



401 B Street, Suite 800  
 San Diego, CA 92101-4231  
 (619) 699-1900  
 Fax (619) 699-1905  
 www.sandag.org

# MEETING NOTICE AND AGENDA

## SAN DIEGO CONFORMITY WORKING GROUP

The San Diego Conformity Working Group may take action on any item appearing on this agenda.

### MEMBER AGENCIES

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 California Department  
 of Transportation  
 Metropolitan  
 Transit System  
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 Transit Development Board  
 United States  
 Department of Defense  
 San Diego  
 Unified Port District  
 San Diego County  
 Water Authority  
 Mexico

Wednesday, April 7, 2010

**10:30 a.m. to 12 noon**

SANDAG, Conference Room 8C  
 401 B Street, Suite 800  
 San Diego, CA 92101-4231

Staff Contact: Rachel Kennedy  
 (619) 699-1929  
[rke@sandag.org](mailto:rke@sandag.org)

## AGENDA HIGHLIGHT

- **2008 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (RTIP) AMENDMENT NO. 23: CONFORMITY CRITERIA AND PROCEDURES**

***Please contact Rachel Kennedy prior to the meeting if you wish to participate by conference call.***

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# SAN DIEGO CONFORMITY WORKING GROUP (CWG)

Wednesday, April 7, 2010

ITEM #	RECOMMENDATION
1. INTRODUCTIONS	
+2. MEETING SUMMARY OF MARCH 3, 2010	INFORMATION
The CWG meeting summary for March 3, 2010, is attached. The CWG is asked to review the meeting summary.	
3. PUBLIC COMMENTS/COMMUNICATIONS	COMMENT
Members of the public will have the opportunity to address the Working Group during this time.	
+4. 2008 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (RTIP) AMENDMENT NO. 23: CONFORMITY CRITERIA AND PROCEDURES	DISCUSSION
The CWG will discuss the conformity criteria and procedures to be followed to determine conformity of the 2008 RTIP Amendment No. 23, which includes the addition of a project in the City of San Marcos (SM44) that will construct auxiliary lanes on eastbound State Route 78 between the Woodland Parkway Interchange and Nordahl Road Interchange and widen the Mission Road undercrossing. Conformity of the 2030 Regional Transportation Plan will be redetermined for consistency purposes. SANDAG staff will make brief presentations on the following topics:	
<ul style="list-style-type: none"><li>+a. Revenue-Constrained Program Assumptions</li><li>b. Regional Growth Forecast</li><li>c. Travel Demand Model</li><li>d. Latest emissions model, emissions budgets</li><li>e. Transportation Control Measures</li><li>+f. Public Involvement and Outreach</li><li>g. Schedule for 2008 RTIP Amendment No. 23</li></ul>	
5. 2010 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (RTIP)	INFORMATION
Staff will provide an update on the projects submitted for the 2010 RTIP.	

ITEM #	RECOMMENDATION
6. EMFAC 2010 DEVELOPMENT	DISCUSSION
<p>California Air Resources Board (ARB) staff will provide the CWG with an update on the development of the next generation of EMFAC software.</p>	
7. EIGHT-HOUR OZONE STANDARD RE-CLASSIFICATION UPDATE	DISCUSSION
<p>Staff from the U.S. EPA and the San Diego Air Pollution Control District will provide an update on the proposed rule to Implement the 1997 8-Hour Ozone standard.</p>	
8. OTHER BUSINESS	INFORMATION
9. UPCOMING MEETINGS	INFORMATION
<p>The next meeting of the San Diego Region Conformity Working Group is scheduled for Wednesday, May 5, 2010, from 10:30 a.m. to 12 noon at SANDAG.</p>	

+ next to an item indicates an attachment

San Diego Association of Governments  
**SAN DIEGO CONFORMITY WORKING GROUP**

April 7, 2010

AGENDA ITEM NO.: **2**

**Action Requested: INFORMATION**

MEETING SUMMARY OF MARCH 3, 2010

File Number 3100600

**Item #1: Introductions**

Self-introductions were made. See attached attendance list.

**Item #2: Meeting Summary of November 4, 2010**

Elisa Arias, SANDAG, asked the CWG to review the meeting summary. No corrections were made.

