MEETING NOTICE AND AGENDA

CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE
The Cities/County Transportation Advisory Committee (CTAC) may take action on any item appearing on this agenda.

Thursday, April 5, 2018
9:30 to 11 a.m.
SANDAG, 7th Floor Conference Room
401 B Street, Suite 800
San Diego, CA 92101

Please take the elevator to the 8th floor to access the meeting room.

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

AGENDA HIGHLIGHTS

• SAN DIEGO FORWARD: THE 2019-2050 REGIONAL PLAN – TRANSPORTATION NETWORK CONCEPTS

• REGIONAL MOBILITY HUB IMPLEMENTATION STRATEGY AND NEIGHBORHOOD ELECTRIC VEHICLE LEGISLATION

• TransNet SMART GROWTH INCENTIVE PROGRAM: FUNDING RECOMMENDATIONS FOR CLIMATE ACTION PLAN AND COMPLETE STREETS POLICY GRANTS

PLEASE SILENCE ALL ELECTRONIC DEVICES DURING THE MEETING

MISSION STATEMENT
The 18 cities and county government are SANDAG serving as the forum for regional decision-making. SANDAG builds consensus; makes strategic plans; obtains and allocates resources; plans, engineers, and builds public transit; and provides information on a broad range of topics pertinent to the region’s quality of life.
Welcome to SANDAG. Members of the public may speak to the Working Group on any item at the time the Working Group is considering the item. Please complete a Request to Comment form and then present the form to the Working Group coordinator. Members of the public may address the Working Group on any issue under the agenda item entitled Public Comments/Communications/Member Comments. Public speakers are limited to three minutes or less per person unless otherwise directed by the Chair. The Working Group may take action on any item appearing on the agenda.

Both agenda and non-agenda comments should be sent to SANDAG via comment@sandag.org. Please include the Working Group name and meeting date, agenda item, your name, and your organization. Any comments, handouts, presentations, or other materials from the public intended for distribution at the Working Group meeting should be received by the Working Group coordinator no later than 12 noon, two working days prior to the meeting. All public comments and materials received by the deadline become part of the official project record, will be provided to the members for their review at the meeting, and will be posted to the agenda file as a part of the handouts following each meeting.

In order to keep the public informed in an efficient manner and facilitate public participation, SANDAG also provides access to all agenda and meeting materials online at www.sandag.org/meetings. Additionally, interested persons can sign up for e-notifications via our e-distribution list either at the SANDAG website or by sending an email request to webmaster@sandag.org.

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如有需要，我们可以把SANDAG议程材料翻译成其他语言。

请在会议前至少72小时打电话(619) 699-1900提出请求.

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## CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE

Thursday, April 5, 2018

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>RECOMMENDATION</th>
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<tbody>
<tr>
<td>1.</td>
<td>WELCOME AND INTRODUCTIONS</td>
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<td>2.</td>
<td>PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS</td>
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<tr>
<td></td>
<td>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 CTAC members. Public speakers are limited to three minutes or less per person. CTAC members also may provide information and announcements under this agenda item.</td>
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<tr>
<td>+3.</td>
<td>APPROVAL OF MEETING MINUTES</td>
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<td>The CTAC is asked to review and approve the minutes from its March 1, 2018, meeting.</td>
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<td>4.</td>
<td>SAN DIEGO FORWARD: THE 2019-2050 REGIONAL PLAN – TRANSPORTATION NETWORK CONCEPTS (Phil Trom)</td>
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<td>Staff will outline several concepts to be considered in the development of transportation network scenarios for San Diego Forward: The 2019-2050 Regional Plan.</td>
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<td>+5.</td>
<td>REGIONAL MOBILITY HUB IMPLEMENTATION STRATEGY AND NEIGHBORHOOD ELECTRIC VEHICLE LEGISLATION (Marisa Mangan and Robyn Wapner)</td>
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<td>Staff will present some of the key deliverables from the Regional Mobility Hub Implementation Strategy and discuss proposed Neighborhood Electric Vehicle (NEV) legislation that would authorize local jurisdictions within the County of San Diego to develop and implement NEV transportation plans.</td>
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<td>+6.</td>
<td>REGIONAL BIKESHARE COORDINATION (Marisa Mangan)</td>
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<td>Staff will discuss opportunities for regional coordination with regard to bikeshare planning, implementation, and monitoring.</td>
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<td>7.</td>
<td>TransNet LOCAL STREET AND ROAD PROGRAM ANNUAL REPORT (Alex Estrella)</td>
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<td>Staff will provide a progress update on the completion of the 2017 Local Street and Road Program report.</td>
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+8. **TransNet SMART GROWTH INCENTIVE PROGRAM: FUNDING RECOMMENDATIONS FOR CLIMATE ACTION PLAN AND COMPLETE STREETS POLICY GRANTS (Carolina Ilic)**

Staff will present project rankings and funding recommendations for the Climate Action Plan and Complete Streets Policy Grants funded through the fourth cycle of the TransNet Smart Growth Incentive Program. Approval from the SANDAG Board of Directors will be sought in May 2018.

