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MEETING NOTICE AND AGENDA

CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE (CTAC)

The CTAC may take action on any item appearing on this agenda.

Thursday, March 6, 2014

9:30 to 11 a.m.

SANDAG, 7th Floor Conference Room
 401 B Street, Suite 800
 San Diego, CA 92101-4231

Chair: Mario Sanchez, City of El Cajon
 Vice Chair: Frank Rivera, City of Chula Vista

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MEMBER AGENCIES

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AGENDA HIGHLIGHTS

- **UPDATE OF SMART GROWTH CONCEPT MAP AND BOARD POLICY NO. 033 DATA**
- **TransNet LOCAL STREET AND ROAD PROGRAM, TransNet ORDINANCE AND EXPENDITURE PLAN IMPLEMENTATION GUIDELINES UPDATE**

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CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE

Thursday, March 6, 2014

ITEM #		RECOMMENDATION
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1.	WELCOME AND INTRODUCTIONS	
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2.	PUBLIC COMMENTS	
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Members of the public shall have the opportunity to address the Cities/County Transportation Advisory Committee (CTAC) on any issue within the jurisdiction of SANDAG that is not on this agenda. Anyone desiring to speak shall reserve time by completing a "Request to Speak" form and giving it to the meeting coordinator prior to speaking. Public speakers should notify the meeting coordinator if they have a handout for distribution to working group members. Public speakers are limited to three minutes or less per person. CTAC members also may provide information and announcements under this agenda item.

+3.	FEBRUARY 6, 2014, MEETING MINUTES	
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APPROVE

Item 3 includes the February 6, 2014, CTAC meeting minutes for review and approval.

CONSENT

+4.	<i>TransNet</i> REGIONAL TRANSPORTATION CONGESTION IMPROVEMENT PROGRAM FEE ADJUSTMENT AND ANNUAL SUBMITTAL OF FUNDING PROGRAMS BY LOCAL JURISDICTIONS (Marney Cox and Ariana zur Nieden)	
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INFORMATION

In accordance with the *TransNet* Extension Ordinance, each local agency must submit its Regional Transportation Congestion Improvement Program (RTCIP) funding program to the Independent Taxpayer Oversight Committee by April 1 of each year in order to remain eligible for *TransNet* local street and roads funding. In addition, the *TransNet* Ordinance requires SANDAG to adjust the RTCIP fee amount on July 1 of each year based upon the construction cost index. At the February 28, 2014, meeting, the Board of Directors approved a two percent RTCIP fee adjustment beginning July 1, 2014.

REPORTS (5 through 7)

5.	UPDATE OF SMART GROWTH CONCEPT MAP AND BOARD POLICY NO. 033 DATA (Carolina Gregor and Susan Baldwin)	
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INFORMATION

In anticipation of upcoming calls for projects for the Smart Growth Incentive Program and Active Transportation Grant Program, it will be necessary to prepare a Smart Growth Concept Map Technical Update and a Board Policy No. 033 Data Update to reflect the land use inputs in the Series 13 Regional Growth Forecast and Housing Element Annual Progress Reports. Work on these two items is anticipated to begin this spring and be completed during the summer.

6. **TransNet LOCAL STREET AND ROAD PROGRAM, TransNet ORDINANCE AND EXPENDITURE PLAN IMPLEMENTATION GUIDELINES UPDATE (SANDAG Staff)** INFORMATION

Under the *TransNet* Ordinance and Expenditure Plan Rules (SANDAG Board Policy No. 031), Rule No. 18 establishes the implementation provisions for the *TransNet* Local Street and Road Program. This item is being presented as an update to the discussion held during the December 2013, CTAC meeting which focused on compliance review of associated Smart Growth-related projects under the Expenditure Plan Implementation Guidelines. The development of the *TransNet* Local Street and Road Program, *TransNet* Ordinance and Expenditure Plan Implementation Guidelines were developed in 2006 and were subsequently adopted by the SANDAG Board on the same year. For reference, Board Policy No. 031 can be accessed via the following link:

http://www.sandag.org/organization/about/pubs/policy_031.pdf

7. **CALTRANS UPDATES** INFORMATION

Caltrans will provide an update on various local programs, funding program deadlines, and announcements regarding upcoming conferences.