**Item #3: Public Comments/Communications**

No public comments were made. Elisa Arias announced that the Federal Highway Administration (FHWA) could not participate in the meeting due to the lapse in legal authority to make expenditures from the Highway Trust Fund. Ms. Arias stated that we would follow up with FHWA staff.

**Item #4: 2008 RTIP: Amendment No. 16**

Elisa Arias announced that the SANDAG Board of Directors approved Amendment No. 16 to the 2008 RTIP on January 22, 2010.

**Item #5: 2010 Regional Transportation Improvement Program (RTIP): Conformity Criteria and Procedures**

Elisa Arias announced we were starting the consultation process for conformity of the 2010 RTIP. SANDAG staff made brief presentations on the following topics:

a. Revenue-Constrained Program Assumptions:

Sookyung Kim, SANDAG, announced that the list of projects in the RTIP would not be available until after the April meeting of the CWG.

Elisa Arias stated that consultation would continue via e-mail when the list of projects is available.

Michelle Merino, SANDAG, explained that because San Diego is a non-attainment area, the SANDAG RTIP is required to be a revenue-constrained document with programmed projects based upon committed funding for at least the first two fiscal years of the RTIP period. Funding

assumptions are based on four criteria: (1) authorized or appropriated levels of federal and state funding from current legislation; (2) reasonable projections of future federal and state funding assuming a continuation of current funding levels; (3) the most current revenue forecasts for *TransNet*, the local transportation sales tax program; and (4) the planning and programming documents of the local transportation providers.

Since the 2010 RTIP covers fiscal years 2011 to 2015, project costs are expressed in future dollars. For the State Transportation Improvement Program (STIP) and State Highway Operations Protection Program (SHOPP), the revenues and program are based on the 2010 Fund Estimate (FE). The FE assumes no escalation from the baseline budget from 2009-10 to 2010-11 and displays a 1.3 percent annual escalation for State Operations expenditures for 2011-12 through 2014-15. For the major *TransNet*-funded projects, the SANDAG rate takes into account the recent trend in a low-bid construction environment and gradually increases over a five-year period. The rates used for FY 2011 start at (-) 4% and gradually increase over the next five fiscal years.

Ms. Merino explained that the RTIP revenue sources are grouped into three categories: federal, state, and local revenues.

Federal revenues include:

- American Recovery and Reinvestment Act
- Border Infrastructure Program
- Congestion Mitigation Air Quality/Regional Surface Transportation Program
- Demonstration/High-Priority Projects
- FTA (Section 5309) Capital Program
- FTA Urbanized Area Formula (Section 5307) Capital Program
- FTA Formula (Section 5310) Capital Program
- FTA Formula (Section 5311) Program
- FTA Formula (Section 5316) Jobs Access Reverse Commute Program
- FTA Formula (Section 5317) New Freedom Program
- Highway Bridge Program/Hazard Elimination/ Safe Routes to Schools, High Risk Rural Roads/Highway Safety Improvement Program. These programs are programmed in the RTIP as a lump a sum.
- Transportation Enhancement
- Transportation, Community and Systems Preservation. This is a new revenue source that researches relationships between transportation, community preservation and environment factors.

State revenues include:

- Freeway Service Patrol
- Prop 1A: Allocates funds for capital improvement to intercity rail, commuter rail and urban rail systems.
- Prop 1B: Includes funding for STIP/SHOPP Augmentation, Public Transportation Modernization, Improvement and Service Enhancement, Congestion Mobility Improvement Account, and the Trade Corridors Improvement Fund.
- STIP and SHOPP are programmed on a statewide basis. The program funding is based upon reasonably expected state and federal revenues, as identified in the 2010 STIP FE.

- Traffic Congestion Relief Program

Local revenues include:

- *TransNet*
- Local Agency Funding
- Local Privatization/Toll Revenues
- Transportation Development Act

Other funding sources include various state funding sources, local agency contributions, private sector funding, advertising income, investment earnings, passenger fare revenue, and other miscellaneous income. Also, Grant Anticipation Revenue Vehicle (GARVEE) remains in the RTIP as a funding source for the I-15 Managed Lanes.

