



**Measure R South Bay Highway  
Program Oversight Committee Minutes  
November 13, 2012**

**Attendees:** Jim Goodhart (Chair, PVE), Stephanie Katsouleas (El Segundo), Akbar Farokhi & Alan Leung (Hawthorne), Ken Husting (Los Angeles), Judy Mitchell (Rolling Hills Estates), Rob Beste (IWG Chair, Torrance), Fulgene Asuncion (Metro), Jacki Bacharach & Marcy Hiratzka (SBCCOG), Steve Lantz (SBCCOG transportation consultant), Matt Wisniewski (SBCCOG Coro Fellow), Alan Clelland & Alex Hovsepian (Iteris), Charles Eder (John M. Cruikshank Consultants)

- I. Chair Goodhart called the meeting to order at 10:40 but a quorum was not present. Action items were forwarded without recommendation to the SBCCOG Board of Directors meeting on November 15, 2012.
- II. **REPORT OF POSTING OF THE AGENDA** – (not applicable since there was no quorum)
- III. **ANNOUNCEMENTS OF CHANGES TO THE AGENDA** – (not applicable since there was no quorum)
- IV. **PUBLIC COMMENT** – (not applicable since there was no quorum)
- V. **CONSENT CALENDAR- Minutes from October 8, 2012** (Attachment A) – (not applicable since there was no quorum)
- VI. **METRO UPDATES** – Metro staff
  - A. **Metro Project Management Information System Update** – Fulgene Asuncion reported that Metro is finalizing software changes and populating the new database and will send log-in information to lead agency administrators next week, so November reports can be electronically submitted. Chair Goodhart asked if it is *required* for November, and Ms. Asuncion answered that cities may either send in their reports via email as they have been doing, or they can switch to electronic reporting using the new system is preferred. There is no hard deadline for the switchover yet, as there are still technical issues for Metro to resolve. All South Bay cities have been trained on the new system.
  - B. **Status of Caltrans projects agreements** – Ms. Asuncion said that Metro met with Caltrans last week. Because Caltrans' funding agreement is to cover the environmental studies for the projects, Caltrans is required to complete a project initiation document by June 2013 before moving to the environmental documents. Chair Goodhart noted that MTA has not negotiated funding agreements with Caltrans yet regarding the Caltrans projects on the Project Progress Report. As a result, there are no official due dates available yet. Ms. Asuncion said that MTA's legal staff is still reviewing the boilerplate since Caltrans had additional comments.
  - C. **Status of traffic studies** – Ms. Asuncion said that MTA finalizing its negotiations with its consultant. Metro is hoping to award by the end of November or beginning of December. This traffic study will be a 3-month effort.
- VII. **IWG Committee / IWG Executive Committee Comments** – Rob Beste reported Iteris made a presentation on the results of the ITS data at the IWG meeting in October. The projects submitted for the 2013 Call were also announced. The IWG Executive Committee did not meet in October.
- VIII. **SBHP PROJECT STATUS- Steve Lantz**
  - A. **SBHP Monthly Project Progress Report** (Attachment B) – Steve Lantz explained that only two projects are behind (further details can be found in the following Issues Report). Alan Clelland reported that Redondo Beach is back on schedule (the delay involving the City Attorney has been resolved). Jacki Bacharach questioned if the finish date column reflecting the schedule in the funding agreement necessary management tool. She suggested removing this column. Mr. Lantz said that until Funding Agreements are amended, the SBCCOG does not speculate on projects' deadlines. Ms. Asuncion clarified that Metro will amend a Funding Agreement if a project extends past its lapsing date. Mr. Clelland reminded everyone that the impact of the funding on a delayed schedule can be found in the issues report. Ken Husting suggested adding a column indicating the lead agency's current estimated completion date of each project, and *keeping* the funding agreement finish date

column as well. Ms. Bacharach liked the suggestion. Mr. Lantz said that moving forward, he is going to request that lead agencies include each project's estimated completion date in their monthly narratives. This information will then be added to the Monthly Project Progress Report (Gantt chart) and Jacobs Engineering will have to look for it each month. Stephanie Katsouleas suggested moving completed projects to a new chart or putting them at the bottom of the chart.

