EXECUTIVE COMMITTEE
March 12, 2004

AGENDA ITEM NO.: 1
Action Requested: APPROVE

EXECUTIVE COMMITTEE DISCUSSION AND ACTIONS
February 13, 2004

Chairman Ron Morrison (South County) called the Executive Committee meeting to order at 9:09 a.m. The attendance sheet for the meeting is attached.

1. APPROVAL OF MINUTES

Upon a motion by Councilmember Hal Ryan (East County) and a second by Supervisor Dianne Jacob (County of San Diego), the minutes of the January 9, 2004, Executive Committee meeting were unanimously approved. Councilmember Jack Feller (North County Coastal) abstained from voting on these minutes.

2. PUBLIC COMMENTS/COMMUNICATIONS/MEMBERS COMMENTS

There were no public comments.

Councilmember Feller asked if there is a way for SANDAG to make a statement or provide input on the effect of illegal immigration on this county, and to inform others of its stance on this issue. Chair Morison replied that we can make a statement within the framework of our Borders Committee or through the Regional Comprehensive Plan (RCP). Vice Chair Mickey Cafagna (North County Inland) suggested that this matter be discussed by SANDAG’s new Public Safety Committee. The Executive Director suggested that the Executive Committee refer this matter to the Borders Committee. Councilmember Ryan thought it could go before both the Borders and Public Safety Committees.

REPORTS

3. FY 2004 DRAFT OVERALL WORK PROGRAM (OWP) (INFORMATION)

The Director of Finance introduced a report on the FY 2005 Draft OWP, which describes the work elements that could be accomplished at SANDAG during the next fiscal year, pending available funding. The work element activities are determined by the priorities, mandates, and agency designations established at SANDAG toward resolving regional issues or improving the quality of life in the region. Things have changed with consolidation, specifically with the addition of the capital and operating budgets of the transit agencies. The OWP is used by the Executive Committee and Board of Directors to prepare SANDAG’s annual Program Budget. The OWP work elements are grouped into the following categories: implementation; technical services; planning; programming, project monitoring,
and oversight; development, systems management, and program management; and external relations. Each OWP proposal was evaluated in terms of its ability to support one or more of the agency’s priorities: (1) does the proposal actively support implementation of the existing TransNet projects as well as public outreach for the TransNet reauthorization, (2) does the proposal support the RCP, and (3) does the proposal advance the Regional Transportation Plan (RTP) and the Transit Vision. There are also two practical considerations: the readiness to deliver a product, and the support of a critical business function. There are some mandated activities that we have to fund such as work on the State Transportation Improvement Program (STIP), the Regional Transportation Plan, and the Regional Transportation Improvement program (RTIP). Each of the jobs has been categorized as an existing or new effort and either an ongoing or one-time activity. Each department director then summarized his/her proposed work efforts for next year with a focus on challenges.

The Director of Finance described the overall organization of SANDAG with five departments: Finance, Land Use and Transportation Planning, Technical Services, Mobility Management and Project Implementation, and Administration. The Finance Department has two divisions, Accounting, and Programming and Project Control. The Accounting division supports employees and handles day-to-day accounting activities. The Programming and Project Control division handles the programming of funding that is SANDAG’s responsibility. Efforts of this division will be working through the STIP funding crisis, programming of the transit capital program, and developing the transit operating revenue estimates. If the TransNet Extension is successful, we will be gearing up for that. If it is not successful, then we will have to do some project reprioritization and fund swapping amongst projects. Consolidation has presented an opportunity to look at funding strategies for the region as a whole, and will result in a more comprehensive funding program.

The Director of Land Use and Transportation Planning explained the three divisions in this department: Land Use Planning, Transportation Planning, and Borders Planning. The efforts of this department will focus on three major programs: the update of the Regional Transportation Plan (RTP), transit project development plans, and implementing the policies in the RCP. Other efforts will work on regional habitat funding; regional energy programs; regional housing needs assessment; collaboration with tribal governments; collaboration with Mexico on transportation, energy, and the environment; collaboration with Riverside County through the Interregional Partnership (IRP); and collaboration with Imperial County. There is also a goal to make some kind of contact with Orange County. Challenges for this department include the ongoing development of our organizational team at SANDAG and improving our internal systems.

