EXECUTIVE COMMITTEE AGENDA

Friday, May 10, 2013
9 to 10 a.m.
SANDAG, 7th Floor Conference Room
401 B Street
San Diego

AGENDA HIGHLIGHTS

- PROPOSED FY 2014 PROGRAM BUDGET
- PROPOSED AMENDMENTS TO BOARD POLICY NO. 018: REGIONAL TRANSIT SERVICE PLANNING AND IMPLEMENTATION
- FEDERAL LEGISLATIVE STATUS REPORT

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EXECUTIVE COMMITTEE
Friday, May 10, 2013

ITEM #          RECOMMENDATION
+1. APPROVAL OF THE APRIL 12, 2013, MEETING MINUTES APPROVE

2. PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS

Public comments under this agenda item will be limited to five public speakers. Members of the public shall have the opportunity to address the Executive Committee on any issue within the jurisdiction of the Committee that is not on this agenda. Other public comments will be heard during the items under the heading “Reports.” Anyone desiring to speak shall reserve time by completing a “Request to Speak” form and giving it to the Clerk prior to speaking. Public speakers should notify the Clerk if they have a handout for distribution to Committee members. Public speakers are limited to three minutes or less per person. Committee members also may provide information and announcements under this agenda item.

REPORTS (3 through 6)

+3. PROPOSED FY 2014 PROGRAM BUDGET (André Douzdjian and Tim Watson) RECOMMEND

SANDAG Bylaws require the Board of Directors to adopt a final budget by June 30 of each year. The proposed FY 2014 Budget includes the Overall Work Program, Capital Improvement Program, Regional Operations, TransNet Program, and Administrative and Board budgets. The Executive Committee is asked to recommend that the Board of Directors approve Resolution No. 2013-24, adopting the proposed FY 2014 Program Budget in substantially the same form as shown in Attachment 5.

+4. PROPOSED AMENDMENTS TO BOARD POLICY NO. 018: REGIONAL TRANSIT SERVICE PLANNING AND IMPLEMENTATION (Julie Wiley and Brian Lane) DISCUSSION/POSSIBLE ACTION

The Federal Transit Administration issued new Title VI and Environmental Justice Circulars in the second half of 2012. The Executive Committee is asked to discuss the ridership data it requested at its April meeting and then either recommend that the Board of Directors approve the proposed amendments to Board Policy No. 018 as shown in Attachment 2, or direct staff to make changes to the amendments so that they can be brought back to the Executive Committee on June 14, 2013, for a recommendation.

+5. FEDERAL LEGISLATIVE STATUS REPORT (Victoria Stackwick) INFORMATION

Periodic status reports on legislative activities are reported to the Executive Committee throughout the year. This report provides a summary of the various federal activities.
+6. REVIEW OF DRAFT BOARD AGENDAS (Renée Wasmund) APPROVE
   +A. MAY 24, 2013, DRAFT BOARD BUSINESS AGENDA
   +B. JUNE 14, 2013, DRAFT BOARD POLICY AGENDA

7. CONTINUED PUBLIC COMMENTS

   If the five speaker limit for public comments was exceeded at the beginning of this agenda, other public comments will be taken at this time. Subjects of previous agenda items may not again be addressed under public comment.

8. UPCOMING MEETINGS INFORMATION

   The next meeting of the Executive Committee is scheduled for Friday, June 14, 2013, at 9 a.m.

9. ADJOURNMENT

+ next to an agenda item indicates an attachment
EXECUTIVE COMMITTEE DISCUSSION AND ACTIONS
APRIL 12, 2013

Chairman Jack Dale (East County) called the meeting of the SANDAG Executive Committee to order at 9 a.m. The attendance sheet for the meeting is attached.

1. APPROVAL OF THE MARCH 8, 2013, MEETING MINUTES

Action: Upon a motion by Supervisor Greg Cox (Chairman, County of San Diego) and a second by Mayor Terry Sinnott (North County Coastal), the minutes of the March 8, 2013, Executive Committee meeting were unanimously approved.

2. PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS

There were no public comments.

REPORTS (3 through 6)

3. PROPOSED AMENDMENTS TO BOARD POLICY NO. 018: REGIONAL TRANSIT SERVICE PLANNING AND IMPLEMENTATION (DISCUSSION/POSSIBLE ACTION)

The Federal Transit Administration issued new Title VI and Environmental Justice Circulars in the second half of 2012. The Executive Committee is asked to review the updates that are proposed to Board Policy No. 018 to conform to the new requirements in the circulars, and either recommend that the Board of Directors approve the proposed amendments, or direct staff to return with any additional modifications. Among the amendments proposed is selection of a threshold of significance for use in determining whether a disparity exists for Regional Fare Ordinance amendments impacting low-income or minority populations.

Julie Wiley, Special Counsel, presented this item.

Emily Serafy Cox, Mid-City CAN, spoke regarding the current fare structure and requested that SANDAG perform a review of the fare structure for the region.

Abdulbrahim Mohamed, Mid-City CAN, spoke regarding the current fare structure.

Chairman Dale directed staff to return with any additional modifications to Board Policy No. 018 based on the discussion.
4. **STATE LEGISLATIVE STATUS REPORT (DISCUSSION/POSSIBLE ACTION)**

Periodic status reports on legislative activities are provided to the Executive Committee during the year.

Victoria Stackwick, Senior Legislative Analyst, presented an update on Assembly Joint Resolution 4 (Hueso), a measure urging the federal government to fund necessary improvements at the San Ysidro, Otay Mesa, and Calexico Ports of Entry.

**Action:** Upon a motion by Supervisor Cox and a second by Mayor Sinnott, the Executive Committee voted to support Assembly Joint Resolution 4 and to send a letter of support signed by all SANDAG member agencies to the region’s congressional and senate representatives.

Ms. Stackwick presented an update on Assembly Bill 179 (Bocanegra) (AB 179), which would apply new restrictions on retention and sharing of account information for electronic transit fare collection systems and electronic toll collection systems.

**Action:** Upon a motion by Supervisor Cox and a second by First Vice Chair Jim Janney (South County), the Executive Committee voted to oppose unless amended AB 179. Mayor Bob Filner (City of San Diego) abstained.

5. **REVIEW OF DRAFT BOARD AGENDAS (APPROVE)**

A. **APRIL 26, 2013, DRAFT BOARD BUSINESS AGENDA**

Renée Wasmund, Chief Deputy Executive Director, presented this item.

**Action:** Upon a motion by First Vice Chair Janney and a second by Second Vice Chair Don Higginson (North County Inland), the Executive Committee approved the April 26, 2013, Draft Board Agenda, as amended. Mayor Filner opposed.

B. **MAY 10, 2013, DRAFT BOARD POLICY AGENDA**

Renée Wasmund, Chief Deputy Executive Director, presented this item.

**Action:** Upon a motion by Supervisor Cox and a second by Mayor Sinnott, the Executive Committee approved the May 10, 2013, Draft Board Agenda. Mayor Filner opposed.

6. **UPDATE ON SANDAG PUBLIC OUTREACH AND INVOLVEMENT EFFORTS AND ASSOCIATED CONTRACTS (DISCUSSION)**

At the April 12, 2013, Board Policy meeting, staff will present information on the federal, state, and local requirements to conduct public outreach and involvement for projects and programs as well as details of how public outreach and involvement plans are created and implemented. Additionally, information will be provided regarding the need for assistance from outside communications consultants to fully implement public outreach and involvement efforts and the Board policies that govern the process.
Jim Linthicum, Director of Mobility Management and Project Implementation; Laura Coté, Director of Administration; and Coleen Windsor, Communications Director, presented the outline of the information that will be provided to the full Board this same day.

**Action:** This item was presented for discussion.

7. **CONTINUED PUBLIC COMMENTS**

There were no continued public comments.

8. **UPCOMING MEETINGS**

The next meeting of the Executive Committee is scheduled for Friday, May 10, 2013, at 9 a.m.

9. **ADJOURNMENT**

Chairman Dale adjourned the meeting at 10:01 a.m.

Attachment: Attendance Sheet
## CONFIRMED ATTENDANCE
### SANDAG EXECUTIVE COMMITTEE MEETING
### APRIL 12, 2013

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<td>Bill Horn</td>
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San Diego Association of Governments

EXECUTIVE COMMITTEE

May 10, 2013

AGENDA ITEM NO.: 3

Action Requested: RECOMMEND

PROPOSED FY 2014 PROGRAM BUDGET

Introduction

The Proposed FY 2014 Program Budget, totaling $1.2 billion (Attachment 5), reflects direction received from the Board of Directors during the last year, and from the Executive Committee at its February 1 and March 8, 2013, meetings. The Executive Committee and the Board of Directors reviewed the Draft FY 2014 Program Budget in March and approved the document for distribution to SANDAG funding agencies, member agencies, and other interested parties. The Public Safety Committee also reviewed the Criminal Justice Research Division and Automated Regional Justice Information System (ARJIS) draft budget at its April 19, 2013, meeting and recommended that the Board of Directors accept it as part of the final FY 2014 Program Budget. SANDAG Bylaws require approval by the Board of Directors by June 30.

At its March 22, 2013, meeting, the Board of Directors authorized distribution of the Draft FY 2014 Program Budget to funding agencies, member agencies, and other interested parties for review. Comments were received from the funding agencies and focused primarily on making changes for clarification. No significant changes were necessary as a result of the comments received.

This report focuses on changes made since the draft presented to the Executive Committee and Board of Directors in March. Additional information on the funding environment and FY 2014 budget highlights (all reviewed with the Executive Committee and Board of Directors in March) is contained in Attachment 4.

Discussion

Current Funding Environment

The primary sources of funding for the SANDAG Program Budget consist of local sales tax revenue, federal and state grant programs, other discretionary grants and dedicated funds, and member assessments. These sources and the projected amounts for the FY 2014 Program Budget were discussed as part of the March reports on the Draft Budget. Since that time, there have been some shifts in the annual allocation between individual programs, as discussed below. Otherwise, the projected use of these funds for the FY 2014 Program Budget remain substantially the same as the March Draft Budget, and are described in more detail in Attachment 4. The uncommitted Contingency Reserve balance continues to be an estimated $6.6 million at the beginning of FY 2014, with no additional proposed uses of this fund included in the Proposed Program Budget.

Recommendation

The Executive Committee is asked to recommend that the Board of Directors approve Resolution No. 2013-24 (Attachment 1), adopting the Proposed FY 2014 Program Budget in substantially the same form as shown in Attachment 5.
Overview of the Program Budget

There are three primary components of the Program Budget (An overview of all the components of the proposed FY 2014 Program Budget is provided in Attachment 3):

- The OWP is the planning section of the Program Budget and focuses on advancing the Board’s Strategic Goals and Areas of Emphasis (Chapters 2 and 3 of Attachment 5). The Strategic Goals are long-term areas of achievement that provide overall guidance and direction. The Areas of Emphasis are evaluated and updated each year to highlight particular areas of focus for the coming year and are designed to support the Strategic Goals.

- Regional Operations and Services is a new chapter this year and includes the first full year of operations for the San Diego Service Authority for Freeway Emergencies (SAFE), the continued operations and maintenance of the State Route 125 (SR 125) toll road, Freeway Service Patrol, Interstate 15 (I-15) Managed Lanes, Compass Card, Intelligent Transportation Systems Operations, and the ARJIS Program.

- The Capital Program (Chapter 9 of Attachment 5) includes a summary of regionally significant capital projects and applicable funds. SANDAG partners with Caltrans, Metropolitan Transit System (MTS), and North County Transit District (NCTD) to implement major corridor transportation projects included in the TransNet Extension Ordinance. This chapter is divided into four main sections: (1) TransNet Early Action Program (EAP), which includes the current budgets for the projects approved as part of the TransNet Extension, (2) Trade Corridor Improvement Fund (TCIF)/Goods Movement Projects, (3) Regional Bikeway Projects, and (4) Major/Minor Capital Projects, which identifies other regionally significant capital investments.

The following are the primary components of the Proposed FY 2014 Program Budget. The same line items are provided for the previous fiscal year for comparison purposes:

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<th>Budget Comparison</th>
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<td>OWP</td>
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<td>Total Regional Operations and Services</td>
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<td>Capital Program*</td>
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*The FY 2014 multi-year capital budget is $7.5 billion.

Changes Since the March Draft Budget

Significant changes made to the Draft FY 2014 Program Budget released by the Board in March are provided below. Proposed increases are funded by projected FY 2013 carryover project savings and additional dedicated or program revenue for special projects.

The Overall Work Program includes the following changes since the March draft:

- San Diego Forward: The Regional Plan (31010) decreased by $74,000 as the activity timeline was refined and spread more evenly through FY 2015.

- Community Transformation Grant (33008) increased by $118,000 as this multi-year program increased its planned scope of work for FY 2014.
• Connected Vehicle Development Program (33118) carried over $373,000 in consulting services from FY 2013 to align better with the FHWA release date of guidance for emerging connected vehicle technology.

• Job Access and Reverse Commute Grant Program (33209) was reduced by $156,000 for next fiscal year due to refinement of planned activities in these pass-through grants.

• New Border Crossing and State Route 11 (SR 11) shifted $303,000 (34200) in planned expenditures from the planning phase in the OWP to the design phase in the Capital Project (1201101).

• Increase in PC, Internet, and Database Applications (73003) of $311,000 to get under way with a new look, structure, and updated interfaces for the SANDAG website.

Regional Operations and Services include the following changes since the March draft:

• Operating expenses in SR 125 Toll Operations (33121) were reduced by $726,000 or 2.5 percent to correctly align with debt service commitments and anticipated staffing costs.

• Increase in SAFE of $318,000 based on Transportation Committee recommendation to fund ongoing technology research efforts to augment/replace physical callboxes and implementation of a management system for Freeway Service Patrol.

• Increase ARJIS Regional Data Sharing Program (34008/73515) by $874,000 as pending grants were solidified and the program was re-scoped to meet Urban Area Security Initiative guidance.

