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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, September 4, 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

Staff Contact: Alex Estrella
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AGENDA HIGHLIGHTS

- **TransNet ROUTINE ACCOMMODATION OF BICYCLISTS AND PEDESTRIANS**
- **2014 TECHNICAL UPDATE OF SMART GROWTH CONCEPT MAP**
- **SAN DIEGO FORWARD: THE REGIONAL PLAN: PREFERRED REVENUE CONSTRAINED TRANSPORTATION SCENARIO**

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CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE

Thursday, September 4, 2014

ITEM NO.		RECOMMENDATION
1.	WELCOME AND INTRODUCTIONS	
2.	PUBLIC COMMENTS	
<p>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.</p>		
+3.	APPROVAL OF MEETING MINUTES	APPROVE
<p>CTAC is asked to review and approve the minutes from its June 5, 2014, meeting.</p>		
REPORTS		
4.	QUARTERLY <i>TransNet</i> FINANCIAL REPORTS FOR THE PERIOD ENDING JUNE 30, 2014. (Lisa Kondrat-Dauphin)	INFORMATION
<p>Staff will provide the quarterly <i>TransNet</i> financial balances for the Local Street and Road Balances. The information is planned to be presented to the Independent Tax Payers Oversight Committee on Wednesday, September 10, 2014.</p>		
+5.	<i>TransNet</i> ROUTINE ACCOMMODATION OF BICYCLISTS AND PEDESTRIANS (Stephan Vance)	DISCUSSION
<p>SANDAG has completed its review of the process for implementing the requirement that all <i>TransNet</i>-funded projects routinely accommodate the needs of pedestrians and cyclists. This report provides a summary of that review and suggests potential revisions to the implementation rule for discussion.</p>		
6.	2014 TECHNICAL UPDATE OF SMART GROWTH CONCEPT MAP (Carolina Gregor and Sarah Strand)	INFORMATION
<p>SANDAG staff and members of the Regional Planning Technical Working Group (TWG) have been working on a technical update of the Smart Growth Concept Map. On September 11, 2014, the TWG will be asked to recommend the updated Smart Growth Concept Map to the Regional Planning Committee for planning purposes and for use in SANDAG Smart Growth Incentive Programs. The revised map will be posted on the SANDAG website. This is an information item for CTAC.</p>		

7. SAN DIEGO FORWARD: THE REGIONAL PLAN: PREFERRED REVENUE CONSTRAINED TRANSPORTATION SCENARIO (Phil Trom) INFORMATION

Based on feedback from SANDAG policy advisory committees, the Board of Directors, SANDAG working groups, community-based organizations, and the public, staff has developed a draft revenue constrained preferred transportation scenario for San Diego Forward: The Regional Plan. This report provides: (1) a summary of feedback received on draft Scenarios 1 and 2 from the Board of Directors, the Transportation and Regional Planning Committees, the public, stakeholders, and working groups; and (2) a description of the Revenue Constrained Blended Scenario and projected performance, including social equity and greenhouse gas emissions analyses.

8. CALTRANS UPDATES INFORMATION

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

9. ADJOURNMENT AND NEXT MEETING INFORMATION

The next CTAC meeting is scheduled for Thursday, October 2, 2014.

+ next to an agenda item indicates an attachment

San Diego Association of Governments
CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE

September 4, 2014

AGENDA ITEM NO.: **3**

Action Requested: **APPROVE**

JUNE 5, 2014, MEETING MINUTES

1. WELCOME AND INTRODUCTIONS

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).

2. PUBLIC COMMENTS

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

3. APPROVAL OF MEETING MINUTES (APPROVE)

Item 3A: Approval of April 3, 2014, meeting minutes.

Action: Upon a motion by Mohammed Sammak (City of Solana Beach), and a second by Kuna Muthusamy (City of National City), the meeting notes of the April 3, 2014, CTAC meeting were approved.

Yes: 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), Linda Marabian (City of San Diego), Sirius Doylamian (County of San Diego), Paul Vo (City of San Marcos), Minjie Mei (City of Santee). No: None. Abstain: Ed Deane (City of Encinitas). Absent: None.

Item 3B: Approval of May 1, 2014, meeting minutes upon text revision of Agenda Item 5: Regional Arterial Management System Update to state, "Due to a lack of quorum, staff will be requesting the recommendation during the June CTAC meeting."

Action: Upon a motion by Frank Rivera (City of Chula Vista), and a second by Ed Deane (City of Encinitas), the meeting summary notes of the May 1, 2014, CTAC meeting were approved.