+9. **CALTRANS UPDATES/ANNOUNCEMENTS**

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

10. **ADJOURNMENT AND NEXT MEETING**

The next CTAC meeting is scheduled for Thursday, May 3, 2018, at 9:30 a.m.

+ next to an item indicates an attachment
Action Requested: APPROVE

MARCH 1, 2018, MEETING MINUTES

Please note: The audio file of the meeting is available on the SANDAG website, sandag.org, on the Cities/County Transportation Advisory Committee (CTAC) page.

The meeting of the CTAC was called to order by Chair Ed Deane, City of San Marcos, at 9:41 a.m.

1. WELCOME AND INTRODUCTIONS

Self-introductions were made. The attendance sheet for this meeting is included.

2. PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS

No public comments, communications, or member comments were made.

3. APPROVAL OF MEETING MINUTES (APPROVE)

Action: Upon a motion by Frank Rivera (City of Chula Vista) and a second by Tim Shell (City of Vista), the CTAC approved the minutes from its February 1, 2018, meeting, with two revisions: correcting the date on Item 3 and correcting the spelling of the Chair’s name in Item 8. Yes: Chair Deane, Mr. Rivera, Yazmin Arellano (City of El Cajon), Juan Larios (City of Imperial Beach), Richard Leja (City of La Mesa), Mohammad Sammak (City of Solana Beach), and Mr. Shell. No: None. Abstain: Vice Chair Julie Procopio (City of Escondido), Ed Walton (City of Coronado), Jon Collins (City of Poway), Linda Marabian (City of San Diego), and Bill Morgan (County of San Diego). Absent: City of Carlsbad, City of Del Mar, City of Encinitas, City of Lemon Grove, City of Oceanside, City of National City, City of Santee, Metropolitan Transit System, and North County Transit District.

REPORTS

4. TransNet REGIONAL TRANSPORTATION CONGESTION IMPROVEMENT PROGRAM PROPOSED FEE ADJUSTMENT AND ANNUAL SUBMITTAL OF FUNDING PROGRAMS BY LOCAL JURISDICTION (INFORMATION)

Ariana zur Nieden, Associate Regional Planner, updated members on the Regional Transportation Congestion Improvement Program (RTCIP) fee adjustment, which was approved by the SANDAG Board of Directors on February 23, 2018. In addition, members were informed of the RTCIP funding program’s deadline of April 1, 2018, and were given responses to questions concerning Accessory Dwelling Units.
5. **INTER-REGIONAL PARK & RIDE STRATEGY PROJECT (INFORMATION)**

April Petonak, Associate Regional Planner, and Rose Farris, Regional Transportation Demand Management Planner, provided an overview of the Regional Park & Ride Strategy Study.

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

Erik Mumm, Transportation Programs Intern, updated members on the preparation of the Local Street and Road Program report submittals for FY 2017 for the Independent Taxpayers Oversight Committee.

7. **CALTRANS UPDATES/ANNOUNCEMENTS (INFORMATION)**

Caltrans staff provided an update on various local assistance programs and funding program deadlines and announced upcoming training and workshops.

8. **ADJOURNMENT AND NEXT MEETING (INFORMATION)**

The next CTAC meeting is scheduled for Thursday, April 5, 2018, at 9:30 a.m.

Chair Deane adjourned the meeting at 10:14 a.m.