• Shifts in other Department of Homeland Security grant-funded ARJIS projects (73510, 73512, 73513, and 73514) for a combined increase of $248,000 due to refinements to the timing for consulting services, staff resources, and work scopes for each project.

The Administration and Board Budgets are detailed in Chapter 8 of the Program Budget. Changes since March include:

• A decrease of $183,000 from the March draft, primarily due to a refinement of the facilities rent line item resulting from the new lease terms.

• The proposed Board Budget of $327,000 is increasing by approximately $30,000 or 10 percent from the March draft, which was held at the same amount as FY 2013, primarily due to the proposed purchase and installation of new voting software (for Board meetings) and to reflect a revised projection of meeting attendance and the corresponding per diem expenses.

The Capital Program includes the following:

At its April 19, 2013, meeting, the Transportation Committee reviewed changes to the proposed FY 2014 Capital Budget and recommended that the Board of Directors approve the changes as part of the final FY 2014 Program Budget. Following is a summary of the changes recommended by the Transportation Committee, organized by (1) the TransNet EAP, (2) TCIF/Goods Movement Program, (3) the Regional Bikeway Program, and (4) Major/Minor Capital Program.
Proposed budget changes to the TransNet EAP projects are shown below. Consistent with previous direction from the Board of Directors, savings are recommended either to be reprogrammed on existing TransNet EAP projects with near-term funding needs, or allocated to preliminary engineering and environmental review phases in the EAP corridors to develop future “shovel-ready” projects that could capitalize on new funding opportunities.

- Significant savings on projects include:
  - The pre-engineering phase of the Mid-Coast Light Rail Transit (1041504): $2.7 million TransNet.
  - Interstate 5 Lomas Santa Fe Interchange and High Occupancy Vehicle (HOV) Lane Extension (1200502): $1.2 million TransNet.
  - I-15 Express Lanes – South Segment (1201501): $6.9 million Proposition 1B Corridor Mobility Improvement Account (CMIA) state funds, which must be returned to the state, and $6 million TransNet.
  - I-15 Mira Mesa Direct Access Ramp and Transit Station Project (1201506): $14.4 million Proposition 1B CMIA state funds, which must be returned to the state.
  - State Route 78 Nordahl Road Interchange (1201510): $4 million state funds, which must be returned to the state, and $3 million TransNet.
  - I-15 Sabre Springs parking structure (1201512): $5 million TransNet.
  - State Route 52 widening (1205202): $5.4 million TransNet.
  - Orange and Blue Line Trolley Renewal projects (1210010 - 1210080): $14.8 million, which would be returned to MTS.
  - COASTER Carlsbad Double Track project (1239804): $72,000 TransNet.
  - COASTER Sorrento Valley Double Track project (1239807) – net budget reduction of $4 million due to reduction in the scope of improvements. In addition, the project budget includes reprogramming of $13.8 million in state Proposition 1B TCIF funds to this project, from the South Line Rail Freight Capacity project (1300602), which results in a savings of $6.4 million of TransNet funds, and reprogramming of $7.4 million of federal funds to other projects.
  - I-805 North and South Managed Lanes projects (1280501 and 1280503): $360,000 TransNet.
  - The Interstate 805 (I-805) Bus on Shoulders research project (1280507): This research project has been discontinued after the vendor determined the risks outweighed the economic benefits of deploying the technology. The unspent funds comprised $21.4 million ($17.1 million federal funds and $4.3 million TransNet funds).
Of the savings described above, $42 million in *TransNet* EAP savings is proposed to be reprogrammed to cover the cost increases or provide funding for new phases of work for the corridor projects outlined below:

- The addition of construction phase funding to the I-15 Mid-City Centerline Stations (1201507) in the amount of $23.4 million *TransNet*.

- An increase of $3.1 million of state funding ($1.6 million) and *TransNet* funding ($1.5 million) to the State Route 94 (SR 94)/SR 125 South to East Connector Project (1212501), primarily for right-of-way acquisition and to complete the environmental document.

- $6.4 million of *TransNet* funding is being added to the COASTER: San Diego River Crossing Project (1239815), bringing the budget total to $9.4 million. The new funding partially covers the construction cost. The total project cost is estimated at $70 million.

- An increase of $4.1 million *TransNet* is proposed for the I-805 Carroll Canyon Interchange Project (1280505) due to utilities relocation, redesign of a retaining wall due to unsuitable materials found during construction, addition of a bus bypass lane to the southbound I-805 on-ramp from Mira Mesa Boulevard, and redesign of the Carroll Canyon Road bridge to accommodate the I-805 HOV Lanes.

- An increase of $6.6 million *TransNet* is proposed for the SR 94 Express Lanes: I-805 to Downtown Project (1280508) in order to complete the Final Environmental Document phase, bringing the revised estimate to complete environmental work to $22.6 million.

- An increase of $72,000 *TransNet* for COASTER Preliminary Engineering (1239814) for the preparation of feasibility studies for additional double track and other improvements in the COASTER corridor.

In addition, new dedicated funding from outside sources is being added to the following EAP projects:

- A total of $144,000 of local funds from the City of San Diego and $1.069 million of state funds would be added to the I-15 Express Lanes – Middle Segment project (1201502) for local street work requested by the City of San Diego and for operational improvements implemented by Caltrans.

- A total of $502,000 of Federal Emergency Management Agency funding would be added to the I-15 Bus Rapid Transit Stations project (1201505) for storm damage during construction.

- A total of $233,000 of local funds from the City of Santee would be added to the SR 52 Extension project (1205203) for local interchange work requested by the City of Santee.

- A total of $48,000 of local funding from the City of Oceanside would be added to the COASTER Oceanside Station Pass-Through Track project (1239803) for safety improvements at the Wisconsin Avenue crossing requested by the City of Oceanside.

- A total of $100,000 in funds from the City of San Diego would be added to the SR 905 project (1390501) for sidewalk construction; in addition, a total of $2.067 million of state funds would be added to the project for the handling of unforeseen construction conditions, including unanticipated utility work (outages and shutdowns) that need to be performed outside of normal working hours to limit the impact to the surrounding public.
TCIF/Goods Movement Program

- SR 11 and Otay Mesa East Port of Entry (POE) Project (1201101) – The March Draft Budget reflected a total project budget of $704 million. The project budget has been revised downward to $154.7 million to reflect only the current phase, which would provide for the construction of SR 11 between SR 125 and Enrico Fermi Drive and the design of SR 11 between Enrico Fermi Drive and the new Otay Mesa East POE, including the design of the POE facility.

- The Port Access: Civic Center Drive Project (1300703) and Port Access: Bay Marina Drive Project (1300704) are being combined into one project. Both projects would be built with one construction contract. A total of $5.8 million was originally budgeted for the projects. The expected final cost is $5.1 million, resulting in a $704,000 savings. A total of $29,000 of the savings would be transferred to the Port Access: Cesar Chavez Parkway project (1300701) to cover design cost increases.

- The South Line Rail Freight Capacity Project (1300602) has been reduced by $56 million, of which $42 million in Proposition 1B TCIF funds must be returned to the state and the balance of $13.8 million transferred to the COASTER Sorrento Valley Double Track project (see above).

Regional Bikeway Program

These projects have been previously approved for development by the Board of Directors either as part of the Board’s April 2011 action on the Regional Bike Plan or through previous Board actions to program and budget federal Transportation Enhancements funding for regional bikeway projects. The proposed budget changes would be needed to continue the development of these projects. Funding for these proposed budget changes would come from the TransNet Bicycle, Pedestrian, and Neighborhood Safety Program.

- Adding $540,000 to the Bayshore Bikeway Segment 8B (1129900) for final design.

- Adding $1.5 million to modify the traffic signals and railroad crossing signals for the Bayshore Bikeway Segments 4 and 5 (1143700).

- Adding $100,000 to the Bayshore Bikeway Segments 7 and 8 (1144300) for post-construction pavement monitoring and repair.

- Adding $400,000 to the Sweetwater Bikeway: Plaza Bonita Project (1144500) to allow for a new bus pad, landscaping, and additional traffic signal modification work.

- Adding $2.4 million to the Inland Rail Trail Project (1223023) to complete the final design efforts.

- Adding $200,000 to the Coastal Rail Trail 2B Project (1223024) resulting from construction bids that came in higher than expected.

Other Major/Minor Capital Program

- A total of $987,000 of local funds from NCTD is proposed to be used to design the Sorrento Valley Platform Extension Project (1145200). The project will lengthen the Sorrento Valley COASTER station platform to increase the carrying capacity of the platform for COASTER riders.
• A total of $222,000 of local funds administered by SANDAG is proposed to be added to the Financial System Upgrade projects (1130100 and 1130101). These projects will update and enhance the SANDAG financial management system.

• A total of $348,000 of local funds from MTS is proposed to be used to implement the Wheel Truing Machine Project (1130700). The project will install a new wheel truing machine at the downtown Trolley maintenance facility.

### Staffing Resources, Pay-For-Performance Program, and Benefits

#### Staffing Resources

As part of the budget development process, agency managers and executives have carefully considered the staffing resources required to successfully complete the projects identified in the Proposed FY 2014 Program Budget. Strategic consideration has been given to the use of regular or limited-term staff positions as well as consultant services. We are not proposing to add any new positions. There are several proposed position changes, which are detailed in Attachment 2.

#### Pay-For-Performance Program

As part of the budget process last year, the Board spent a considerable amount of time reviewing the SANDAG Pay-For-Performance Program, which provides a tool for rewarding employees who successfully meet established goals and objectives and demonstrate sustained levels of performance expected by the organization. Employee performance is formally reviewed and documented through the annual performance evaluation process, and when available, merit increases are approved by the Executive Director. Periodic salary adjustments, such as merit increases and structural adjustments, also would allow SANDAG to maintain salary competitiveness with the market, attract well-qualified candidates for job openings, minimize organizational disruption due to unwanted turnover, and help to retain the team of employees who are essential to the agency’s success.

In preparing the FY 2014 Budget, the agency has reviewed various components of its compensation and performance management programs. An update of the market analysis, initially performed by our compensation consultants almost 12 months ago, has been completed; an evaluation of the current salary ranges for market competitiveness has been conducted; current employee salaries have been reviewed; and market data has been gathered regarding merit increases that organizations are granting to employees. As a result of the data and analysis derived from this comprehensive program review, the following recommendations are proposed for FY 2014 (these remain unchanged from the March Draft Budget):

- A 3.5 percent merit/bonus pool and a 0.5 percent structural adjustment pool that would be used to support the Pay-For-Performance Program and to align employee salaries to appropriate range positions. The total estimated cost would be approximately $1.3 million.

- A 2 percent increase to the salary range structure to ensure that agency salaries continue to stay competitive with the market. The SANDAG salary ranges have not been adjusted since FY 2008. This action would not automatically increase employee salaries (except for eight employees who would fall below the range minimum, at an impact of less than $10,000); it would change the salary range brackets for each classification.
Benefits

Through the budget process over the last four years, the Board of Directors implemented several changes with respect to pension benefits:

- A new CalPERS pension benefit tier (2 percent at 60 years formula) became effective for new employees hired after October 27, 2012.

- As part of the FY 2010 Budget, the Board of Directors recognized the need to transfer a portion of the cost of the retirement plan to the employees in order to reduce future benefit costs. As a result, employees hired after July 1, 2009, are responsible for paying the full 8 percent employee contribution. The action taken by the Board of Directors last year now requires employees hired prior to July 1, 2009, to begin paying 2 percent of the employee contribution.

Consistent with the Board’s past actions, it is proposed that employees hired prior to July 1, 2009, contribute an additional 2 percent each year toward the member contribution of their CalPERS retirement benefit until the full 8 percent member contribution rate is reached (a total of 4 percent in FY 2014, 6 percent in FY 2015, and 8 percent in FY 2016). The estimated savings for FY 2014 would be $280,000.

No other changes are recommended to the employee benefits program for FY 2014.

Next Steps

With the Executive Committee recommendation, the proposed FY 2014 Program Budget and accompanying Resolution No. 2013-24 (Attachment 1) would be presented for approval at the May 24, 2013, Board of Directors meeting. Any comments or suggestions received by the Executive Committee at the May 10, 2013, meeting will be communicated to the Board.

