



**SPECIAL SGVCOG Public Works TAC Meeting Minutes**

Date: **January 22, 2018**  
 Time: 12:00 P.M.  
 Location: Upper San Gabriel Valley Municipal Water District  
 602 E. Huntington Dr., Suite B, Monrovia, CA 91016

**PRELIMINARY BUSINESS**

1. Call to Order. The meeting was called to order at 12:08 p.m.
2. Pledge of Allegiance. R. Guerrero led the TAC in the Pledge of Allegiance.
3. Roll Call

**Public Works TAC Members Present**

D. Liu, K. Young, Diamond Bar  
 J. Wu, El Monte  
 E. Rodriguez, Irwindale  
 A. Tachiki, Monrovia  
 R. Guerrero, Pomona  
 K. Patel, S. Barragan, San Dimas  
 R. Salas, South El Monte  
 J. Yang P. Doudar, J. Lu, E. Kunitake, LACDPW

**Public Works TAC Members Absent**

Arcadia  
 Azusa  
 Claremont  
 Pasadena  
 Temple City  
 West Covina

**Guests**

S. Ahmad, SA Associates	J. Martinez, NCE
J. Nelson, CNC Engineering	G. Jaquez, MNS Engineers
F. Alamolhoda, LAE Associates	S. Sharma, K. McGowan, S. Gota LA Metro
D. Purcell, SCE	D. Cadena, WKE, Inc.
A. Chang, Transtech	R. Tock, USGVMWD
B. Jong, B. Schmith, LA Metro	D. Grilley, City of San Gabriel
L. Young, TransLink Consulting	
Sam Morrissey, Iteris	

**SGVCOG Staff**

P. Duyshart

4. Public Comment.

There was no public comment.

**CONSENT CALENDAR**

5. Review Public Works TAC Meeting Minutes: 11/20/2017  
**There was a motion to approve the minutes (M/S: D. Liu/A. Tachiki).**

**[Motion Passed]**

Ayes	Diamond Bar, El Monte, Irwindale, Monrovia, Pomona, San Dimas, South El Monte, LACDPW
Noes	
Abstain	
Absent	Arcadia, Azusa, Claremont, Pasadena, Temple City, West Covina

## PRESENTATIONS

6. *Measure UP Project Follow-up and Demonstration: Presentation by Shrota Sharma (Metro), Lisa Young (TransLink Consulting), and Sam Morrissey (Iteris)*

S. Sharma of LA Metro opened this presentation by providing a brief update on the status of the Measure UP project and some background on the progress of this project. She then introduced two of Metro's consultants for Measure UP, who then took over the presentation from there.

L. Young of TransLink Consulting began her portion of the presentation by going over the purpose of the Measure UP project. The project is an arterial performance measurement pilot which is meant to evaluate and test arterial network performances throughout the different subregions in LA County. More specifically Metro wants to first conduct a pilot test based on a specific subregion in LA County, and the San Gabriel Valley was chosen to be this subregion. Ms. Young went on to describe the goals of this pilot project, such as addressing the needs of participating cities and agencies and making this performance tool usable by transportation professionals and City staff. She also quickly reviewed the criteria which was used to ultimately select iPeMS as the tool for the arterial performance evaluation project.

At this point, L. Young turned the presentation over to S. Morrissey of Iteris to discuss the data and performance measures of the project. He described the data sources used for this project, particularly INRIX 3<sup>rd</sup> Party Speed Data. The data from INRIX includes information from over 200 arterial corridors, and includes variables such as speed, travel time, travel time index, travel time delay, level of service, vehicle miles traveled, and vehicle hours traveled. Additionally, Mr. Morrissey went in-depth about the features of the iPeMS system and showed different quantitative and practical functions which city staffers can access on the tool. Some of these useful features include seeing how speeds on a roadway on a certain day compare to the mean, creating a unique arterial route, using a "play back" of speed conditions, plotting hourly vehicle hours of delay, and tracking abnormal intersection slowdowns.

L. Young took the podium again to conclude the presentation and to quickly review the upcoming project schedule and the ways by which city staffers can participate and use this traffic measurement tool. She encouraged city engineers to participate in an upcoming training session in February, too.

Questions/Discussion: The following issues were discussed:

- A TAC member inquired more about the INRIX data, and specifically wanted to hear more details about speed and volume data.

7. *Metro Measure M Subregional Public Participation Plan: Presentation by P. Duyshart, Project Assistant, SGVCOG*

P. Duyshart of the SGVCOG began this presentation by providing some background on Metro's adopted Measure M Guidelines, which mandate that each subregional JPA, including the SGVCOG, must submit 5-year project programming plans to Metro. Mr. Duyshart reminded members of the TAC that, in November, the TAC approved SGVCOG staff's proposal for the first 5-year subregional programming plan, a proposal which included interfund borrowing between different program funds. The purpose of this interfund borrowing is to prioritize First-Last Mile projects with Gold Line Phase 2B construction.

