

## Attachment A

### South Bay Cities Council of Governments Infrastructure Working Group February 19, 2014 – Meeting Notes

**Attendees:** Stephanie Katsouleas (El Segundo); Frank Bigdeli (Gardena); Louis Atwell (Inglewood); Crystal Killian (LADOT); Edward Kao & Tony Olmos (Manhattan Beach); Hon. Jim Goodhart (Palos Verdes Estates); Craig Bilezerian (Torrance); Yunus Ghausi & Sameer Haddadeen (Caltrans); Pamela Manning & Andres Narvaez (LA County DWP); Isidro Panuco (Metro); Marcy Hiratzka, Steve Lantz & Lena Luna (SBCCOG); Natasha DeBenon (Arcadis); Kate Suenram (BA, Inc); Liz Suh (CH2M Hill); Mel Barosay (Epic Land Solutions); Elizabeth Ramirez (Group Delta); Mitali Gupta (HDR); Alek Hovsepian (Iteris); Melissa Hewitt (Kimley-Horn & Assoc); Sherif Morcos (Morcos Group); Tracy Bartlett (Nichols Consulting Engineers); Sam Ekrami & Mark Porter (Parsons Brinckerhoff); Jeff Cooper (Penco Engineering); Steve Frieson (Psomas); Scott Dellinger (Tetra Tech); Sean Fitzpatrick (WH Pacific, Inc.)

Vice-Chair Katsouleas called the meeting to order at 12:08 pm.

I. **Self-Introductions and Approval of January 15 Minutes** (Attachment A) – Minutes were approved as presented.

II. **Agencies & Other Reports-**

- **SBCCOG** – Program update – Steve Lantz reminded everyone of the SBCCOG’s 15<sup>th</sup> Annual General Assembly on February 28 in Carson, which will feature a South Bay Highway Program exhibit booth. He also announced that the SBCCOG is requesting letters of support from South Bay City Managers, regarding the SBCCOG’s Strategic Growth Council grant application (a mobility matrix is required as part of the application, to incorporate pedestrians, active transportation, and other projects that are not eligible for Measure R SBHP funding.)
- **South Bay Traffic Forum, LA County Dept. of PW** – Status – Andres Narvaez distributed the South Bay Traffic Forum Status Report for February 2014. Highlights included: In two weeks, the City of Gardena will release its RFP for an A/V wall as part of the City’s Traffic Management Center/South Bay ITS Project. 143 intersections in the South Bay have been installed in connection with the County’s Traffic Signal Control System. Regarding the El Segundo ITS Project, Mr. Narvaez said that Blue Commute event information requests should be submitted to Iteris.
- **Caltrans** – Update – Nothing to report
- **Metro** – Isidro Panuco reported that Metro staff is reviewing the Measure X lists of priority projects that have been submitted by the sub-regions in LA County. He also said that today Metro’s Planning and Programming Committee will be discussing the holistic countywide approach for preparing sub-regional Mobility Matrices, allowing for consistency in criteria that will be used to identify and evaluate projects; and the possibility of hiring additional Metro staff to manage this effort. The Draft First-Last Mile Strategic Plan for improving multimodal access to the countywide fixed-guideway transit system is to be received and filed today as well. Vice-Chair Katsouleas asked for an update on the LAX-Crenshaw connector extension. Steve Lantz said that he will make this a future spotlight project at the IWG. Metro has authorized an EIR to be prepared on the connection which includes an Automated People Mover connection at a new LAWA Intermodal Transfer Facility near Lot C. Although the EIR does not include an alternative that extends the regional light rail system through the terminals directly to Bradley International Terminal, Metro agreed to study the light rail connection to determine its costs and ridership benefits and left open adding the alternative back into the EIR later this year.
- **Metro TAC & Streets and Freeway Subcommittee** – Update – Nothing to report

III. **Measure R Updates** – Steve Lantz made the following reports:

- **Three-Month Look Ahead** – (Attachment B) - On March 27, the Metro Board will vote to approve the 2014-2020 SBHP budget request that the SBCCOG submitted. April 1 is when lead agencies may begin projects with funds allocated for FY 2013-2014.
- **SBHP Annual Update Calendar** – (Attachment C) – Steve Lantz discussed the calendar. No comments or questions.
- **SBHP Project Progress Report** – (Attachment D) - The SBCCOG may require assistance from its SBHP technical consulting bench, if it proves to be too much work for two SBCCOG staff members or requires engineering determinations that current staff is not licensed to make. The lead agencies were reminded to submit their monthly and quarterly reports and alert Marcy Hiratzka if the SBCCOG Project Progress Report is incorrect.
- **Transition of SBHP Project Monitoring / Reporting process** – Steve Lantz reported that the focus of the first two months has been to update the project progress reports and risk reports. In addition one technical bench RFP has been released to deliver designs for the El Segundo Commuter Bikeway network (see below).

