); Alek Hovsepian (Iteris); Claudette Moody (Parsons Brinckerhoff)

- I. **CALL TO ORDER / Introductions** – Chair Goodhart began the meeting at 3:21 p.m.
- 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- Approved** – Councilman Brewer moved, Councilman Medina seconded.
  - A. **Meeting Minutes for June 10, 2013 Measure R Oversight Committee** (Attachment A) – **Approved** – These could not be approved at the August or September meetings, as there was no quorum.
  - B. **Meeting discussion notes for August 12 & September 9, Measure R Oversight Committee** (Attachment B) – Received and filed – Jacki Bacharach clarified that “discussion notes” are different than “meeting minutes”; the words “meeting,” “adjourn,” and “receive and file” are not to be used in discussion notes, related to times at which there was not a quorum present.
- VI. **METRO UPDATES** – Metro staff
  - A. **Metro Project Status Reporting Application (PSRA)** – Received and filed – Lan Saadatnejadi reported that Metro’s PSRA is still only partially functional with many glitches and MTA is trying to define the scope of work for a revision of the software and project status reporting requirements. Stephanie Katsouleas said that she tried to submit several reports for different months this morning, but realized that she could not proceed until one (month’s report) was approved at a time. Alek Hovsepian confirmed that that is how the system is supposed to work. It was agreed that any method of getting regular and timely monthly and quarterly reports to Metro is acceptable until the PMIS system is up and running.
  - B. **Status of Caltrans projects funding agreements** – Received and Filed – Ms. Saadatnejadi said that the 110 Auxiliary Lane project and 405/Crenshaw/182<sup>nd</sup> St project now have executed funding agreements and the PAEDs will take 18 months to complete.
- VII. **FINAL DRAFT RESPONSE TO METRO LETTER REGARDING POTENTIAL SALES TAX MEASURE** (Attachment C) – **Approved**. Councilman Franklin moved to approve, Councilman Medina seconded. Steve Lantz said that the cities that said they had no projects to contribute to the list were asked again, in the SBCCOG’s efforts to make the list as aggressive and robust as possible. Cities on the Palos Verdes Peninsula, though excluded from the benefits of Measure R due to a lack of freeway nexus requirements, may be eligible for funding in this new sales tax initiative. This list development process started two months ago and the last addition from the cities was accepted this morning. The letter and list will be signed and sent to Metro tomorrow. The estimated known costs for the projects on the South Bay list exceeds \$2.5 billion with many projects and program categories having costs to be determined. Steve Lantz said that ideally, the SBCCOG would like a new sub-regional program to replace Metro’s Call for Projects. There are three categories on our list: Regional projects, Sub-Regional projects run by COGs,

and local projects (MTA needs to increase local return program.) If a city wishes to rescind a project that was submitted to the SBCCOG's list, the deadline is tomorrow (October 3.) Pamela Manning congratulated the South Bay for being so prepared and ahead of other larger sub-regions that do not yet have Measure R highway programs. Steve Lantz predicts that Metro staff will summarize the issues, after receiving each sub-region's list, and embark on a one-year process, outreaching to the COGs about a choice of going straight to a new sales tax measure design on a ballot, or first updating the Metro LRTP. Stephanie Katsouleas remarked that there was no request for sustainability projects from any of the cities. Mike Witzansky emphasized that it is important to support existing infrastructure, versus expanding capacity, and that the *cities* need to define "sustainability" instead of Metro, for this sales tax measure. He requested that the letter be modified to indicate that the current structure does not support cities' maintenance needs.