ANDRÉ DOUZDJIAN
Director of Finance

   2. FY 2014 Proposed Position Changes
   3. Overview of the Program Budget
   4. Current Funding Environment and FY 2014 Highlights
   5. Proposed FY 2014 Program Budget (Including the Overall Work Program)*

* Hard copies provided at Board members request only; CD included for others, and the entire report is available by contacting the Public Information Office at (619) 699-1950 or at www.sandag.org

Key Staff Contacts:  Tim Watson, (619) 699-1966, tim.watson@sandag.org
RESOLUTION NO. 2013-24

ADOPITION OF FY 2014 PROGRAM BUDGET, AND PROVIDING FOR ALL AUTHORIZATIONS NECESSARY AND PERTINENT THERETO

WHEREAS, the San Diego Association of Governments (SANDAG) Bylaws stipulate that the Board of Directors shall adopt a Final Budget no later than June 30th of each year; and

WHEREAS, SANDAG serves as the San Diego County Regional Transportation Commission (Commission), and California Public Utilities Section 132104(a), which is part of the enabling legislation creating the Commission, requires the adoption of an annual budget; and

WHEREAS, the adopted FY 2014 Program Budget, including the Overall Work Program (OWP), anticipates reliance on federal, State of California, and other funds that require certification of nonfederal matching funds; and

WHEREAS, such required match is identified as being available from Transportation Development Act funds, member agency assessments, local assistance, and other local funds and in-kind services; and

WHEREAS, SANDAG Board Policy No. 017 delegates authority to the SANDAG Executive Director to execute or continue agreements to lease or purchase property, materials, supplies, services, and equipment for the fiscal year consistent with the adopted FY 2014 Program Budget; and

WHEREAS, SANDAG Board Policy No. 017 delegates authority to the SANDAG Executive Director to execute or continue grant agreements or other agreements to accept funding or revenue anticipated in the approved SANDAG Budget for the fiscal year consistent with the adopted FY 2014 Program Budget, and

WHEREAS, it is necessary to authorize the SANDAG Executive Director to reimburse SANDAG for necessary administrative expenditures made on behalf of the Commission, including Board of Directors expenses, SANDAG staff services, and contractual services necessary to carry out the legal, administrative, auditing, and investment management responsibilities of the Commission;

NOW THEREFORE

BE IT RESOLVED by the Board of Directors of SANDAG, which also serves as the Board of Directors for the Commission, that:

a. The FY 2014 Program Budget, hereby incorporated by reference, is adopted in an amount projected to be $1.2 billion, including the OWP in the amount of $43.6 million, the annual portion of the Capital Program in the amount of $801 million, and the annual portion of Regional Operations and Programs in the amount of $46.7 million. The SANDAG Director of Finance hereby is authorized to finalize the FY 2014 appropriations based on actual grant
agreements/funding contracts executed, transfer of funds from consolidated transit agencies, actual sales tax revenues, sales tax-backed commercial paper proceeds, and interest earnings received pursuant to this budgetary authority, and actual end-of-year carryover funds status as determined by the Director of Finance; and

b. Each member agency hereby is assessed its share of the amount shown in the adopted FY 2014 Program Budget for the base SANDAG membership, the Criminal Justice Clearinghouse assessment, and for the Automated Regional Justice Information System assessment; and

c. The SANDAG Director of Administration is authorized to make, if applicable, such personnel changes, Position Classification and Salary Range Table adjustments, and other employee compensation package adjustments for which funding is provided in the adopted FY 2014 Program Budget and as may be amended by the Board of Directors; and

d. The SANDAG Executive Director, or his/her designee, is hereby authorized to submit grant applications and revenue claims, and execute grant and revenue agreements in the amounts identified in this adopted FY 2014 Program Budget and as may be amended subject to the final agreement of the funding agencies; and

e. The SANDAG Executive Director, or his/her designee, is hereby authorized to execute grant agreements and all necessary documents and covenants required by granting agency laws, rules, and administrative regulations, and the Board of Directors hereby certifies the required nonfederal match to the above listed agencies and in the amounts necessary subject to SANDAG Director of Finance certification of funds availability; and

f. The SANDAG Executive Director is hereby authorized to accept funds from member agencies and other entities for the performance of Service Bureau projects and is further authorized to enter into agreements for goods and services in any amount requested by the entities as may be necessary to carryout the project; and

BE IT FURTHER RESOLVED that a copy of this resolution and adopted FY 2014 Program Budget be filed with the Clerk of each member agency.

PASSED AND ADOPTED this 24th day of May, 2013.
FY 2014 Proposed Position Changes

As part of the proposed FY 2014 Budget, SANDAG is recommending the transfer of one position from the City of San Diego, the conversion of one Limited-Term position and one Tolling Operations Personnel (TOP) position to Regular, and a number of reclassifications of existing Regular positions in FY 2014. Supporting information for each of the position requests is as follows:

**Transfer of ARJIS Position from City of San Diego to SANDAG (Regular Position)**
Director of Public Safety
Class 30

**Conversion of Existing Limited-Term Position to Regular**
Administrative Office Specialist
Class 5/7/9

For the past several years, ARJIS has been involved in a consolidation with SANDAG that has included the outsourcing of ARJIS Information Technology systems and support formerly provided by San Diego Data Processing Corporation (SDDPC) and the addition of several SANDAG programmer positions once held by SDDPC. The final phase of the ARJIS-SANDAG consolidation involves the conversion of the last remaining City of San Diego position of the ARJIS Director to a SANDAG Division Director position, and converting the Limited-Term Administrative Assistant position to a regular SANDAG position. The ARJIS Division Director will continue to be responsible for ARJIS program oversight and management. The Administrative Assistant position will continue to provide customer support, assistance with finance and contract tasks, and support to the Public Safety and Chiefs'/Sheriff’s Committees. There is no budgetary impact resulting from these final consolidation steps.

**Conversion of Existing Tolling Operations Personnel Position to Regular**
Finance Manager
Class 26

Staff is recommending the conversion of an existing TOP Chief Financial Officer position to a Regular Finance Manager position (along with a change to a lower position classification). Since assuming responsibility for the State Route (SR 125) Toll Road in December 2011, SANDAG management has been evaluating staffing requirements needed to support revenue operations and oversight for both the SR 125 and Interstate 15 tolling programs. In addition, SANDAG assumed responsibility for the Service Authority for Freeway Emergencies Program on January 1, 2013. These functions, as well as the Freeway Service Patrol Program, have been organized into an Operations Department. As a first step, and as part of addressing short-term needs, the former South Bay Expressway employee group was transitioned to SANDAG as TOP in July 2012. These are contingent staff positions. While long-term staffing needs for toll road operations are still being evaluated, it already is clear that based on the needs of the two existing tolling programs, the lead financial position should be a core agency role directly under SANDAG supervision versus a contractor or consultant.
Reclassification of Existing Regular Positions

In addition to the position changes noted above, and in order to support the strategic staffing needs of the agency, a number of existing Regular positions are proposed to be reclassified in FY 2014. Details are provided below; none of these actions will result in a salary change to employees or cost increase to the organization.

Existing: 
**Engineering Technician; Engineer (I/II/Associate)**
Class 11, 15/18/20

Proposed:
**Systems Engineer (I/II/Associate)**
Class 16/18/20

A new Systems Engineer job family was implemented in FY 2013 and existing positions are proposed to be changed to the appropriate new classification.

Existing: 
**Legislative Analyst (I/II/Associate)**
Class 12/14/16

Proposed: 
**Senior Legislative Analyst**
Class 22

The increased complexity of work in the TransNet and Legislative Affairs department requires a second Analyst at the Senior level.

Existing: 
**Pass Sales Manager**
Class 17

Proposed: 
**Financial Analyst (I/II/Associate)**
Class 12/14/16

With the transition of Compass operations to Metropolitan Transit System in FY 2014, the responsibilities of the existing Pass Sales Manager position are changing to support other programs and functions.

Existing: 
**Senior Marketing Analyst**
Class 19

Proposed: 
**Senior Regional Planner**
Class 22

It is proposed that this position within the iCommute team be refocused on developing, planning, and implementing Transportation Demand Management programs for the region.
Overview of the Program Budget

The Program Budget document includes the Overall Work Program (OWP) as well as the Administration and Board Budgets, the Capital Budget, the TransNet Program, the Member Agency assessments, Personnel Summary information, and Regional Operations and Services. A brief outline of the main components of the Draft FY 2014 Program Budget follows:

Chapter 1 – Introduction – Describes the decision-making structure and the multiple agency designations co-existing under the SANDAG umbrella, how the OWP integrates the key regional planning activities, and how the state and federal planning emphasis areas are being addressed.

Chapter 2 – Detailed Work Element Descriptions – Describes the objectives, budget, tasks, products, and past and future activities for each OWP work element, which are grouped into five Areas of Emphasis.

Chapter 3 – OWP Revenues and Expense Summary – Shows how funds will be used for each work element in terms of staff costs, contracted services, materials and equipment, and pass-through services. On the funding side, the Program Revenue table identifies the amount and type of funding for each work element.

Chapter 4 – Multi-Year OWP Projects – For active OWP work elements, a growing number are multi-year, project-oriented activities with a discrete beginning and end. This section shows the total multi-year cash flows as currently projected, along with all funding sources that are known at this time.

Chapter 5 – Pending Discretionary Grants – This section describes the activities that have been submitted for additional grant awards. The Caltrans planning grant applications being submitted this April will help fund activities already included in the OWP. This strategy avoids the necessity of finding additional local fund matches for newly awarded grants mid-year. In addition, any new grant awards will free up flexible funds committed to these efforts in FY 2014 and beyond.

Chapter 6 – Certifications and Resolutions – This chapter contains certifications and assurances required by the funding agencies as part of the OWP approval process. The SANDAG resolution will be approved in conjunction with Board of Directors approval of the final FY 2014 Program Budget in May, and will serve as the control document for submitting amendments to the funding agencies.

Chapter 7 – Regionally Significant Planning Efforts – Also a requirement of the OWP, this chart outlines all of the active regional planning efforts being coordinated or monitored by Caltrans or SANDAG for the region.

Chapter 8 – Administration and Board Budgets – These budgets describe the cost of providing administrative services, including staff time, facility rental, travel, and training. The Board Budget shows the costs associated with conducting Board of Directors and related Policy Advisory Committee meetings. The Administration expenses are allocated across the OWP and Capital Improvement Program projects.

Chapter 9 – Capital Budget – The SANDAG Capital Budget includes those capital projects that SANDAG is responsible to implement for the San Diego region. SANDAG partners with Caltrans on the transit and highway projects in the TransNet Early Action Program (EAP) section of Chapter 9.
The Regional Bikeway Projects are considered separately from the EAP Program. The Major and Minor Capital projects are regionally significant capital investments necessary for the renewal and improvement of the region’s transportation network as well as projects to improve quality of life. The proposed FY 2014 Transit Capital Improvement Program was approved at the March 22, 2013, Board of Directors meetings.

Chapter 10 – TransNet Program – The TransNet Program summary shows the projected half-cent sales tax revenue for FY 2014, and how the revenue is allocated in accordance with the TransNet Extension Ordinance. This chapter includes listings of various projects/programs funded by four TransNet competitive grant programs providing assistance to senior transportation, bicycle and pedestrian projects, smart growth incentives, and the Environmental Mitigation Program. Also included is a list of the various public transit services underway as part of Major Corridor Transit Operations.

Chapter 11 – Member Agency Assessments – This chapter shows the SANDAG, Criminal Justice, and Automated Regional Justice Information System (ARJIS) member assessments. The tables show the assessments for each jurisdiction relative to the previous year.

Chapter 12 – Personnel and Organization Structure – This chapter contains the agency’s organization charts, a summary of personnel-related costs, proposed changes to authorized positions, and the revised position classification table.

Chapter 13 – Regional Operations and Services – This new chapter separates out the critical operations-related programs and services that have been growing at SANDAG for several years. Included here are all 24/7 operations, including the Interstate 15 FasTrak® Managed Lanes, the State Route 125 Toll Road, Service Authority for Freeway Emergencies Operations, Freeway Service Patrol, and the ARJIS programs and services.

Appendices – This section includes the listing of Policy Advisory Committee involvement relating to each OWP work element, a glossary defining acronyms used at SANDAG, historical milestones for the agency, and other reference information.
Current Funding Environment and FY 2014 Highlights

Current Funding Environment

Local Sales Tax Revenue – About half of the recurring transportation revenue that funds the Overall Work Program (OWP) component of the budget comes from sales tax-based sources, including the Transportation Development Act (TDA) and the TransNet Program. TDA and TransNet revenues also provide nearly 40 percent of the funding for the Capital Program. Through the first two quarters of the current fiscal year (FY 2013), sales tax revenue received from the State Board of Equalization was approximately 6.3 percent higher than revenue received during the same period last year. This is a trend above the 4.5 percent increase originally estimated for FY 2013 and provided the basis for SANDAG to adjust the FY 2013 revenue estimates upward to a growth rate of 5.5 percent, with FY 2014 projected to grow an additional 5 percent. These estimates were approved by the Board of Directors on February 22, 2013. For the Capital Program, use of local sales tax revenue is expected to be $310.4 million. In addition to the local sales tax revenues, the Capital Program budget includes $89.9 million of other local transportation funds.

The positive growth in sales tax receipts are consistent with the SANDAG expectation that revenue increases will occur as the economy begins to experience job growth, which has occurred nationwide and locally over the past two-plus fiscal years. Although the economic turnaround has been slow and sporadic, most economists expect the national economy to continue to expand between 2 and 3 percent during calendar year 2013, consistent with the trend established since the end of the Great Recession. The expected slow growth shows that the economy is not out of the woods yet, and will likely face challenges during the next couple of years. Some of the economic paralysis caused by public policy uncertainty, as well as the European sovereign debt crisis, will act as headwinds during 2013 and beyond, keeping economic growth below the historical trend of 3.6 percent. Most economists believe it will require additional time to repair the damage caused by the Great Recession. For example, the unemployment rate is expected to stay above pre-recession levels until 2015, or longer. The SANDAG forecast of sales tax revenue growth reflects this expected longer recovery period.

Federal and State Revenue – Federal and state recurring revenues comprise the remainder of the annual transportation funding for the OWP. The revenue projections for annual federal planning funds in the OWP are projected to be about 5 percent higher compared to FY 2013. These are preliminary estimates received from the state and federal governments and are subject to both the state and federal governments approving FY 2014 budgets. With the addition of the Service Authority for Freeway Emergencies (SAFE) responsibilities, the FY 2014 Program Budget includes California Department of Motor Vehicle fees to support this motorist aid program under Regional Operations and Services. For the Capital Program, federal and state funding is expected to be $494.3 million, which is an 11 percent increase from FY 2013.

Discretionary Grants and Dedicated Funds – SANDAG has been able to respond quickly to multiple opportunities for federal, state, and local grant funding, and successful grant awards have been included in the FY 2014 OWP and Regional Operations. Other grants are pending award and may be incorporated as amendments to the final budget proposal. The current projected expenditures related to awarded discretionary grants and other sources of dedicated funding are approximately $52 million in FY 2014, including $29 million in toll road and Managed Lanes revenue. For Regional Operations, the primary federal funds come from the existing Department of Justice
grants, with no new grant awards anticipated. Dedicated funding and grants for the Capital Program is expected to be $153.4 million, which includes Proposition 1B Trade Corridor Improvement Funds and Corridor Mobility Improvement Account Funds, Federal Transit Administration (FTA) Earmark Grants, High Priority Project Funds, Federal Railroad Administration Funds, and Coastal Conservancy Grants. These amounts are included in the federal, state, and local components of the Capital Program.

