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# MEETING NOTICE AND AGENDA

## CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE

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

Thursday, June 5, 2014

9:30 to 11:00 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

Staff Contact: Alex Estrella  
 (619) 699-1928  
 alex.estrella@sandag.org

### AGENDA HIGHLIGHTS

- **REGIONAL ARTERIAL MANAGEMENT SYSTEM UPDATE**
- **TransNet SMART GROWTH INCENTIVE PROGRAM AND ACTIVE TRANSPORTATION GRANT PROGRAM: CALL FOR PROJECTS FOR THIRD CYCLE OF GRANT FUNDING**

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#### MEMBER AGENCIES

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 Carlsbad  
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 Escondido  
 Imperial Beach  
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 Lemon Grove  
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 San Marcos  
 Santee  
 Solana Beach  
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 and  
 County of San Diego

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 Tribal Chairmen's Association  
 Mexico

# CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE

Thursday, June 5, 2014

<b>ITEM NO.</b>	<b>RECOMMENDATION</b>
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1. WELCOME AND INTRODUCTIONS

2. PUBLIC COMMENTS

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 committee 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. APPROVAL OF MEETING MINUTES

APPROVE

+3A. April 3, 2014, Meeting Minutes

+3B. May 1, 2014, Meeting Minutes

## REPORTS

+4. REGIONAL ARTERIAL MANAGEMENT SYSTEM UPDATE  
(Stan Glowacki and James Dreisbach-Towle)

RECOMMEND

SANDAG staff will provide an update on the Regional Arterial Management System (RAMS) Regional Maintenance and Support on-going efforts and User Group activities. Specifically, Staff will provide a review of key quantitative and qualitative measures documenting the performance of the RAMS system operations in an effort to demonstrate level of effort and responsiveness for on-going maintenance and support activities carried out under the regional agreement. Staff will be requesting that CTAC recommend continuation of the regional fund pool to continue hardware and software maintenance of the RAMS system for FY 2015.

5. *TransNet* SMART GROWTH INCENTIVE PROGRAM AND ACTIVE  
TRANSPORTATION GRANT PROGRAM: CALL FOR PROJECTS FOR THIRD  
CYCLE OF GRANT FUNDING (Carolina Gregor)

DISCUSSION

The call-for-projects for the third cycles of the *TransNet* Smart Growth Incentive Program (SGIP) and Active Transportation Grant Program (ATGP) are anticipated for release this fall. Due to the similar timeframes and program elements and due to a smaller volume of grant applications expected for the ATGP resulting from a redirection of funds toward the Bike Early Action Program approved last year, staff is conducting the call-for-projects for these two grant programs simultaneously. As part of this cycle, staff is proposing a streamlined set of categories for the ATGP, and only minor changes to the program guidelines and criteria for both programs. The CTAC is asked to review and discuss the proposed criteria, which will be distributed at the meeting, in anticipation of the call-for-projects.

**6. TransNet LOCAL STREET AND ROAD PROGRAM QUARTERLY REPORT INFORMATION  
(Lisa Kondrat-Dauphin)**

Chapter 3 of the FY 2012 *TransNet* Triennial Performance Audit report included Recommendation No. 7, which proposes that SANDAG replace the 30 percent fund balance limitation rule with a more effective measure to monitor performance of the Local Street and Road Program. To address this performance audit recommendation, a Local Street and Road report containing data on the balances and planned data/information is reported to the Independent Taxpayer Oversight Committee (ITOC) on a quarterly basis. The report for the quarter ending March 31, 2014, will be presented at the June 5, 2014, CTAC meeting.

**+7. REGIONAL TRANSPORTATION CONGESTION IMPROVEMENT PROGRAM: INFORMATION  
DISPOSITION OF FUNDING PROGRAM REVENUES (Ariana zur Nieden)**

Staff will provide an update on the requirement to expend Regional Transportation Congestion Improvement Program (RTCIP) Funding Program revenues on Regional Arterial System projects within a seven-year term per Section G(4) of the RTCIP Attachment to the *TransNet* Extension Ordinance.

**8. INTERSTATE 15 INTEGRATED CORRIDOR MANAGEMENT PROJECT UPDATE INFORMATION  
(Alex Estrella)**

SANDAG staff will provide an overview of the Interstate 15 (I-15) Integrated Corridor Management (ICM) Project. The I-15 ICM Project includes the implementation of multi-agency response plans for addressing congestion. The I-15 ICM Project leverages the regions existing transportation management systems including the Regional Arterial Management System.

