



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

Attendees: Jim Goodhart (Chair, PVE), Susan Rhilinger (Torrance), Judy Mitchell (Rolling Hills Estates), Ralph Franklin (Inglewood), Rob Beste (IWG Chair, Torrance), Ken Husting (LA City DOT), Stephanie Katsouleas (El Segundo staff), Claudette Moody (PB), Fulgene Ascuncion (Metro), Peter Wong (Caltrans), Alan Clelland & Alex Hovsepian (Iteris), Jacki Bacharach & Marcy Hiratzka (SBCCOG), Steve Lantz (SBCCOG transportation consultant)

- I. **CALL TO ORDER / Introductions**
- II. **REPORT OF POSTING OF THE AGENDA** – Received and Filed
- III. **ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA** – Received and Filed
- IV. **PUBLIC COMMENT** - None
- V. **CONSENT CALENDAR**
 - A. **Minutes from July 9, 2012 meeting** (Attachment A) – **Approved** – Franklin moved / Goodhart seconded, MITCHELL abstained
- VI. **METRO UPDATES** – Metro staff
 - A. **Metro Project Management Information System Update** - Copies were distributed of the quarterly summary reports that will be generated from PMIS. Mandatory training on PMIS will be held for lead agencies during the second week of September. The 2-3 hour session will require access to a computer with internet capability. Training may be held at Metro or at the SBESC offices.
 - B. **Status of Caltrans projects agreements** – Funding agreements are still being finalized; scopes of work and schedule for all project agreements are done; final agreements should be sent to Caltrans next week; agreements should be ready to execute next month. Metro is also doing traffic studies on the two Caltrans projects to further expedite design of the I-405/182nd /Crenshaw project and the I-110 / I-405 project.
- VII. **IWG Committee / IWG Executive Committee Comments** – Rob Beste – No report
- VIII. **SBHP PROJECT STATUS**
 - A. **SBHP Project Summary** – A Gantt chart has been prepared to summarize the schedule of each project as reflected in the funding agreement compared to the project progress reported in the monthly report. A concern was raised that tasks being tracked on the chart were too detailed and should be summarized at a higher level (e.g.: funding agreement executed, planning, design, right of way, construction). Committee members asked that the charts use a larger typeface. It was also suggested that completed projects be kept on the chart until the following Measure R Oversight . Committee meeting and that there should be a more detailed explanation of the legend. on the sheet. Ms. Katsouleas suggested adding a column to the chart in which the status could be noted as Green, Yellow or Red with explanatory details in the monthly issues for all yellow and red projects. The committee also requested that a standard letter be prepared for red projects over the signature of the Oversight Committee chairman and sent to the SBCCOG delegate, SBCCOG alternate and mayor for the city involved – with a copy to the city manager.
 - B. **SBHP Project Issues** (Attachment C) – The committee reviewed the Project Issues memorandum and asked that future memos note that the listed issues are the only ones that need watching at this

point and that others might be behind but there are reasons and the remediation can be implemented within the funding agreement schedule. Committee members recommended that Redondo Beach projects that are behind be brought to the attention of the SBCCOG board members and the mayor (copy to city manager). Committee members also reviewed the status of the Torrance Transit Center and determined that Torrance should be ok – since the Council approved the design the previous week.

- IX. South Bay Intelligent Transportation System Study Update / Strategic Transportation Element (STE) Update** (Attachment D) – Mr. Lantz reviewed the next steps for both task orders using a PowerPoint presentation that was previously made to IWG. Two workshops have been held on the ITS plan – a third and final workshop will be held by the end of September. The Strategic Transportation Element of the SBHP Implementation Plan update addresses the methodology to be used to monitor how our system will operate compared to the no build alternative. Data collection on freeways will come from Caltrans. Data for streets will be generated from technology installed at key locations on the South Bay highway and arterial network. Consultants are working with the IWG to establish the network to be monitored, the data to be generated and the technology to be used.
- X. Preliminary List of Candidate SBHP Projects** (Attachment E) – A 1st draft Candidate project list has been reviewed and refined in a series of meetings with cities and county. Next step is for the nexus and performance s to be evaluated by Iteris. In November a final list and budget request will be approved by the SBCCOG Board and transmitted to Metro. In response to a question re: Del Amo Blvd., Mr. Lantz noted that staff is working with the county and city on next steps.
- XI. SBHP Project Management Course Contract** (Attachment F) - **Approved**
- XII. SBHP Funding Agreements Update** (Attachment G) – Received and filed
- XIII. 3-Month Look Ahead** (Attachment H) – Received and filed
- XIV. SBHP Implementation Update Calendar** (Attachment I) – Mr. Lantz noted that the Implementation Plan Updated should be ready for consideration by the SBCCOG Board in February 2013.
- XV. Adjourned to next Measure R SBHP Oversight Committee Meeting** – September 10, 2012, 10:30 AM