Regional Planning Technical Working Group
Thursday, April 16, 2020
2 p.m.
**Teleconference Meeting**

Agenda Highlights

- Comprehensive Multimodal Corridor Plan
- Department of Finance Population Estimate

MEETING ANNOUNCEMENT AMIDST COVID-19 PANDEMIC:

The SANDAG Regional Planning Technical Working Group (TWG) meeting scheduled for Thursday, April 16, 2020, will be conducted virtually in accordance with Governor Newsom’s State of Emergency declaration regarding the COVID-19 outbreak, Executive Order N-29-20, and the Guidance for Gatherings issued by the California Department of Public Health. TWG Members will primarily participate in the meeting virtually, while practicing social distancing, from individual remote locations. There are a few options for public participation:

- Listen to the meeting audio stream through sandag.org
- Observe the meeting via GoToMeeting (registration required)

To register for the GoToMeeting webinar, follow the prompts to enter your name and email address. Members of the public who prefer not to share their names with SANDAG may use initials or a pseudonym; however, to receive a confirmation email, including a link to join the webinar, you will need to enter a valid email address. On the morning of the meeting, click the “Join Webinar” link in the confirmation email. To avoid connection issues, check your system requirements in advance.

During the GoToMeeting webinar: To minimize/expand the webinar attendee panel, click on the orange arrow at the top right corner of your screen. Attendees will be in “listen only” mode. View GoToMeeting FAQs for additional information.

SANDAG is relying on commercial technology to broadcast the meeting via GoToWebinar. With the recent increase of virtual meetings, platforms such as Microsoft Teams, WebEx, GoToMeeting, and Zoom are working to scale their systems to meet the new demand. If we experience technical difficulty or you are unexpectedly disconnected from the broadcast, please close and re-open your browser and click the link to re-join the meeting. SANDAG staff will take all possible measures to ensure a publicly accessible experience. Please note that the meeting will continue to be broadcast audio-only via the “Listen to the meeting” link on www.sandag.org.

Public Comments: Persons who wish to address the TWG on an item to be considered at this meeting, or on non-agendized issues, may email comments to the TWG at clerk@sandag.org (please reference: “April 16 TWG Meeting” in your subject line and identify the item number(s) to which your comments pertain). Comments received by 4 p.m. on Wednesday, April 15, will be provided to TWG members prior to the meeting. Comments received during the meeting will be read into the record at the appropriate time for public comments. All comments received prior to the close of the meeting will be made part of the meeting record.
Welcome to SANDAG. Members of the public may speak to the TWG on any item at the time the TWG is considering the item. Public speakers are limited to three minutes or less per person. The TWG may only take action on any item appearing on the agenda.

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 sandag.org/meetings. Additionally, interested persons can sign up for email notifications at sandag.org/subscribe.

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2. Enter the Meeting Number: 294 790 551
3. Enter the Meeting Password: SANDAG

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.

San Diego Association of Governments · 401 B Street, Suite 800, San Diego, CA 92101-4231
(619) 699-1900 · Fax (619) 699-1905 · sandag.org
# Regional Planning Technical Working Group

**Thursday, April 16, 2020**

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Action</th>
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<tr>
<td>1.</td>
<td>Welcome and Introductions</td>
</tr>
<tr>
<td>2.</td>
<td>Public Comments and Communications</td>
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<tr>
<td></td>
<td>Public comments under this agenda item will be limited to five public speakers. Members of the public shall have the opportunity to address the Regional Planning Technical Working Group (TWG) on any issue within the jurisdiction of SANDAG that is not on this agenda. Other public comments will be heard during the items under the heading “Reports.” Persons who wish to address the TWG on an item to be considered at this meeting, or on non-agendized issues, may email comments to the TWG at <a href="mailto:clerk@sandag.org">clerk@sandag.org</a> (please reference: “April16 TWG Meeting” in your subject line and identify the item number(s) to which your comments pertain). Comments received by 4 p.m. on Wednesday, April 15, will be provided to TWG members prior to the meeting. Comments received during the meeting will be read into the record at the appropriate time for public comments. All comments received prior to the close of the meeting will be made part of the meeting record. TWG members also may provide information and announcements under this agenda item.</td>
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## Reports