- **10-1-13 to 12-31-13 Quarterly Review** (Attachment E) – The SBHP Consultant and Staff quarterly report of activity was included in the agenda packet. No comments were received.
- **SBHP Technical Consultant Bench Update** – The first project study task order RFP for the South Bay Highway Program technical consulting bench will be released today. It is to design a commuter bikeway system in El Segundo. Because this is the first solicitation being issued by the SBCCOG, all 28 firms on the bench will be sent the email (containing the Matrix of “Areas of Proposed Technical Services”, the RFP, and the Cost Proposal Form). In the future, the SBCCOG will send the task order RFPs (and cost proposal forms) only to the firms that proposed on the specific categories pertaining to the project study. If your firm indicated in its contract proposal an interest in providing any of the services described in SBHP T.O. 2014-1, you may respond to the RFP. A pre-proposal conference will be held on Wed, March 12, 2014, at 11:00am, at El Segundo City Hall (Council Chambers- 350 Main Street, El Segundo, CA 90245.) Proposals are due on March 31, 2014 by 5:00pm. Any questions should be directed to Stephanie Katsouleas.
- There are less than ten months left for cities to submit a 2015 CFP application which will require a PSR or PSRE, so cities must request project study technical assistance for any projects intended for the 2015 CFP as soon as possible in order to ensure that the SBCCOG will have enough time to select consultants from the technical bench, issue task orders and complete the technical analysis by December 2014.

IV. **Project Spotlight – Caltrans ITS Program on PCH Boulevard** – District 7 Engineer, Yunus Ghausi, presented Caltrans’ Draft Corridor Congestion Management (CCM) scope, a project that will coordinate Caltrans and local and stakeholder perspectives on active traffic management on the PCH corridor—including current conditions assessment, system capabilities, operational approaches, and visions for future congestion management concepts. This differs from Caltrans’ *Evaluation for Dynamic Corridor Congestion Management (DCCM)* project because CCM covers a broader area, and not only includes state highways, but also arterials. This input will be used to develop a Concept of Operations document, which will serve as the guide for detailed design and implementation of DCCM systems on the selected pilot corridor and for potential future CCM deployments on corridors throughout the South Bay region. Mr. Ghausi also referenced a PowerPoint presentation that summarized Caltrans’ *Adopted Traffic Control System Post Study*. Caltrans is seeking stakeholder input for the “Arterial Congestion Corridor Management” study and implementation, in order to streamline the process of the project scope. The focus is on: the current state of operations, operational scenarios and concept, user needs, and policies and constraints. Caltrans does not yet know if the study will be conducted in-house, or by a consultant, and welcomes cities’ comments over next month. \$9-12 million allocated to implement the PCH corridor scope.

V. **Jacki Bacharach’s Comments on Metro’s Draft First / Last Mile Plan** – (Attachment F) – Steve Lantz reported that the COG’s Executive Director, Jacki Bacharach had submitted a letter expressing SBCCOG’s concerns (see referenced letter in the agenda packet. Cities need to submit their own comments as soon as possible.

VI. **Announcements –**

- APWA 15<sup>th</sup> Annual Complete Streets & Technology Conference (Attachment G) –Tony Antich announced this event, which is open to the public, and is being held on April 23 at the Carson Community Center.
- Pam Manning praised the City of El Segundo for a successful Measure R ribbon-cutting ceremony and emphasized the importance of acknowledging the engineers who work on such projects. She also mentioned the potential for virtual ribbon-cutting ceremonies. Vice-Chair Katsouleas said that several businesses affected by the Maple Ave improvement attended the ceremony and gave positive feedback as well. Steve Lantz added that it is vital to keep Measure R project completions in front of the media and voters.
- Craig Bilezerian mentioned that he received a memo from Metro, regarding an expected funding shortfall for the 2015 CFP. Steve Lantz said that Metro has an \$80 million dollar shortfall in its CFP Active Transportation Program as a result of shifting the mode to SCAG and the State of California. Metro is strongly encouraging CFP awardees in the mode to apply for state ATP grants. Metro will try to meet existing ATP commitments from past CFPs, and projects may receive Metro grants to cover that cost. Torrance, Rancho Palos Verdes and Redondo Beach are affected by this change in funding source in the South Bay.
- Crystal Killian, from LADOT, mentioned two articles that pertained to bicycling and pedestrian improvements: [FHWA/FTA Announce New Categorical Exclusions for Projects in Existing Right-of-Way](#) and [National Open Streets Training Comes to Southern California!](#)

VII. **Adjournment** – Vice-Chair Katsouleas adjourned the meeting at 12:54 pm until March 19, 2014. If you want to include an item in the agenda, please send e-mail to: [Marcy@southbaycities.org](mailto:Marcy@southbaycities.org) by March 10, 2014.