Duyshart went on to explain how the Multi-Year Subregional Program (MSP) 5-Year Plans must also include a Public Participation Element. This element, according to Metro, must address how the SGVCOG will engage with subregional interest groups during the project selection process. The COG must ensure that local stakeholders, such as SGV residents, SGV cities and local agencies,

service providers, and interest groups have many opportunities to provide feedback and constructive comments during the project review and selection projects. P. Duyshart also mentioned that local advocacy organizations were invited to this TAC meeting and other COG policy committee meetings to provide input on the structure of the public participation plan itself.

The SGVCOG's Public Participation Plan for the first MSP 5-Year Plan is a six-step plan which provides a plethora of chances for public input and engagement. Mr. Duyshart showed how, during the various steps and actions of this plan, that there will be online public forums through which the public can submit questions and comments, public comment periods at multiple SGVCOG committee and TAC meetings, and opportunities to meet with COG staff and implementing agency staff. The components of the plan are as follows:

1. Staff will develop a preliminary proposed project list for each sub-fund based on cash flow and results for the adopted Mobility Matrix.
2. This list will be distributed to COG member agencies and other stakeholders and posted on the COG's website for comment. Staff will attempt to make personal contact with known stakeholders and offer briefings if desired.
3. The proposed project list, as well as any comments received, will be agendized for the Public Works and Planning TACs for discussion and public input.
4. Recommendations from the TACs will be forwarded to the COG's Transportation Committee and agendized for discussion and public input.
5. Final recommendations from the COG's Transportation Committee will be forwarded to the COG's Governing Board for final approval
6. Upon approval of the MSP 5-Year Plan by the Metro Board and subsequent execution of funding MOU's with each individual project implementing agency, further outreach regarding the design, environmental clearance and construction of those projects will be handled individually by the implementing agency in accordance with funding guidelines and local policies.

To conclude the presentation on this item, P. Duyshart gave the TAC the COG staff's recommendation on this item, described the next steps in this Measure M project selection process, and reported on the Transportation Committee's suggested amendments to staff's recommendation.

Questions/Discussion: The following issues were discussed:

- There was a question about which performance measurements the SGVCOG will focus on in its MSP 5-Year Plan, and when during the project review process the COG will reveal or publish performance standards and measurements. P. Duyshart responded that specific performance measurements to be analyzed are still being looked at, but that performance measurements will be included in the 5-Year Plan (Metro requires the COG to state IF the subregion will deal with performance measurements).
- Additionally, a member asked about the alignment of First-Last Mile and Active Transportation funding with the Gold Line Phase 2B expansion. He also stressed the importance of making sure that there is a targeted, collaborative, and unified approach to devising an FLM programming plan to make sure that FLM projects are completed at and around future Gold Line stations before those stations are opened in 8-9 years.
- A TAC member asked what the status was on the COG possibly hiring a dedicated Transportation Planner and Program Manager. P. Duyshart then summarized the funding issues pertaining to the hiring of this position, and then briefly went over the positions on this matter that the Transportation Committee, the Planners' and Public Works TACs, and the City Managers' Steering Committee took. After

considering the input and expert opinions of each committee, COG staff has decided to delay the hiring process for this position until late 2018.

**There was a motion to recommend that the Governing Board adopt the Public Participation Plan as presented by staff. (M/S: P. Doudar / D. Liu).**

**[Motion Passed]**

Ayes	Diamond Bar, El Monte, Irwindale, Monrovia, Pomona, San Dimas, South El Monte, LACDPW
Noes	
Abstain	
Absent	Arcadia, Azusa, Claremont, Pasadena, Temple City, West Covina

**ACTION ITEMS** *(It is anticipated that the Committee may take action on the following matters)*

**UPDATE ITEMS**

**8. ACE/COG Integration**

P. Duyshart provided an update on the integration process. He mentioned that the adoption of the 4<sup>th</sup> Amendment to the Joint Powers Agreement (JPA) was formalized in late-December, as Diamond Bar became the 19<sup>th</sup> City to approve the 4<sup>th</sup> Amendment. This approval of amendment to the JPA means that the COG and ACE are now integrated organizations. Duyshart also mentioned that, now that 4<sup>th</sup> Amendment has been passed, the bylaws of this new organization then must be rewritten. The Governing Board has already had the first reading of these new bylaws. P. Duyshart also announced that there is a classification and compensation study that is ongoing, and both offices are included in this study to ensure that job descriptions and pay are accurate and align correctly. ACE/COG staff are also working together to develop a new logo to be used for “ACE” construction projects.

**INFORMATION ITEMS**

**DISCUSSION ITEMS**

**EXECUTIVE DIRECTOR’S COMMENTS**

**ANNOUNCEMENTS**

J. Martinez of NCE reminded TAC members that the California Statewide Local Streets and Roads Needs Assessment 2018 letters were sent out to California Cities last week, and described the importance of this study. She also announced that the APWA is hosting an installation dinner for new officers on Saturday, January 27.

R. Guerrero announced that the next Public Works TAC Meeting will be on February 26, 2018. The TAC will not meet on February 19 because that day is Presidents’ Day.

**ADJOURN**

The meeting adjourned at 12:55 p.m.