Sookyung Kim clarified that the 2010 FE assumes no escalation from the baseline budget from 2009-10 to 2010-11. The 1.3 percent annual escalation is for State Operations expenditures only from 2011-12 through 2014-15.

b. Regional Growth Forecast

Elisa Arias announced that the SANDAG Board of Directors approved the 2050 Regional Growth Forecast for planning purposes.

Beth Jarosz, SANDAG, explained that there are major changes in the 2050 forecast compared to the forecast that was used for the 2030 RTP. The new forecast is being produced as we are going through a significant economic correction. As a result, the growth rate for both jobs and housing is slower in the early years of the forecast.

Additionally, many of the local jurisdictions have updated their General Plans and community plans. As a result, this forecast includes more urban infill and growth near transit and a substantially lower interregional commute.

Elisa Arias asked what the projected growth is for population and employment. Ms. Jarosz explained that by 2050 the region is expected to have 4.38 million residents, 1.9 million jobs, and 1.53 million housing units.

Dennis Wade, ARB, asked what will encourage the projected increase in density in the urban areas. Ms. Jarosz explained that cities are updating their local plans to encourage development in urban areas and they are changing their infrastructure funding accordingly. Additionally, the SANDAG Smart Growth Incentive Program provides incentives for urban infill development. Also, the demand for single-family housing has decreased. In the past, 60 percent of new housing units developed each year were single-family units. Currently, between 70-80 percent of new housing units developed each year are multi-family units. Changing demographic trends have contributed to this shift in housing preference. The forecast predicts that the population will be considerably older so proportionately there will be fewer families seeking larger single-family homes, and a larger retirement age population seeking multi-family housing.

Dennis Wade asked if cost was a factor in housing preference. Ms. Jarosz stated that this is not a significant factor. The cost of a multi-family dwelling unit in urban areas, like downtown San Diego, is comparable to the cost of a single-family dwelling unit.

Mike Brady, Caltrans, asked if the few remaining single-family homes in downtown San Diego were expected to be demolished. Ms. Jarosz stated that it depends on the neighborhood. Historic homes are protected and cannot be demolished. Also, many of the new developments in downtown are being constructed on surface parking lots vs. lots, as it is less expensive than redevelopment of areas with existing structures.

Elisa Arias stated that SANDAG uses the local jurisdiction's General Plans as the basis for the 2050 forecast and staff consulted with the local jurisdictions for the years that were not covered by the General Plan. Ms. Jarosz stated that most General Plans do not go past 2020 or 2030. However, we don't expect the build-out of those plans to happen until 2040. Staff consulted with local jurisdictions for the years between 2040 and 2050, so all growth assumptions in the forecast were locally driven.

#### c. Travel Demand Model

Rick Curry, SANDAG, explained the process for updating the Series 12 transportation model. Mr. Curry stated there are three main elements to be updated in the model: demand (land use), supply (network), and the model itself.

On the demand side, the land uses from the approved the 2050 growth forecast will be used in the model. There are new land use codes, so trip generation rates are being developed for those land uses. The zone system boundaries were updated. This includes the Transportation Analysis Zones (TAZs), Transportation Distribution Zones (an aggregate of the TAZs), and the base unit (the master geographic reference area for land use data). Additionally, traffic counts and special trip generators, such as the airport, are being updated to the 2008 base year of the model.

Regarding supply, Mr. Curry stated that all of the local jurisdictions were asked to review the transportation model network. A GIS web-based system was created for local jurisdictions to use. Approximately 2,500 comments were provided and incorporated in the 2008 base network.

Several new components were added to the Series 12 model. First, a 4D model was incorporated. The 4Ds are density, diversity, destination, and design. The 4D model is important because trip length and mode vary based upon the 4D elements. The 4D model will assist with better understanding non-motorized shares.