8. **ADJOURNMENT AND NEXT MEETING** INFORMATION

The next CTAC meeting is scheduled for Thursday, April 3, 2014.

+ next to an agenda item indicates an attachment

San Diego Association of Governments
CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE

March 6, 2014

AGENDA ITEM NO.: **3**

Action Requested: **APPROVE**

FEBRUARY 6, 2014, MEETING MINUTES

Agenda Item 1: Welcome and Introductions

Cities/County Transportation Advisory Committee (CTAC) Chair, Mario Sanchez (City of El Cajon) called the meeting to order at 9:30 a.m. Self-introductions were conducted.

Agenda Item 2: Public Comments

Members of the public had the opportunity to address the CTAC on any issue. There were no public comments.

Jonard Talamayan (SANDAG) reminded CTAC members to submit the *TransNet* Local Street and Road Program data templates by Friday, February 14. The collected forms will serve as the basis for development of an annual *TransNet* Local Street and Road Program progress report to Independent Tax Payers Oversight Committee (ITOC).

Philip Trom (SANDAG) reminded CTAC members to please complete and submit local street and road project cost and phasing information originally request during the November 7, 2013, CTAC meeting. Members were reminded that the information will serve as input to the development of the San Diego Forward: The Regional Plan. The deadline to submit the aforementioned information was February 1, 2014. However, SANDAG still requests that local jurisdictions who have not submitted this information do so as soon as possible. For additional information, questions, or information on outstanding agencies that have not yet submitted the requested information, CTAC members were encouraged to contact to Philip Trom at phil.trom@sandag.org.

Agenda Item 3: Approve Meeting Summary

Review and approval of December 5, 2013, and January 9, 2014, meeting minutes.

Action: Upon a motion by Maryam Babaki (City of San Marcos), and a second by Mohammad Sammak (City of Solana Beach), the meeting summary notes of the December 5, 2013, and January 9, 2014, CTAC meeting were approved.

Yes – Frank Rivera (City of Chula Vista), Tim Thiele (City of Del Mar), Mr. Sanchez, Julie Procopio (City of Escondido), Hank Levien (City of Imperial Beach), Dan Marquardt (City of La Mesa), David DiPierro (City of Oceanside), Gary Chui (City of San Diego), Minjie Mei (City of Santee).

No – None.

Abstain – Ed Walton (City of Coronado), Ed Deane (City of Encinitas), and Marshall Plantz (City of Carlsbad).

Agenda Item 4: 2014 Regional Transportation Improvement Program Update

Michelle Merino (SANDAG) provided CTAC with an overview of the proposed schedule for the 2014 Regional Transportation Improvement Program (2014 RTIP) update. The 2014 RTIP is a multi-year program of proposed major transportation projects, and will cover the five-year period from FY 2014/2015 through FY 2018/2019. Local jurisdictions must submit proposed projects in ProjectTrak by March 14, 2014, in order to be listed in the 2014 RTIP. SANDAG staff noted that as part of the submittal process in ProjectTrak, local jurisdictions must demonstrate that projects are in compliance with the congestion management process regulation and referenced CTAC members to Attachment D of the agenda packet (RTP TA 20, SANDAG Federal Congestion Management Process).

CTAC members were also informed that local jurisdictions are required to hold a public hearing prior to the adoption of the 2014 RTIP for *TransNet* funded projects. Members were also informed that until the 2014 RTIP is adopted by the SANDAG Board of Directors, the 2012 RTIP will remain in effect for *TransNet* projects. For federal and state funded projects, the 2012 RTIP will be in effect until the federal adoption of the 2014 RTIP. The anticipated SANDAG Board of Directors adoption is scheduled for September 2014 and will be followed by federal adoption, anticipated to be in mid-December.