**9. CALIFORNIA DEPARTMENT OF TRANSPORTATION UPDATES INFORMATION**

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

**10. ADJOURNMENT AND NEXT MEETING INFORMATION**

Due to the 4th of July holiday, the next CTAC meeting is tentatively scheduled for Thursday, August 7, 2014.

+ next to an agenda item indicates an attachment

**San Diego Association of Governments**  
**CITIES/COUNTY TRANSPORTATION ADVISORY**  
**COMMITTEE**

June 5, 2014

AGENDA ITEM NO.: **3A**

**Action Requested: APPROVE**

APPROVAL OF APRIL 3, 2014, MEETING MINUTES

Cities/County Transportation Advisory Committee (CTAC) Chair, Mario Sanchez (City of El Cajon) called the meeting to order at 9:40 a.m. All members in attendance were captured under Item No. 3 (Approval of Meeting Minutes).

**Agenda Item 1: Welcome and Introductions**

**Agenda Item 2: Public Comments**

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

**Agenda Item 3: Approve Meeting Summary**

Review and approval of March 6, 2014, meeting summary notes.

Action: Upon a motion by Paul Vo (City of San Marcos), and a second by Minjie Mei (City of Santee), the minutes of the March 6, 2014, CTAC meeting were approved.

Yes: Marshall Plantz (City of Carlsbad), Frank Rivera (City of Chula Vista), Tim Thiele (City of Del Mar), Mario Sanchez (City of El Cajon), Julie Procopio (City of Escondido), Hank Levien (City of Imperial Beach), David DiPierro (City of Oceanside), Melody Rocco (City of Poway), Mohammad Sammak (City of Solana Beach); No: None; Abstain: None

**Agenda Item 4: San Diego Forward: The Regional Plan: Draft White Papers**

SANDAG staff announced that the Economic Prosperity, Climate Change Mitigation and Adaptation, and Emerging Technologies Draft White Papers will be available at [www.sdforward.com](http://www.sdforward.com) for a 45-day public review period. Members were informed that the review period is from April 4 to May 19, 2014. Members were encouraged to provide comments to the white papers via the noted link. White papers will support and provide background information to the development of San Diego Forward: The Regional Plan. Following the public review period, the white papers will be updated to the noted link.

**Agenda Item 5: Complete Streets Discussion Paper**

Stephan Vance (SANDAG staff) presented a discussion paper on Complete Streets to CTAC members. The discussion paper calls for the development of a comprehensive regional Complete Streets policy which was a commitment set forth in the 2050 Regional Transportation Plan and its Sustainable Communities

Strategy. The purpose of the discussion paper is also to serve as the platform for identifying guiding principles that would support the implementation of the Complete Streets Act of 2008 and help meet greenhouse gas reduction goals established by Senate Bill 375 (Steinberg, 2008). The discussion paper provides an overview of Complete Streets principles and practices and will inform the process of developing a Regional Complete Streets Policy for SANDAG.

SANDAG staff provided a brief overview of the discussion paper, which contains four main sections: (1) Defining Complete Streets: describes Complete Streets as a planning process and details the elements of a comprehensive Complete Streets policy; (2) Context and Need: describes existing and emerging Complete Streets policies and practices by local jurisdictions within the San Diego region and the legal requirements for Complete Streets planning; (3) Best Practices: details Complete Streets efforts by regional planning agencies around the country; and (4) Implementation: identifies a range of regional implementation options that can be used to support and influence local Complete Streets practices and inform the project development process at SANDAG. CTAC discussion focused on best practices, such as establishing multimodal performance metrics as well as the implementation process, in regards to California Environmental Quality Act/National Environmental Policy Act guidelines and funding sources.

CTAC members were requested to review the discussion paper and provide any comments to Stephan Vance at [stephan.vance@sandag.org](mailto:stephan.vance@sandag.org). Based on input received from working groups including CTAC, policy committees, and Board of Directors, SANDAG staff will prepare a draft recommendation for how SANDAG should address Complete Streets in policy and practice. The draft recommendation will be brought back to the working groups and policy committees for a recommendation to the Board of Directors in the summer.