Supervisor Jacob asked about SANDAG’s involvement in habitat planning. She wanted to ensure that SANDAG is not competing with the County’s and City of San Diego’s habitat efforts. Staff responded that in terms of regional funding, we are headed towards the development of a regional environmental mitigation program through the TransNet Extension. We have been working with County and City staffs to use revenues for the mitigation of transportation projects to meet habitat goals.
Vice Chair Cafagna commented that we want to make sure that the City and County of San Diego receive the proper credits for the mitigation being done in the transportation corridors.

Chair Morrison clarified that these are supplemental efforts, not competing ones.

The Executive Director commented that we are working with the resource agencies to obtain permits and let the mitigation dollars contribute towards the local obligations for the regional habitat plans. We don’t have a dedicated funding source for this purpose. If the TransNet Extension is approved, we will be able to put our money toward meeting the local governments’ mitigation obligations.

The Director of the Technical Services Department indicated that this is a very diverse department with a fairly defined mission to provide data, maps, analysis, and other services. It is organized around three major functions: Criminal Justice, Information Systems, and Research. The Criminal Justice Division and the Automated Regional Justice Information System (ARJIS) have been consolidated and a new policy advisory committee, the Public Safety Committee, has been formed. The Criminal Justice Division is the clearinghouse for criminal justice information, and is nationally recognized for its evaluation research on juvenile delinquency and other programs. Its focus is to help prevent people from committing crimes or recommitting crimes. ARJIS is dedicated to providing state-of-the-art information to enhance officer and public safety, and is also currently involved in several initiatives of the Homeland Security efforts. A longer-term vision for Criminal Justice and ARJIS is a national center for public information sharing. A challenge for this division is to obtain grant funding. As a result of the financial climate, staff will only pursue those initiatives that make the most sense for the ARJIS mission. The consolidation of Criminal Justice and ARJIS is an opportunity to promote SANDAG’s Criminal Justice activities.

Related to the Information Systems Division, there is now staff on five separate floors. We are looking to enhance communication among the staff and to ensure that proper hardware and software upgrades are implemented to enhance productivity. One benefit of consolidation is that all Web maintenance function is now integrated under SANDAG. The challenges to the Information System Division include serving an increased staff size and making sure that our information systems are on the forefront of technology.

The Research Division includes transportation modeling, forecasts, estimates, monitoring functions, and Local Technical Assistance (LTA). We are looking at an enhancement to our modeling capability for traffic and land use simulations. We want to develop tools with which our planners and transportation staff can demonstrate our vision and plans to the public. We would like to conduct a travel behavior survey next year. It is also important to keep the transportation models current. With the RCP and the RTP, there is a much greater focus on performance monitoring. Other initiatives that we will be working on include economic prosperity opportunities and fiscal reform. Finding the resources for upgrading the modeling work will be a challenge, and we have applied to Caltrans for two discretionary grants. Staff will also be evaluating a pricing structure for the LTA program to ensure that we get the best return on our investments.
Councilmember Jim Madaffer (City of San Diego) asked if there is a matrix of funding sources. Staff replied that every job has an identified revenue source(s). The Director of Finance added that the next step will be a matrix of matching revenues with projects. The Executive Director stated that we will find that there are more tasks on this list than we will have funding. The Board will ultimately have to make some priority funding decisions.

Councilmember Madaffer asked staff to bring back a report to the Board dealing with available technology. The Executive Director stated that one of SANDAG’s strengths has been its technology. Today we are meeting with the leadership of the new Public Safety Committee to develop strategies for our case for funding, in advance of a trip to Washington, D.C., as part of the National Association of Regional Councils (NARC) conference.

Councilmember Madaffer stated that he would like to see SANDAG involved in the neighborhood e-watch program. He noted that this program uses information obtained from ARJIS.

Councilmember Feller asked if developers and communities can contact SANDAG to perform modeling services. Staff replied that SourcePoint can offer that type of transportation modeling service for developers, and that LTA provides similar information services to our member agencies.

In response to a question from Councilmember Ryan, staff replied that sometimes a developer will request information directly from SANDAG and at other times, cities will request information.

Supervisor Jacob asked if the OWP priorities have been established. Staff replied that the projects are in numerical order. Staff will report back with these items in priority order as well as noting the ongoing items, and new items. The department directors have prioritized their projects and that information will be brought back to the Executive Committee when the Draft OWP and Preliminary Budget are discussed.

Supervisor Jacob indicated the need for fiscal reform and asked if SANDAG has endorsed any particular plan. The Executive Director stated that SANDAG staff have been working on a fiscal reform strategy, and have shared some of this information with state Senator Denise Ducheny. It was his understanding that Senator Ducheny has recently introduced a bill on fiscal reform.

