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Meeting Notice and Agenda

Cities/County Transportation Advisory Committee

The Cities/County Transportation Advisory Committee may take action on any item appearing on this agenda.

Thursday, December 6, 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

- **Fixing America’s Surface Transportation Act: Performance Management Rule 1 2019 Target Setting**

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.

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La Mesa
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and
County of San Diego

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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. 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 meeting should be received by the Working Group coordinator no later than 5 p.m. two working days prior to the meeting. All public comments and materials received by the deadline become part of the official public record and will be provided to the members for their review at the meeting.

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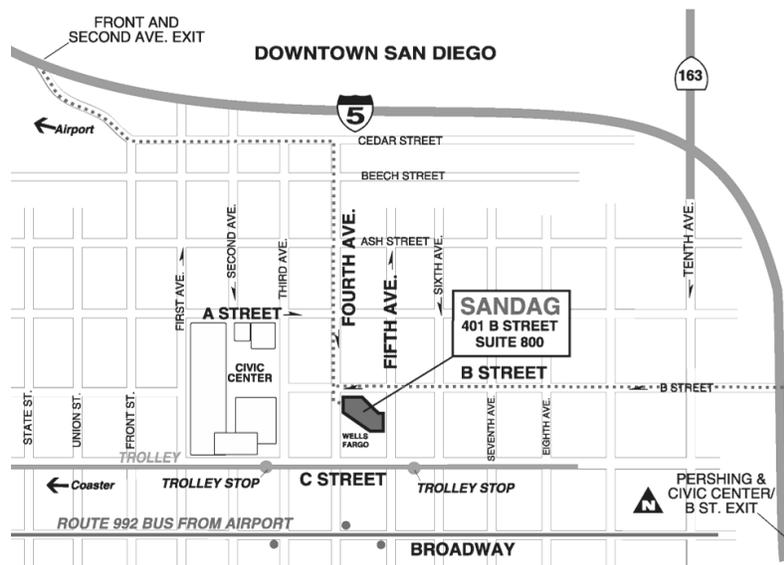
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Cities/County Transportation Advisory Committee

Thursday, December 6, 2018

Item No.		Recommendation
1.	Welcome and Introductions	
+2.	Approval of Meeting Minutes The Cities/County Transportation Advisory Committee (CTAC) is asked to review and approve the minutes from its October 4, 2018, meeting.	Approve
3.	Public Comments/Communications/Member Comments Members of the public shall have the opportunity to address the 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 Comment 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.	
Reports		
+4.	Proposed Amendment to SANDAG Board Policy No. 031: TransNet Ordinance and Expenditure Plan Rules (John Kirk) Staff will present amendments being proposed to Rule 23 of Board Policy No. 031: <i>TransNet</i> Ordinance and Expenditure Plan Rules, providing clarification to application of the "Guest Dwelling" exception to the <i>TransNet</i> Extension Ordinance Regional Transportation Congestion Improvement Program fee. The CTAC is asked to provide input on the impact of the proposed amendments to their jurisdictions	Discussion
+5.	Fixing America's Surface Transportation Act: Performance Management Rule 1 2019 Target Setting (Rachel Kennedy) Staff will present information on target setting efforts for Performance Management Rule 1, which include measures related to fatalities and serious injuries on all public roads.	Discussion
+6.	California Department of Transportation Updates and Announcements California Department of Transportation staff will provide updates on local programs, funding program deadlines, and upcoming conferences.	Information
7.	Upcoming Meetings The next CTAC meeting is scheduled for January 3, 2019, at 9:30 a.m.	Information
8.	Adjournment	

+ next to an item indicates an attachment



Cities/County Transportation Advisory Committee

Item: **2**

December 6, 2018

Action Requested: **Approve**

October 4, 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.

Chair Ed Deane (City of San Marcos) called the meeting of the CTAC to order at 9:39 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 were made at the October 4, 2018, CTAC meeting.