CITIES/COUNTY TRANSPORTATION ADVISORY COMMITTEE
MEETING ATTENDANCE FOR MARCH 1, 2018

<table>
<thead>
<tr>
<th>JURISDICTION/ORGANIZATION</th>
<th>NAME</th>
<th>ATTENDING</th>
<th>COMMENTS</th>
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<tr>
<td>City of San Marcos</td>
<td>Edward Deane, Chair</td>
<td>Yes</td>
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<td></td>
<td>Paul Vo, Alternate</td>
<td>No</td>
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<td>City of Escondido</td>
<td>Julie Procopio, Vice Chair</td>
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<td>TBD, First Alternate</td>
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<td>City of Carlsbad</td>
<td>Marshall Plantz</td>
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<td>Craig Williams, First Alternate</td>
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<td>Doug Bilse, Second Alternate</td>
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<td>City of Chula Vista</td>
<td>Frank Rivera</td>
<td>Yes</td>
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<td>Bill Valle, First Alternate</td>
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<td>Rick Hopkins, Second Alternate</td>
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<td>City of Coronado</td>
<td>Ed Walton</td>
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<td>Jim Newton, Alternate</td>
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<td>City of Del Mar</td>
<td>Tim Thiele</td>
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<td>City of El Cajon</td>
<td>Mario Sanchez</td>
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<td>Yazmin Arellano, Second Alternate</td>
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<td>City of Encinitas</td>
<td>Chris Magdosku</td>
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<td>City of Imperial Beach</td>
<td>Eric Minicilli</td>
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<td>Carmen Kasner, Alternate</td>
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<td>Juan Larios, Second Alternate</td>
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<td>City of La Mesa</td>
<td>Richard Leja</td>
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<td>Leon Firsht, Second Alternate</td>
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<td>City of Lemon Grove</td>
<td>Mike James</td>
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<td>Jeremiah Harrington, Alternate</td>
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<td>City of National City</td>
<td>Stephen Manganiello</td>
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<td>City of Oceanside</td>
<td>Gary Kellison</td>
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<td>David Di Pierro, Alternate</td>
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<td>City of Poway</td>
<td>Steve Crosby</td>
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<td>Jon Collins, Alternate</td>
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<td>City of San Diego</td>
<td>Linda Marabian</td>
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<td>Gary Chui, First Alternate</td>
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<td>George Gazallo, Second Alternate</td>
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<td>City of Santee</td>
<td>Minjie Mei</td>
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<td>City of Solana Beach</td>
<td>Mohammad Sammak</td>
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<td>Dan Goldberg, First Alternate</td>
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<td>Jim Greenstein, Second Alternate</td>
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<td>City of Vista</td>
<td>Greg Mayer</td>
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<td>Tim Shell, First Alternate</td>
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<td>Husam Husenin, Second Alternate</td>
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<td>County of San Diego</td>
<td>Bill Morgan</td>
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<td>Mark Perrett, First Alternate</td>
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<td>Richard Petrie, Second Alternate</td>
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<td>Metropolitan Transit System</td>
<td>Mark Thomsen</td>
<td>No</td>
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<td>North County Transit District</td>
<td>Johnny Dunning, Jr.</td>
<td>No</td>
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**ADVISORY MEMBERS (ATTENDANCE NOT COUNTED FOR QUORUM PURPOSES)**

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<thead>
<tr>
<th>Caltrans</th>
<th>Melina Pereira</th>
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<td>Bing Luu</td>
<td>Yes</td>
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**OTHER ATTENDEES**

**SANDAG STAFF MEMBERS**

- Alex Estrella
- April Petonak
- Ariana zur Nieden
- Ellison Alegre
- Erik Mumm
- Rose Farris
- Sue Alpert
REGIONAL MOBILITY HUB IMPLEMENTATION STRATEGY
AND NEIGHBORHOOD ELECTRIC VEHICLE LEGISLATION

Introduction

As part of San Diego Forward: The Regional Plan, SANDAG recently completed key deliverables of the Regional Mobility Hub Implementation Strategy (Strategy). The final deliverables and additional information on the Strategy may be found at SDForward.com/RegionalMobilityHub. The deliverables include a Mobility Hub Features Catalog, technical memos that provide guidance on mobility hub implementation and equity considerations, profile sheets for eight mobility hub prototype locations in the region, and conceptual designs for three of the prototype locations. A regional mobility hub network and a 3-D mobility hub visual simulation for the Oceanside Transit Center prototype location will be developed in spring 2018.

Discussion

A fundamental component of the Strategy is neighborhood electric vehicles (NEVs). Shared NEVs provide a clean, economical, and convenient alternative to driving alone for neighborhood trips and connecting to transit. An early action identified in the Strategy was to propose legislation that would allow communities in the San Diego region to develop and implement NEV Transportation Plans. SANDAG is working with Senator Pat Bates (R–Laguna Niguel) to advance this legislation, which would allow the County of San Diego or any city in the county to establish a NEV Transportation Plan.

Neighborhood Electric Vehicles

The California Vehicle Code defines a NEV as a low-speed motorized vehicle that has four wheels, can reach speeds of 25 miles per hour (MPH), and may operate on any street with a posted speed limit of 35 MPH or less. NEVs have a gross vehicle weight rating of less than 3,000 pounds and must be certified to meet the Federal Motor Vehicle Safety Standards to be registered and operated on public streets and roads. A valid driver license, registration, and insurance also are required to operate a NEV.