#### **Agenda Item 6: Discussion on Timing for Upcoming *TransNet* Grant Programs**

Coleen Clementson (SANDAG staff) requested input on the proposed approach for coordinating the anticipated call for projects for the *TransNet* Smart Growth Incentive Program and Active Transportation Grant Programs. Staff requested input on the timing, coordination, and likely administrative grant application process all in an effort to minimize grant submittal redundancies and improve overall grant submittal processes. Staff indicated that in the past, the call for projects under each program were generally conducted six months apart. Releasing both calls for projects in the same time period would allow local agencies to efficiently work on reports that potentially qualify for both programs. In addition, the proposed timing would be coordinated with the statewide Active Transportation Program (ATP).

Input received by CTAC and other working groups is intended to help determine the feasibility and process for combining the call for projects, including for example, assuring that local agencies will have the opportunity to consult with SANDAG staff through the project submittal and project submittal grant qualification process. For any additional input or recommendations, CTAC members were encouraged to contact Carolina Gregor at [carolina.gregor@sandag.org](mailto:carolina.gregor@sandag.org) or Coleen Clementson at [coleen.clementson@sandag.org](mailto:coleen.clementson@sandag.org). SANDAG staff will continue to gather input and look into both grant applications to explore the idea of combining both grant application procedures. Staff indicated that funding for both programs will remain separate.

### **Agenda Item 7: Emerging Technology White Paper Review**

Alex Estrella (SANDAG staff) introduced the draft Emerging Technology White Paper to CTAC members and provided a brief overview of the white paper's three key areas: (1) emerging vehicle technologies, such as connected and autonomous vehicles; (2) emerging transportation infrastructure technologies, such as electric corridor charging and mobility hubs; and (3) other emerging technologies that are typically outside of the transportation field yet have influence on travel demand, such as teleworking and traveler information systems. CTAC member discussion focused on the technology implementation process, including the possibility of pilot projects and establishing performance measure metrics to quantify the benefit of implemented technologies.

SANDAG staff is requesting input from the CTAC and other working groups, advisory committees, and the public. The comment period ends on May 19, 2014. To submit a comment, please email James Dreisbach-Towle at [james.towle@sandag.org](mailto:james.towle@sandag.org) or visit: <http://www.sdforward.com/draft-white-papers-open-public-comment>.

### **Agenda Item 8: Caltrans Updates**

SANDAG staff provided the following Caltrans updates:

- ATP guidelines were adopted on March 20th. Caltrans is accepting applications for the ATP from March 21 to May 21, 2014.
- ATP district training will occur on April 15th at Caltrans District 11 offices.

### **Agenda Item 9: Adjournment and Next Meeting**

The next CTAC meeting is scheduled for Thursday, May 1, 2014.

**San Diego Association of Governments**  
**CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE**

June 5, 2014

AGENDA ITEM NO.: **3B**

Action Requested: **APPROVE**

APPROVAL OF MAY 1, 2014, MEETING MINUTES

**Agenda Item 1: Welcome and Introductions**

Cities/County Transportation Advisory Council (CTAC) Chair, Mario Sanchez (City of El Cajon) called the meeting to order at 9:40 a.m. The attendance sheet for this meeting is attached.

**Agenda Item 2: Public Comments**

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

**Agenda Item 3: Approve Meeting Summary**

Review and approval of the April 3, 2014, meeting summary notes were postponed due to not having a quorum.

Action: No actions were taken for this item.

**Agenda Item 4: Complete Streets Workshop on May 9, 2014, Featuring Chris Zimmerman of Smart Growth America**

Stephan Vance (SANDAG staff) announced that there will be a Complete Streets Workshop on May 9, 2014, from 1 to 3 p.m. at Caltrans District 11 offices. The workshop will feature Chris Zimmerman, former Arlington County Board Member and current Vice President of Economic Development for Smart Growth America. It also will be an opportunity to provide input on how SANDAG can support complete streets development throughout the region. Participation from local agency staff, elected officials, transportation and planning professionals, and interested members of the public is encouraged.

During the April 3, 2014, CTAC meeting, SANDAG staff presented the Complete Streets discussion paper to CTAC members, which provides an overview of Complete Streets principles and practices and will inform the process of developing a Regional Complete Streets Policy for SANDAG.

Action: This item was presented for information.

## **Agenda Item 5: Regional Arterial Management System Update**

James Dreisbach-Towle (SANDAG staff) provided an update on current regional maintenance and support efforts for the Regional Arterial Management System (RAMS). At the April 2013, meeting, CTAC members approved a second year of RAMS operations based on the regional model recommended by SANDAG staff and the San Diego Regional Traffic Engineers Council. SANDAG staff is seeking that CTAC recommend continuation of the regional fund pool to continue hardware and software maintenance of the RAMS system for FY 2015.