Second, a trip-based truck model was included for light heavy-duty, medium heavy-duty, and heavy heavy-duty trucks. This is based off of weight classifications from EMFAC 2007, so there is direct correspondence with the air quality model. For external trips, the model will be updated to use the locally developed Gateway Forecast that was recently completed by SANDAG. For internal trip rates, SANDAG is using information from SCAG's heavy-duty truck model for trip rates but based off of internal employment sectors. Special trip generators, such as cruise ship terminals, are also included. Truck trips will be assigned to the network using passenger car equivalents for trucks. Last, we are now using TransCAD 5.0 modeling software.

d. Latest Emissions Model, Emissions Budgets

Elisa Arias explained that the San Diego region is a non-attainment area for ozone and a maintenance area for carbon monoxide (CO). Therefore SANDAG is required to run emissions forecasts for reactive organic gases (ROG), nitrogen oxide (NOx), and CO. ROG and NOx emissions forecasts are based on the summer season and CO emissions are based on the winter season using EMFAC 2007.

For ozone, SANDAG will utilize the budgets from the *Eight-Hour Ozone Attainment Plan* that were found adequate for transportation conformity by the EPA in June 2008. For CO, SANDAG uses the *2004 Revision to California State Implementation Plan for Carbon Monoxide, Updated Maintenance Plan for Ten Federal Planning Areas* that was approved as a SIP revision in January 2006.

The regional transportation forecast will be initiated in April 2010 as soon as all project information is obtained from local jurisdictions. SANDAG will run three scenarios (2010, 2020, and 2030) for ROG and NOx. This complies with the Transportation Conformity Rule, which states that the first horizon year must be within ten years from the base year (2008), and the last horizon year must be the last year of the transportation plan's forecast period (2030). For CO, SANDAG will run the same three scenarios (2010, 2020, 2030). The year 2018 will be interpolated. Additionally, the adjustment factors, approved by ARB, will be used for ROG and NOx.

John Kelly, EPA, asked if the eight-hour ozone budgets had replaced the one-hour ozone budgets.

Ms. Arias replied that the one-hour ozone standard was revoked so the eight-hour ozone budget became the applicable budgets. Carl Selnick, APCD, clarified that once the eight-hour budgets were found adequate, the one-hour ozone budgets no longer applied.

e. Transportation Control Measures

Elisa Arias stated that SANDAG is still working from the four transportation control measures (TCMs) that were included in the 1982 SIP. These TCMs are ridesharing, transit service improvements, traffic flow improvements, and bicycle facilities improvements. The measures are fully implemented and SANDAG has surpassed the level of implementation included in the SIP; however, TCMs continue to be included in the RTIP. In the 2008 RTIP, 30 percent of funding was allocated to TCM projects.

f. Public Involvement and Outreach

Sookyoung Kim stated that CWG members would receive the Public Participation/Involvement Policy (Board Policy No. 25 – attached). The policy states that:

1. SANDAG shall follow the latest federal and state regulations regarding participation by interested parties.

2. As the document that implements the long range plan, the RTIP shall be incorporated as part of the Board adopted public involvement process established for the Regional Transportation Plan (October 27, 2006) including participating in public outreach efforts, providing adequate public



notice (legal notice publications), employing visualization techniques, holding public meetings at convenient and accessible locations.

3. SANDAG shall respond to any significant public input or comment received during the development of the biennial update and/or during the amendment cycle as part of its report to the Board or Transportation Committee (as appropriate).

4. The biennial RTIP update will be noticed in newspapers of general circulation including in alternate languages and a public hearing shall be held prior to final adoption by the Board of Directors.

5. During the amendment cycle, SANDAG will provide a draft of the amendment to all interested parties for a 15-day comment period.

Elisa Arias asked if there would be a workshop for the 2010 RTIP. Ms. Kim replied that there would be one workshop for local agencies and one workshop with Caltrans on Thursday, March 4, 2010.

Ms. Arias stated that SANDAG would follow-up with CWG members once the list of projects and list of exempt projects are available. Draft conformity will be presented to the CWG in May 2010.

#### **Item #6: EMFAC 2010 Development**

Denis Wade, ARB, stated that there was no new information at this time.

Elisa Arias stated that SANDAG had previously submitted travel activity data for the development of EMFAC 2010. Ms. Arias asked when SANDAG would be able to resubmit new data from the 2050 growth forecast and the recalibration of the model.