NEVs offer a convenient motorized travel option for community members making short trips. The San Diego region already has experience with NEVs. Free Ride Everywhere Downtown (FRED) provides free on-demand rides using a fleet of six-passenger NEV shuttles within a set operating area in Downtown San Diego. The Otay Ranch Master Planned Community in the City of Chula Vista was designed with an extensive Village Pathway network that is intended to accommodate NEVs. Lastly, residents, visitors, and businesses in the City of Coronado have used NEVs as a form of transportation for traveling around the community for many years.
Traditionally, NEVs have been associated with golf carts, but vehicle design and technology is advancing and the range of NEVs is evolving to include compact shuttles like the Polaris GEM e6 used by FRED.

**Senate Bill 1151 – Neighborhood Electric Vehicle Legislation for the San Diego Region**

Senate Bill 1151 (Bates) (SB 1151) was introduced on February 14, 2018, and would authorize the County of San Diego, and any city therein, to establish NEV Transportation Plans to serve the mobility needs of their communities and further the region’s vision of being sustainable and healthy and supporting a vibrant economy and outstanding quality of life for all. In order to take full advantage of the benefits that NEVs provide—including transit connectivity; access to key educational, medical, and job centers; and increased shared mobility—legislation is required to authorize the development of plans that would enable the use of NEVs throughout the San Diego region. Existing law permits NEV transportation plans for many locations, including the cities of Fresno, Jackson, Lincoln, Rocklin, and Sutter Creek, as well as the counties of Amador and Riverside.

With advances in automotive technology, newer NEV models are emerging and are being designed to travel at faster speeds, which is why it is especially important for communities to develop a safe local road network to accommodate NEVs and other roadway users. The cities of Chula Vista and Carlsbad have indicated that they are prepared to develop NEV Transportation Plans to support NEV implementation in their communities. NEVs also may assist member agencies in meeting Climate Action Plan goals while aligning with electric vehicle planning and implementation efforts regionwide.

SB 1151 supports a regional approach to expanding shared mobility choices, enhancing connections to transit beyond the first and last mile, and reducing drive-alone trips and greenhouse gas emissions in support of the region’s transportation and sustainability goals.

**Next Steps**

SB 1151 currently is pending referral by the Senate Rules Committee. Staff will continue to provide updates as the bill moves through the legislative process.

**Attachment:** 1. SB 1151: Neighborhood Electric Vehicles in San Diego County

**Key Staff Contacts:** Marisa Mangan, (619) 595-5614, marisa.mangan@sandag.org

Robyn Wapner, (619) 699-1994, robyn.wapner@sandag.org
SB 1151: Neighborhood Electric Vehicles in San Diego County

Senator Patricia C. Bates

IN BRIEF
SB 1151 would authorize the County of San Diego, and any city therein, to establish Neighborhood Electric Vehicle (NEV) Transportation Plans to serve the mobility needs of their communities and further the region’s vision of supporting a sustainable and healthy region, vibrant economy, and outstanding quality of life for all.

NEIGHBORHOOD ELECTRIC VEHICLES
NEVs are defined as low speed motorized vehicles that have four wheels, can reach speeds of 25 mph, and may operate on any street with a posted speed limit of 35 mph or less. NEVs have a gross vehicle weight rating of less than 3,000 pounds and must be certified to meet Federal Motor Vehicle Safety Standards to operate on public streets and roads. A valid driver’s license, registration, and insurance are required to operate a NEV.

THE ISSUE
The Regional Transportation Plan for San Diego, named San Diego Forward: The Regional Plan, envisions the expansion of publicly-shared NEVs as a way to provide a clean, economical, and convenient alternative to driving alone for neighborhood trips and connecting to transit.

The San Diego region already has experience with NEVs. FRED San Diego (The Free Ride) provides free on-demand rides using a fleet of six-passenger NEV shuttles within a set operating area in downtown San Diego. The Otay Ranch master planned community in the City of Chula Vista was designed with an extensive Village Pathway network that is intended to accommodate NEVs. Lastly, the residents, visitors, and businesses in the City of Coronado have used NEVs as a form of transportation for traveling around the community for many years.

In order to take full advantage of the benefits that NEVs provide – including transit connectivity; access to key educational, medical, and job centers; and increased shared mobility – legislation is required to authorize the development of plans that would enable the use of NEVs throughout the San Diego region.