3. Approval of Meeting Minutes (Approve)

Action: Upon a motion by Tim Thiele (City of Del Mar) and a second by Vice Chair Julie Procopio (City of Escondido), the CTAC approved the minutes for the September 6, 2018, meeting with no substantive revisions. Yes: Frank Rivera (City of Chula Vista), Mr. Thiele, Mario Sanchez (City of El Cajon), Ed Wimmer (City of Encinitas), Ms. Procopio, Minjie Mei (City of Santee), Richard Leja (City of La Mesa), CTAC Chair Ed Deane (City of San Marcos), Tim Shell (City of Vista). No: None. Abstain: Ed Walton (City of Coronado), Bill Morgan (County of San Diego), and Dan Goldberg (City of Solana Beach). Absent: City of Carlsbad, City of Lemon Grove, City of Oceanside, City of Imperial Beach, City of San Diego, City of Poway, Metropolitan Transit System, and North County Transit District.

Reports

4. *TransNet* Routine Accommodation Requirement Evaluation (Discussion)

Chris Kluth (Senior Regional Planner) presented information regarding Section 4(E)(3) of the *TransNet* Ordinance, which requires all new congestion-relief projects to accommodate the needs of people walking and biking. Board Policy No. 031: *TransNet* Ordinance and Expenditure Plan Rules, describes how this provision will be implemented. The recent FY 2018 *TransNet* Triennial Performance Audit recommended a reevaluation of this process in light of the current Complete Streets requirements and best practices. The CTAC was asked to continue its discussion and provide additional input about what types of bicycle and pedestrian improvements could be included and how to effectively track implementation and benefits.

5. San Diego Forward: The 2019-2050 Regional Plan: Draft Network Concepts (Information)

Draft revenue-constrained transportation concepts have been developed for San Diego Forward: The 2019-2050 Regional Plan. Phillip Trom (Senior Regional Planner) provided an overview of the content of the networks and plans for public, committee, and Board review.

6. *TransNet* Local Street and Road Program Expenditure Guidelines (Information)

Alex Estrella (Senior Regional Planner) and Ariana Zur Nieden (Senior Financial Programming and Project Control Analyst), provided an update and a status report regarding the ad hoc subgroup established to

develop recommendations for addressing Recommendation No. 11 from the *TransNet* FY 2018 Triennial Performance Audit Report.

7. Caltrans Updates/Announcements (Information)

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

8. Upcoming Meetings

The next CTAC meeting is tentatively scheduled for November 1, 2018, at 9:30 a.m.

9. Adjournment

Chair Deane adjourned the meeting at 10:21 a.m.

Confirmed Attendance at SANDAG CTAC Meeting

October 4, 2018

Jurisdiction/Organization	Name	Attending	Comments
City of San Marcos	Edward Deane, Chair	Yes	
	Paul Vo, Alternate	No	
City of Escondido	Julie Procopio, Vice Chair	Yes	
	Owen Tunnel, First Alternate	No	
City of Carlsbad	Marshall Plantz	No	
	Craig Williams, First Alternate	No	
	TBD - Second Alternate	No	
City of Chula Vista	Frank Rivera	Yes	
	Bill Valle, First Alternate	No	
	Eddie Flores, Second Alternate	No	
City of Coronado	Ed Walton	Yes	
	Jim Newton, Alternate	No	
City of Del Mar	Tim Thiele	Yes	
	Mohsen Maali, First Alternate	No	
City of El Cajon	Mario Sanchez	Yes	
	TBD, First Alternate	N/A	
	Yazmin Arellano, Second Alternate	No	
City of Encinitas	TBD	No	
	Ed Wimmer, First Alternate	Yes	
City of Imperial Beach	Eric Minicilli	No	
	Carmen Kasner, Alternate	No	
	Juan Larios, Second Alternate	Yes	Arrived 9:44
City of La Mesa	Richard Leja	Yes	
	Jeffrey R. Manchester, First Alternate	No	
	Leon Firsh, Second Alternate	No	
City of Lemon Grove	Mike James	No	
	TBD, Alternate	N/A	
City of National City	Stephen Manganiello	No	
	Robert Yano	No	
City of Oceanside	Gary Kellison, Alternate	Yes	Arrived 9:44
	David DiPierro, Alternate	No	