- B. SBHP Monthly Project Issues Report (Attachment C)** – Mr. Lantz said that Lawndale's extension of Phase 2 widening to the 405 southbound ramp is not being properly or regularly reported. The delay is due to staff changes, but a new Public Works Director (Nasser Abbaszadeh) has been hired, and the SBCCOG will bring him up to speed. The second issue on the issues report is Redondo Beach's PCH Study Improvements Project, for which there may be new right-of-way and construction cost increases. John Mate will confirm future costs as part of the design phase with completion of 35% plans by May 2013.
- C. Updated SBHP Candidate Projects List (Attachment D)** – Mr. Lantz reported that the final candidates list includes the assessment and ranking that was explained at last month's meeting. The SBCCOG adopted a policy that said, "first priority is to provide the minimum local match for projects that are awarded Metro Call for Projects funds; second priority is to consider projects for which lead agencies submitted Metro Call for Projects applications that were not funded at the level requested in the application; third priority is projects that did not apply for the Call for Projects. Next fall, when the Call for Projects Awards have been announced, the SBCCOG will look at the candidate list for projects that could be funded using available Measure R SBHP funding between 2017 and 2019. Mr. Husting asked for clarification about MTA's point system, wondering if a high score is good, to which Mr. Lantz said yes. Jacki Bacharach pointed out that there is no total of the cost estimate indicated on the list. Mr. Lantz responded that the SBHP match is a not-to-exceed amount that reflects the amount of funds that would be needed if Metro were to fully fund the application.

Mr. Beste clarified that once the Metro decisions are made, the list will be revised to reflect actual awards and SBHP match requirements by year. Mr. Clelland said that a project gets priority in the overall project assessment list, only if it gets funding for the Call. If a project is submitted for the Call and does not get funding for the Call, it goes back into the mix to be assessed with the projects that were not submitted. Mr. Lantz clarified that if a project is submitted and does not receive money for the call, it gets priority consideration before other projects that weren't submitted for the Call. Ms. Katsouleas said that the IWG Executive Committee decided that if a project is over a dollar threshold, the lead agency must apply to the Call before the project can be fully considered. Once the lead agency has met that criteria, the project will continue to move ahead of projects that were not submitted to the Call. Mr. Beste added that large projects should have to go through that two-step process, but smaller and simpler projects should be considered to move them off the list. Mr. Lantz said that MTA requires phases for each project, and South Bay Measure R funds would have to be used for whatever phases are not funded by the Call. Mr. Beste also reminded everyone that projects can reapply in two years. Ms. Katsouleas also said that certain projects that the SBCCOG sees as priorities may not be ready for the 2015 Call. Mr. Lantz concluded by saying that this list was compiled so that the SBCCOG and lead agencies could understand how projects would rank against each other for the Implementation Plan. The projects on this list are subjected to the same ranking criteria to which the early action projects were subjected. This list does not indicate when a lead agency's next opportunity is for funding. It is a resource, a listing identified candidate projects. The projects are assessed, but not yet prioritized in order. Currently, the list is alphabetical by city name.

- D. SBHP Project Management Course Update** – Mr. Lantz announced that a course evaluation, certificate of participation, and thank you letter from SBCCOG Chair Franklin were mailed to each course participant. Chair Goodhart asked for an evaluation summary report for the January meeting. Mr. Lantz announced that this course was right on budget, and relayed that Parsons Brinckerhoff has requested that the course materials not be shared with anyone who did not attend.

- X. City of Hawthorne Request for additional Measure R funding for Marine Ave. Project (Attachment E)**  
- Alan Leung and Akbar Farokhi from the City of Hawthorne requested additional Measure R SBHP funds and approval to amend the project's funding plan for the Marine Ave / Aviation Blvd. project that was funded as an Early Action initiative. The City has agreed to contribute an extra \$1 million and the City is requesting an additional \$2.1 million in Measure R. The Marine Ave. / Aviation Blvd. Project will mitigate congestion and improve traffic circulation through this intersection. Although the initial scope of the project made improvements within the current right of way, the city now is proposing to widen Marine avenue to increase intersection capacity at Aviation Boulevard and properly align all four legs of the intersection. This will require 23' of dedication from FAA right-of-way on the north side of Marine Avenue to accommodate a second westbound left-turn lane (resulting in double left-turn lanes), a 3rd westbound through lane and a dedicated westbound right-turn pocket. The project will relocate any conflicting utilities