CURRENT LAW
Existing law permits NEV transportation plans for many locations including the cities of Fresno, Jackson, Lincoln, Rocklin, and Sutter Creek as well as the counties of Amador and Riverside.

THE SOLUTION
SB 1151 supports a regional approach to expanding shared mobility choices, enhancing connections to transit beyond the first and last mile, and reducing drive alone trips and greenhouse gas emissions in support of the region’s transportation and sustainability goals.

Both the cities of Chula Vista and Carlsbad have indicated they are prepared to develop NEV Transportation Plans to support NEV implementation in their communities. SB 1151 enables the development of NEV Transportation Plans that specify where and how NEVs can safely operate within specific communities in the region.

FOR MORE INFORMATION
Staff: Sarah Couch
(916) 651-4036
(916) 651-4936 [Fax]
Sarah.Couch@sen.ca.gov

Sponsor: San Diego Association of Governments (SANDAG)
Contact: Robyn Wapner
(619) 699-1994
Robyn.Wapner@sandag.org

Bill text and status can be found at:
http://leginfo.legislature.ca.gov/
REGIONAL BIKESHARE COORDINATION

Introduction

In support of San Diego Forward: The Regional Plan (2015 Regional Plan), SANDAG developed a Regional Mobility Hub Implementation Strategy to describe how shared mobility services like bikeshare can enhance access to transit and other community destinations. Since launching in the City of San Diego in 2015, bikeshare has been growing across the region. New bikeshare models are making it a more convenient and attractive travel option for many trip types. Dockless bikeshare has launched in Imperial Beach, National City, and San Diego, including at UC San Diego. Additionally, the North Coast Corridor cities are jointly evaluating the possibility of launching a dockless bikeshare pilot project later this year, and Chula Vista is developing a bikeshare program to allow bikeshare vendors to operate within city limits. SANDAG staff will discuss opportunities for regional coordination around bikeshare planning, implementation, and monitoring.

Discussion

Bikeshare aims to provide convenient, affordable, on-demand access to bikes for short-term use before they are returned to the system. Bikeshare may be attractive to people who would rather not own a bike because of the risk of theft or vandalism, a lack of parking storage, and/or maintenance costs. Bikeshare providers use technology to automate locking/unlocking, collect payment, and identify the location of bikes. Technological improvements have led to dockless bikeshare systems that allow members to park and lock a bike wherever they want within a designated zone. Dockless bikeshare is expanding rapidly due to the minimal amount of capital investment required to launch a system. Some bikeshare programs offer convenient monthly or annual membership options, some of which may be discounted for disadvantaged communities.

Bikeshare also may help reduce traffic congestion, air pollution, and demand for vehicle parking. As bikeshare options increase within the San Diego region, it will be important to coordinate around data collection and sharing, public outreach and education, and tracking bikeshare in the form of increased biking and transit ridership. Member agency staff discussed opportunities for regional bikeshare coordination at the March 15, 2018, meeting of the Regional Planning Technical Working Group. Topics discussed include bikeshare data, parking strategies, incentives, public outreach, and vendor agreements.
Next Steps

SANDAG working groups may continue to be leveraged as a forum to discuss bikeshare planning and implementation practices in addition to experience with various bikeshare models and providers. SANDAG staff will contribute to the effort by compiling bikeshare regulation and policy best practices. Jurisdictions also can work to ensure that data provided by bikeshare vendors informs both near- and long-term mobility network planning and transportation demand management policies and programs.

Key Staff Contact:  Marisa Mangan, (619) 595-5614, marisa.mangan@sandag.org
Action Requested: INFORMATION

TransNet SMART GROWTH INCENTIVE PROGRAM: File Number 3100300
FUNDING RECOMMENDATIONS FOR CLIMATE ACTION PLANS
AND COMPLETE STREETS POLICY GRANTS

Introduction

Over the past year and a half, the Cities/County Transportation Committee reviewed and provided input on the proposed criteria and program guidelines for the fourth cycle of the TransNet Smart Growth Incentive Program (SGIP) and Active Transportation Grant Program (ATGP). Changes were required in Cycle 4 based on the commitments made by the SANDAG Board of Directors with adoption of San Diego Forward: The Regional Plan (2015 Regional Plan) and mitigation measures included in the 2015 Regional Plan’s Environmental Impact Report.

The new requirements relevant to this report are:

1. A local jurisdiction must have an adopted Climate Action Plan (CAP) and a Complete Streets Policy to be eligible to receive funding.