- VIII. PRELIMINARY FY 2014 – FY 2020 METRO MEASURE R SBHP FUNDING REQUEST** (Attachment D) – Received and filed – Steve Lantz reported that this document, which is updated once a year, reflects projects that cities decide to keep, delay, delete, or add to the South Bay Highway Program candidate list. After annual reviews with each city, the SBCCOG constrains the list, based on what each lead agency wants and how much money will be available each year. Strategic reserve funds are being used for the two Caltrans projects that Lan Saadatnejadi added to the list (they are no longer reflected in this attachment.) Mr. Lantz explained that an asterisk on the chart means that the project's scope is still being determined and the SBCCOG has reserved funds during a development period, before a lead agency is selected to take on the project. Mr. Lantz said that he went to Metro to request permission to create a list of studies and Metro approved. The SBCCOG will use its technical consulting bench so that cities will not have to contract out for their own consultants. Chair Goodhart asked how much has been spent thus far since the beginning of the SBHP and Mr. Lantz said that figure has not yet been determined. Individual cities know how much they have individually spent on Measure R projects, but the SBCCOG does not have access to collective total until invoices are submitted and paid. The total surplus for completed projects will be received from Metro in time for the Measure R Oversight Committee and Infrastructure Working Group to review the data in August 2014. This item will come back to the Measure R Oversight Committee in the following month for approval and will be incorporated into the Metro Budget Request that will be adopted by the SBCCOG Board in November 2014 and presented to the Metro staff by December.
- IX. SBHP PROJECT STATUS** – Steve Lantz gave the following updates which were received and filed:
- A. SBHP October 2013 Project Progress Report** (Attachment E) – Alek Hovsepien reported that there were no significant changes from last month's Gantt chart. He did request that lead agencies submit more detailed data in their reports. The format of the Gantt chart will be changed in the future, listing only current updates, and deferring projects that have seen no recent progress. Chair Goodhart explained the new Gantt chart format, which will be implemented next month, after the IWG is informed of this change.
  - B. SBHP October 2013 Project Risk Report** (Attachment F) – Mr. Hovsepien summarized the four red projects. Steve Lantz gave an update on the Del Amo Blvd. project and reported that the County is ready to release its RFP for the feasibility study (both County and City portion) and reduced the amount of their funding agreement by \$100,000 so that the City will have the money to pay for project oversight. In the future, only projects ripe for discussion will be listed on this report.
  - C. Status of SBHP Bench Contracts / Task Orders** – Steve Lantz said that seven out of twenty-eight contracts had been executed thus far. The rest of the firms on the bench are in the process of submitting contract exemption requests, which will be sent to SBCCOG legal counsel for consideration. While the SBCCOG and city staff members are brainstorming task orders, none have yet been released as Request for Proposals to the bench. Iteris and InfraConsult's contracts have been extended until the end of December 2013.
- X. 3-MONTH LOOK AHEAD** (Attachment G) – Received and filed – Jacki Bacharach made several corrections to this document concerning the Sales Tax Measure Letter approval dates.
- XI. SBHP IMPLEMENTATION UPDATE CALENDAR** (Attachment H) – Received and filed – Jacki Bacharach requested clarification on the term "Review Programming" during October 2013. Steve Lantz said that it is referring to the Metro Budget Request; items that are not yet finalized, and a city may still add, delete, or change a project on the list. Ms. Bacharach wondered if the Cost Adjustment and

Programming categories on this chart can be combined and have the same color, and Mr. Lantz agreed to do this in the future.

**XII. OTHER BUSINESS** – Stephanie Katsouleas posed the question of city staff being able to vote on this committee, in lieu of that city’s elected officials attending. She said that her City Council will not attend, if she is able to. Jacki Bacharach said that elected officials (SBCCOG Board Members) are needed for the quorum; they are the policy-makers. She clarified that per the SBCCOG bylaws, if two elected officials from one city attend, both will count towards the quorum but they only get one vote between them. Chair Goodhart wondered if this Committee should this be a working group instead, as this current format may not be an effective solution. Jacki Bacharach pointed out that the SBCCOG already has the Infrastructure Working Group and reiterated that elected officials need to have a place to discuss these policy issues, so as not to burden the SBCCOG Steering Committee with them. Councilman Medina suggested discussing this topic at the next Steering Committee meeting, on October 14.

**XIII. ADJOURN** – **Chair Goodhart adjourned the meeting at 4:30 pm until November 6, 2013, 3:00 p.m.**

NOTE: The new date and time for the regular Measure R Oversight Committee is the first Wednesday of the month at 3:00 p.m.