Jurisdiction/Organization	Name	Attending	Comments
City of Poway	TBD	No	
	Jon Collins, Alternate	No	
City of San Diego	Duncan Hughes	No	Arrived 9:49
	Gary Chui, First Alternate	Yes	
	George Gazallo Second Alternate	No	
City of Santee	Minjie Mei	Yes	
	Carl Schmitz, First Alternate	No	
City of Solana Beach	Mohammad Sammak	No	
	Dan Goldberg, First Alternate	Yes	
	Jim Greenstein, Second Alternate	No	
City of Vista	Greg Mayer	No	
	Tim Shell, First Alternate	Yes	
	Husam Hasenin, Second Alternate	No	
County of San Diego	Bill Morgan	Yes	
	Mark Perret, First Alternate	No	
	Richard Pettie, Second Alternate	No	
Metropolitan Transit System	TBD	No	
North County Transit District	TBD	No	
Advisory Members (Attendance Not Counted for Quorum Purposes)			
Caltrans	Melina Pereira	Yes	
	Bing Luu	No	

Other Attendees

SANDAG Staff

- Alex Estrella
- Erik Mumm
- Ariana zur Nieden
- Chris Kluth
- Phillip Trom



Cities/County Transportation Advisory Committee

Item: **4**

December 6, 2018

Action Requested: **Discussion**

Proposed Amendment to SANDAG Board Policy No. 031: *TransNet* Ordinance and Expenditure Plan Rules

Introduction

The *TransNet* Extension Ordinance (Ordinance) includes a requirement that each local jurisdiction collect a Regional Transportation Congestion Improvement Program (RTCIP) fee for each newly constructed residential housing unit in that jurisdiction. The purpose of this fee is to ensure that future development contributes its proportional share of the funding needed to pay for the Regional Arterial System and related regional transportation facility improvements.

The RTCIP provisions of the Ordinance exempt specified types of developments from payment of the RTCIP fee. "Guest Dwellings" are included among these exceptions, but that term is not otherwise defined in the Ordinance or SANDAG Board Policy No. 031: *TransNet* Ordinance and Expenditure Plan Rules, which provides interpretation and clarification of the Ordinance. This has created uncertainty among local jurisdictions when considering application of the RTCIP fee to "granny flats," "companion units," "accessory dwelling units," or other reasonably synonymous types of development.

The proposed amendment to Rule 23 of SANDAG Board Policy No. 031, reflected in redline form in Attachment 1, would define a "Guest Dwelling" as not more than one attached or detached residential dwelling unit, accessory structure, or accessory dwelling unit on the same parcel as an existing single-family dwelling which provides independent living facilities for one or more persons. This is generally based on Government Code 65852.2's definition of an "accessory dwelling unit" and is intended to provide clarity to member agencies. The language also includes modifications based upon comments from the Regional Planning Technical Working Group and member agency legal counsel.

Next Steps

The Cities/County Transportation Advisory Committee (CTAC) members are asked to discuss the impacts of this proposed amendment to their jurisdictions. This item is scheduled to be discussed by the Executive Committee at its December 7, 2018, and January 11, 2019, meetings and considered for approval by the Board of Directors in early 2019. Staff will relay CTAC comments to the Executive Committee as part of the amendment process.

John Kirk, General Counsel

Key Staff Contact: John Kirk, (619) 699-1997, john.kirk@sandag.org

Attachment: 1. SANDAG Board Policy No. 031: *TransNet* Ordinance and Expenditure Plan Rules Redline



BOARD POLICY NO. **031**

***TransNet* ORDINANCE AND EXPENDITURE PLAN RULES**

The following rules have been adopted and amended by the SANDAG Board of Directors in its role as the San Diego County Regional Transportation Commission (RTC). The purpose of these rules is to implement the provisions of the original *TransNet* Ordinance (87-1) and the *TransNet* Extension Ordinance (04-01) and amendments thereto.