Operational costs of supporting and maintaining RAMS cover: (1) QuicNet4+ software support by McCain, Inc.; (2) Warranties on the server and network hardware; and (3) Telecommunications support. The annual cost for regional RAMS operations in FY 2014 was \$236,000 for the 16 participating agencies and will remain the same for FY 2015. Staff has determined that FY 2015 maintenance agreement provisions will not see a cost increase in the software support agreement, network communications, or hardware warranty support. In FY 2015, server hardware will be replaced as the warranty for the servers end in June 2015.

This item was presented to CTAC for recommendation for continuation of the regional fund pool to continue hardware and software maintenance of the RAMS system for FY 2015. Due not having a quorum, staff will be requesting the recommendation during the June CTAC meeting.

Action: No actions were taken for this item.

## **Agenda Item 6: California Department of Transportation Updates**

SANDAG staff provided the following Caltrans updates:

- **FMIS Maintenance:** The Fiscal Management Information System (FMIS) database will shut down for two weeks for maintenance beginning April 28 through May 15, 2014. No Federal Authorization and/or Obligation of funds can be approved during this period. The District 11 Local Assistance Office will continue to process Requests for Authorization (RFAs) and will transmit the requests to the Division of Local Assistance Office in Sacramento for review and processing. The RFAs will be transmitted to the Federal Highway Administration (FHWA) once the FMIS is running.
- **Moving Ahead for Progress in the 21st Century Act (MAP-21) Implementation Questions and Answers:** Caltrans provided a question and answer sheet regarding MAP-21 implementation. Further information can be found at the FHWA and Federal Transit Administration (FTA) pages:
  - FHWA: <http://www.fhwa.dot.gov/map21/>
  - FTA: <http://www.fta.dot.gov/map21/>

## **Agenda Item 7: Adjournment and Next Meeting**

The next CTAC meeting is scheduled for Thursday, June 5, 2014.

Cities/County Transportation Advisory Committee (CTAC)  
**CTAC Member Attendance List**

May 1, 2014

<b>Agency</b>	<b>Member</b>	<b>First Alternate</b>	<b>Second Alternate</b>
Carlsbad	TBD	Marshall Plantz	Doug Bilse
Chula Vista	Frank Rivera**	Dave Kaplan	Bill Valle (Attended)/Rick Hopkins
Coronado	Ed Walton	Jim Newton (Attended)	
Del Mar	Tim Thiele	Eric Minicilli	
El Cajon	Mario Sanchez* (Attended)	Majed Al-Ghafry	
Encinitas	Ed Deane (Attended)	Kipp Hefner	
Escondido	Julie Procopio (Attended)	Ed Domingue	
Imperial Beach	Hank Levien (Attended)		
La Mesa	Greg Humora	Kathy Feilen	Dirk Epperson/ Dann Marquardt
Lemon Grove	Leon Firsht		
Metropolitan Transit System	Mark Thomsen		
National City	Stephen Manganiello	Kuna Muthusamy	
North County Transit District	Bridget Hennessey		
Oceanside	Gary Kellison	David DiPierro	
Poway	Steve Crosby	Melody Rocco (Attended)	
San Diego City	Linda Marabian/ Gary Pence	Gary Chui	Abi Palaseyed
San Diego County	Mohamad Fakhrriddine	Terry Rayback	
San Marcos	TBD	Paul Vo (Attended)	
Santee	Minjie Mei	Pedro Orso-Delgado	
Solana Beach	Mohammad Sammak (Attended)	Dan Goldberg	Jim Greenstein
Vista	Greg Mayer	Tim Shell	Husam Hasenin

\* Chair, Term Jan. 2014 – Dec. 2015

\*\* Vice-Chair, Term Jan. 2014 – Dec. 2015

**San Diego Association of Governments**  
**CITIES/COUNTY TRANSPORTATION ADVISORY**  
**COMMITTEE**

June 5, 2014

AGENDA ITEM NO.: **4**

**Action Requested: RECOMMEND**

REGIONAL ARTERIAL MANAGEMENT SYSTEM UPDATE

File Number 3311000

**Introduction**

The following report provides an update on current regional maintenance and support efforts for the Regional Arterial Management System (RAMS). At the December 2011 meeting, San Diego Regional Traffic Engineers Council (SANTEC) members recommended a regional pooled-fund model for ongoing RAMS operations for Cities/Counties Transportation Advisory Committee (CTAC) approval. At the April 2013 meeting, CTAC members approved a second year of RAMS operations based on the regional model recommended by staff and SANTEC members. The annual costs for the second year of RAMS operations were shared among the 14 participating local agencies, Caltrans, and SANDAG based on the number of traffic signals within each jurisdiction. Operational costs of supporting and maintaining RAMS cover: (1) QuicNet4+ software support by McCain, Inc.; (2) Warranties on the server and network hardware; and (3) Telecommunications support.