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<tr>
<th>#.</th>
<th>Report</th>
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<tr>
<td>+3.</td>
<td>Comprehensive Multimodal Corridor Plan</td>
<td>Discussion</td>
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<td></td>
<td><em>Richard Chavez, SANDAG</em></td>
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<td>An overview of the Comprehensive Multimodal Corridor Plan process that is being used to refine and prioritize transportation solutions within 12 corridors throughout the San Diego region will be presented. The TWG is invited to discuss and provide feedback.</td>
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<td>4.</td>
<td>Department of Finance Population Estimate</td>
<td>Discussion</td>
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<td><em>David Tedrow, SANDAG</em></td>
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<td>An update will be provided on the latest Department of Finance population estimate and what it means to SANDAG projects.</td>
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<td>5.</td>
<td>Planning During COVID-19</td>
<td>Discussion</td>
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<td>The TWG is invited to discuss the planning profession during the COVID-19 requirements. Members are invited to share what is making planning more difficult (e.g., public outreach), what could be improved, and long- and short-term concerns.</td>
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<td>6.</td>
<td>Member Communications</td>
<td>Information</td>
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<td>TWG members will provide brief updates on the latest planning projects occurring in their jurisdictions.</td>
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7. Future Meeting Topics  
   Discussion
The TWG is asked to suggest topics for future meetings.

8. Upcoming Meetings  
   Information
The next TWG meeting is scheduled for Thursday, May 14, 2020, at 1:15 p.m.

9. Adjournment

+ next to an agenda item indicates an attachment
COMPREHENSIVE MULTIMODAL CORRIDOR PLAN GUIDELINES

California Department of Transportation, District 11
San Diego Association of Governments
These guidelines are proposed by and between the California Department of Transportation, District 11 (D11), and the San Diego Association of Governments (SANDAG). A team of participants from both agencies identified a proposed organizational structure, corridor lead project manager assignment, corridor area definition, outcomes and deliverables, and stakeholder engagement and outreach for the effective delivery of Comprehensive Management Corridor Plans (CMCP).

**ORGANIZATIONAL STRUCTURE**

The following organizational structure between D11 and SANDAG is recommended to improve the overall effectiveness of delivering corridor plans.

In the proposed organizational structure, the SANDAG Board/Transportation Committee will serve as the forum for policy discussion. A Steering Committee will oversee the development of the CMCP, ensure consistency, and adherence to policy, goals and objectives. The CMCP Team will conduct the corridor planning work being supported by a Subject Matter Expert (SME) Group and a Program Office, providing resources to the CMCP Teams. The CMCP Team will coordinate corridor planning work with the Stakeholders Working Group.

The agreed-upon roles and responsibilities of the various groups are summarized below, with specific assignments and participation noted where applicable.

- **SANDAG Board/Transportation Committee** – Discuss and prioritize regional goals/projects, and provide acceptance of corridor plans.
CMCP Steering Committee – The responsibilities of the Steering Committee include, but are not limited to:

- Ensure consistency in documentation, messaging, and data
- Ensure adherence to policies, goals and objectives
- Collaborate across agencies
- Select Project Managers to lead CMCP Team
- Select CMCP Team and SME Group members
- Meet on a monthly or as-needed basis (first or second Monday of the month from 3:30 to 4:30 p.m.)
- Decision-making will be done by consensus; disagreements will be elevated to Gustavo Dallarda, D11 Director and Ray Traynor, SANDAG Chief Planning and Innovation Officer
- Review project management plan, draft and final CMCPs

The CMCP Steering Committee is comprised of the following individuals:

- Ann Fox, Caltrans Deputy District Director of Planning
- Allan Kosup, Karen Jewell, Mario Orso, and Ross Cather, Caltrans Corridor Directors
- Coleen Clementson, SANDAG Regional Planning Director
- Antoinette Meir, SANDAG Director of Mobility and Innovation
- Elisa Arias, SANDAG Integrated Transportation Planning Director
- Richard Chavez, SANDAG Planning, Principal Engineer
- Designees and alternates from the Regional Planning Technical Working Group