**Member Assessments** – SANDAG and the Criminal Justice Research Division member agency assessment totals are currently proposed to remain unchanged, at $547,426 and $200,000, respectively. Individual member assessments are based on each agency’s share of the San Diego County population. The individual member agency assessments for SANDAG and the Criminal Justice Research Division (shown in Chapter 11 of Attachment 3) will be updated and may shift slightly upon release of the San Diego County population statistics expected in May 2013. The Automated Regional Justice Information System (ARJIS) member assessments are proposed to increase by 14 percent for permanent members as a means to return to FY 2009 levels over a three-year period. These fees were reduced by 36 percent in FY 2010 and held at that reduced level through FY 2011 and FY 2012 as a short-term agreement to assist the member cities with financial deficits; ARJIS Enterprise reserve funds were used to make up the reduced assessments. With a programmed third increase for FY 2015, the member assessments will again reach FY 2009 levels, the amount necessary to maintain ARJIS operations and provide the level of service required. Projected ARJIS member assessments for FY 2014 are $1.6 million, compared to $1.4 million in FY 2013 and $1.2 million in FY 2012. ARJIS User and Connectivity fees are volume-based fees, and are expected to increase by 2.6 percent, to $2.2 million. SANDAG and Criminal Justice member assessments are used to fund projects in the OWP, as shown in Chapters 2 and 3 of the Program Budget. The uses of ARJIS member assessments are included in Chapter 13 as part of Regional Operations and Services.

**Contingency Reserve** – The ending balance of the Contingency Reserve, as of June 30, 2012, was approximately $10.8 million, of which approximately $4.2 million is committed for uses previously approved by the Board of Directors. During FY 2013, the Board of Directors committed to using an additional $150,000, while $170,000 was deposited into the fund as a result of the acceptance of new Caltrans and Strategic Growth Council grants during the year, leaving approximately $6.6 million uncommitted and available for use at the discretion of the Board. The uncommitted balance represents approximately 15 percent of the FY 2014 OWP Budget, which exceeds the minimum target of 5 percent, as required by SANDAG Board Policy No. 030: Contingency Reserve Policy.

**Highlights of the Proposed FY 2014 Program Budget**

The Proposed Final FY 2014 Program Budget will see the continuation or completion of several significant work efforts and the start of several new activities, as summarized below and in more detail in Attachment 3 (work element and Capital Program numbers are shown in parentheses).

**Overall Work Program**

- Increase implementation efforts resulting from commitments of the approved 2050 Regional Transportation Plan (RTP) and its Sustainable Communities Strategy (SCS), including advanced planning for the new rail segments and advancing Active Transportation implementation
strategies (33002, 33007, and 33210). Completion of the final Transit Oriented Development policy/strategy (33004) and implementation of a Tribal Consultation Plan (34005) to involve tribal nations in the development of San Diego Forward: The Regional Plan also are proposed.

- Conduct a comprehensive public engagement process for the development of San Diego Forward: The Regional Plan. Development of the Regional Plan (31020) also includes the update of project evaluation criteria and plan performance measures to develop land use/transportation scenarios.

- Further model development, including the automated integration of the Activity-Based Model and Production, Exchange, and Consumption Allocation System Model; completion of the Commercial Vehicle Model; and developing a Dynamic Traffic Assignment Model for use in the development of San Diego Forward: The Regional Plan (23000 and 23004).

- With the completion of preliminary planning and design of the Intermodal Transportation Center at Lindbergh Field (31011), the Destination Lindbergh Project will move on to advanced planning work for a 2015 first-phase connection between the Washington Street or Palm Street Trolley station, with the planned on-airport shuttle and completion of the conceptual design for the Interstate 5 (I-5) ramp connectors.

- Advance Regional Transportation Demand Management (TDM) strategies, including commitments contained in the 2050 RTP/SCS; deployment of an updated iCommute Program Management tool; identifying the economic benefits of TDM; implementation of a regional telework pilot; development of a deployment plan for a commuter loyalty program; targeted outreach to employers; completing the Vanpool and Carpool Program Analysis and Expansion Plan; and continued investments in electronic bicycle parking facilities (33107.00 – 33107.09).

- Deploy significant enhancements to the existing 511 Automated Traveler Information System for the region, including an updated website, release of a mobile application, and the evaluation of a new business model (33105).

- Continue to assist the transit agencies with planning, funding, passenger counting, updating the Coordinated Plan, TDA performance monitoring, transition and technical support of the Compass Card Program, and implementing transit planning recommendations from the 2050 RTP/SCS (33201 – 33211).

- With the expected completion of the Traffic and Revenue analysis for the new State Route 11 (SR 11)/Otay Mesa East border crossing, a plan of finance will be advanced, including the development of partnership agreements, a federal loan application, and the port of entry design (34200).

- Complete the best practices report and develop a coordinated SANDAG approach to analyze and address social equity and environmental justice concepts (73006).

**Regional Operations and Services**

- This new chapter and Area of Emphasis includes the continued operations and maintenance of the State Route 125 (SR 125) toll road, focusing on achieving the Board’s goals of increasing utilization and meeting financial obligations (33121). Proposed work elements include the
continuation of marketing efforts to promote the SR 125 toll facility, including co-marketing of FasTrak® for Interstate 15 (I-15) (33103) and SR 125; the first full year of operations for the SAFE (33122); and continued operations of the Freeway Service Patrol (33102) and I-15 Managed Lanes (33103).

- The ARJIS Program also is included as part of Regional Operations and Services, which provides essential, 24/7 support for regional law enforcement agencies. ARJIS activities include: development of new interfaces for partner agency justice systems; enhancing the ARJIS eReporting System to include mapping, graphics, and collaboration capabilities; and completing the ARJIS Strategic Plan (73503).

- The San Diego County Multi-Discipline Graffiti Abatement Program pilot project is scheduled to end June 30, 2013. With the Public Safety Committee recommendation at its April 19, 2013, meeting, ARJIS is planning to take over ongoing management of the regionwide Graffiti Tracker Program (73516).

- Continue support for Department of Homeland Security and Department of Justice efforts by enhancing mobile applications on handheld devices for police officers in the field with advanced Global Positioning Satellite technology, facial recognition, and alerting capabilities to improve situation awareness, critical infrastructure, and officer notifications (34008 and 73505).

Capital Program

- The Capital Program will continue to implement the Board’s TransNet Early Action Program, along with the Regional Bikeway Program, Major, and Minor regional capital improvements:
  
  - Additional phases of the Blue and Orange Trolley Modernization Project will be completed, including retrofitting existing stations along the Blue Line for Low-Floor Vehicle service and modernizing existing stations (1210010 – 1210080).
  
  - In early FY 2014, construction is scheduled to begin on the Mid-City Rapid Transit, a ten-mile project between San Diego State University and Downtown San Diego along El Cajon and Park Boulevards. The line will provide North Park, City Heights, and College area residents, students, and workers with a limited-stop, high-speed service in one of the key transit corridors in the region (1240001).
  
  - The Sorrento Valley Double Track Improvements Project will provide an additional 1.1 miles of double track just north of the Sorrento Valley COASTER Station. This project will allow for longer freight trains to travel along the corridor, helping to reduce truck traffic along the North Coast Corridor (1239807).
  
  - The Final Environmental Impact Report for the South Bay Bus Rapid Transit Project is scheduled to be completed in mid-2013. When constructed, this project will include 11 stations along a 21-mile long corridor from the Otay Mesa border area, through Chula Vista and along the Interstate 805 (I-805) corridor, to Downtown San Diego (1280504).
  
  - Progress and completion of the Mid-Coast Corridor Transit Project environmental process is anticipated for 2014. This TransNet lockbox project will extend Trolley service to University of California, San Diego (UC San Diego), the Veterans Affairs Hospital, University City, and
Westfield University Towne Centre shopping mall. The Final Supplemental Environmental Impact Statement/Environmental Impact Report for the Mid-Coast Project is anticipated to be available for public review in early 2014. The FTA is anticipated to issue a Record of Decision in mid-2014 (1257001).

- Construction of the East County Bus Maintenance Facility is scheduled to begin in 2014. This project will provide for an operations and maintenance facility for up to 120 vehicles used by Metropolitan Transit System (1049600).

- Continued construction of two High Occupancy Vehicle (HOV) lanes on I-805 North from State Route 52 to Carroll Canyon Road, including a south-facing direct access ramp at Carroll Canyon Road (1280511).

- Continued construction of the two HOV lanes in the median of I-805 South from Palomar Street to State Route 94, including a north-facing direct access ramp at Palomar Street (1280510).

- Completion of the South Bay Bus Maintenance Facility is scheduled for 2014. This facility will accommodate maintenance of Bus Rapid Transit vehicles along the I-805 corridor (1201513).

- Completion of the I-15 Bus Rapid Transit Sabre Springs Parking Structure is scheduled for 2014. This structure will accommodate up to 500 cars. The station improvements also include 150 surface parking spaces and 8 bus staging areas (1201505).

- Construction of the State Route 76 East Project is scheduled to begin during fall 2013. The project will widen the conventional highway to four lanes, from Mission Road to I-15 (1207606).

- Construction of the I-5/Genesee Avenue Project is scheduled to begin during fall 2013. The project will widen the Genesee Avenue Bridge across I-5 and add an auxiliary lane on southbound I-5 between Sorrento Valley Road and Genesee Avenue (1200506).

- Construction of SR 11 from State Route 905 to Enrico Fermi Road will complete the first phase of this planned toll road and provide a more direct access route to the state highway system from the California Highway Patrol Truck Inspection Facility near the Otay Mesa Port of Entry (1201101).
Attachment 5

Proposed Final Program Budget - FY 2014
May 2013

(The full report in electronic format can be downloaded at: http://www.sandag.org/Budget)
PROPOSED AMENDMENTS TO BOARD POLICY NO. 018:
REGIONAL TRANSIT SERVICE PLANNING AND IMPLEMENTATION

Introduction

The Federal Transit Administration (FTA) issued a new Title VI Circular (Circular 4702.1B) and Environmental Justice Circular (Circular 4703.1) in fall 2012 with provisions regarding potential impacts on low-income and minority (LIM) populations from fare and service changes that require SANDAG to update Board Policy No. 018: Regional Transit Service Planning and Implementation. Per Board Policy No. 001: Operations Policy, these proposed changes to Board Policy No. 018 were brought to the Executive Committee for discussion on April 12, 2013, at which time staff was directed to return in May with additional data concerning the actual number of riders that could be affected by future fare changes.

Discussion

The Title VI Circular states that any major service changes after April 1, 2013, will need to comply with the updated Circular requirements. Therefore, recommended changes to Board Policy No. 018 are intended to provide a narrow set of updates related to the new fare and service change analysis requirements so that SANDAG is in compliance with new FTA requirements and is prepared in the event changes to the Comprehensive Regional Fare Ordinance are proposed.

Executive Committee Request for Ridership Data

One of the new FTA requirements is that SANDAG utilize FTA methodologies for conducting disparate impact and disproportionate effect analyses using a locally approved threshold of significance developed with public input. When discussing this methodology in April, some members of the Executive Committee expressed concern that using the percentage comparison methodologies FTA requires would not necessarily disclose the number of riders that could actually be affected by future fare changes.

Staff has gathered the ridership data requested by the Executive Committee, which is provided as Attachment 1 to this report. Staff will review the data during the meeting and provide some

Recommendation

The Executive Committee is asked to discuss the ridership data it requested at its April meeting and then either recommend that the Board of Directors approve the proposed amendments to Board Policy No. 018 as shown in Attachment 2, or direct staff to make changes to the amendments so that they can be brought back to the Executive Committee on June 14, 2013, for a recommendation.
examples demonstrating the number of riders that could be impacted by fare changes. This type of data could be provided each time fare changes are proposed at SANDAG in the future in order to assist the decision makers and the public in determining whether the impact of a proposed change is acceptable or not.

Proposed Amendments to Board Policy No. 018

The proposed amendments in Board Policy No. 018 fall into two categories. The first category includes nonsubstantive, “housekeeping” changes. A few changes are proposed simply to modify outdated terminology. For example, changes are proposed throughout the policy to clarify that transit plans should be consistent with all regional planning documents, including the most recent addition – the Sustainable Communities Strategy. Other nonsubstantive changes are proposed to reorganize certain sections to clarify SANDAG areas of responsibility.

The second category of proposed amendments contains substantive changes that would accomplish conformity of the policy with the new requirements in the FTA Circulars. Those changes are summarized below, by section of the Board Policy.

Section 1.2.1

This Section contains provisions that are intended to restate the FTA Circulars’ requirements with regard to analyzing the impacts of fare changes on minorities (1.2.1.1) and low-income populations (1.2.1.2). In addition, both provisions set a proposed threshold of significance of 10 percent. The Circulars now require SANDAG to identify and consistently use a threshold of significance for determining disparate impacts on minorities and disproportionate burdens on low-income populations. The Circulars do not mandate the use of a 10 percent threshold, but this percentage is used as an example in the Title VI Circular and is recommended for use by SANDAG staff.

In the past, service and fare changes have been analyzed by SANDAG consistently with the approaches described in the Circulars and any disparities found in impacts to LIM populations when compared to non-LIM populations have always been less than 10 percent. The 10 percent figure is recommended because it would be consistent with SANDAG prior practice and with court opinions concerning civil rights litigation. If the recommended threshold is approved, it will mean that SANDAG will not be able to approve service or fare changes that cause a disparity for LIM populations in excess of 10 percent unless the findings in subsections 1.2.1.1.1 or 1.2.1.1.2, as applicable, are made by SANDAG. Comments on the use of this proposed threshold from the public or Executive Committee members are encouraged.

Section 1.2.2

The Circulars require that SANDAG prepare and publish certain reports regarding LIM populations and equity analyses. This provision merely states that requirement and is consistent with SANDAG prior practice.