This staff report will update members on year two of RAMS operations of the current regional model for ongoing RAMS support and maintenance for consideration by the CTAC.

**Discussion**

Staff has worked with CTAC and SANTEC on the development of various components of ongoing RAMS operations, consisting primarily of the monitoring of RAMS performance, the regional pooling of agency funds, and ongoing interagency coordination.

***Regional Fund Pool***

The annual cost for regional RAMS operations in FY 2014 was \$236,000 for the 16 participating agencies. Based on the April 2013 CTAC recommendation, staff worked with local agencies on the transfer of funds into the regional pool established for ongoing SANDAG operations. Staff provided local agencies with two options for transferring local funds to SANDAG:

1. Reprogram Local *TransNet* Funds via Regional Transportation Improvement Plan (RTIP) Amendment – Thirteen agencies opted to reprogram existing transportation funds from other projects to cover the RAMS cost share. These agencies provided updated project information as part of the 2012 RTIP amendment cycle.
2. Direct Payment – Two agencies opted to fund their respective RAMS cost share with other local funds and pay SANDAG directly. Direct payment by local agencies requires entering into an interagency funding agreement with SANDAG.

The agency cost shares and fund transfer options for FY 2014 RAMS operations are shown on Attachment 1. Regional RAMS operations efforts were included in the approved FY 2014 SANDAG Budget and Overall Work Program (OWP) under Information Technology Services Operations (OWP No. 3311000).

### ***RAMS Operations Overview and Update***

As of March 31, 130 hours of non-site related cases have been documented and for the remainder of FY 2014; staff estimates this trend to top out at 175 hours. The on-site quarterly maintenance provisions of the agreement have documented 287 hours of effort between McCain, Inc. project managers and technicians. Documented engineering hours were tracked and have totaled 73 hours through March 31. Engineering hours are defined as bug fixes, center-to-center support, troubleshooting, and diagnostics that technicians were unable to solve. All documented hours are included in the regional maintenance support agreement.

Staff has determined FY 2015 maintenance agreement provisions will not see a cost increase in the software support agreement, network communications, or hardware warranty support. Future operational initiatives include the complete replacement of hardware - server, firewall, and router (end of life for warranty of servers June 2015).

Total hours breakdown, Year-to-Date March 31:

Quarterly Maintenance	145 hours (3 of 4 visits completed)
Non-site related cases	130 hours
QuicNet Engineering	108 hours
Project Manager	142 hours (maximum 180 hours for the year)
Engineering	73 hours
Totals	598 hours (694 hours Projected)

McCain, Inc. Maintenance Agreement Contract, FY 2013: \$100,000.00

Projected hours if purchased individually, excluding enhancements, helpdesk support, logging, training, and project management at \$150.00 per hour equals \$104,100.00.

### ***Next Steps***

That CTAC recommend continuation of the regional fund pool to continue hardware and software maintenance of the RAMS system. Upon CTAC recommendation to continue RAMS operations, staff will reconfirm agency costs and continue the existing regional support agreement with the vendors. Staff will work with participating agencies on developing local resolutions to reprogram local *TransNet* funds (or interagency Memorandum of Understanding to transfer other local funds) to SANDAG for RAMS support.

Attachment: 1. RAMS Operations: Regional Support Model Cost Sharing Breakdown

Key Staff Contact: Stan Glowacki, (619) 699-1913, stan.glowacki@sandag.org  
James Dreisbach-Towle, (619) 699-1914, james.towle@sandag.org