Rule #23: Application of *TransNet* Extension Ordinance Regional Transportation Congestion Improvement Program (RTCIP) Requirements

Adoption Date: July 10, 2009

Amendment: Amended January 22, 2010, ~~and~~ November 19, 2010, and 2018

- A. Section 9 of Ordinance 04-01 provides that starting on July 1, 2008, each local agency in the San Diego region shall contribute \$2,000 in exactions from the private sector, for each newly constructed residential housing unit in that jurisdiction to the RTCIP. Each agency is required to establish its own collection program, known as its RTCIP Funding Program. Each jurisdiction is required to either establish a new Fund for the RTCIP or to set up accounts specific to the RTCIP for tracking purposes. Interest earned on RTCIP revenues received by the jurisdiction must be allocated to the RTCIP Fund.
- B. Local agencies, SANDAG staff, hired auditors, and the Independent Taxpayers Oversight Committee (ITOC) are subject to the timelines set forth in Rule #17, Section I (Fiscal and Compliance Audit Procedures) in this Board Policy, Ordinance 04-01, and the attachment to Ordinance 04-01 entitled "REGIONAL TRANSPORTATION CONGESTION IMPROVEMENT PROGRAM" (RTCIP Attachment). Section 9 of Ordinance 04-01 states that any local agency that does not provide its "full" RTCIP contribution in a given fiscal year will not be eligible to receive funding for local streets and roads for the immediately following fiscal year. It further provides that any funding not allocated under 4(D)(1) as a result of this requirement shall be reallocated to the remaining local agencies that are in compliance with Section 9. This Rule #23 is intended to provide clarification regarding how this language will be implemented.
 1. By June 30 of each year, which is the last day of SANDAG's fiscal year, each local agency must record as revenue, the full amount of each RTCIP exaction due for any new residential unit subject to the RTCIP within its jurisdiction. This means that if the RTCIP exaction is not yet collected, the local agency should invoice, but does not need to collect all of the RTCIP exactions due in a given fiscal year by June 30. Each local agency may choose when the exaction is due, but in no event can the local agency allow a residential unit subject to the RTCIP to be occupied by a resident prior to receipt of the RTCIP exaction. The local agency must record the revenue in the fiscal year the exaction is due according to its Funding Program or when the revenue is received, whichever occurs first.
 2. Section G(4) of the RTCIP Attachment states that each local agency shall have up to, but no more than seven years after receipt of the revenue to expend the revenues on Regional

Arterial System or regional transportation infrastructure projects. To ensure consistency in implementation, this provision shall mean that the seven-year term shall begin on the July 1 following the date on which the local agency recorded the exaction as revenue or received the revenue, whichever occurred first. If it is not spent within seven years it will be subject to the reallocation process in Section G(4) of the RTCIP Attachment.

3. Pursuant to Ordinance 09-01, which amended Ordinance 04-01, the audit reports for all RTCIP Funding Programs are to be completed by June of the fiscal year immediately following the end of the fiscal year being audited. If during the audit process it is determined that a local agency failed to collect the full amount of exactions due under its Funding Program, the local agency may cure the defect by recording the amount due as an account receivable for the fiscal year being audited and avoid losing its *TransNet* funding. If the local agency has already closed out its books for the fiscal year being audited by the time the RTCIP audit discloses the defect, the local agency may record the revenue and cure the defect in the current fiscal year in order to avoid losing its *TransNet* funding. The seven-year period discussed in Section B(2) of this Rule will commence from the fiscal year in which the revenue is recorded if this latter situation occurs.
4. The following exceptions will be permitted to the requirement that each local agency record as revenue, the full amount of each RTCIP exaction due for any new residential unit subject to the RTCIP within its jurisdiction by the June 30 deadline. These exceptions are permissible because the purpose of the RTCIP exactions is to mitigate residential traffic impacts on the regional transportation infrastructure. If a new unit subject to the RTCIP is not occupied this impact does not occur.
 - a. If litigation, bankruptcy, or other similar situation occurs that delays occupation of a new residential unit pending resolution by the courts or another body assigned to resolve the dispute, and the local agency has invoiced, but been unable to collect amounts due under its Funding Program, the local agency may delay recording the account receivable until the outcome is known or the unit is occupied, whichever occurs first. The local agency shall provide documentation to the auditor establishing litigation, bankruptcy, etc. has occurred that has precluded the local agency from collecting the exaction.
 - b. If a local agency records an RTCIP exaction as revenue and subsequently determines that the amount is uncollectible (i.e., the developer never completes the project or goes bankrupt), the local agency may write-off the RTCIP exaction until such time, if ever, the unit is occupied and subject to the RTCIP. The local agency shall provide documentation to the auditor establishing that the write-off was justified.
5. Due to the timeline for completion of RTCIP audits, it may be up to one year after the fiscal year being audited has ended before ITOC adopts a final report that includes a finding that a local agency failed to provide the full amount of RTCIP exactions due under its Funding Program. During this interim audit period, SANDAG will make the payments due to local agencies for local streets and roads pursuant to Section 4(D)(1) of Ordinance 04-01 in good faith by presuming that the audit will establish each local agency is in compliance. If, however, the audit establishes a local agency did not provide its full monetary contribution under the RTCIP and the local agency does not cure defects of which it was notified by the time the audit is finalized and adopted by the ITOC, then the local agency will have forfeited its Section 4(D)(1) contribution. Any amount paid to the local agency in the fiscal year following the year that was the subject of the audit will be retroactively owed to the Commission. SANDAG will