Sections 1.2.3 and 1.3.13

These Sections are focused on service change analysis requirements. The Circulars require that SANDAG carry out environmental justice and/or Title VI analyses on various projects during the planning and environmental stages, including new capital projects affecting transit services. For
example, when selecting the alignment of a new SANDAG-funded route, such as the Mid-Coast Corridor Transit Project, or when selecting the site for a new transit facility, potential impacts to affected populations must be analyzed. Under the new Title VI Circular, however, impacts based on actual implementation of any resulting service changes are to be carried out by the transit agency that will operate the service.

Amendments proposed in Sections 1.2.3 and 1.3.13 are meant to bring these Circular changes into use by clarifying that SANDAG will provide the necessary notice and information for service changes it will be funding to the relevant transit agency, and the transit agency will carry out a service change equity analysis at least six months prior to the beginning of revenue operations for those changes. Pursuant to the Title VI Circular, the equity analysis must be performed on major service changes that will last more than 12 months or for any service change arising from an FTA-funded New Starts, Small Starts, or other fixed-guideway transit capital project.

Section 1.2.17

Currently, SANDAG has responsibility for conducting fare equity analyses for changes proposed to the Regional Comprehensive Fare Ordinance. Under the Ordinance, the transit agencies have not had to seek an amendment to the Ordinance for fare changes that will last less than a year. The new Title VI Circular, however, requires an equity analysis for fare changes that last more than six months. This new provision is intended to clarify that the transit agencies will need to perform an equity analysis on fare changes that last more than six months and provide it to SANDAG if the agency ultimately wants SANDAG to incorporate the changes into the Ordinance.

Comments Received on Proposed Amendments

The proposed amendments were presented to the Social Services Transportation Advisory Council on March 18, to the Transportation Committee on March 15, and to a meeting of the SANDAG Community Based Outreach Network on March 26, 2013. At each meeting, questions were asked about how SANDAG arrived at the proposed 10 percent threshold of significance; after the justifications below were provided, no alternative percentages were proposed.

- The U.S. Supreme Court has held that differences of less than 20 percent, when conducting a disparity analysis, are within the range of differences that can occur by mere chance.
- Use of a 10 percent threshold would be consistent with informal thresholds used by SANDAG on past fare change equity analyses.
- A peer analysis of other agencies shows that a majority of other agencies nationwide have set a threshold of significance that is higher than 10 percent, and that most are within the range of 5 to 20 percent.
- The FTA Title VI Circular provides only one example for agencies as guidance in selecting a threshold of significance and that example is 10 percent.
- The FTA requires agencies to report data with 10 percent precision at the 95 percent confidence level. As long as the data reported is within that threshold, the data is assumed to be valid.
SANDAG strives to collect at least 300 surveys on each transit route in order to ensure the information collected falls within a 10 percent margin of error.

As of April 5, 2013, SANDAG had received a few public comments by email. One of these is from Caltrans, which is provided as Attachment 3. Small changes have been made to the proposed amendments to address Caltrans’ request for clarifications. Other comments have been received that raise concerns about the impact of fare increases of any type or amount that impact low- or fixed-income populations, but no alternatives to the 10 percent threshold or other policy language amendments have been proposed.

**Next Steps**

The proposed Board Policy No. 018 changes and any modifications to them that may be requested by the Executive Committee can go to the Board of Directors for approval on May 24, 2013, or at such other time as may be directed by the Executive Committee.

CHARLES “MUGGS” STOLL
Director of Land Use and Transportation Planning

Attachments:
1. Ridership Data
2. Proposed Amendments to Board Policy No. 018
3. Comments from Caltrans

Key Staff Contacts: Julie D. Wiley, (619) 699-6966, julie.wiley@sandag.org
Brian Lane, (619) 699-7331, brian.lane@sandag.org
### Ridership Data: Passenger Data by Fare Type

<table>
<thead>
<tr>
<th>Fare Type</th>
<th>Minority Riders</th>
<th>Non-Minority Riders</th>
<th>Difference Minority</th>
<th>Low-Income Riders</th>
<th>Non Low-Income Riders</th>
<th>Difference Low-Income</th>
<th>All Riders</th>
</tr>
</thead>
<tbody>
<tr>
<td>SDM Monthly pass</td>
<td>31,807</td>
<td>28,998</td>
<td>-9.0%</td>
<td>31,070</td>
<td>32,065</td>
<td>1.1%</td>
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<tr>
<td>Monthly pass</td>
<td>68,343</td>
<td>37,860</td>
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<td>48,452</td>
<td>57,658</td>
<td>2.8%</td>
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<tr>
<td>Half month/14 day pass</td>
<td>1,089</td>
<td>274</td>
<td>0.3%</td>
<td>582</td>
<td>724</td>
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<td>1,471</td>
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<tr>
<td>Day pass</td>
<td>52,347</td>
<td>22,083</td>
<td>18.5%</td>
<td>38,828</td>
<td>35,606</td>
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<tr>
<td>Single ride</td>
<td>11,263</td>
<td>9,617</td>
<td>6.7%</td>
<td>7,664</td>
<td>13,084</td>
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<td>Youth monthly pass</td>
<td>18,546</td>
<td>5,456</td>
<td>1.2%</td>
<td>10,764</td>
<td>9,324</td>
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<td>College pass</td>
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<td>Juror pass</td>
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<td>106</td>
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<td>568</td>
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<tr>
<td>Other</td>
<td>5,352</td>
<td>3,234</td>
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<td>3,441</td>
<td>5,150</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>207,271</strong></td>
<td><strong>119,279</strong></td>
<td><strong>0.0%</strong></td>
<td><strong>156,211</strong></td>
<td><strong>170,339</strong></td>
<td><strong>0.0%</strong></td>
<td><strong>326,551</strong></td>
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</tbody>
</table>

Data Sources: Percentages are based on data collected through the 2009 Onboard Transit Passenger Survey. Estimates are computed by applying these percentages to 2012 Average Weekday Ridership.

Note: Differences in percentages may not be exact due to rounding. Estimates do not total “All Riders” due to variance in response rates to the different survey questions.
This policy specifies the transit service planning and transit development project planning responsibilities of SANDAG (the consolidated agency) and the transit agencies (Metropolitan Transit System and North San Diego County Transit Development Board), and outlines a framework for transit service planning and roles and responsibilities for project development planning. Figure 1.1 includes a flow chart, based on the framework that documents the processes for transit service planning and implementation, for new services and adjustments to existing services. Figure 1.2 identifies the lead and support (active participant) agency responsibilities for both long and short-range transit service planning and development project planning.

This policy will allow the transit system to quickly and efficiently respond to changes in travel demand and operating/fiscal environment, while ensuring that the system is adjusted and developed consistent with longer range regional transportation and land use goals as incorporated into the Regional Comprehensive Plan (RCP), the Regional Transportation Plan and its Sustainable Communities Strategy (RTP), the TransNet Ordinance, and the Regional Short Range Transit Plan (RSRTP), or any other regional planning or legislative documents concerning regional projects (collectively referred to in this Policy as “Regional Planning Documents”). As a result, transit service changes that relate directly to implementation of regional policies, goals, and objectives (service changes with regional significance) are generally those that:

- Serve regional travel demand corridors that cross transit agency jurisdictional boundaries;
- Significantly affect passenger trip making (as defined by the guidelines contained in the RSRTP; for example, would be found to potentially have a detrimental impact on geographic connections, timed transfers, and the frequency/service span consistency of such services);
- Require additional regional operating funds above the overall transit agency-adopted budget and projected budget capacity; and
- Affect the policies, projects, services, and facilities included in the RTP, RCP, and TransNet Ordinance Regional Planning Documents.

1. **Agency Responsibilities** – SANDAG and transit agency responsibilities are described below and further specified in Figure 1.2. There is an inherent overlap of some of the responsibilities between SANDAG and the transit agencies in conducting transit service planning and development project planning, as exhibited in Figure 1.2. In addition, SANDAG responsibilities pursuant to the Title VI Requirements and Guidelines for Federal Transit Administration Recipients (Circular 4702.1B) and Environmental Justice Policy Guidance for Federal Transit Administration Recipients (Circular 4703.1) should be coordinated with the related Title VI responsibilities of the transit agencies. Therefore, all planning responsibilities shall be conducted with coordination and consultation between SANDAG and the transit agencies. SANDAG responsibilities are described in Sections 1.1 and 1.2, below. Transit agency responsibilities are described in Section 1.3.
1.1 **SANDAG Planning Responsibilities** – carried out in collaboration with the transit agencies:

1.1.1 Prepare long-range transit plans and corridor studies as part of the RTP consistent with Regional Planning Documents.

1.1.2 Prepare, no less often than every two years, the five-year RSRTP and Coordinated Public Transit and Human Services Transportation Plan that:

1. establish the goals and objectives for short-range transit services and human services transportation;
2. defines the existing transit and human services transportation system;
3. sets the framework for a transit operations performance monitoring program as required by the Transportation Development Act and a monitoring program for human services transportation as defined by the Federal Transit Administration (FTA);
4. identifies transit and human service gaps and deficiencies;
5. evaluates existing transit and human services transportation services and programs;
6. establishes parameters for short-range (0-5 years) new and revised service development, as well as regionally significant and all other service adjustments;
7. defines a methodology for evaluating proposals for new and revised service;
8. identifies and prioritizes regional and subarea transit planning studies; and
9. evaluates and prioritizes new and revised services for implementation, including the adoption of an annual Regional Service Implementation Plan. SANDAG will initially maintain the existing service concepts upon which the service is based in order to preserve and improve mobility. FY 2003 budgeted revenue hours/miles will be considered as minimum levels of service for each transit agency and will assume with the addition of net service levels to be added upon completion of the SPRINT and Mission Valley East rail projects. If future funding shortfalls occur, necessitating cutbacks in service, then there will be a regionwide process of examination of service levels in order to ensure that service reductions are equitably distributed.

1.1.3 Conduct regional and subarea planning studies as prioritized in the RSRTP, RTP, and RCP Regional Planning Documents.

1.1.4 Develop proposals and service plans for new services or for service adjustments with regional significance, with active participation from the transit agencies, in response to changes in regional travel demand, to address regional service gaps and deficiencies, and to implement plans and programs identified in Regional Planning Documents RTP, RCP, RSRTP, and the TransNet Ordinance.

1.1.5 Plan, locate, and design transit infrastructure and facilities (stations, priority treatments, supporting facilities, etc.) for regionally significant transit projects and services identified in the RTP, RCP, RSRTP, and the TransNet Ordinance, Regional Planning Documents with active participation from the transit agencies.
1.1.6 Develop proposals for new and revised services to be included in the Regional Service Implementation Plan.

1.1.7 Ensure that all new and revised services and service adjustments of regional significance are consistent with the goals and objectives of the RSRTP.

1.1.8 Coordinate with transit agencies to provide community outreach and conduct market research.

1.1.9 Conduct regional performance monitoring to provide input into the RSRTP and other short-range transit studies. The regional performance monitoring will be based on the type of service and type of service area. Any net service reduction in a specific transit agency area resulting from the service evaluation process that takes that transit agency below its FY 03 service level (pursuant to Section 1.1.2) will be reprogrammed to that transit agency service area for other improvements up to the FY 03 base level of service.

1.1.10 Provide technical assistance to transit operators for local route planning.

1.1.11 Prepare Environmental Justice or Title VI reports in accordance with the most current versions of the SANDAG Title VI Analysis Methodology for Service Changes or the Title VI Analysis Methodology for Fare Changes, which shall be posted to the SANDAG Web site, as required by federal regulations covering requirements for Metropolitan Planning Organizations (MPOs) and transit agencies, including all of the following circumstances:

1.1.11.1 At least once every three years or when a new federal census is available; and

1.1.11.2 Prior to the implementation by SANDAG of any new transit service constituting a Major Service Change as defined in the SANDAG Title VI Analysis Methodology for Service Changes; and

1.1.11.3 Upon the transition of a temporary, experimental, or promotional fare to a regular fare, in which case SANDAG may adopt in full or in part any Title VI analysis conducted by the transit agency when the temporary fare was originally implemented.

1.1.12 Develop and update, as required, with input from the transit agencies, the Coordinated Transportation Plan for San Diego County as required by SAFETEA-LU legislation. SANDAG also will manage the competitive process for granting FTA funds available as a result of production of a Coordinated Transportation Plan.

1.1.13 Participate in development of transit vehicle specifications for vehicles acquired for regionally significant projects and services that are funded through projects identified in the RTP and the TransNet Ordinance Regional Planning Documents.
Collaborate with the transit agencies on a branding framework, compatible with the transit agencies’ individual branding programs, that incorporates regionally significant projects and services identified in the RTP, RCP, RSRTP, and the TransNet Ordinance Regional Planning Documents. The transit agencies and SANDAG will undertake a study to develop a mutually agreed upon branding framework for the region.

**SANDAG FTA Responsibilities** – carried out in collaboration with the transit agencies:

1.2.1 **Fare Changes.** SANDAG recognizes that the revenues generated from customer fares are a critical part of the respective transit agencies achieving a balanced budget that supports the provision of the highest levels of service. To the maximum extent possible, SANDAG will conduct its analyses in a manner that is consistent with the budget goals established by the transit agencies while adhering to the requirements specified by the FTA. SANDAG will evaluate, prior to implementation in the Fare Ordinance, all fare changes, to determine whether those changes will have a disparate impact on minorities (based on race, color, or national origin) or result in a disproportionate burden on low-income persons. SANDAG will prepare Environmental Justice or Title VI reports in accordance with SANDAG disparate impact and disproportionate burden analysis methodologies, which are defined below.

1.2.1.1 SANDAG will determine the existence of disparate impacts to minority populations for all Fare Ordinance changes. Pursuant to Title VI of the Civil Rights Act, disparate impacts are found when there is a difference in adverse effects between minority and non-minority areas of ten percent (10%) or more. Minority populations will be deemed adversely affected when the proportion of minority persons adversely affected by the change exceeds the average proportion of minority persons in the analysis service area. If SANDAG, in consultation with the transit operators, chooses to implement a proposed fare change in the Fare Ordinance despite a finding of disparate impact on minority populations, or if SANDAG finds, in consultation with the transit operators, even after the revisions, that minority populations will continue to bear a disproportionate share of the adverse effects of a proposed fare change, SANDAG may implement the fare change only if:

1.2.1.1.1 There is a substantial legitimate justification¹ for the proposed fare change, and

1.2.1.1.2 A finding is made that there are no alternatives that would have a less disparate impact on minority populations and still accomplish the legitimate goals of the fare change.