Yes: Mario Sanchez (City of El Cajon), Julie Procopio (City of Escondido), Hank Levien (City of Imperial Beach), Kuna Muthusamy (City of National City), David DiPierro (City of Oceanside), Linda Marabian (City of San Diego), Sirius Doylamian (County of San Diego), Mohammed Sammak (City of Solana Beach), Paul Vo (City of San Marcos), Minjie Mei (City of Santee). No: None. Abstain: Tim Thiele (City of Del Mar). Absent: None.

4. REGIONAL ARTERIAL MANAGEMENT SYSTEM UPDATE (RECOMMEND)

James Dreisbach-Towle (SANDAG) revisited this item from the May 1, 2014, CTAC meeting and 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 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.

Action: Upon a motion by Linda Marabian (City of San Diego), and a second by Minjie Mei (City of Santee), CTAC recommended continuation of the regional pool fund to continue hardware and software maintenance of the RAMS system for FY 2015.

Yes: Frank Rivera (City of Chula Vista), Mario Sanchez (City of El Cajon), Julie Procopio (City of Escondido), Kuna Muthusamy (City of National City), David DiPierro (City of Oceanside), Sirius Doylamian (County of San Diego), Paul Vo (City of San Marcos). No: None. Abstain: Tim Thiele (City of Del Mar), Hank Levien (City of Imperial Beach), Mohammad Sammak (City of Solana Beach). Absent: None.

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

Carolina Gregor (SANDAG staff) discussed the upcoming call for projects for the third cycles of the *TransNet* Smart Growth Incentive Program (SGIP) and Active Transportation Grant Program (ATGP). The *TransNet* Extension ordinance provides funding for both the SGIP and ATGP. Due to the similar timeframes and program elements, staff is conducting the third cycle of call for projects for these two grant programs simultaneously.

Minor changes are proposed to the program guidelines for both programs for this next cycle to ensure consistency with the 2050 Regional Transportation Plan/Sustainable Communities Strategy (2050 RTP/SCS) and *Riding to 2050: The San Diego Regional Bicycle Plan*. Staff is proposing to include references to reductions of Greenhouse Gas (GHG) emissions and Vehicle Miles Traveled (VMT) in the program objectives and other sections of the program guidelines will be strengthened in an effort to continue to incentivize local jurisdictions to plan or build projects that reduce GHG emissions and VMT. In addition, staff proposes to remove the ATGP Capital Grants Program over/under \$500,000 threshold category distinction. The \$500,000 threshold established two categories or projects: projects over \$500,000, and projects of \$500,000 or less. Staff is proposing to eliminate these category distinctions as part of Cycle 3 for two reasons: (1) a smaller volume of

grant applications is expected for the ATGP resulting from a redirection of funds toward the Bike Early Action Program approved last year; and (2) the category distinction did not result in the expected outcome of evening the playing field between smaller and larger jurisdictions, as was originally anticipated.

Next, staff proposes modifications to both programs to require a minimum local match of 20 to 30 percent of the total project cost. Currently, neither program requires matching funds, but both programs provide points for matching funds. A general consensus among CTAC members were against the proposed matching fund requirement.

In addition to the SANDAG grant applications, the California Transportation Committee (CTC) is administering a statewide Active Transportation Program (ATP) consisting of both statewide and regional competitions. The statewide competition applications were due in May 2014, and the regional competition applications will be due on June 13, 2014. SANDAG, as the region's Metropolitan Planning Organization (MPO), will act as the administrator for the regional competition. Local agencies may check the status of their ATP grant application or submit their ATP grant application/supplemental application to Jenny Russo at jenny.russo@sandag.org.

Since the CTC will adopt the SANDAG recommended regional projects in November 2014, sufficient time would be available for jurisdictions to decide whether to resubmit unfunded regional applications to the local ATGP. As *TransNet* eligibility requirements apply to the SGIP and ATGP applications, staff will take a look at the *TransNet* Ordinance and Expenditure Plan Implementation Guidelines to ensure that specific projects types are eligible for grant funding. Staff anticipates the SANDAG Board of Directors to release the Call for Projects in October 2014, with both the SGIP and ATGP applications due on February 3, 2015. Applications are expected to be evaluated in the spring 2015, with the SANDAG Board of Directors approving projects in June 2015 and grant agreements executed in October 2015.