deduct any such amount, with interest at the monthly Local Agency Investment Fund (LAIF) rate. This amount will be deducted from the local agency annual allocation during the next fiscal year in which the local agency is eligible for Section 4(D)(1) funding.

- C. The purpose of the RTCIP's requirement that each local agency have a Funding Program is "to provide additional revenue to fund those facility and service improvements on the Regional Arterial System necessitated by development of newly constructed residences." If a new unit will have a lower impact on the Regional Arterial System (RAS) than a typical residential unit, then it is unlikely to necessitate facility and service improvements on the RAS. The Board has determined that a nursing home, home for the aged, assisted living facility, or similar institutional unit ("institutional unit") is not the type of unit the RTCIP was intended to cover. Local agencies are not required to charge for a new institutional unit for purposes of compliance with the Ordinance's RTCIP Funding Program requirements when the local agency documents that it has made the following findings prior to issuance of a final certificate of occupancy:
1. The individual unit¹ will not have both a bathroom and permanent built-in kitchen facilities equipped with a cooking range, refrigerator, and sink; and
 2. The principal reason a person will live in the unit is because the person needs medical and/or nursing care; and
 3. The unit will cause a lower impact on the RAS than a typical residential unit in a similar location; and
 4. The local agency has required that the developer agree that the unit in substance will be used as health care facility rather than as a residence.

Additionally, the Ordinance exempts specified development types from the Funding Program requirements. One such exemption applies to "Guest Dwellings", which shall mean not more than one attached or detached residential dwelling unit, accessory structure, or accessory dwelling unit on the same parcel as an existing single-family dwelling which provides independent living facilities for one or more persons.

- D. Section G(2) of the *TransNet* EXTENSION REGIONAL TRANSPORTATION CONGESTION IMPROVEMENT PROGRAM, as amended on July 24, 2009, states that 'each jurisdiction must submit its Funding Program documents, including an expenditure plan and financial records pertaining to its Funding Program, to the Independent Taxpayer Oversight Committee for a review and audit by December 1 of each year beginning December 1, 2009.

¹ All references to "unit" in these criteria are intended to apply to an individual living unit, not the institutional facility as a whole.

Adopted: February, April, and May 1988; August 1989; March, July, and November 1990; October 1992; September and November 2005

Amended: June and December 1990; February 1991; November 2005; December 2006; December 2007; February 2008; March 2008; September 2008; July 2009; January and November 2010; February and July 2012; October 2013; ~~and~~ January 2017; and _____.