¹ This standard is met if the fare change is needed to meet a goal that is legitimate, important, and integral to the agency.
1.2.1.2 SANDAG will determine the existence of disproportionate burdens on low-income populations for all Fare Ordinance changes. Pursuant to Executive Order 12898 (Clinton 1994), disproportionate burdens are found when there is a difference in adverse effects between low-income and non-low-income populations of ten percent (10%) or more. Low-income populations will be deemed adversely affected when the proportion of low-income persons (using a threshold of at or below 150 percent of the U.S. Department of Health and Human Services poverty guidelines) adversely affected exceeds the average proportion of low-income persons in the analysis service area. If SANDAG chooses, in consultation with the transit operators, to implement a proposed fare change in the Fare Ordinance despite a finding of disproportionate burden on low-income ridership, or if SANDAG finds, in consultation with the transit operators, even after the revisions, that low-income riders will continue to bear a disproportionate burden due to the proposed fare change, SANDAG may implement the fare change only if the transit agency(ies) show that they will:

1.2.1.1.11.2.1.2.1 Take steps to avoid, minimize, or mitigate impacts where practicable, and

1.2.1.2.2 Provide a description of alternatives available to low-income populations affected by the fare changes.

1.2.2 Reporting. SANDAG will prepare Title VI reports in accordance with this policy, which shall be posted to the SANDAG website, as required by FTA for Metropolitan Planning Organizations (MPOs) and transit agencies.

1.2.3 Service Changes. SANDAG will notify the transit agencies of any service changes that may be required as a result of New Start, Small Start, or other new transit capital projects that will be constructed by SANDAG in adequate time to allow the transit agency(ies) to conduct a service change equity analysis at least six months prior to the beginning of revenue operations. SANDAG will provide information and cooperate with the transit agency(ies) on any service change equity analyses that are needed as a result of such construction.

1.3 Transit Agency Responsibilities – carried out in collaboration with SANDAG:

1.3.1 Develop service and schedule adjustments to ensure system optimization and to respond to immediate operational issues (e.g., detours, overcrowding, on-time performance, and minor out-of-direction routing changes).

1.3.2 Conduct local transit studies and analyses within the transit agency’s service area in response to changes in local travel demand, to address service gaps and deficiencies, to develop service reductions/efficiencies, to address operating budget deficits, and to address goals and implement plans developed in the RSRTP.
1.2.3 Develop proposals for new and revised services to be included in the Regional Service Implementation Plan.

1.2.4 Develop proposals to reallocate unproductive resources to implement unfunded services identified as high priority in the Regional Service Implementation Plan or consistent with the RSRTP.

1.2.5 Develop a public input process and hold required public hearings for service changes. The transit agencies should ensure that the public input process for public hearings on service changes would be conducted in a manner to facilitate public input from the affected area.

1.2.6 Develop marketing and branding programs for the transit services within its jurisdiction and collaborate with SANDAG on a compatible branding framework that incorporates regionally significant projects and services identified in Regional Planning Documents the RTP, RCP, RSRTP, and the TransNet Ordinance. The transit agencies and SANDAG will undertake a study to develop a mutually agreed upon branding framework for the region.

1.2.7 Provide community outreach and conduct market research, in coordination with SANDAG.

1.2.8 Develop operating plans for special event transit service and service contingencies.

1.2.9 Monitor existing operations and services to provide input into service analyses and short-range transit studies.

1.2.10 Conduct bus stop location planning.

1.2.11 Implement service, including scheduling, run-cutting, operations, contract services, service management, and labor contract administration.

1.2.12 Provide input on long- and short-range transit plans, and regional performance monitoring.

1.2.13 Prepare interim Environmental Justice or Title VI reports for transit agency-implemented system changes that affect over 25 percent of the transit service hours as if a service addition or change will last longer than twelve months and qualifies as a major service change, or if a New Starts, Small Starts, or other new fixed guideway capital project is proposed, conduct a service change equity analysis consistent with the FTA Circulars if required by FTA federal regulations for transit agencies, and provide the reports to SANDAG and the federal government.
1.2.14 1.3.14 Actively participate in the development of service plans for service adjustments with regional significance, in response to changes in regional travel demand, to address regional service gaps and deficiencies and to implement plans and programs identified in RTP, RCP, RSRTP, and the TransNet Ordinance Regional Planning Documents.

1.2.15 1.3.15 Actively participate in the planning, location and design of transit infrastructure and facilities (stations, priority treatments, supporting facilities, etc.) for regionally significant transit projects and services identified in the RTP, RCP, RSRTP, and the TransNet Ordinance Regional Planning Documents.

1.2.16 1.3.16 Develop transit vehicle specifications, with active participation from SANDAG, for vehicles for all service types, including local bus, shuttles, bus rapid transit, rail, and others.

1.3.17 Conduct a fare equity analysis for promotional or temporary fare changes when required by FTA and provide the analysis to SANDAG in the event the fare change must be incorporated into the Fare Ordinance.

2. Transit Service Planning Framework – This framework allows the transit system to quickly and efficiently respond to changes in travel demand and operating/fiscal environment, while ensuring that the system is adjusted and developed consistent with longer range regional transportation and land use goals.

Step 1: Guidance

A RSRTP, consistent with SANDAG’s RTP and RCP, will be drafted annually by SANDAG, with active participation from the transit agencies. The RSRTP will establish goals and objectives and provide guidance for service planning during the upcoming year and will balance the immediate needs of optimizing the transit system in response to operational and financial constraints, with the mid- and long-range system development goals established in the long-range plans.

Step 2: Develop Service Adjustments

Throughout the year, transit agency and SANDAG staff develop proposals, in accordance with the RSRTP, to adjust existing services and develop new services. These service adjustments help to optimize existing services, reflect changes to the operating and fiscal environment, respond to customer comments and requests, and begin to implement and support services envisioned in the long-range plans. Service adjustments can be a result of such things as schedule analysis, trip and route level evaluation, and subregional and regional transit studies. Service adjustments with regional significance should be developed as collaborative efforts between SANDAG and transit agency staff.
**Step 3: Evaluation and Approval**

Prior to approval for implementation, all service adjustments should be:

- Consistent with the RSRTP;
- Presented for public hearing in the impacted service area if required by SANDAG, the appropriate transit agency, or by FTA policies and regulations; and
- Fully funded either through a reallocation of resources or as part of the budget process.

Service adjustments with regional significance should be endorsed by the appropriate transit agency and determined to be consistent with regional policies, goals and objectives by SANDAG prior to public hearing and implementation, while local and minor service adjustments may be approved for implementation by the transit agencies after advising SANDAG of the proposed changes.

**Step 4: Implementation**

As a general practice, service changes should be implemented during a regularly scheduled service change date (scheduled for winter, springfall, and summer). Implementation of major service changes should be preceded by community outreach, a marketing campaign, and public notices, as appropriate. Service implementation is the responsibility of the transit agencies.

**Step 5: Monitoring**

Performance monitoring will be conducted on an ongoing basis to evaluate new and existing services and service adjustments. SANDAG will monitor the transit system performance on a systemwide and transit agency level on an annual and quarterly basis. Transit agencies will monitor their operations performance on an annual, quarterly, and monthly basis, as appropriate. Performance measures will evaluate productivity, cost-effectiveness, and quality of service. Performance results will be used as a basis for developing the RSRTP, and other planning studies and analysis.

Attachments: Figure 1.1 – Regional Transit Service Planning and Implementation Process
Figure 1.2 – Roles and Responsibilities for Service Planning Activities

Adopted June 2003
Amended September 2004
Amended March 2005
Amended August 2006
Amended December 2008
Amended February 2012
Amended _________ 2013
**Figure 1.2**

ROLES AND RESPONSIBILITIES FOR SERVICE PLANNING ACTIVITIES

**Step 1: Establish Policy Framework**
- SANDAG

**Step 2: Develop Service Proposals & Plan**
- SANDAG
- Transit Agencies

**Step 3: Develop Budgets**
- Transit Agencies

**Step 4: Implement Service**
- Transit Agencies

**Regional Short Range Transit Plan**
- Service Planning Framework & Guidelines
  - Goals and Objectives
  - Needs and Deficiencies
  - Parameters and Performance Standards
  - Regional Consistency Checklist

**Service Proposals**
- New and Revised

**RSRTP Adoption**
- Consistency & Priority Determination
- Plan & Program Public Hearing

**Transit Operating Budget Development**

**SANDAG Approves Transit Agency Budgets for Funding**
- Budget Public Hearing

**Administrative Review of Service Consistency or Finding of Overriding Considerations**
(Refer to Transportation Committee, if necessary)

**Public Hearings**
- At Transit Agencies

**Administrative Re-Review of Service Consistency or Finding of Overriding Considerations**
(Refer to Transportation Committee, if necessary)

**Implement Service**
- Driver assignments
- Bus stop preparation
- Timetable printing

**Service Changes**
- Occur Three Times a Year:
  - Feb-Aug/Sep
  - Nov-May/Jun
  - May-Jan/Feb

**Local & Minor Changes**

**Regionally Significant Changes**

**Regional Consistency Checklist**
## FIGURE 1.2
### ROLES AND RESPONSIBILITIES FOR TRANSIT PLANNING AND IMPLEMENTATION ACTIVITIES

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<th>Long Range Planning</th>
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<td>Operations</td>
<td>Marketing</td>
<td>Service Planning</td>
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<td><strong>POLICY AND GUIDANCE</strong></td>
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<td>Short Range Transit Plan (SRTP)</td>
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<td><strong>LONG-RANGE SERVICE DEVELOPMENT</strong></td>
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<td>Systemwide Service Optimization (e.g. COA)</td>
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<td><strong>COMMUNITY OUTREACH</strong></td>
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<td>Service Change Public Hearings</td>
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<td>Developer Plan Review - land use, regional plan conformity</td>
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<td><strong>PERFORMANCE MONITORING</strong></td>
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<td>Annual Route Monitoring</td>
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<td>New Service Proposal Evaluation</td>
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<td>Performance Improvement Program</td>
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<td>Quarterly Operations Evaluation</td>
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<td>Operational Data Collection</td>
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<td>Assistance to Transit Operators (ATO) Data Collection</td>
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<td>Monthly Operations Reporting</td>
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<td>National Transit Database (NTD) Reporting</td>
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<td><strong>ROUTE SPECIFIC ADJUSTMENTS</strong></td>
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<td>Bus Stop Location Planning</td>
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<td>Trip Level Schedule Adjustments</td>
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<td>Service Reductions - Minor</td>
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<td>Service Reductions - Regionally Significant</td>
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<td><strong>OPERATIONS AND MAINTENANCE</strong></td>
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<td>Driver Bids</td>
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<td>Ensure Implementation of Service Plans</td>
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<tr>
<td>Vehicle Specification/Procurement</td>
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</tr>
</tbody>
</table>

* Includes Mid-Coast LRT/BRT, Super Loop, I-15 BRT, South Bay BRT, El Cajon Blvd BRT, Escondido Blvd. BRT, South Bay to Sorrento Mesa BRT

Revised July 2006

* Primary or Lead Function

- Active Participation and Support
From: Connery Cepeda [mailto:connery.cepeda@dot.ca.gov]
Sent: Friday, March 22, 2013 5:13 PM
To: Zamudio, Paula
Cc: Chris Schmidt; Hicks, David
Subject: Re: Request for Comment: Regional Transit Service Planning & Implementation

Thank you for the opportunity to review the Proposed Amendments to SANDAG Board Policy No. 018 on Regional Transit Service Planning and Implementation. My comments are as follows:

Please consider elaborating in the policy document on the difference of why:

- SANDAG may implement a fare change that minority populations would bear a disproportionate share of the adverse effects only if:

  "1.2.1.1.1 There is a substantial legitimate justification for the proposed fare change, and 1.2.1.1.2 A finding is made that there are no alternatives that would have a less disparate impact on minority populations and still accomplish the legitimate goals of the fare change,"

- Yet SANDAG may implement a fare change that low-income populations would bear a disproportionate share of the adverse effects only if:

  "1.2.1.2.1 Take steps to avoid, minimize or mitigate impacts where practicable, and 1.2.1.2.2 Provide a description of alternatives available to low-income populations affected by the fare changes."

Furthermore, please consider defining, to the extent possible, what constitutes "a substantial legitimate justification" (1.2.1.1.1).

For future requests for comment, please consider using "easy-to understand language and concepts" and indicating/emphasizing to stakeholders "how their input is utilized," per the strategies in SANDAG's Draft Public Involvement Plan for the Regional Plan.

Very sincerely,
Connery Cepeda
Associate Transportation Planner
California Department of Transportation – Caltrans
District 11, Planning Division
4050 Taylor Street, MS-240
San Diego, CA 92110-2737
Ph: 619-688-6003 Fx: 619-688-2511
connery.cepeda@dot.ca.gov

Please note that I have transferred from the Caltrans Oakland office (District 4) to the San Diego office (District 11) as of July 30, 2012.

Please consider the environment before printing this email.

Confidentiality Notice: This e-mail message, including attachments, is covered by the Electronic Communications Privacy Act, 18 U.S.C., Sections 2510-2521, and is legally privileged. If you are not the intended recipient, please reply to the sender and destroy all copies of the original message.
Notice of Request for Comment -
Proposed Amendments to Board Policy No. 018-Regional Transit Service Planning and Implementation

The SANDAG Board of Directors is expected to consider proposed amendments to Board Policy No. 018 on or after April 26, 2013. The Federal Transit Administration issued new Title VI and Environmental Justice Circulars in the second half of 2012. Updates are proposed to Board Policy No. 018 to conform to the new requirements in the circulars. Among the amendments proposed, is selection of a threshold of significance for use in determining whether a disparity exists for Regional Fare Ordinance amendments impacting low-income or minority populations. We are seeking comments related to these proposed amendments.