CMCP Program Office – Prepares agendas and facilitates Steering Committee meetings, oversees data management and collaborative worksite development. The CMCP Program Office is comprised of:

- Richard Chavez, SANDAG Planning, Principal Engineer
- Ursula Paulus, D11 TransNet Program Office Manager
- Other SANDAG and Caltrans staff that oversee budgets, schedules, risk, and provide staff and consultant resources to the CMCP Teams as needed

CMCP Team – The responsibilities of the CMCP Team include, but are not limited to:

- Develop project management plan,
- Manage budget, schedule, and resources
- Define geographical area of corridor study
- Manage resources (with support from the Program Office)
- Conduct community outreach and stakeholder engagement
o Compile and analyze data
o Identify potential transportation solutions
o Recommend, select and prioritize transportation solutions
o Update Steering Committee regularly
o Prepare draft and final corridor plans
o Monitor and evaluate progress

• **CMCP Subject Matter Expert (SME) Group** – A multi-disciplinary group, consisting of Caltrans and SANDAG staff, augmented by consultants, that is available to all CMCP Teams providing expertise on:
  o Highway
  o Roadway
  o Transit
  o Bicycle/pedestrian
  o Goods Movement
  o Micro-mobility and other Flexible Fleets
  o Mobility Hubs and Land use
  o Transportation Demand Management (TDM)
  o Transportation System Management and Operations (TSMO)
  o Environmental
  o Finance
  o Cost estimation
  o Outreach
  o Data collection, analysis, and modeling
  o Policies and programs
  o Social equity
  o Interregional, binational, tribal, and military perspectives
  o Intelligent Transportation Systems (ITS)
  o Clean Transportation (Electric Vehicles)

• **CMCP Stakeholder Working Group** – An external stakeholder group that is called upon when needed, including but not limited to:
  o Public, private, and non-profit sectors
  o Transit providers
- Business communities
- Environmental interest groups
- Social equity organizations
- Active transportation and public health advocates
- Technology and broadband stakeholders
- Tribal governments and communities
- Military
- Others

**Timeline**

The CMCP Steering Committee will identify the Project Manager for each corridor to assemble the CMCP Teams no later than April 3, 2020. The CMCP Steering Committee was also asked to discuss the need for a peer-review panel (outside agencies/consultants) to review draft CMCPs.

**CORRIDOR LEAD PROJECT MANAGER ASSIGNMENTS**

The Steering Committee will select a Project Manager for each corridor from one of the two agencies. The criteria to inform the Steering Committee’s selection will include, but is not limited to:

- **Agency Capacity** – The resources and expertise that team members could devote to a corridor planning effort, considering the time-period within which the corridor plan is expected to be complete.
- **Experience** – The level of expertise they have for the primary/anchor mode within the corridor.
- **Existing Collaborative Group** – Build on an existing interagency group or stakeholder relationships to cities, communities, etc. within the corridor.

All corridors will be assessed using the same criteria, but different emphasis may be placed on specific criteria as appropriate for each corridor.
The current status of Project Manager and CMCP Team member assignments is as follows:

<table>
<thead>
<tr>
<th>Corridor</th>
<th>Project Manager</th>
<th>CMCP Team Members</th>
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| SPRINT/Corridor SR 78/SR 76      | Kareem Scarlett – Caltrans | • Brian Lane – SANDAG  
|                                  |                          | • TBD – Oceanside  
|                                  |                          | • TBD – Vista  
|                                  |                          | • TBD – San Marcos  
|                                  |                          | • Julie Procopio – Escondido  
|                                  |                          | • TBD – County  
| High Speed Transit/SR 52/SR 67   | TBD                      | • Brook Emery – Caltrans  
|                                  |                          | • Melina Pereira – Caltrans  
|                                  |                          | • Alex Estrella – SANDAG  
|                                  |                          | • TBD – City of San Diego  
|                                  |                          | • Minjie Mei – Santee  
|                                  |                          | • TBD – County  
| Central Mobility Hub            | Rachel Kennedy – SANDAG  | • Nicola Bernard – Caltrans  
|                                  |                          | • TBD – City of San Diego  
|                                  |                          | • TBD – Coronado  
| Purple Line/Blue Line/I-5 South/I-805 | Jennifer Williamson – SANDAG | • Jose Luis Robles – Caltrans  
|                                  |                          | • Ramon Martinez – Caltrans  
|                                  |                          | • TBD – City of San Diego  
|                                  |                          | • Steven Manganiello – National City  
|                                  |                          | • Frank Rivera – Chula Vista  