Cities/County Transportation Advisory Committee

Item: **5**

December 6, 2018

Action Requested: **Discussion**

Fixing America’s Surface Transportation Act: Performance Management Rule 1 2019 Target Setting

Introduction

Since 2015, the Federal Highway Administration (FHWA) has issued a number of Final Rules that establish performance requirements under the Moving Ahead for Progress in the 21st Century legislation and are continued under the Fixing America’s Surface Transportation (FAST) Act. The Performance Management Rule 1 (PM 1) focuses on transportation safety on all public roads regardless of ownership or maintenance responsibility. An overview of the performance measures, calculations, and data sources is attached (Attachment 1).

Safety targets for PM 1 are required to be set annually. State Departments of Transportation are required to set targets by August 31 of each year for the subsequent calendar year. Metropolitan Planning Organizations (MPOs) have 180 days from that date to either establish regional targets or agree to support the state targets. For 2018, the Board of Directors elected to support the statewide targets.

Discussion

Caltrans updated its target setting methodology for 2019 to include aspirational goals consistent with the Strategic Highway Safety Plan (SHSP). The SHSP is data driven, multidisciplinary, and the principal statewide traffic safety planning document. The 2019 PM 1 statewide target values continue in the desired direction of decreasing fatalities and serious injuries.

The proportion of crashes in the SANDAG region for the five PM 1 performance measures are generally near or below the region’s percent of the state’s population and vehicle-miles-traveled. Since fatality and serious injury crash statistics for the SANDAG region track closely with statewide trends, staff recommends that SANDAG support the 2019 statewide safety targets.

Performance Measure	2018 Statewide Targets	2019 Statewide Targets
Number of Fatalities	3,590.8	3,445.4
Rate Fatalities (per 100 million Vehicle Miles Traveled (VMT))	1.029	0.995
Number of Serious Injuries	12,823.4	12,688.1
Rate of Serious Injuries (per 100 million VMT)	3.831	3.661
Number of non-motorized Fatalities and Serious Injuries	4271.1	3,949.8

Next Steps

This information will be shared with the Public Safety Committee in December 2018 and with the Transportation Committee in January 2019. Pending the Transportation Committee's approval, SANDAG will submit PM 1 2019 target setting documents to Caltrans in advance of the February 27, 2019, deadline.

PM 1 targets will be reported in the performance report section of San Diego Forward: The 2019-2050 Regional Plan (2019 Regional Plan). The 2018 Regional Transportation Improvement Program (RTIP) includes a Federal Performance Management appendix that summarizes programming efforts that support PM 1 targets. The performance-management portions of the 2019 Regional Plan and the RTIP will be reviewed with each regular update.

Key Staff Contact: Rachel Kennedy, (619) 699-1929, rachel.kennedy@sandag.org

Attachment: 1. Performance Management Rule 1: Performance Measure Methodology

PERFORMANCE MANAGEMENT RULE 1: PERFORMANCE MEASURE METHODOLOGY		
Performance Measure	Calculation	Data Source
1. Number of Fatalities	Five year rolling average	<ul style="list-style-type: none"> Fatality Analysis Reporting System (FARS)
2. Rate of Fatalities per 100 Million VMT	Five year rolling average of annual fatality rate	<ul style="list-style-type: none"> FARS Highway Performance Monitoring System (HPMS)
3. Number of Serious Injuries	Five year rolling average	<ul style="list-style-type: none"> Statewide Integrated Traffic Records System (SWITRS)
4. Rate of Serious Injuries per 100 Million VMT	Five year rolling average of annual serious injury rate	<ul style="list-style-type: none"> SWITRS HPMS
5. Number of Non-motorized Fatalities and Non-motorized Serious Injuries	Five year rolling average of the annual sum of non-motorized fatalities and non-motorized serious injuries	<ul style="list-style-type: none"> FARS SWITRS

Source: Federal Highway Administration, National Performance Management Measures; Assessing Performance of the National Highway System, Freight Movement on the Interstate System, and Congestion Mitigation and Air Quality Improvement Final Rule, January 18, 2017



**California Department of Transportation (Caltrans), District 11
DISTRICT LOCAL ASSISTANCE ENGINEER (DLAE) UPDATE
Cities/County Transportation Advisory Committee (CTAC)
December 06, 2018**

GENERAL INFORMATION

Inactive Projects

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

As of October **26, 2018**, the INACTIVE and FUTURE Inactive list was updated. Action is required by the following agencies:

San Diego County, Carlsbad, Chula Vista, San Marcos, Vista, Escondido, National City, Encinitas, and La Mesa. **The next deadline to submit Inactive and Future inactive invoices is November 20, 2018.** *This is District 11's deadline to avoid unilateral deobligation of federal funds! For exact Inactive Project dates verify on the Inactive link shown below. 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>

DBE Methodology Update

For **all** federal contracts (consultant and construction) that will be **advertised or authorized on October 1, 2018 or thereafter**, local agencies must use the updated Exhibit 9-D template to calculate Disadvantaged Business Enterprise (DBE) goals.

[Download Updated Exhibit 9-D](#)

Background: On July 31, 2018, Caltrans submitted the Proposed Overall DBE Goal and Methodology of 17.6 percent for 2018-19 through 2020-21 to the Federal Highway Administration, and California must make efforts to achieve this target on all DBE commitments effective October 1, 2018. Updates to the DBE contract goal methodology now require federal local assistance contracts to base goals on a 7 DBEs available per sub-contractable task and factoring the total DBE work made available by 80 percent. Supply and trucking component calculations remain unchanged at 12 percent and 10 percent, respectively, for all tasks that are not determined to be sub-contractable. The latest Local Assistance Procedures Manual (LAPM) forms can be found on our [LAPM Forms Page](#):

<http://www.dot.ca.gov/hq/LocalPrograms/lam/forms/lapmforms.htm>

February 1, 2019: Federal Fiscal Year 18/19 Requests for Authorization/Obligation Due

Please transmit funding Requests for Authorization (RFA) this federal fiscal year by **February 1, 2019**.

Early RFA submittals will minimize delay to obtaining funding authorizations.

Obligation Authority Plan (Cycle 20) Due to Local Assistance for Federal FY 18/19 by January 15, 2019

Agency's Obligation Authority Plan must indicate amount of federal dollars being obligated for each project by fund type, and planned date of obligation. (Request for information forthcoming)



**California Department of Transportation (Caltrans), District 11
DISTRICT LOCAL ASSISTANCE ENGINEER (DLAE) UPDATE
Cities/County Transportation Advisory Committee (CTAC)
December 06, 2018**

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 backup list completed on October 26, 2018. While MPOs program lump sum backup list in the 2019 RTIP, the Local Agencies shall program their individual Line Item bridges. The HBP funding HOLD on PE, RW, and CON would not be removed for E-76 obligation if Caltrans does not have the updated LAPG 6-A/6-D reflecting/matching the project October 2018 survey to your assigned Area Engineer.

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>

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

March 26-29, 2019-RESIDENT ENGINEERS ACADEMY-PRIORITY REGISTRATION NOW OPEN TILL OCTOBER 16, 2018 SAN DEIGO REGION

The Resident Engineers Academy provides core training in state and federal regulations for Local Agency Resident Engineers. The Academy, partially subsidized by Caltrans, is ideal for both seasoned and newly-hired Resident Engineers. This four-day course provides practical, hands-on training for Resident Engineers. The subject matter experts and instructors use a real-life approach to deliver information utilizing examples, problem-solving activities, and exercises. The Resident Engineers Academy also provides a unique learning environment designed to promote networking. Specifically, participants will learn how to efficiently manage a project from the beginning to completion in compliance with state and federal regulations.

Registration information and links can be found at:

<http://www.localassistanceblog.com/2018/09/18/resident-engineers-academy-2018-19-schedule/>.

Register at the provided “Request to Attend” link only, not through District staff.



**California Department of Transportation (Caltrans), District 11
DISTRICT LOCAL ASSISTANCE ENGINEER (DLAE) UPDATE
Cities/County Transportation Advisory Committee (CTAC)
December 06, 2018**

Priority registration will be opened for four (4) weeks, local agencies with more than 3 registrants will be waitlisted, Consultants will be waitlisted, registration is on first-come first-serve basis until the class is filled.

Contact Pauline Cueva 916 651-6872, Pauline.cueva@dot.ca.gov

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