If you would like to provide comments, please attend the Transportation Committee meeting at SANDAG at 9:00 AM on Friday, March 15, 2013; the Executive Committee meeting at SANDAG at 9:00 AM on Friday, April 12, 2013, or the Social Services Transportation Advisory Committee meeting at SANDAG on Monday, March 18, 2013 at 10 AM.

You may also provide your comments using the information below by no later than 5:00 PM on Monday, April 8, 2013.

Email Comments to: info@sandag.org
Leave Voicemail Comments at: (619) 595-5358
San Diego Association of Governments

EXECUTIVE COMMITTEE

May 10, 2013

AGENDA ITEM NO.: 5

Action Requested: INFORMATION

FEDERAL LEGISLATIVE STATUS REPORT

File Number 7300400

Introduction

Periodic status reports on legislative activities are provided to the Executive Committee during the year. This status report provides an update on recent federal legislation pertaining to the FY 2014 Administration budget request for the U.S. Department of Transportation (USDOT).

Discussion

FY 2014 Administration Budget Request

On April 10, 2013, the Administration released its annual budget request for FY 2014. President Obama is requesting $77 billion for the USDOT. The request proposes to fully fund USDOT programs at Moving Ahead for Progress in the 21st Century (MAP-21) authorized levels. The President also proposes $500 million for National Infrastructure Investments, a competitive grant program that is similar to the prior Transportation Investment Generating Economic Recovery (TIGER) Program, and which would fund projects that have a significant impact on the nation, metropolitan area, or region.

Federal Highway Programs

The President’s FY 2014 budget proposes to fund Federal Highway Administration programs at $41 billion. This request reflects the funding levels and policy guidance outlined in MAP-21. Relevant to the SANDAG work program, the measure includes proposed allocations for the following formula programs:

- Surface Transportation Program: $10.1 billion
- Congestion Mitigation and Air Quality Program: $2.3 billion
- Transportation Alternatives Program: $820 million
- Metropolitan Transportation Planning Program: $314 million
- Federal Land and Tribal Transportation Programs: $1 billion

Transportation Infrastructure Finance and Innovation Act

The Transportation Infrastructure Finance and Innovation Act (TIFIA) provides federal credit assistance to eligible surface transportation projects, including highway, transit, intercity passenger rail, some types of freight rail, and intermodal freight transfer facilities. The Administration’s
budget proposal recommends fully funding the TIFIA Program at $1 billion for FY 2014. This is consistent with previously proposed spending allocations. This federal loan program may be helpful in advancing the region’s high-priority projects, such as the Mid-Coast Corridor Transit Project, State Route 11 and the Otay Mesa East Port of Entry Project, and the North Coast Corridor improvements.

Federal Transit Administration

The Federal Transit Administration (FTA) is proposed to be funded at $10.9 billion, an increase of $315 million above FY 2012 enacted levels. FTA formula grants would be funded at the MAP-21 level of $8.6 billion. In addition, the Administration’s budget proposes approximately $2.1 billion for Capital Investment Grants (New Starts Program) in FY 2014, which would fully fund the program at pre-sequestration levels. To provide this funding, the budget requests a FY 2014 appropriation of $2 billion in new budget authority from the general fund and also would direct $151 million in prior year unobligated balances for the FY 2014 program. The Capital Investment Grants/New Starts Program is important to the Mid-Coast Corridor Transit Project. SANDAG expects to request funds from this program in FY 2015.

In addition to the transit formula grant programs and the discretionary Capital Investment Grants/New Starts Program, the Administration’s budget proposes $300 million for public transportation emergency relief; administrative expenses and research; and development and other accounts.

Federal Railroad Administration

The Administration is seeking $6.6 billion in FY 2014 for rail safety and passenger and freight rail programs. This would be a significant increase in funding, which would go towards implementing a multi-year, high-speed and intercity rail program that builds upon initiatives originally passed in the Passenger Rail Investment and Improvement Act in 2008 (PRIIA).

The budget document outlines FY 2014 as the first year of a proposed five-year, $40 billion reauthorization proposal that includes the creation of three new rail programs: (1) Current Passenger Rail Service; (2) Rail Service Improvement; and (3) Research Development and Technology. All three programs would be funded from a proposed new Rail Account of the Transportation Trust Fund.

The Current Passenger Rail Service Program, if funded, would provide $2.7 billion to return public rail assets to a state of good repair and to implement Positive Train Control (PTC) on Amtrak routes. Of this amount, $675 million would be allocated to bring the Northeast Corridor infrastructure and equipment into a state of good repair. Other state corridors would receive $300 million in grants to transition state-supported routes from Amtrak to state control, as required by PRIIA. This funding source could augment state resources for the Pacific Surfliner service in the Los Angeles-San Diego-San Luis Obispo Corridor. Federal Amtrak funding for state routes is expected to be phased out by FY 2018. The remaining $1.7 million would go to Amtrak to provide long-distance route operations, improve efficiencies, and implement PTC.

The proposed Federal Railroad Administration (FRA) budget also includes $3.7 billion for a Rail Service Improvement Program. This allocation would go towards developing and improving key passenger rail corridors, improving the nation’s freight network, and implementing PTC on transit commuter railroads. The budget proposes to distribute $3.25 billion to develop high-performance
passenger rail networks, $150 million to address major bottlenecks and congestion issues, $190 million to improve the competitiveness of the nation’s intermodal freight system by increasing capacity and upgrading facilities, and $70 million for passenger and freight rail planning.

The remaining budget for FRA would provide $54.7 million for research development and technology and $219.8 million for safety related operations and research.

“Fix-It-First” Investments

In addition to the annual proposed budget for USDOT, the President’s FY 2014 proposal also includes a $50 billion infrastructure investment program aimed at providing resources for projects that will quickly create jobs. Of this amount, $40 billion would fund a “Fix-it-First” infrastructure development program targeted towards addressing existing infrastructure needs. Specifically, this program would allocate $25 billion for highway programs, $2 billion for border crossing infrastructure, $2 billion for Amtrak passenger rail service, and $2 billion for Grants-In-Aid for airports. The remaining $9 billion would go towards transit infrastructure investments, including $500 million for New Starts Core Capacity Improvements aimed at improving existing transit infrastructure, $6 billion for the State-of-Good Repair Program, and $2.5 billion for urban and rural transit programs.

The FY 2014 budget proposal also includes a $10 billion competitive program that would fund a program similar to TIGER at $4 billion; $2 billion for transportation and leadership awards; $3 billion for a Rail Service Improvement Program for existing and new intercity passenger rail corridors; and $1 billion to advance Federal Aviation Administration NextGen\(^1\) modernization programs.

Next Steps

The U.S. Senate and House of Representatives are expected to start the budget process in the coming months. Staff will provide an update to the Executive Committee as the FY 2014 budget bills move through the legislative process.

KIM KAWADA
TransNet and Legislative Affairs Program Director

Key Staff Contact: Victoria Stackwick, (619) 699-6926, victoria.stackwick@sandag.org

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\(^1\) NextGen is an umbrella term for the ongoing transformation of the National Airspace System. NextGen represents an evolution from a ground-based system of air traffic control to a satellite-based system of air traffic management.
REVIEW OF MAY 24, 2013, DRAFT BOARD BUSINESS AGENDA

ITEM #      RECOMMENDATION

+1. APPROVAL OF MEETING MINUTES

   +A. APRIL 12, 2013, BOARD POLICY MEETING MINUTES

   +B. APRIL 26, 2013, BOARD BUSINESS MEETING MINUTES

2. PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS

Public comments under this agenda item will be limited to five public speakers. Members of the public shall have the opportunity to address the Board on any issue within the jurisdiction of SANDAG that is not on this agenda. Other public comments will be heard during the items under the heading “Reports.” Anyone desiring to speak shall reserve time by completing a “Request to Speak” form and giving it to the Clerk of the Board prior to speaking. Public speakers should notify the Clerk of the Board if they have a handout for distribution to Board members. Public speakers are limited to three minutes or less per person. Board members also may provide information and announcements under this agenda item.

+3. ACTIONS FROM POLICY ADVISORY COMMITTEES

   APPROVE

This item summarizes the actions taken by the Borders Committee on April 26, the Transportation and Regional Planning Committees on May 3, the Executive Committee on May 10, and the Transportation and Public Safety Committees on May 17, 2013.

CONSENT (4 through XX)

+4. MEMORANDUM OF UNDERSTANDING FOR THE SAN YSIDRO LAND PORT OF ENTRY VIRGINIA AVENUE TRANSIT FACILITY PROJECT

(Jennifer Williamson)

The U.S. General Services Administration (GSA) is requesting that SANDAG enter into a Memorandum of Understanding (MOU) for the funding, design, and construction of the Virginia Avenue Transit Facility Project. The Board of Directors is asked to authorize the Executive Director to enter into the attached MOU with GSA in substantially the same form as attached to the report.
+5. 2012 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM: AMENDMENT NO. 2 AND AIR QUALITY CONFORMITY ANALYSIS (Michelle Merino and Rachel Kennedy)*

On September 28, 2012, the Board of Directors adopted the 2012 Regional Transportation Improvement Program (RTIP), the multiyear program of proposed major transportation projects in the San Diego region covering the period FY 2013 to FY 2017. In accordance with federal requirements, SANDAG conducted an air quality analysis using a new emissions model (EMFAC 2011), which demonstrates Amendment No. 2 to the 2012 RTIP complies with the requirements for the new federal Eight-Hour Ozone standard. The Transportation Committee recommends that the Board of Directors adopt Resolution No. 2013-25 in substantially the same form as attached to the report, approving Amendment No. 2 to the 2012 RTIP, including its air quality conformity analysis and air quality redetermination of the 2050 Revenue Constrained Regional Transportation Plan.

+6. FY 2014 TRANSPORTATION DEVELOPMENT ACT PRODUCTIVITY IMPROVEMENT RECOMMENDATIONS (Brian Lane)

SANDAG is responsible for determining if the transit agencies have made a reasonable effort to implement the productivity improvement recommendations adopted by the Board of Directors for the current fiscal year. This item discusses the transit agency productivity improvements associated with the Transportation Development Act (TDA) claim for FY 2014. The Transportation Committee recommends that the Board of Directors find that the Metropolitan Transit System and North County Transit District made a reasonable effort to implement productivity improvements during FY 2013, and to approve continuing this program in FY 2014, which fulfills the requirements outlined in Section 99244 of the TDA law.

+7. QUARTERLY PROGRESS REPORT ON TRANSPORTATION PROJECTS - JANUARY TO MARCH 2013 (Michelle Merino)*

This quarterly report summarizes the current status of major transit, highway, arterial, traffic management, and transportation demand management projects in the SANDAG five-year Regional Transportation Improvement Program for the period January to March 2013.

+8. OVERVIEW OF DEVELOPMENTS IN THE FINANCIAL MARKETS AND QUARTERLY FINANCE REPORT FOR THE PERIOD ENDING MARCH 31, 2013 (André Douzdjian, Marney Cox, and Lisa Kondrat-Dauphin)*

This quarterly report provides various finance-related items to the Board of Directors, including: (1) a quarterly report of investments, including all money under the direction or care of SANDAG; (2) an update on the SANDAG debt portfolio; and (3) information about the latest developments in the financial markets, the economy, and sales tax revenues.
+9. **FY 2014 WEIGHTED VOTING FORMULA (Andre Douzdjian)**

On an annual basis, SANDAG is required to recompute the weighted vote of the Board of Directors based on updated population figures. The population figures used for this purpose have been certified by the California Department of Finance. This report summarizes the weighted voting formula for FY 2014.

+10. **REPORT SUMMARIZING DELEGATED ACTIONS TAKEN BY EXECUTIVE DIRECTOR (Andre Douzdjian)**

In accordance with various SANDAG Board Policies, this report summarizes certain delegated actions taken by the Executive Director since the last Board of Directors meeting.

+11. **REPORT ON MEETINGS AND EVENTS ATTENDED ON BEHALF OF SANDAG (Kim Kawada)**

Board members will provide brief reports orally or in writing on external meetings and events attended on behalf of SANDAG since the last Board of Directors meeting.

12. **REPORTS (13 through XX)**

+13. **PROPOSED FY 2014 PROGRAM BUDGET (First Vice Chair Jim Janney; Andre Douzdjian and Tim Watson)**

SANDAG Bylaws require the Board of Directors to adopt a final budget by June 30 of each year. The three primary components of the proposed FY 2014 Program Budget are the Overall Work Program, Regional Operations and Services, and the Capital Program. The Executive Committee recommends that the Board of Directors approve Resolution No. 2013-24, adopting the proposed FY 2014 Program Budget, in substantially the same form as attached to the report.

+14. **PROPOSED AMENDMENTS TO BOARD POLICY NO. 018: REGIONAL TRANSIT SERVICE PLANNING AND IMPLEMENTATION (First Vice Chair Jim Janney; Julie Wiley and Brian Lane)**

The Federal Transit Administration issued new Title VI and Environmental Justice Circulars in the second half of 2012. The Executive Committee reviewed the updates that are proposed to Board Policy No. 018 to conform to the new requirements in the circulars, and recommends that the Board of Directors approve the proposed amendments.
15. **TransNet ENVIRONMENTAL MITIGATION PROGRAM: APPROVAL OF FY 2013 LAND MANAGEMENT GRANTS (Lemon Grove Mayor Mary Sessom, Regional Planning Committee Chair; Katie Levy)**

The Regional Planning and Transportation Committees recommend that the Board of Directors approve the award of FY 2013 TransNet Environmental Mitigation Program land management grants as detailed in the report.

16. 

17. **CONTINUED PUBLIC COMMENTS**

If the five speaker limit for public comments was exceeded at the beginning of this agenda, other public comments will be taken at this time. Subjects of previous agenda items may not again be addressed under public comment.