The SME Group assignments are still to be determined.

**CORRIDOR AREA DEFINITION**

The CMCP Team will define in specific terms the corridor area to be addressed by the CMCP. A corridor area is informed by existing and forecasted travel patterns for people and goods. Travel in the corridor may be multimodal, is context-specific relative in scale to the region wherein it exists, with its limits defined by travel or modal decision points.

**Geographic Scope**

Geographical features that will be utilized by the CMCP Team to define the corridors and determine their boundaries include:

- Existing and forecasted travel patterns. Origin/Destination Data (ODD) for all modes for people and goods (e.g., freeway, transit, rail, ports, flight, arterials, active transportation)
- Mobility Hubs
  - Employment (Tier 1 & 2 Job Centers captured in transit)
o Major Activity Centers (e.g., tourist destinations, colleges/universities, large hospitals, military bases, etc.)
  o Capture Tier 1 & 2 transit nodes, to the extent within the general area of the corridor
  • Geographic proximity of integrated infrastructure (in relative scale) and adjacency of different modal choices
  • Interregional connections
  • Travel or Modal decision points
  • Land use (e.g., housing, conservations, etc.)

Other geographical and operational characteristics that will assist the CMCP Team in evaluating travel behaviors in the corridors include, but are not limited to:
  • Demographics – characteristics of the population that influence types of trips in the region (e.g., age, gender, disabilities, etc.)
  • Urban, suburban, or rural areas
  • Travel behaviors and propensity (pathways for travel)
  • Unmet travel needs

Overlap/Adjacency
As corridors are developed, there may be overlap or adjacencies that affect multiple corridors. When those instances occur:
  • Identify and document effects
  • Coordinate between project managers
  • Ensure clear documentation and reporting
  • Collaborate and share data

Branding
Renaming of corridors should consider other characteristics instead of the main infrastructure (e.g., North Coast Corridor instead of I-5), including, but not limited to:
  • General geography of the region
  • Trip purpose
  • Industry or employment concentrations

OUTCOMES AND DELIVERABLES
The Steering Committee will provide the overarching direction on schedule and expectations to the CMCP Teams to ensure a consistent approach across all corridor plans. Direction to the CMCP Teams is as follows.
• Project Management Plans (workplans), Draft, and Final CMCPs will be delivered based on the schedule shown in the Timeline section below. Authority to make adjustments to CMCP budgets is assigned to: TBD

• Analysis methodology for prioritizing transportation solutions will be based on local, regional, state, and federal policy, vision and goals. The schedule for providing updates to the SANDAG Transportation Committee is to present status on Project Management Plans in May 2020, stakeholder outreach in summer 2020, and the draft and final CMCPs starting in fall 2020.

• Caltrans reporting requirements: TBD.

• The process for continuously reassess performance measures and assumptions to determine if an update of the plan is needed: TBD.

• The template (chapters) for all CMCPs: TBD. Examples of key elements of a CMCP include CTC 2018 CMCP guidelines (page 9), Caltrans Corridor Planning Process Guide (page 53).

• Prepare a Project Management Plan to include: listing of previous studies and a brief summary of key findings, definition of geographical area based on data-driven analysis, implementation schedule including milestones and deliverables, proposed expenditure plan, anticipated data and analysis needs, SME Group engagement plan, stakeholder and public outreach strategy.