2. Per the mitigation measure, SANDAG must make available competitive funding through the grant programs for preparation of a CAP and/or Complete Streets Policy for local jurisdictions that have not adopted them. Criteria were developed for the CAP and Complete Streets programs, and up to $1 million was made available through the TransNet SGIP for this purpose.

The SANDAG Board of Directors approved the criteria and released the call for projects on December 15, 2017. Applications were due on March 15, 2018. The full call for projects can be viewed at sandag.org/index.asp?classid=12&projectid=545&fuseaction=projects.detail.

This report focuses on the funding recommendations for the CAP and Complete Streets Policy grants, funded through the SGIP. Staff will return with project rankings and funding recommendations for the broader SGIP and ATGP projects in the next few months. The reason this recommendation is being processed in advance of the broader SGIP and ATGP funding recommendations is so that CAP and Complete Streets funding can be made available as soon as possible to facilitate completion of these documents within the “one-year phased funding approach” authorized by the SANDAG Board of Directors for applicants to meet the eligibility requirements for receiving SGIP and ATGP funds.

Discussion

Only one jurisdiction, the City of El Cajon, submitted an application for CAP funding, and no jurisdictions submitted applications for Complete Streets Policy grants. The City of El Cajon requested
$150,000, accompanied by $40,000 of matching funds, to prepare its first CAP, conduct a benefit-cost analysis, and complete a California Environmental Quality Act (CEQA) document to meet the requirements of CEQA Guidelines Section 15183.5. The proposal included public outreach efforts and presence at community events, online media, and a resident leadership academy. An eligibility check determined that the application met the eligibility requirements and the 20 percent matching fund requirement. Three evaluators scored the proposal, and it averaged a score of 81 percent (and a project ranking of #1, given that there were no additional submittals).

Pending the funding award of $150,000 to the City of El Cajon for this project, per the grant guidelines, the remaining $850,000 will be returned to the SGIP, and the City of El Cajon would have up to one year from the Board’s approval of the SGIP and ATGP grant awards to complete its CAP.

The Board is anticipated to approve the SGIP and ATGP funding awards in July 2018, meaning that the City of El Cajon would have until July 2019 to approve its CAP and receive funds from any successful SGIP or ATGP grant applications. If the City of El Cajon does not adopt its CAP before July 2019, funding would be awarded to the next eligible SGIP and ATGP project(s) in ranked order.

**Next Steps**

The Regional Planning and Transportation Committees will be asked to make recommendations on the City of El Cajon’s CAP project to the SANDAG Board of Directors on May 4, 2018. The SANDAG Board will be asked to approve the funding recommendation for the City of El Cajon’s CAP project on May 25, 2018.

More than 50 applications were submitted for SGIP and ATGP funding. Staff will return with project rankings and funding recommendations for those submittals in the next few months, with final SGIP and ATGP funding awards anticipated by the Board in July 2018.

Key Staff Contact: Carolina Ilic, (619) 699-1989, carolina.ilic@sandag.org
GENERAL INFORMATION

Inactive Projects

Future Inactives should be billed within the specified and agreed upon timeframe to avoid a unilateral deobligation of funds.

The List was updated on March 8, 2018. Action is required by the following agencies: The City of San Diego, San Diego County, Santee, Encinitas, Escondido, Del Mar, SANDAG, National City, and La Mesa. Please transmit all Inactive and Future Inactive invoices to the District Local Assistance Engineer (DLAE) in District 11 before April 20, 2018. Note: An invoice is not cleared from the Inactive or future Inactive list until it has been paid by the State Controller’s Office.

A complete list of inactive projects can be found at the link provided below.
http://www.dot.ca.gov/hq/LocalPrograms/Inactiveprojects.htm

June 2018 Deadline for 17/18 Federal Fiscal Year Requests for Authorization/Obligation

Please transmit Requests for Authorization, de-obligation, etc. due this federal fiscal year before June 8, 2018.

ATP Cycle 4 Call-For Projects

Caltrans anticipates the CTC will announce the 2019 (Cycle 4) call-for-projects in or around May 2018.

The Cycle 4 Call for Projects is expected to include about $440M in ATP funding made up of Federal funding and State SB1 and SHA funding. The funding/programming years are expected to include 19/20, 20/21, 21/22 and 22/23 funding years.