6. *TransNet* LOCAL STREET AND ROAD PROGRAM QUARTERLY REPORT (INFORMATION)

Lisa Kondrat-Dauphin (SANDAG) provided CTAC members with the Local Agency Street and Road Balances sheet (as of March 31, 2014) and provided feedback from the May 2014 Independent Taxpayer Oversight Committee (ITOC) meeting regarding *TransNet* financial reports. The balance sheet lists each agency's committed funds for local streets and roads as of March 31, 2014. The balance sheet also highlights the agencies whose estimated committed funds as of March 31, 2014, fall below the 75 percent threshold. ITOC requests that local jurisdictions who fall below the threshold submit letters providing an explanation of local agency street and road balances. It is recommended that local jurisdictions that are requested to submit a letter of reasoning include potential challenges in programming Local Street and Road Program funding. Staff will determine whether local jurisdictions whose estimated committed funds continually falls below 75 percent will need to submit letters of reasoning to ITOC on a quarterly basis.

7. REGIONAL TRANSPORTATION CONGESTION IMPROVEMENT PROGRAM: DISPOSITION OF FUNDING PROGRAM REVENUES (INFORMATION)

Ariana zur Nieden (SANDAG) informed CTAC members that local jurisdictions must expend or commit Regional Transportation Congestion Improvement Program (RTCIP) funds within seven fiscal years of obtaining revenues. The 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 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.

The *TransNet* Extension Ordinance provides for a specified term within which to expend or commit Funding Program revenues on RAS 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. 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). Staff encourages agencies collecting RTCIP revenues to commit any unexpended RTCIP revenues approaching the seventh anniversary date by including designated projects in their respective capital improvement program, as applicable, and by programming RTCIP revenues in the RTIP.

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

Alex Estrella (SANDAG) provided a status update on the Interstate 15 (I-15) Integrated Corridor Management (ICM) project. The I-15 ICM Project includes implementation of multi-agency response plans for addressing congestion. The I-15 ICM Project leverages the regions existing transportation management systems including RAMS. SANDAG staff also presented a demonstration of the 511 San Diego mobile application, which features real-time traffic alerts and traffic camera views, FasTrak® tolling prices, and Metropolitan Transit System bus schedules and fare prices.

9. CALTRANS UPDATES (INFORMATION)

Caltrans provided the following updates:

- ATP: On August 20, 2014, the CTC will adopt statewide and rural/small urban portions of the program. Projects not programmed will be distributed to large MPOs based on location.
- Quality Assurance Program (QAP): Local agencies must have a QAP prior to receiving their "Construction Authorization" for a Federal-aid project. Local agencies must update their QAP every five years.

10. ADJOURNMENT AND NEXT MEETING (INFORMATION)

The next CTAC meeting is scheduled for Thursday, August 7, 2014 (tentative).

San Diego Association of Governments
CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE

September 4, 2014

AGENDA ITEM NO.: **4**

Action Requested: DISCUSSION

TransNet ROUTINE ACCOMMODATION OF BICYCLISTS AND PEDESTRIANS File Number 3300200

Introduction

The *TransNet* Extension Ordinance includes a provision in Section 4(E)(3) that requires all projects funded under the ordinance to provide accommodations for bicyclists and pedestrians to the extent it is reasonable to do so. Guidance on implementation of this requirement is described in Rule 21 of SANDAG Board Policy No. 031. This rule, adopted in February 2008, requires SANDAG to evaluate the rule to ensure it is effectively encouraging provision of a balance transportation network without imposing an excessive cost burden on projects funded under the program. To fulfill this requirement, SANDAG undertook a three-part evaluation of the process: a query of the *TransNet* Program of Projects database to identify all projects subject to the requirement that have been completed, a field review of those projects to determine compliance with the requirement, and a survey of local agency public works staff to collect data on how they implement the requirement and to get their feedback on the process. This report provides the preliminary results of that evaluation process.

The process revealed that compliance with the program requirement is good. However, there appears to be room for improvement in several areas that are discussed below.

Discussion

Local Agency Survey

An evaluation of the routine accommodation administrative process was conducted through the survey of local agency staff, and through the process used to identify the projects that should be subject to a field review to verify compliance with the routine accommodation requirement. The survey revealed that there are processes in place at the local agencies to ensure this provision of the Ordinance is addressed when a project is initiated. These processes include following the requirements of local Complete Streets policies, use of project initiation checklists, required consultation with the lead staff person responsible for bicycle and pedestrian matters, and references to the local bike or pedestrian plan. Only six agencies indicated they keep track of the bike facilities implemented with *TransNet* funds, and only three keep track of pedestrian facilities. This makes it difficult to evaluate the impact of the requirement on bicycle and pedestrian infrastructure, but a majority of survey respondents stated that implementing the requirement has increased the amount of bicycle and pedestrian facilities in their jurisdiction.