Vice Chair Cafagna commented that we want to develop a consensus related to fiscal reform among the local entities and then submit it to State Legislators.

Supervisor Jacob said that the County wants to be a player in fiscal reform. She asked if SANDAG staff will be making presentations on fiscal reform. The Executive Director stated that staff has started working with local agency staffs, but could engage it at the policy level. Supervisor Jacob said that since there is movement in Sacramento on this issue, we should be engaged at the policy level now.
Councilmember Madaffer commented that we should be careful about swapping revenue sources as part of fiscal reform. SANDAG, the cities, and the County need to provide a consensus on this issue to prevent the state from taking revenues from the local entities. He added that we also need to stop the fiscalization of land use. The Executive Director stated that the success of fiscal reform is dependent upon obtaining constitutional protection for local funding sources.

Supervisor Jacob clarified that the language under No. 20011 in the work plan does not in any way support the Ducheny bill. The Executive Director responded affirmatively.

The Director of Mobility Management and Project Implementation reported that there are four areas in this department: Mobility Management, Project Development/Project Office, Intelligent Transportation Systems (ITS), and Transit Engineering and Construction. There are challenges in several major areas: the merging of engineering forces from SANDAG, the North San Diego County Transit Development Board (NCTD), and the Metropolitan Transit Development Board (MTDB) into a cohesive team; putting together the best practices of all three agencies and developing standards manuals; building trust with the transit agencies and the cities and county; and balancing a competent engineering workforce by keeping projects on lifeline support and moving projects forward as best we can. Efforts that staff would like to accomplish include a two-phase core competency level, using consultants depending on the needs of the region; development of a consultant contract capacity, looking at ways to design-build and design-sequence projects, combining all the ITS projects for consistency regionwide, and ensuring that hardware and software are consistent regionwide. There are two opportunities to make regional ITS improvements: the possibility of merging the Sprinter control center with other area control centers to save costs, and consolidating the 511 traveling information network with its five redundant systems. There are five initiatives that this department will be pursuing: creation of a project management office, the creation and maintenance of an ITS office, improving the management of the existing I-15 managed lanes, creation of a regional traveler information center, and balancing and prioritizing the workload.

The Director of Administration reviewed the four divisions in this department: Business Services, Human Resources, Graphics, and Contracts and Procurement. As a result of consolidation, there are new opportunities to consolidate functions. SANDAG will be contracting services to the transit boards, and it has merged into using MTDB’s accounting system, at a substantial savings over purchasing a new system. Other challenges are administrative costs, increased retirement costs, increased health benefit costs, and increased office space due to the transition of employees from the transit boards. The department director indicated that these increases are more a factor of the economy rather than from consolidation. The department director mentioned that all of the office relocations and renovations should be completed by June.

The Communications Director stated that this division is a four-person team. This staff provides communications advice for strategic initiatives including: public information, public involvement, and the consolidation of some marketing sectors for the transit agencies. The focus next year will be on the TransNet Extension.
Staff indicated that the full Draft OWP will be available for Executive Committee review at its March 12, 2004, meeting. With authorization for release by the SANDAG Board at its March 26, 2004, meeting, the Draft OWP will be distributed to federal and state agencies for review and comment. Comments will be due back to SANDAG in early April. The Executive Committee will review the comments and appropriate revisions will be incorporated into the Final OWP.

**Action:** This report was presented for information.

4. **REVIEW OF FEBRUARY 27, 2004, DRAFT BOARD AGENDA**

Staff reviewed the draft Board agenda for the February 27, 2004, Board of Directors meeting.

Mayor Lori Holt Pfeiler (North County Inland) suggested that SANDAG present a bigger year-end review since transportation is such a big issue to the region. The Executive Director suggested that this item be tabled and presented with the State of the Commute report at the April Policy Board meeting.

**Action:** Upon a motion by Councilmember Feller, and a second by Councilmember Madaffer, the Executive Committee voted to approve the February 27, 2004, draft Board agenda, transferring the SANDAG Year End Review report to the April Policy Board meeting.

5. **UPCOMING MEETINGS**

The next Executive Committee is scheduled for March 12, 2004.

6. **ADJOURNMENT**

Chair Morrison adjourned the meeting at 10:32 a.m.

Attachment: Attendance Sheet
CONFIRMED ATTENDANCE
SANDAG EXECUTIVE COMMITTEE MEETING
FEBRUARY 13, 2004

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