Mr. Wade said that he did not know what the timeline was for collecting new travel data from MPOs but that he would follow-up with an answer. Mr. Wade asked when SANDAG would have the data from Series 12 available. Rick Curry stated that activity data would be available after the model run in April.

Elisa Arias stated the she and Mr. Wade had met with ARB staff to explore how to deal with conformity for the 2050 RTP since EMFAC 2010 software only forecasts emissions to 2040. The conformity rule allows a MPO to adopt a plan to 2050 with conformity prepared for a shorter timeframe (2040). The MPO is then required to run an informational analysis of regional emissions to the actual horizon year (2050). Additional consultation is required if a MPO chooses this option. The next step will be to involve FHWA and EPA and discuss how the informational analysis should be conducted. SANDAG's Executive Director will also be consulted to determine if this option is acceptable.

Rick Curry asked if EMFAC 2010 would account for more than one transit vehicle fuel type since transit vehicles use a variety of fuel types. Mr. Wade responded that it would probably not change.

#### **Item #7: Eight-Hour Ozone Standard Reclassification Update**

John Kelly explained that sub-part one areas are now referred to as "basic" areas. In January 2009, EPA proposed to reclassify San Diego, and 20 other basic areas in the country, as moderate or

marginal for the eight hour ozone standard. That action has not been finalized and is currently delayed due to concerns that certain areas will have to start implementing Inspection and Maintenance (I&M) programs. At this time it is unlikely that the signing of the rule will occur before the middle of the year or later.

Mr. Kelly explained that the EPA proposed to reclassify San Diego based on 2001-2003 data. Currently the EPA is receiving 2007-2009 data from areas already designated as moderate. This data will demonstrate if the moderate areas have met their attainment deadline. If the proposed rule is finalized before the EPA certifies the 2007-2009 data from moderate areas, then San Diego will most likely be reclassified as moderate. However, it is unlikely that the rule will be finalized in time and as a result San Diego could be reclassified as serious. The serious attainment deadline is 2013.

Mr. Kelly asked Carl Selnick if he was preparing a moderate area SIP. Mr. Selnick stated that he is working on the SIP as either moderate or serious. The SIP will be dependent on the proposed rulemaking and it won't be due until one year after the rule is final.

#### **Item #9: Proposed Ozone Standards**

John Kelly explained that the proposed 2010 Ozone Standard proposes to strengthen the 8-hour "primary" ozone standard, designed to protect public health, from 75 parts-per-billion to 60-70 parts-per-billion.

The other major change is the addition of a seasonal "secondary" standard, designed to protect sensitive vegetation and ecosystems. EPA is proposing to set the level of the secondary standard within the range of 7-15 parts-per-million hours.

Mike Brady asked if a spreadsheet was available for agencies to use to calculate the formula for the secondary standard. Mr. Kelly stated that a spreadsheet is not currently available.

Elisa Arias asked how the secondary standard will apply to transportation conformity.

Carl Selnick responded that budgets will be required for both the primary and secondary standards. Mr. Selnick asked if both budgets will need to be submitted at the same time.

Mr. Brady explained that the EPA is proposing an accelerated schedule for designating areas for the primary ozone standard (one year vs. two years). The EPA is currently taking comments on whether to designate areas for the seasonal secondary standard on an accelerated schedule or a two-year schedule.

The proposed timeline for implementing the 2010 standards is as follows:

- **January 2011:** States make recommendations for areas to be designated attainment, non-attainment or unclassifiable
- **July 31, 2011:** EPA makes final area designations
- **August 31, 2011:** Designations become effective
- **December 2013:** SIPs due to EPA (28 months)

Ms. Arias recommended adding this item to the agenda for a future meeting when more information is available from the EPA.

**Item #10: Other Business**

Ms. Arias reminded CWG members that the next Statewide Conformity Working Group meeting is scheduled for March 24. SANDAG will host a teleconference for anyone who wishes to participate.

**Item #11: Upcoming Meeting**

Ms. Arias stated that the next meeting of the CWG is scheduled for April 7, 2010, from 10:30 a.m. to 12 noon. Meeting materials will be sent to the group in advance.

