



# Minutes

## ATTACHMENT A

### Measure R South Bay Highway Program Oversight Committee April 9, 2012 Minutes

Attendees: Jim Goodhart (Chair, PVE), Ellen Perkins (PVE), Susan Rhilinger (Torrance), Judy Mitchell (RHE), Rob Beste (IWG Chair, Torrance), Crystal Killian (LADOT); Massoud Ghiam (Carson PW); Lan Saadatnedjadi (Metro), Jacki Bacharach (SBCCOG), Steve Lantz (SBCCOG Transportat on Consultant), Alex Hovsepian (Iteris), Paul Martin (RBF), Claudette Moody (Parsons Brinkerhoff)

- 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 - none
- IV. PUBLIC COMMENT - none
- V. CONSENT CALENDAR
  - A. Minutes from February 13, 2012 meeting (Attachment A) - Approved
- VI. AGENCY UPDATES
  - A. Metro – Lan Saadatnedjadi
    1. Metro / SBCCOG Cooperative Agreement Deliberations – (Attachments B, B(1)) – Approve – amending existing funding agreement to reflect scope. **Jacki Bacharach noted comments on pages 4 & 7 and asked for language to be added requiring analysis of hard copy reports that are being submitted until EPIS is functional. She also noted that the comments will be sent to Metro and reviewed by our attorney.**
    2. Metro Project Management Information System Update – development progress slow and disappointing since the original scope of work did not include project progress monitoring / reporting, just financial monitoring. Schedule has slipped to allow a new contractor to provide software for project progress monitoring. Cities are still required to complete monthly and quarterly reports in hard copy. Ms. Saadatnedjadi expects the new financial software to be ready for pilot roll-out for financial input of data in June 2012. Actual reporting – should be available in late June. Metro will pay the additional costs for project progress reporting software. Iteris’ analysis costs are covered under Task 5 with Iteris. A quarterly report is to be produced by Iteris beginning at the May Oversight Committee meeting. Iteris is also working with Metro to ensure the new software scope is appropriate and adequate for their project monitoring responsibilities. Mr. Goodhart requested that updates on this item should be on every Measure R committee meeting.
  - B. Caltrans – Caltrans staff – No report.
  - C. IWG Committee / IWG Executive Committee Update – Rob Beste reported on a Metro presentation on green construction policies by Metro. Metro distributed a schedule for CARB

compliance for green equipment for the next few years. IWG is following this issue and will be represented by Mr. Beste at another Metro Green Construction Advisory Committee meeting later this month. He also noted that other cities around South Bay may not have enough staff to manage the Measure R projects. Mr. Beste will talk with Mr. Lantz about this issue and ways that SBCCOG might be able to help.

## VII. DISCUSSION ITEMS

- A. Measure R Oversight Committee Administrative Procedures – (Attachment C) – Approved**
- B. Status of SBHP Project Funding Agreements (Attachment D) – Metro is waiting for boilerplate changes to agreements with Caltrans.**

Projects of concern:

- LA County Del Amo project. LA County Public Works is concerned re: environmental cleanup concerns and residential property acquisitions. Issues will be addressed this month to understand the status with the county, LA City DOT and Carson. A Status report will be presented next month on this project.
- Manchester – I 405 freeway project F2 needs further discussion re: scope with Inglewood and Caltrans.

- C. 3-Month Look Ahead / Implementation Update Calendar (Attachments E, F) – Received and filed Quarterly Reports will be summarized after they have been to the IWG next month. Look Ahead schedule will be changed to reflect that.**

Funding Allocation Change requests: 3 cities and 6 projects have responded to funding allocation change requests – more are expected during the next month.

Budget Updates: Budget at Metro is different than the amount of our agreement. Metro budgets based on its projected cash flow during its fiscal year. It does not reflect the expenditure plan commitments since Metro has historically experienced much lower cash flow than its grantees have projected in their funding agreements. The annual budget can be adjusted on a quarterly basis if Metro determines that it needs to expend more of the committed funds than it has budgeted. Hence, Metro's adopted budget shouldn't slow any of our work or reimbursements. The SBCCOG requests the annual programming commitment adjusted by changes submitted by the lead agencies. A request was made for information from Metro on the 30 year projected funding stream since Metro said they were going to update the funding gap that was originally projected.

3-month Look Ahead Calendars and Implementation Update Calendar will be modified to reflect new review processes and dates.

- D. Meeting was adjourned to next Measure R SBHP Oversight Committee Meeting – May 14, 10:30 AM – Mr. Goodhart will not be in attendance. Steering Committee will begin at noon.**