Potential applicants are encouraged to check the Caltrans and CTC ATP websites for future updates. CTC – ATP website: http://www.catc.ca.gov/programs/ATP.htm

For project specific and call for project questions, please contact Bryan Ott, District 11 ATP Coordinator at (619)220-5310 or via email at bryan.ott@dot.ca.gov

Highway Safety Improvement Program (HSIP)

The next call for projects (HSIP Cycle 9) is expected to be announced around late April/early May, 2018. Please visit this website periodical for updates.
http://www.dot.ca.gov/hq/LocalPrograms/HSIP/apply_now.htm

For details, see the link below:
Or if you have any questions, you may contact Bryan Ott, District 11 HSIP Coordinator at (619) 220-5310 or via email at bryan.ott@dot.ca.gov
June 30, 2018 Deadline for “DBE Annual Submittal” and “ADA Annual Certification” Forms

Just a reminder, please submit both the “Local Agency Disadvantaged Business Enterprise (DBE) Annual Submittal Form” (Exhibit 9-B) and “Local Agency Americans with Disabilities Act (ADA) Annual Certification Form” (Exhibit 9-C) by June 30, 2018, for the next Federal Fiscal Year (October 1, 2018 to September 30, 2019) per Local Assistance Procedures Manual (LAPM) Chapter 9, sections 9.3 and 9.6. Include in your 9-B submittal an organizational chart showing the DBELO and his/her contact information.

Note: Failure to submit the completed forms will result in a delay of processing any Requests for Authorization (RFA).

Architectural & Engineering (A&E) Consultant Contract Review Office Bulletin #17-02

A recording of the A&E Exhibit 10-C 2-Hour Intensive training webinar is now available, along with a PDF of the presentation and all accompanying handouts. This webinar recording discusses the revised Local Assistance Procedures Manual (LAPM) Exhibit 10-C Consultant Contract Reviewers Checklist and the new procedure in effect requiring all agencies to obtain acceptance of Exhibit 10-C prior to contract award. If you or your staff were not able to attend one of the 24 in-person training classes or the live webinar we offered, please watch this webinar to learn how to avoid the risk of noncompliance.

Check out our A&E Exhibit 10-C Webinar Recording and Handouts at the following link:

http://www.localassistanceblog.com/ae-training/

Local Assistance Manuals Updated

The Local Assistance Procedures Manual (LAPM) and the Local Assistance Program Guidelines (LAPG) have now been updated as of January 2018. Below are the links for the manuals:

-LAPM: http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm

-LAPG: http://www.dot.ca.gov/hq/LocalPrograms/lam/lapg.htm

Division of Local Assistance Listserver Email Subscription

Sign up for a Division of Local Assistance “Listserver” to receive significant updates or additions to Local Assistance webpages, including changes to the Local Assistance Procedures Manual (LAPM) and Local Assistance Program Guidelines (LAPG), new Office Bulletins and Local Programs Procedures, as well as Calls for Projects.

http://lists.dot.ca.gov/mailman/listinfo/dla-website-updates-announce

Highway Bridge Program (HBP) Update

HBP October Survey notification and submittal in mid-August 2018.
CWA Cycle 15 Approved by Department of Finance

HQ posted the approvals to: http://www.dot.ca.gov/hq/LocalPrograms/CWA/cwa.htm

A letter or e-mail will be sent to those agencies that requested a Cooperative Work Agreement (CWA) with the Project’s new reversion date.

Division of Local Assistance Blog (LAB)

The Caltrans Local Assistance Blog (LAB) provides clarity on issues and contributes to the successful delivery of transportation projects using federal resources. Categories covered by the LAB are: Subsidized Classes for Local Agencies, Policy/Procedures, Program Guidelines, Training, Environmental, and Right of Way.

http://www.localassistanceblog.com

Period of Performance

Office Bulletin (OB) 18-01 has been published to revise Office Bulletin 16-02, which established a procedure to identify a Period of Performance End Date (PPED), to establish when the Period of Performance ends, and an Agreement End Date (AED) to define when the project would close in the Federal Highway Administration's (FHWA) Fiscal Management Information System (FMIS). After having this procedure in practice for two years, and after review, FHWA and the Division of Local Assistance has determined that only one date will be used to define when the Period of Performance ends. OB 18-01 clarifies what the Period of Performance is, eliminates the Period of Performance End Date, and establishes that only one date will need to be established to identify the end of the Period of Performance.

See Office Bulletin 18-01 below and linked here.