Staff also provided the CTAC with the Quarterly *TransNet* Local Agency Street and Road Program Balances. Staff reminded CTAC members that the quarterly balances updates and corresponding sheet was developed in coordination with CTAC as part of the FY 2012 *TransNet* Triennial Performance Audit Report Recommendations. Specifically, Recommendations Nos. 3 to 6 focused on working with CTAC member agencies for better monitoring and reporting of the *TransNet* Local Street and Road Program. Staff highlighted the quarterly balances that fell below the 75 percent threshold and requested that the corresponding agencies plan on attending to provide a verbal clarification on the listed balances to ITOC on February 12, 2014. Staff indicated that if a representative from each local jurisdiction cannot attend the next ITOC meeting, a written statement can be sent instead to Lisa Kondrat-Dauphin at lisa.kondrat-dauphin@sandag.org. However, CTAC members were encouraged that a verbal clarification be provided and to have a representative from each selected local jurisdiction attends the next ITOC meeting.

Action: This item was presented for information.

Agenda Item 5: Regional Transportation Congestion Improvement Program: Proposed Fee Adjustment

Ariana zur Nieden (SANDAG) discussed the proposed fee adjustment for the Regional Transportation Congestion Improvement Program (RTCIP). The RTCIP, an element of the *TransNet* Extension Ordinance which allows local agencies in the County of San Diego to collect an exaction from the private sector for each new housing unit constructed in their jurisdiction. The *TransNet* Extension Ordinance further requires SANDAG to adjust the RTCIP fee amount each year and requires the submittal of the RTCIP funding programs to the ITOC by April 1st.

Staff evaluated construction cost trends and relevant indices, and based on this analysis, a two percent fee adjustment would be recommend to the Board of Directors for approval at its February 28, 2014, meeting. This would raise the minimum RTCIP exaction from \$2,209 to \$2,254 beginning in FY 2015 (July 1, 2014). The annual RTCIP fee adjustment report is scheduled for

presentation to the SANDAG Board of Directors on February 28, 2014. Staff will provide an update on the Board of Directors final action at the March 6, 2014, CTAC meeting.

The purpose of the RTCIP is to help ensure future development contributes its proportional share of the funding needed to pay for the Regional Arterial System (RAS) and related regional transportation facility improvements, as defined in the most recent RTP adopted by SANDAG. CTAC members were advised that until a regional arterial has been formally added to the RAS by SANDAG staff, set arterial will not be eligible for the RTCIP. CTAC members were advised to contact Phil Trom, phil.trom@sandag.org, and Rachel Kennedy, rachel.kennedy@sandag.org, for any RAS updates.

Action: This item was presented for information.

Agenda Item 6: San Diego Forward: The Regional Plan: Emerging Technologies White Paper

James Dreisbach-Towle (SANDAG) presented CTAC members with an overview and outline of the proposed Emerging Technologies White Paper. The white paper is being developed for inclusion and development of the San Diego Forward: The Regional Plan. Staff indicated that the white paper will discuss emerging technologies that the region has influence over, including roadway, transit, payment systems, and traveler information and is also intended to address subject areas that may have an ancillary or direct influence on the long term planning and implementation of technological applications such as policy and mobility trends.

Staff provided an overview of likely technologies to be considered over the period of the San Diego Forward: The Regional Plan, including the recent announcement by the United States Department of Transportation (U.S. DOT) via the National Highway Traffic Safety Administration to take steps to support and enable vehicle to vehicle communications technology for light duty vehicles. SANDAG staff indicated that such announcement illustrated the U.S. DOTs committing to continue in a forward path for technological vehicle applications with the private vehicle manufactures all in an effort to for improving auto safety. CTAC discussion included planning for both foreseeable and unforeseeable future technologies, and the need to update local and regional policies to implement emerging technology in local plans.

Action: This item was presented for discussion.

Agenda Item 7: Annual Submittals – Form 700 Statement of Economic Interest (SANDAG)

Alex Estrella (SANDAG) requested that CTAC members complete and submit an original signed copy of Form 700 – Statement of Economic Interests by March 15, 2014. CTAC members expressed confusion as to which agency the form should be submitted to. Staff will confirm whether the main recipient of the form is SANDAG or the County of San Diego. Post note: It has been clarified that for this reporting year, SANDAG will continue to remain as the recipient of the form.

Action: This item was presented for information.