## San Diego Region Conformity Working Group

Meeting Attendance

March 3, 2010

<b>Name</b>	<b>Agency</b>
Dennis Wade (phone)	ARB
Jose Marquez (phone)	Caltrans
Mike Brady (phone)	Caltrans
Antoinette Meier	SANDAG
Elisa Arias	SANDAG
John Kelly (phone)	U.S. EPA
Carl Selnick	SDAPCD
Sookyung Kim	SANDAG
Rick Curry	SANDAG
Beth Jarosz	SANDAG
Michelle Merino	SANDAG

2008 Regional Transportation Improvement Program Amendment No. 23  
Revenue-Constrained Program Assumptions

The various financial assumptions used for the 2008 RTIP approved by the SANDAG Board in July with federal approval of the FSTIP in November 2008, remain intact. The specifics are outlined in Chapter 4 of the final 2008 RTIP. Some highlights are:

**FINANCIAL CAPACITY**

As a nonattainment area, the SANDAG RTIP is required to be a revenue-constrained document with programmed projects based upon committed funding for the first two fiscal years of the RTIP period and/or reasonably available for the third fiscal year. Funding assumptions are generally based upon: (1) authorized or appropriated levels of federal and state funding from current legislation; (2) conservative projections of future federal and state funding assuming a continuation of current funding levels; (3) the most current revenue forecasts for *TransNet*, the local transportation sales tax program; and (4) the planning and programming documents of the local transportation providers.

**INFLATION ASSUMPTIONS**

The projects to be programmed in the 2008 RTIP, covering fiscal years 2009 to 2013 are expressed in future dollars. That is, they have been escalated based upon anticipated inflation and other factors to the expected year of obligation or expenditure. For the STIP and SHOPP, the revenues and program are based on the 2008 Fund Estimate adopted by the CTC in May 2008 which documents a 3 percent escalation rate for the Transportation Improvement Fund (TIF). For the major *TransNet* projects, SANDAG used 3.6 percent rate which is a blended rate for both the right-of-way and construction phase based on historical trends. This rate is also consistent with the recently adopted long range plan.

**PROGRAM REVENUES**

Revenue sources have been grouped into different categories – Federal, State and Local:

**Federal Revenues**

- Federal funds programmed are based on the federal authorizing legislation, Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) which expired September 30, 2009. Although the federal government is operating under a Continuing Resolution, the assumption is that the current federal funding programs will continue.
- On the FHWA side, revenues include Border Infrastructure Program, CMAQ/RSTP, Demonstration/High-Priority Projects, Highway Bridge Program (HBP)/Hazard Elimination Safe Routes to Schools (HES/SR2S), High Risk Rural Roads, Highway Safety, Transportation Enhancement, and Highway Maintenance.
- On the FTA side, revenues include Section 5309 Fixed Guideway, Section 5309 New Starts, other Discretionary, Section 5307 urbanized, Section 5310, Section 5311, Section 5316, and Section 5317 New Freedom Program.

Since the adoption of the RTIP in July 2008, we've also added in the various ARRA revenues.

### **State Revenues**

The state highway projects programmed are based on the 2008 STIP adoption. Some of the funding sources are: Freeway Service Patrol, Prop 1B, STIP and SHOPP. Also, a new funding program, Traffic Congestion Relief Program (TCRP) was created in an effort to relieve congestion statewide. TCRP funds are based on the priority list of TCRP allocations.

### **Local Revenues**

- *TransNet* Local Transportation Sales Tax Program: *TransNet* revenues are estimated based upon taxable retail sales forecasts derived from SANDAG's short-term forecasting model.
- Local Agency Funding, Local Privatization/Toll Revenues, Transportation Development Act (TDA)

### **Other Transportation Program Revenues**

- Local agency contributions, private sector funding, advertising income, investment earnings, passenger fare revenue, and other miscellaneous income. Revenues from these sources are generally consistent with established historical trends or are based upon funding commitments from local agencies, **Innovative Financing** -GARVEE and based on the same concept of advancing projects, SANDAG Board approved the issuance of \$600 million in long term debt backed by *TransNet* in order to complete major transportation projects early.