New Process for Reviewing Indirect Cost Rates of A& E Firms Contracting with Local Agencies

The California Department of Transportation (Caltrans) is implementing a new process for reviewing Indirect Cost Rates of Architectural and Engineering (A & E) firms contracting with local agencies. As part of the process, A & E firms will now be required to submit to local agencies certain financial documents to support their Indirect Cost Rates. Training on the new process is posted to the Caltrans Audits and Investigations website. For more information, please refer to the following documents:

- Letter to Transportation Partners from Caltrans A &I
Architectural & Engineering (A&E) 10-C Webinar Recording

A recording of the A&E Exhibit 10-C 2-Hour Intensive training webinar is now available, along with a PDF of the presentation and all accompanying handouts. This webinar recording discusses the revised Local Assistance Procedures Manual (LAPM) Exhibit 10-C Consultant Contract Reviewers Checklist and the new procedure in effect requiring all agencies to obtain acceptance of Exhibit 10-C prior to contract award. If you or your staff were not able to attend one of the 24 in-person training classes or the live webinar we offered, please watch this webinar to learn how to avoid the risk of noncompliance. http://www.californialtap.org/

Check out our A&E Exhibit 10-C Webinar Recording and Handouts


Supplemental Guidance for Emergency Opening and Permanent Restoration Work on Local Assistance Projects 2018 Update

The initial approval is applicable to ER projects resulting from Disaster Events CA 17-1 and CA 17-2 that meet the conditions described in the FHWA letter dated March 14, 2017. The recently expanded approval applies to ER projects from Disaster Event CA 17-3 and later, which meet the requirements stipulated in FHWA’s letter dated February 14, 2018. ER projects not meeting the criteria must abide by the requirements stipulated in the Local Assistance Program Guidelines (LAPG), Chapter 11, which requires all permanent repair phases of the project, except Preliminary Engineering, be processed using regular federal aid procedures.

LOCAL ASSISTANCE EVENTS

April 18, 2018 – Southern California Local Assistance Management Meeting (SCLAMM)

To be held in District 7 at 100 South Main Street, Los Angeles, CA 90012 in room 01.040-A, B & C. Suggestions on any topics/concerns to be addressed and if you need speaking time, please contact Joann Eustache at (213) 897-2958 or via email at Joann.Eustache@dot.ca.gov

Note: Last date to submit a request: March 30, 2018.

First 50 Agencies confirming the attendance will be given preference parking (one parking space per agency). Only e-mail confirmation is accepted. SCLAMM flyer by Dist. 7 is attached to this update.

SAVE THE DATE: September 13, 2018 - Future SCLAMM

The SCLAMM Meeting will tentatively be taking place at the Caltrans, District 11 Office in the Garcia conference room on September 13, 2018. You will need to register with Alma Sanchez at (619) 278-3735 or via email at alma_sanchez@dot.ca.gov by September 6, 2018.

District 11, will request any topics/discussions as we approach the date.
TRAINING

For questions or to register for any training, you may contact Local Assistance Training Coordinator, Alma Sanchez at (619)278-3735 or via email at: Alma.Sanchez@dot.ca.gov

April 9-13, 2018: Federal Aid Series
Location: Caltrans District 11, 4050 Taylor Street, Gallegos Room, San Diego 92110

Additional dates and sites are available statewide.

Registration is now CLOSED for the San Diego location. Please check for updates through an online registration link below:
http://www.californialtap.org/index.cfm?pid=1077

May 24, 2018: Procuring Architectural & Engineering (A&E) Training

There is new and updated Procuring A&E training will possibly be taking place in Caltrans, District 11, at 4050 Taylor Street, San Diego, CA in the Gallegos Conference room. Start time will be announced at a later date. There is limited space available. To register for this training, you may contact Alma Sanchez-Local Assistance Training Coordinator.

Bicycle Transportation: An Introduction to Planning and Design

The Active Transportation Resource Center (ATRC) in collaboration with Caltrans will be giving a hands-on course which will challenge you to explore the tools used to assess and evaluate the suitability of transportation route and facilitate its use by all types of bicyclist. Participants will learn how to apply bicycle design concepts that best balance competing needs on a specific route. Current policy related to the future of active transportation will be discussed, and some visit supporting design documents will be identified. Below is the link to register:


Training on Financial Document Requirements for A&E Firms Contracting with Local Agencies

Caltrans, Audits and Investigations (A&I) recently released training module on Financial Document Requirements for Architectural and Engineering Firms on Local Government Contracts. A&I discusses the financial document review process. Video training module link is below:

https://www.youtube.com/watch?v=xc4JLL802fM&feature=youtu.be

Subsidized Classes for Local Agencies

The California Local Technical Assistance Program is a jointly funded effort between FHWA and Caltrans to provide local governments with training, information, technology and direct assistance to help improve transportation infrastructure. Upcoming courses are listed at this link:

registration.techtransfer.berkeley.edu/wconnect/ShowSchedule.awp?&Mode=GROUP&Group=:FULL&Title=Complete+Listing