**Regional Arterial Management System (RAMS) Operations  
Regional Support Model Cost Sharing Breakdown**

<b>Agency</b>	<b>Signal Count</b>	<b>Signal %</b>	<b>Total Annual Costs</b>	<b>Cost Share %</b>	<b>FY 2014 Funding Option</b>	<b>FY 2015 Funding Option</b>
City of San Diego	1,520	43%	\$67,600	29%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
Caltrans District 11	470	13%	\$24,400	10%	Funding Agreement	Funding Agreement
City of Chula Vista	253	7%	\$15,500	7%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
County of San Diego	182	5%	\$12,500	5%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
City of Carlsbad	161	5%	\$11,700	5%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
City of Escondido	152	4%	\$11,300	5%	Funding Agreement	Funding Agreement
City of Oceanside	149	4%	\$11,200	5%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
City of San Marcos	141	4%	\$10,800	5%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
City of El Cajon	113	3%	\$9,700	4%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
City of Vista	93	3%	\$8,800	4%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
City of National City	73	2%	\$8,000	3%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
City of Encinitas	58	2%	\$7,400	3%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
City of La Mesa	57	2%	\$7,400	3%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
City of Santee	57	2%	\$7,400	3%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
City of Poway	55	2%	\$7,300	3%	Local <i>TransNet</i> RTIP	Local <i>TransNet</i> RTIP
SANDAG	0	0%	\$15,000	6%	N/A	N/A
<b>Grand Total</b>	<b>3,534</b>	<b>100%</b>	<b>\$236,000</b>	<b>100%</b>		

**San Diego Association of Governments**  
**CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE**

June 5, 2014

AGENDA ITEM NO.: **7**

**Action Requested: INFORMATION**

REGIONAL TRANSPORTATION CONGESTION IMPROVEMENT  
PROGRAM: DISPOSITION OF FUNDING PROGRAM REVENUES

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. Each local agency is responsible for establishing and implementing a procedure to levy and collect its required contribution to the RTCIP in its Funding Program. The *TransNet* Extension Ordinance provides for a specified term within which to expend or commit Funding Program revenues on Regional Arterial System projects. The Ordinance further directs member agencies to transfer RTCIP revenue not expended or committed within the required timeframe to SANDAG unless a planned need for such fees can be demonstrated.

**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. Section 9 of the *TransNet* Extension Ordinance requires that each local agency establish an impact fee or other revenue Funding Program by which it collects and funds its contribution to the RTCIP. The RTCIP funding programs fall under the responsibility of the 19 local jurisdictions, which have established these programs under the California 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 street and road funding.

Section G(4) of the Regional Transportation Congestion Improvement Program attachment to the Ordinance states as follows:

***"Each jurisdiction shall have up to but no more than seven fiscal years to expend Funding Program revenues on the Regional Arterial Systems projects. The seven year term shall commence on the first day of July following the jurisdiction's receipt of the revenue. At the time of the review and audit by the Independent Taxpayer Oversight Committee, each jurisdiction collecting a development impact fee to meet the requirements of its Funding Program shall provide the Committee with written findings for any expended,***

***unexpended and uncommitted fees in their Program Fund*** and demonstrates a reasonable relationship between the fee and the purpose for which it was charged, consistent with the requirements of Government Code Section 66000 et seq. ***Unless a planned need for such fees can be demonstrated and a justification for the delay can be provided that is acceptable to the Taxpayer Independent Oversight Committee, the unexpended or uncommitted portion of the Funding Program revenues shall be transferred to the Regional Transportation Commission (SANDAG) to be expended within three years on qualified projects within the same subregion.*** Contributions to the Funding Program not committed or expended by the tenth anniversary date of July 1 following collection shall be refunded to the current record owner of the development project on a prorated basis. In no case will a refund be more than was initially contributed to the Funding Program.” **[Emphasis added]**

The state’s Mitigation Fee Act governs the RTCIP provision. While the Mitigation Fee Act does not provide a definition of *committed fees*, it does suggest that agencies adopt a capital improvement program (CIP) indicating the approximate location, size, time of availability, and estimated costs for all facilities or improvements to be financed with mitigation fees. The *TransNet* Extension Ordinance also allows for flexibility in defining the term *committed*.

Most agencies adopt a CIP or similar plan that essentially commits RTCIP and other revenues. In addition, consistent with state and federal laws and with SANDAG requirements, local agencies are required to program any transportation projects funded with federal, state, or *TransNet* funds in an approved Regional Transportation Improvement Program (RTIP). Programming of funds in the RTIP is considered a reasonable commitment to expend funds within the five-year RTIP programming timeframe and is consistent with SANDAG use of the term *committed*.

Based on staff’s evaluation, agencies collecting RTCIP revenues are encouraged to commit any unexpended RTCIP revenues approaching the seventh anniversary date by including designated projects in their respective CIPs, as applicable, and by programming RTCIP revenues in the RTIP as required.

Key Staff Contact: Ariana zur Nieden, (619) 699-6961, [ariana.zurnieden@sandag.org](mailto:ariana.zurnieden@sandag.org)