## BOARD POLICY NO. **025**

### **PUBLIC PARTICIPATION/INVOLVEMENT POLICY**

#### **Purpose**

This policy establishes a process for obtaining input from and providing information to the public concerning agency programs, projects, and program funding in order to ensure the public is informed and has the opportunity to provide SANDAG with input so plans can reflect the public's desire. SANDAG will review and update this plan every three years. Various federal and state laws and regulations require that an agency such as SANDAG conduct public participation programs to ensure that the public is involved and that community concerns are addressed. For example, planning of mass transit capital projects, development of short range service policies and plans, and fare policy and structure changes to public transportation require public participation. The California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) also have public information components that require an agency such as SANDAG to conduct public participation programs to ensure that the public is involved and that community concerns are addressed. A significant component of the SANDAG mission is a strong commitment to public participation and involvement to include all residents and stakeholders in the regional planning process.

The public participation policy is consistent with the requirements of Public Utility Code Section 132360.1 established with the passage of Assembly Bill 361 which reads as follows:

*(c) The agency shall engage in a public collaborative planning process; recommendations from that process shall be made available and considered for integration into the plan. A procedure to carry out this process including a method of addressing and responding to recommendations from the public shall be adopted.*

#### *Social Equity and Environmental Justice*

Ensuring the meaningful involvement of low income, minority, disabled, senior, and other traditionally underrepresented communities is a key component of SANDAG public participation activities. SANDAG policies, procedures, and programs are consistent with federal and state environmental justice laws, regulations, and requirements, Title VI, related nondiscrimination requirements, and reflect the principles of social equity and environmental justice. Social equity means ensuring that all people are treated fairly and are given equal opportunity to participate in the planning and decision-making process, with an emphasis on ensuring that traditionally disadvantaged groups are not left behind. Environmental justice means ensuring that plans, policies, and actions do not disproportionately affect low income and minority communities.

## Scope

The policy addresses public participation policies and public information efforts in the following areas:

- A. Overall Public Participation Process
- B. Short Range Program – Regional Transportation Improvement Program
- C. Development Planning
- D. Design and Construction
- E. Fare Changes
- F. Short Range Transit Planning
- G. Native American Consultation

**A. Overall Public Participation Process** -- *Unless otherwise noted or required, these are SANDAG general policies for public participation for major planning initiatives such as the Regional Transportation Plan, Regional Comprehensive Plan, Regional Short Range Transit Plan, and other planning and programming projects*

1. The SANDAG Public Participation/Involvement Program is designed to inform and involve the region's residents in the decision-making process on issues such as growth, transportation, environmental management, housing, open space, air quality, energy, fiscal management, economic development, and public safety.
2. The Public Participation/Involvement Program seeks to involve all citizens, including but not limited to low income households, limited English proficient individuals, Hispanic, African American, Asian, Native American, senior, and other communities, persons with disabilities, as well as community and civic organizations, public agencies, business groups and associations, environmental organizations, and other stakeholders.
3. SANDAG Board meetings provide the public forum and decision point for significant regional issues. SANDAG Directors usually hold one or two Board meetings each month: a Board Policy Meeting the second Friday of each month and a Board Business Meeting the fourth Friday of each month. Meetings held at the SANDAG office are accessible by public transit. During these meetings, Directors adopt plans, allocate transportation funds, approve transit construction plans, approve transit fare changes, and establish policies and develop programs that are used by local governments as well as other public and private organizations.
4. The SANDAG Public Participation/Involvement Program shall comply with the Americans with Disabilities Act (ADA). SANDAG shall hold public meetings in buildings, rooms, or locations that are accessible to persons with disabilities. SANDAG shall provide public meeting information in alternate formats and shall provide special accommodations at public meetings with three business days notice.
5. The SANDAG Public Participation/Involvement Program is carried out as an integrated work element of the agency's Overall Work Program and Budget and as part of other programming, development, and implementation processes such as the Regional Transportation Plan, the Regional Comprehensive Plan, Regional Short



Range Transit Plan, Regional Transportation Improvement Program, Environmental Impact Reports, transit capital project development, project construction, transit fare changes, corridor studies, and other projects.