in the widening area such as the three Southern California Edison transmission poles and two West Basin water district water valves. This project will improve several different modes of transportation, improve traffic flow, increase pedestrian safety, and minimize flooding. The FAA is willing to give the City the right-of-way and is negotiating a construction easement if the City takes care of the landscaping (gates and sprinklers). There will be no acquisition costs, since the City is doing these improvements for the FAA. Edison, Northrop Grumman, West Basin, and the Cities of El Segundo and Manhattan Beach are also in the loop, as they are also affected. The project design will be completed at the end of 2014, and the City anticipates 6 months of construction. Mr. Beste commented that the SBCCOG has a contingency for Measure R funds, and if the Board approves this funding request, the money will come from the contingency. Judy Mitchell asked if a lead agency may also ask for Call money, in addition to asking the SBCCOG for assistance. Mr. Husting said that a city may submit a project for the Call and, if it is awarded Call money, the City may ask Metro to allow the City to advance its local matching money ahead of the year in which the Call funding is provided. Mr. Lantz acknowledged the City of Hawthorne for putting together such a thorough and exemplary funding request, as this is the first South Bay city to make a request for additional funds.

- IX. SBHP FY 13 - FY 19 Budget Request (Attachment F)** – Mr. Lantz said that MTA requires the SBCCOG to request (each December) funds for the following Metro fiscal year (which begins July 1.) This budget request reflects a change in the way the SBCCOG is managing the Measure R program. The administrative pieces that were previously handled by the Iteris team under the technical contract will be converted to administrative work to be completed by Steve Lantz and Marcy Hiratzka who are requesting that their time on Measure R be increased to 75% of their hours. This will result in overall cost savings, and the consultants will be able to focus on technical assistance for the program development and project oversight of lead agencies. If both the SBCCOG and MTA Boards approve this, a new funding agreement that goes with the next Cooperative Agreement will be executed. This would happen after January 2013.
- X. Metro Call for Projects Applications Committing Measure R SBHP Funds (Attachment G)** – Mr. Lantz reported that the SBCCOG just received a request for technical assistance to produce a PSRE for 3 new Park and Ride lots in Gardena. The formal letter and estimate for the Iteris task order was received yesterday. Ms. Asuncion noticed that a change needed to be made in the notes column (20% minimum local match for Transit Capital, as opposed to 35% minimum local match for RSTI.) This will be corrected for the Board and IWG meeting packets.
- XI. 3-Month Look Ahead (Attachment F)** – Steve Lantz said that since the lead agencies have now met the requirements for their projects, the SBCCOG will spend the next few months bringing policies back to the Oversight Committee and updating the Implementation Plan. Since Measure J did not pass, the Steering Committee will analyze alternative project acceleration opportunities related to the potential for the SBCCOG to use Measure R funding to accelerate highway projects. The SBCCOG also needs to protect the Measure R money for second and third decade projects from other sub-regions that want to accelerate their projects? Due to the debt service associated with TIFIA loans, there is a risk of not having contingency funds for the out-years of upcoming decades, if others accelerate their projects. Mr. Beste requested that Mike Bohlke, MTA Director O'Connor's Deputy, give a presentation on these protection issues. Chair Goodhart asked if the SBCCOG may borrow TIFIA money directly, and Mr. Lantz answered that the SBCCOG commits its funding to repay MTA for acquiring TIFIA loans on its behalf. Judy Mitchell wanted to know if the SBCCOG is planning for acceleration of rail AND highway, or rail OR highway. Mr. Lantz said that it depends on how big each of those needs end up being.
- XII. SBHP Implementation Update Calendar (Attachment G)** – Chair Goodhart said it would be beneficial to have a monthly narrative from Caltrans. Ms. Asuncion agreed to assist with this. Mr. Lantz posed the question of canceling the December 2012 Oversight meeting and was met with agreement from the Committee, especially since it no longer needs to discuss what would have been the next steps for Measure J. L: Jacki Bacharach said that the SBCCOG would send out a status report in December, and that Mr. Bohlke's presentation should be scheduled for January 2013.
- XIII. Chair Goodhart adjourned the meeting at 11:47am until Monday, January 14, 2013**

Submitted by Marcy Hiratzka