• Present work products to and discuss status, risks and issues with the Steering Committee at five key milestones: 1) Project Management Plan review, 2) stakeholder engagement and public outreach findings and recommended next steps, 3) proposed transportation strategies and priorities, 4) draft CMCP, 5) final CMCP.

• Working with stakeholders, develop goals and objectives for each corridor and determine performance metrics and evaluation criteria based on goals and objectives.

• Identify potential transportation solutions. Analyze the effectiveness of transportation solutions. Select and prioritize solutions (short-, medium-, or long-term horizons). Develop high-level planning costs for transportation solutions. Transportation solutions can include policy recommendations and legislative needs.

• Identify existing conditions and most frequent and impactful performance issues and their causes (identification and diagnosis of the causes of congestion, safety and reliability issues). Assess no-build scenario.

• Define methodology for prioritization as it relates to project area and local, regional, state, and federal policy, vision and goals.

• Prepare Project Management Plan, draft and final CMCP documents.

• Continuous reassessment of performance measures, evaluation criteria and assumptions to determine if updates are needed.

• Share and store information using the collaborative worksite established by the Program Office.
STAKEHOLDER ENGAGEMENT AND OUTREACH

CMCP Teams will work with stakeholders, communities, and champions to request feedback, share information, garner buy-in, and build consensus toward delivering corridor plans, identifying transportation solutions and priorities.

- **Stakeholders** – All entities and agencies that have interest in or will be affected by the plan. Stakeholders include:
  - Transit providers
  - Community planning groups
  - Public, private, and non-profit entities
  - Business communities
  - Environmental interest groups
  - Social equity organizations
  - Active transportation and public health advocates
  - Technology and broadband stakeholders
  - Tribal governments and communities
  - Military
  - Others

- **Communities** – The public/customers using the transportation system. End users of the transportation system.

- **Champions** – Influential community leaders who advocate for transportation solutions

**Communication Plan**

A stakeholder engagement and community outreach (communication plan) will be developed that utilizes different tools and techniques to request feedback, present the vision and goals, and share transportation solutions that were developed with input from all stakeholders. Each corridor will have its own communication plan (as part of their Project Management Plan). It will be a coordinated effort through the CMCP Steering Committee, so there is consistency with all corridors ensuring a unified message and scheduling of collateral and/or events does not conflict. A communications consultant will be hired by Irene McCormack, SANDAG Director of Strategic Communications, to develop the overarching communications strategy.

Elements to be developed and coordinated through the communication plan include, but are not limited to:

- Stakeholder meetings
- Executive/Steering Committee briefings
- Public engagement events (town hall meetings, community group meetings, street fairs, etc.)
• Fact sheets
• Frequently Asked Questions (FAQs) and Answers
• Videos
• Newsletters
• Surveys
• Coordinated outreach (e.g., other corridors and 5 Big Moves)

The following performance metrics will be tracked to measure the success of the communication plan, and provide another avenue to communicate with stakeholders, demonstrate collaboration, and build consensus with all involved parties:

• Effectiveness of social media outreach (responses)
• Responsiveness of surveys (number of participants)
• Attendance at events (number of participants)
• Acceptance (buy-in satisfaction with CMCP)

The communication plan will be reviewed and approved by the CMCP Steering Committee as part of the Project Management Plan.

Timeline

Below is the timeline for CMCP implementation and check-ins with the Transportation Committee. For brevity, Project Management Plans are defined as “workplans” in the image below.

<table>
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<tr>
<th>Spring 2020</th>
<th>Summer 2020</th>
<th>Fall 2020</th>
<th>Summer 2021</th>
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<tbody>
<tr>
<td>Develop Workplans</td>
<td>Stakeholder Engagement</td>
<td>Draft Plans</td>
<td>Final Plans</td>
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Transportation Committee Check-ins

• May 2020
  Overview of workplans (one meeting)

• Summer 2020
  Stakeholder engagement (public meetings)

• Fall 2020 to Summer 2021
  Review and discuss findings for each corridor (five meetings)
AMENDMENTS

The Steering Committee may amend these guidelines during joint meetings where both partners reach consensus on the content to be revised, added or omitted.