Agenda Item 8: Caltrans Updates

Caltrans provided the following updates on various local programs and announcements regarding upcoming meetings:

- The draft Active Transportation Program (ATP) Guidelines can be viewed at <http://www.catc.ca.gov/programs/ATP.htm>. There will be two ATP training sessions on April 14th and April 15th.
- National Highway System (NHS): Agencies needing support for removing a principal arterial from being upgraded to NHS standards can get guidance on how to change the functional classification of a principal arterial by contacting Navneet Singh, Branch Chief, at (916) 654-6585 or navneet.singh@dot.ca.gov.
- The Southern California Local Assistance Meeting will be held in the District 7 District Offices, located in Los Angeles, on Thursday, April 3, 2014, from 9 a.m. to 3 p.m.

Action: This item was presented for information.

Agenda Item 9: Adjournment and Next Meeting

The next CTAC meeting is scheduled for Thursday, March 6, 2014.

Action: This item was presented for information.

San Diego Association of Governments
CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE

March 6, 2014

AGENDA ITEM NO.: **4**

Action Requested: INFORMATION

TransNet REGIONAL TRANSPORTATION CONGESTION IMPROVEMENT PROGRAM FEE ADJUSTMENT AND ANNUAL SUBMITTAL OF FUNDING PROGRAMS BY LOCAL JURISDICTIONS

File Number 1500100

Introduction

The Regional Transportation Congestion Improvement Program (RTCIP), an element of the *TransNet* Extension Ordinance, requires the 18 cities and the County of San Diego to collect an exaction from the private sector for each new housing unit constructed in their jurisdiction. The *TransNet* Extension Ordinance further requires the submittal of the RTCIP funding programs to the Independent Taxpayer Oversight Committee on an annual basis by April 1.

Discussion

The *TransNet* Extension Ordinance requires SANDAG to annually adjust the minimum RTCIP fee amount on July 1 of each year, based on an analysis of construction cost indices, but never less than two percent. The purpose of this annual adjustment is to ensure the RTCIP retains its purchasing power to improve the regional arterial system. Staff has evaluated construction cost trends and relevant indices, and based on this analysis; a two percent fee adjustment was approved by the SANDAG Board of Directors at its February 28, 2014, meeting, raising the minimum RTCIP exaction from \$2,209 to \$2,254 beginning July 1, 2014 (Attachment 1).

In accordance with RTCIP provisions, local jurisdictions within the San Diego region are required to submit their RTCIP funding programs by April 1 each year. The purpose of each jurisdiction's funding program is to provide additional revenue to fund improvements to the regional arterial system necessitated by development of newly constructed residences. Failure by a local jurisdiction to submit its funding program results in a loss of eligibility to receive its *TransNet* local streets and roads funding for the upcoming fiscal year. All 18 cities and the County of San Diego are required to submit certification that their RTCIP funding programs are still in place and include the necessary components to fulfill the *TransNet* Extension Ordinance requirements. Certification must be received by April 1, 2014. This will be verified as part of the annual fiscal and compliance audit process for FY 2014.

Attachment: 1. February 28, 2014, Board of Directors Report – Regional Transportation Congestion Improvement Program: Proposed Fee Adjustment

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**BOARD OF DIRECTORS
FEBRUARY 28, 2014**

AGENDA ITEM NO. 14-02-6

ACTION REQUESTED – APPROVE

**REGIONAL TRANSPORTATION CONGESTION
IMPROVEMENT PROGRAM: PROPOSED FEE
ADJUSTMENT**

File Number 1500100

Introduction

The Regional Transportation Congestion Improvement Program (RTCIP), an element of the *TransNet* Extension Ordinance, requires the 18 cities and the County of San Diego to collect an exaction from the private sector for each new housing unit constructed in their jurisdiction. The RTCIP has been implemented in the San Diego region since July 1, 2008. The *TransNet* Extension Ordinance requires SANDAG to adjust the RTCIP fee amount on July 1 of each year. The purpose of this annual adjustment is to ensure the RTCIP retains its purchasing power to improve the regional arterial system.

Recommendation

The Board of Directors is asked to approve a 2 percent adjustment to the Regional Transportation Congestion Improvement Program, raising the minimum fee from \$2,209 to \$2,254, beginning July 1, 2014. This is the minimum adjustment required by the *TransNet* Extension Ordinance.