Rule 21 specifies minimum provisions for accommodating bicyclist and pedestrians, but also allows local agencies to refer to their local bicycle and pedestrian plans to determine where and what type

of accommodations to provide. Eighty-six percent of survey respondents use their bicycle master plan for guidance, and 43 percent refer to their pedestrian plans.

The survey asked what impact the requirement had on the cost of their projects. The answers were fairly evenly split between no impact, negative impact, and positive impact, with the highest number (five) stating they did not know the impact. Several respondents said the process has lengthened the project development process, but several also said implementing bike and pedestrian accommodations concurrent with other work has been more efficient. One respondent said a project was cancelled because of the requirement, and two said they have used funds other than *TransNet* funds on some projects to avoid the requirement.

Two respondents suggested Rule 21 could be revised to provide more flexibility in its implementation, but there were no suggestions for significant change in the process.

Routine Accommodation Compliance

Compliance with the *TransNet* routine accommodation requirement is determined through a self-certification process. Projects are programmed in the *TransNet* Program of Projects using an on-line database for the Regional Transportation Improvement Program (RTIP) known as ProjectTrak. The data entry form includes a checkbox where local agencies can indicate that the project will include provisions to accommodate bicyclists and pedestrians if it is required to do so. (Compliance also is documented through the City Council or Board of Supervisors resolution authorizing the local *TransNet* Program of Projects, which must include a statement that the project accommodates bicyclists and pedestrians as required). Completed new and major reconstruction projects (as defined in Rule 18 of Policy No. 031) that were programmed in the RTIP after Rule 21 was adopted constitute the list of projects that would be subject to a field check.

Based on the information in the RTIP database, 34 completed new or major reconstruction projects were identified. Of those, 28 projects were the subject of a field review to confirm that the appropriate accommodation for bicyclists and pedestrians had been provided.

The field review identified several issues that will need to be resolved with local agencies. One involves projects such as major maintenance (overlay) projects that often are programmed in a lump sum for a group of individual projects. In some cases, not all of the individual projects appear to have included all the minimum bicycle and pedestrian accommodation that the rule requires. Another issue involves projects where the required accommodation was provided, but not for the entire length of the project. In one case, a sidewalk was provided, but only on one side of the street. These projects may be cases where an exception under the rule may have been warranted, but no exception was requested.

In identifying the list of completed projects, it became evident that the guidance in Rule 21 did not anticipate several project types. Traffic signal installation or modification, street lighting, and median landscaping are examples of projects that do not fit within the current guidance. This review of the implementation process provides an opportunity to revise the rule to account for these omissions. Another consideration that came to light during the review is that the state of the practice, especially with regard to bicycle facilities, has been changing since Rule 21 was adopted. Consequently, an update to the rule may need to consider if the recommended minimum accommodations are appropriate still.

SANDAG staff will be working with the agencies with projects that raised compliance questions to determine the best way to resolve these matters. And this points to a larger issue regarding Rule 21. It does not specify a course of action in the event a project is completed without the required accommodation.

Administrative Process

This evaluation was an opportunity to review the effectiveness of the process SANDAG uses to program and track projects with regard to the routine accommodation requirement. That experience suggests adjustments to the documentation and reporting process is warranted to make it easier for staff to identify the projects subject to this requirement and when they are completed. It also may be appropriate to establish a protocol for how to verify compliance on an ongoing basis. The objective of any changes to the process should be to keep the process efficient for both local agencies and SANDAG staff.

Next Steps

After receiving feedback from Cities/County Transportation Advisory Committee (CTAC) about the survey, field review, and overall process for administering the routine accommodation requirements, and after resolving any compliance issues, SANDAG staff will prepare an evaluation report to the Independent Taxpayers Oversight Committee. With that additional feedback, staff will develop draft recommendations for any changes to the process that have been identified as warranted. Those recommendations will be brought to CTAC and the Active Transportation Working Group for review and comment, and then presented to the Transportation Committee for a recommendation to the Board of Directors.

Key Staff Contact: Stephan Vance, (619) 699-1924, stephan.vance@sandag.org