6. SANDAG shall proactively seek and promote public participation in SANDAG workshops and public hearings, as well as participation and attendance at committees, working groups, and task forces. SANDAG shall follow local, state, and federal guidelines for posting public meeting and hearing notices. Depending upon the specific project, SANDAG shall endeavor to hold meetings at times that can attract as many participants as possible, including evenings and weekends and at locations in communities throughout the region. SANDAG shall endeavor to hold these meetings in locations that are accessible by public transit.
7. SANDAG shall inform the public in a timely manner about regional issues, actions, and pending decisions through a number of efforts. As needed or required, SANDAG shall post public notices in newspapers of general circulation for publication of legal notices. Other publication and distribution efforts can include mail distribution to residents, agencies, and city/county governments, the SANDAG Web site, e-mail lists, and rEgion – the SANDAG monthly electronic newsletter. As needed, SANDAG also shall distribute press releases and media alerts to local, regional, and Mexico border area print and broadcast media.
8. SANDAG shall regularly inform local print and broadcast media about SANDAG decisions, events, research, and other issues. SANDAG shall regularly distribute press releases to County News Service, Daily Transcript, East County Californian, El Latino, La Prensa, Los Angeles Times, North County Times, San Diego Business Journal, San Diego Metropolitan, San Diego Union-Tribune, San Diego Voice & Viewpoint, The Star News, and numerous community newspapers. SANDAG shall also distribute information to local and Mexico radio and television stations.
9. SANDAG shall use its Web site to provide the public with useful and timely information including meeting schedules and agendas; plans and environmental documents; reports and other publications; demographic profiles and data downloads; and interactive database and mapping applications.
10. As appropriate and as required by local, state, and federal guidelines, SANDAG shall translate into Spanish, and other languages, publications, announcements, and Web content. In addition, numerous staff members are bilingual Spanish-English speakers and participate in public outreach and conduct presentations in Spanish. Translators shall be hired as needed and as required by local, state, and federal guidelines to provide services in Spanish and other languages as appropriate.
11. SANDAG conducts periodic public opinion surveys as part of the outreach and citizen participation component of the SANDAG work program. These surveys shall be designed to include the San Diego region's residents in the regional planning process and to keep SANDAG officials aware of issues that are of concern to the people who live here.

12. SANDAG will endeavor to respond to general comments received by phone, fax, letter, or e-mail within five (5) business days of receipt. Comments shall be routed to the SANDAG staff person who is responsible for that issue. Comments may be responded to in writing (e-mail or letter) or may be resolved with the initial phone call. Some comments may need to be resolved by another agency or jurisdiction so the customer is referred to the appropriate entity. When a comment is submitted as part of a public review process (e.g., a plan or environmental report) the comment and response is logged into a database. Comments, concerns, and responses received as part of a public review process shall be included in the final plan or report.

**B. Short Range Program – Regional Transportation Improvement Program (RTIP) –** *document updated every two years outlining major transportation projects to be implemented during a five-year period.*

1. SANDAG shall follow the latest federal and state regulations regarding participation by interested parties.
2. As the document that implements the long range plan, the RTIP shall be incorporated as part of the Board adopted public involvement process established for the Regional Transportation Plan (October 27, 2006) including participating in public outreach efforts, providing adequate public notice (legal notice publications), employing visualization techniques, holding public meetings at convenient and accessible locations.
3. SANDAG shall respond to any significant public input or comment received during the development of the biennial update and/or during the amendment cycle as part of its report to the Board or Transportation Committee (as appropriate).
4. The biennial RTIP update will be noticed in newspapers of general circulation including in alternate languages and a public hearing shall be held prior to final adoption by the Board of Directors.
5. During the amendment cycle, SANDAG will provide a draft of the amendment to all interested parties for a 15-day comment period.

**C. Development Planning –** *Planning, environmental, preliminary engineering activities on major capital projects.*

1. SANDAG shall follow current federal and state regulations regarding public involvement processes and procedures. SANDAG shall develop public involvement programs tailored to meet specific project needs which address the unique challenges presented by each project. Programs shall be developed using the joint Federal Highway Administration and Federal Transit Administration (FHWA/FTA) guidelines titled “Public Involvement Techniques for Transportation Decision-Making.”
2. The public involvement program shall set objectives, identify people to be reached, develop public involvement strategy, and define specific outreach techniques.