The most recent annual adjustment to the RTCIP was approved by the Board of Directors on February 22, 2013, raising the exaction by 2 percent, from \$2,165 to \$2,209 beginning July 1, 2013. Staff has evaluated construction cost trends and relevant indices, and based on this analysis, a 2 percent fee adjustment is recommended. This would raise the minimum RTCIP exaction from \$2,209 to \$2,254 beginning July 1, 2014.

Discussion

Background

The purpose of the RTCIP is to help ensure future development contributes its proportional share of the funding needed to pay for the regional arterial system and related regional transportation facility improvements, as defined in the most recent Regional Transportation Plan adopted by SANDAG. The RTCIP funding programs fall under the responsibility of the 19 local jurisdictions, which have established these programs under the state's Mitigation Fee Act. The jurisdictions must maintain their RTCIP funding programs and comply with specific administrative requirements in order to remain eligible for their *TransNet* local streets and road funding.

Section 9 of the *TransNet* Extension Ordinance requires the RTCIP exaction to be adjusted annually in an amount not to exceed the percentage increase set forth in the Engineering Construction Cost Index (CCI) published by the Engineering News Record (ENR), or a similar CCI. However, the ordinance also states that in no event shall the adjustment be less than 2 percent per year.

Analysis of Construction Cost Indices

The *TransNet* Extension Ordinance allows for flexibility in choosing an appropriate index; one that most closely reflects price trends experienced by the *TransNet* construction program over the past year. SANDAG staff evaluated changes recorded in the ENR CCI and the Caltrans statewide CCI. Each index collects a different set of cost factors to determine construction cost trends. The ENR CCI represents an average from 20 cities across the nation and is based on monthly price changes in four areas: lumber, cement, structural steel, and labor. During 2013, the national ENR CCI rose 2.6 percent. One of the 20 cities tracked in the national index is Los Angeles. Los Angeles may reflect construction cost trends more similar to those in San Diego, which increased by 4.6 percent through December 2013 over the previous year. However, for Los Angeles most all of this change occurred during the last quarter of calendar year 2013 due to a 9.8 percent spike in construction cost trends recorded between September and October 2013. In other words, through the first three quarters of 2013, the ENR index for Los Angeles increased only 0.2 percent. In addition, since spiking in October 2013, the index has since declined by more than 5.1 percent.

The Caltrans CCI is based on quarterly price changes gathered from transportation project bids from throughout the state for earthwork, aggregate, concrete, asphalt, and steel. The Caltrans CCI rose 13.3 percent over the past year. The Caltrans CCI exhibited a similar, although more volatile, trend than the ENR CCI for Los Angeles. Through the third quarter of 2013, the Caltrans CCI had increased 6.6 percent, and then spiked 30 percent in the last quarter of 2013. Therefore, both the ENR and Caltrans CCI indicate increasing construction cost volatility beginning to occur in the state and nation.

Based on staff's evaluation, the Caltrans CCI has experienced significant fluctuations based on large swings in the price bids for excavation, aggregate, and cement. The ENR CCI for Los Angeles is being driven up somewhat by a 4 percent increase in lumber costs, while the costs of other materials (steel, cement) have risen about 1 percent in the last year, and labor costs have been rising about 2 percent on a year-over-year basis. According to the ENR analysis of these construction cost trends, there may be some price rise spillover occurring from the rebounding housing market for materials and labor that are relied on by various areas of construction. These overlapping trends could be what caused the Los Angeles CCI to spike during October 2013. The general consensus is that the accelerating construction cost trends picked up in both the Los Angeles and Caltrans CCI will not continue, but instead moderate during the coming year (2014).

In light of this evaluation of construction cost trends during 2013, staff's recommendation reflects using the ENR CCI for Los Angeles through the third quarter of 2013 to adjust the RTCIP fee, as required by the *TransNet* Extension Ordinance. During the first three quarters of 2013, the ENR CCI for Los Angeles increased 0.2 percent; however, the Ordinance requires a minimum annual fee adjustment of 2 percent.

GARY L. GALLEGOS
Executive Director

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