18. **UPCOMING MEETINGS INFORMATION**

The next Board Policy meeting is scheduled for Friday, June 14, 2013, at 10 a.m. The next Board Business meeting is scheduled for Friday, June 28, 2013, at 9 a.m.

19. **ADJOURNMENT**

+ next to an agenda item indicates an attachment
* next to an agenda item indicates a San Diego County Regional Transportation Commission item
REVIEW OF JUNE 14, 2013, DRAFT BOARD POLICY AGENDA

ITEM # | PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS
--- | ---
1. | Public comments under this agenda item will be limited to five public speakers. Members of the public shall have the opportunity to address the Board on any issue within the jurisdiction of SANDAG that is not on this agenda. Other public comments will be heard during the items under the heading “Reports.” Anyone desiring to speak shall reserve time by completing a “Request to Speak” form and giving it to the Clerk of the Board prior to speaking. Public speakers should notify the Clerk of the Board if they have a handout for distribution to Board members. Public speakers are limited to three minutes or less per person. Board members also may provide information and announcements under this agenda item.

REPORTS (2)

+2. | DELEGATION OF AUTHORITY: OVERVIEW OF CURRENT BOARD POLICIES AND OPTIONS FOR POTENTIAL MODIFICATIONS
   (Laura Coté and Colleen Windsor)
   DISCUSSION
   
   The Board of Directors has approved policies outlining the authority granted by the Board, which authorize the Executive Director to enter into agreements and take other actions necessary to implement the SANDAG Program Budget. Staff will provide an overview of current delegation of authority provisions and options for potential modifications. As requested at the April 12, 2013, Board meeting, additional information regarding current budgeting, contracting, and strategies for public outreach and involvement efforts also will be presented.

3. | CONTINUED PUBLIC COMMENTS
   
   If the five speaker limit for public comments was exceeded at the beginning of this agenda, other public comments will be taken at this time. Subjects of previous agenda items may not again be addressed under public comment.
4. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - PURSUANT TO GOVERNMENT CODE SECTION 54956.9(a) - CLEVELAND NATIONAL FOREST FOUNDATION ET AL. V. SANDAG (CASE NO. 37-2011-00101593-CU-TT-CTL), AND CREED-21 ET AL. V. SANDAG (CASE NO. 37-2011-00101660-CU-TT-CTL) (Muggs Stoll and Julie Wiley)*

5. UPCOMING MEETINGS INFORMATION

The next Board Business meeting is scheduled for Friday, June 28, 2013, at 9 a.m. The next Board Policy meeting is scheduled for Friday, July 12, 2013, at 10 a.m.

6. ADJOURNMENT

+ next to an agenda item indicates an attachment
* next to an agenda item indicates a San Diego County Regional Transportation Commission item
PROPOSED AMENDMENTS TO BOARD POLICY NO. 018
Regional Transit Service Planning & Implementation

Executive Committee
May 10, 2013

Passenger Data by Fare Type

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<thead>
<tr>
<th>Fare Type</th>
<th>Usage By Group</th>
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<th></th>
<th></th>
<th></th>
<th>All Riders</th>
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<tr>
<td></td>
<td>Minority Riders</td>
<td>Non Minority Riders</td>
<td>Difference in Riders</td>
<td>Low-Income Riders</td>
<td>Non Low-Income Riders</td>
<td>Difference Low-Income</td>
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<tr>
<td>SDM monthly pass</td>
<td>15.3% (31,807)</td>
<td>24.3% (28,998)</td>
<td>-9.0%</td>
<td>19.9% (31,070)</td>
<td>18.8% (32,065)</td>
<td>1.1% (18.6%)</td>
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<tr>
<td>Monthly pass</td>
<td>33.0% (68,343)</td>
<td>31.7% (37,860)</td>
<td>1.2%</td>
<td>31.0% (48,432)</td>
<td>33.8% (57,698)</td>
<td>-2.8% (32.7%)</td>
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<tr>
<td>Half month/14 day</td>
<td>0.5% (1,089)</td>
<td>0.2% (274)</td>
<td>0.3%</td>
<td>0.4% (332)</td>
<td>0.4% (724)</td>
<td>-0.1% (0.5%)</td>
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<tr>
<td>Day pass</td>
<td>25.3% (52,447)</td>
<td>18.5% (22,083)</td>
<td>6.7%</td>
<td>24.9% (38,828)</td>
<td>20.9% (35,606)</td>
<td>4.0% (22.6%)</td>
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<td>Single ride</td>
<td>5.4% (11,263)</td>
<td>8.1% (9,617)</td>
<td>-2.6%</td>
<td>4.9% (7,664)</td>
<td>7.7% (11,084)</td>
<td>-2.8% (6.4%)</td>
</tr>
<tr>
<td>Youth monthly pass</td>
<td>8.9% (18,546)</td>
<td>4.6% (5,456)</td>
<td>4.4%</td>
<td>6.9% (10,764)</td>
<td>5.5% (9,324)</td>
<td>1.4% (7.3%)</td>
</tr>
<tr>
<td>College pass</td>
<td>8.8% (18,237)</td>
<td>9.7% (11,546)</td>
<td>-0.9%</td>
<td>9.8% (15,304)</td>
<td>9.6% (16,316)</td>
<td>0.2% (9.1%)</td>
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<td>Juror pass</td>
<td>0.1% (287)</td>
<td>0.2% (211)</td>
<td>0.0%</td>
<td>0.1% (106)</td>
<td>0.2% (413)</td>
<td>-0.2% (0.2%)</td>
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<tr>
<td>Other</td>
<td>2.6% (5,352)</td>
<td>2.7% (3,234)</td>
<td>-0.1%</td>
<td>2.2% (1,441)</td>
<td>3.0% (1,150)</td>
<td>-0.8% (2.7%)</td>
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<tr>
<td>Total</td>
<td>207,271</td>
<td>119,279</td>
<td>156,211</td>
<td>170,339</td>
<td>326,551</td>
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</table>
Hypothetical Fare Increase Example #1:
Increase regional fares by roughly 5 percent to counter increased operating costs

<table>
<thead>
<tr>
<th>Fare Type</th>
<th>Cost Type</th>
<th>Cost</th>
<th>Change</th>
<th>Percentage</th>
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<tbody>
<tr>
<td></td>
<td>Existing</td>
<td>Proposed</td>
<td>Absolute</td>
<td></td>
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<tr>
<td>Monthly pass</td>
<td>$72.00</td>
<td>$76.00</td>
<td>$4.00</td>
<td>5.6%</td>
</tr>
<tr>
<td>Youth monthly pass</td>
<td>$36.00</td>
<td>$38.00</td>
<td>$2.00</td>
<td>5.6%</td>
</tr>
<tr>
<td>SDM monthly pass</td>
<td>$18.00</td>
<td>$19.00</td>
<td>$1.00</td>
<td>5.6%</td>
</tr>
<tr>
<td>Day pass</td>
<td>$5.00</td>
<td>$5.25</td>
<td>$0.25</td>
<td>5.0%</td>
</tr>
</tbody>
</table>

Hypothetical Fare Increase Example #1:

**Title VI Requirements**
- Use on-board survey data to examine percent of riders within each fare type proposed for the fare increase

<table>
<thead>
<tr>
<th>Fare Type</th>
<th>Existing Fare</th>
<th>Proposed Fare</th>
<th>Minority Riders</th>
<th>Non Minority Riders</th>
<th>Low-Income Riders</th>
<th>Non Low-Income Riders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monthly pass</td>
<td>$72.00</td>
<td>$76.00</td>
<td>33.0%</td>
<td>31.7%</td>
<td>31.0%</td>
<td>33.8%</td>
</tr>
<tr>
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<td>$38.00</td>
<td>8.9%</td>
<td>4.6%</td>
<td>6.9%</td>
<td>5.5%</td>
</tr>
<tr>
<td>SDM monthly pass</td>
<td>$18.00</td>
<td>$19.00</td>
<td>15.3%</td>
<td>24.3%</td>
<td>19.9%</td>
<td>18.8%</td>
</tr>
<tr>
<td>Day pass</td>
<td>$5.00</td>
<td>$5.25</td>
<td>25.3%</td>
<td>18.5%</td>
<td>24.9%</td>
<td>20.9%</td>
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<tr>
<td>Total Riders</td>
<td>171,043</td>
<td>94,397</td>
<td>129,114</td>
<td>134,653</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Hypothetical Fare Increase Example #1:

**Title VI Requirements**
- Use on-board survey data to examine percent of riders within each fare type proposed for the fare increase
- Analyze whether the differences within each fare type – minority vs. non-minority and low-income vs. non-low-income – exceed 10 percent threshold

<table>
<thead>
<tr>
<th>Fare Type</th>
<th>Minority Riders</th>
<th>Non Minority Riders</th>
<th>Difference Minority</th>
<th>Low-Income Riders</th>
<th>Non Low-Income Riders</th>
<th>Difference Low-Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monthly pass</td>
<td>33.0% 68,343</td>
<td>31.7% 37,860</td>
<td>1.2%</td>
<td>31.0% 48,452</td>
<td>33.8% 57,658</td>
<td>-2.8%</td>
</tr>
<tr>
<td>Youth monthly pass</td>
<td>8.9% 18,546</td>
<td>4.6% 5,456</td>
<td>4.4%</td>
<td>6.9% 10,764</td>
<td>5.5% 9,324</td>
<td>1.4%</td>
</tr>
<tr>
<td>SDM monthly pass</td>
<td>15.3% 31,807</td>
<td>24.3% 28,998</td>
<td>-9.0%</td>
<td>19.9% 31,070</td>
<td>18.8% 32,065</td>
<td>-1.1%</td>
</tr>
<tr>
<td>Day pass</td>
<td>25.3% 52,347</td>
<td>18.5% 22,083</td>
<td>6.7%</td>
<td>24.9% 38,828</td>
<td>20.9% 35,606</td>
<td>4.0%</td>
</tr>
<tr>
<td>Total Riders</td>
<td>171,043</td>
<td>94,397</td>
<td></td>
<td>129,114</td>
<td>134,653</td>
<td></td>
</tr>
</tbody>
</table>

**Conclusions**
- No differences are greater than proposed 10 percent threshold
- Hypothetical fare increase would not create a disparate impact on minority riders or have a disproportionate effect on low-income riders
### Hypothetical Fare Increase Example #2:
Increase MTS Premium Bus Fares to Counter Service Cost Increases

#### Cost Change Table

<table>
<thead>
<tr>
<th>Fare Type</th>
<th>Cost</th>
<th>Change</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Existing</td>
<td>Proposed</td>
<td>Absolute</td>
</tr>
<tr>
<td>SDM Monthly pass</td>
<td>$25.00</td>
<td>$26.00</td>
<td>$1.00</td>
</tr>
<tr>
<td>Monthly pass</td>
<td>$100.00</td>
<td>$104.00</td>
<td>$4.00</td>
</tr>
<tr>
<td>Half month/14 day pass</td>
<td>$60.00</td>
<td>$64.00</td>
<td>$4.00</td>
</tr>
<tr>
<td>Day pass</td>
<td>$12.00</td>
<td>$13.00</td>
<td>$1.00</td>
</tr>
<tr>
<td>Single ride</td>
<td>$5.00</td>
<td>$5.50</td>
<td>$0.50</td>
</tr>
<tr>
<td>Youth monthly pass</td>
<td>$50.00</td>
<td>$52.00</td>
<td>$2.00</td>
</tr>
<tr>
<td>Other (free, children, etc)</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

#### Title VI Requirements
- Use on-board survey data to examine percent of riders within each fare type proposed for the fare increase.
Hypothetical Fare Increase Example #2:

Title VI Requirements

- Use on-board survey data to examine percent of riders within each fare type proposed for the fare increase
- Analyze whether the differences within each fare type — minority vs. non-minority and low-income vs. non low-income — exceed 10 percent threshold

<table>
<thead>
<tr>
<th>Fare Type</th>
<th>Minority Riders</th>
<th>Non Minority Riders</th>
<th>Difference Minority</th>
<th>Low-Income Riders</th>
<th>Non Low-Income Riders</th>
<th>Difference Low-Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>SDM monthly pass</td>
<td>26.9% 21.2%</td>
<td>5.7%</td>
<td>0.0% 24.9%</td>
<td>--</td>
<td>344</td>
<td>-24.9%</td>
</tr>
<tr>
<td>Monthly pass</td>
<td>64.8% 64.9%</td>
<td>-0.1%</td>
<td>75.9% 62.9%</td>
<td>37 868</td>
<td></td>
<td>13.0%</td>
</tr>
<tr>
<td>Half month/14 day pass</td>
<td>0.0% 0.0%</td>
<td>0.0%</td>
<td>0.0% 0.0%</td>
<td>--</td>
<td>--</td>
<td>0.0%</td>
</tr>
<tr>
<td>Day pass</td>
<td>0.2% 0.5%</td>
<td>-0.3%</td>
<td>0.0% 0.6%</td>
<td>--</td>
<td>8</td>
<td>-0.6%</td>
</tr>
<tr>
<td>Single ride</td>
<td>2.9% 3.8%</td>
<td>-0.8%</td>
<td>13.8% 3.4%</td>
<td>7 47</td>
<td></td>
<td>10.4%</td>
</tr>
<tr>
<td>Youth monthly pass</td>
<td>0.0% 1.0%</td>
<td>-1.0%</td>
<td>0.0% 0.5%</td>
<td>--</td>
<td>7</td>
<td>-0.5%</td>
</tr>
<tr>
<td>Other</td>
<td>5.1% 8.6%</td>
<td>-3.4%</td>
<td>10.3% 7.7%</td>
<td>5 107</td>
<td></td>
<td>2.6%</td>
</tr>
<tr>
<td>Total Riders:</td>
<td>588 842</td>
<td>49</td>
<td>1,381</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Hypothetical Fare Increase Example #2:

Conclusion

The hypothetical fare increases would not create a disparate impact on minority riders, but the increases to the monthly pass and single-ride fare would create a disproportionate effect on low-income riders.