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# Meeting Notice and Agenda

## San Diego Regional Traffic Engineers Council

The San Diego Regional Traffic Engineers Council may take action on any item appearing on this agenda.

Thursday, April 18, 2019

9:30 to 11:30 a.m.

SANDAG, Board 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: Ellison Alegre  
(619) 699-0729  
ellison.alegre@sandag.org

## Agenda Highlights

- **Smart Cities and Technology Series: Baseline Traffic Signal Control**

**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.*

#### MEMBER AGENCIES

Cities of  
Carlsbad  
Chula Vista  
Coronado  
Del Mar  
El Cajon  
Encinitas  
Escondido  
Imperial Beach  
La Mesa  
Lemon Grove  
National City  
Oceanside  
Poway  
San Diego  
San Marcos  
Santee  
Solana Beach  
Vista  
and  
County of San Diego

#### ADVISORY MEMBERS

Imperial County  
California Department  
of Transportation  
Metropolitan  
Transit System  
North County  
Transit District  
United States  
Department of Defense  
Port of San Diego  
San Diego County  
Water Authority  
Southern California  
Tribal Chairmen's Association  
Mexico



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](mailto: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.

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](http://sandag.org/meetings). Additionally, interested persons can sign up for email notifications at [sandag.org/subscribe](http://sandag.org/subscribe).

SANDAG operates its programs without regard to race, color, and national origin in compliance with Title VI of the Civil Rights Act. SANDAG has developed procedures for investigating and tracking Title VI complaints, and the procedures for filing a complaint are available to the public upon request. Questions concerning SANDAG nondiscrimination obligations or complaint procedures should be directed to the SANDAG General Counsel, John Kirk, at (619) 699-1997 or [john.kirk@sandag.org](mailto:john.kirk@sandag.org). Any person who believes himself or herself or any specific class of persons to be subjected to discrimination prohibited by Title VI also may file a written complaint with the Federal Transit Administration.

In compliance with the Americans with Disabilities Act (ADA), SANDAG will accommodate persons who require assistance in order to participate in SANDAG meetings. If such assistance is required, please contact SANDAG at (619) 699-1900 at least 72 hours in advance of the meeting. To request this document or related reports in an alternative format, please call (619) 699-1900 or (619) 699-1904 (TTY), or fax (619) 699-1905.

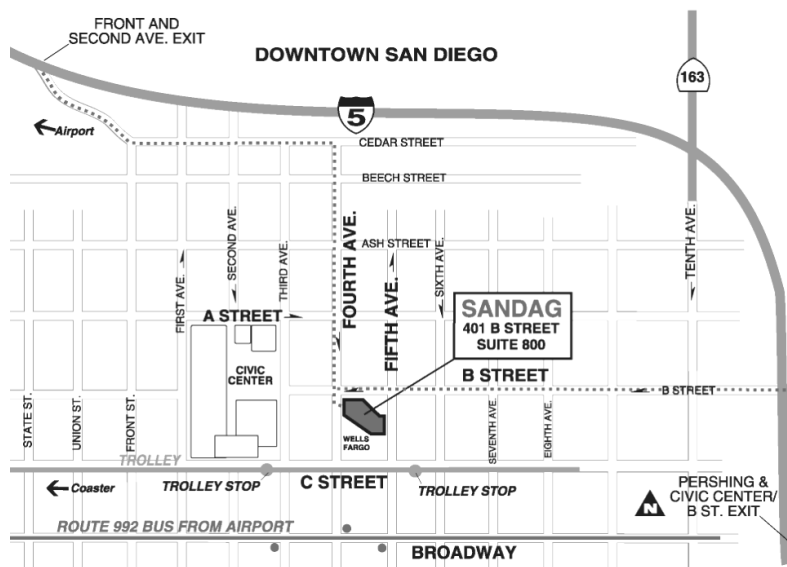
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如有需要, 我们可以把SANDAG议程材料翻译成其他语言。

请在会议前至少 72 小时打电话 (619) 699-1900 提出请求。

**SANDAG offices are accessible by public transit. Phone 511 or visit [511sd.com](http://511sd.com) for route information. Bicycle parking is available in the parking garage of the SANDAG offices. To access the meeting room, please arrive on the 8th floor.**



# San Diego Regional Traffic Engineers Council

Thursday, April 18, 2019

Item No.		Action
1.	Welcome and Introductions	
2.	<b>Public Comments/Communications/Member Comments</b> Members of the public shall have the opportunity to address the San Diego Regional Traffic Engineers Council (SANTEC) 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 SANTEC members. Public speakers are limited to three minutes or less per person. SANTEC members also may provide information and announcements under this agenda item.	
+3.	<b>Approval of Meeting Minutes</b> The SANTEC is asked to review and approve the minutes from its March 21, 2019, meeting.	Approve
<b>Reports</b>		
4.	<b>Smart Cities and Technology Series: Baselining Traffic Signal Control</b> The SANTEC will begin a new discussion series on relevant ideas and topics related to Smart Cities and the nexus between technology and traffic engineering. Topics will include smart intersections, smart signals, connected and automated vehicles, etc.  Chair Mario Sanchez will present on recent traffic signal control improvements in the City of El Cajon. A roundtable discussion will follow.  SANTEC members will be asked to discuss the current state of traffic signal control at local jurisdictions and Caltrans as well as information-gathering on short-range and mid-range plans for advanced traffic signal control.	Discussion
+5.	<b>Caltrans Updates and Announcements</b> Caltrans staff will present updates on various local programs, funding program deadlines, and upcoming conferences.	Information
6.	<b>Cities/County Transportation Advisory Committee Meeting Briefing</b> Cities/County Transportation Advisory Committee members will present an overview of the discussion items presented during its April 4, 2019, meeting.	Information
7.	<b>Matters from Members</b> SANTEC members are encouraged to discuss additional topics of general interest.	Information

**8. Upcoming Meetings/Agenda Items**

**Discussion/Possible Action**

Members are asked to provide input to SANDAG staff on possible items for future agendas.

The next SANTEC meeting is scheduled for Thursday, May 16, 2019, at 9:30 a.m.

**9. Adjournment**

+ next to an item indicates an attachment



## San Diego Regional Traffic Engineers Council

Item: **3**

April 18, 2019

Action Requested: **Approve**

### March 21, 2019, Meeting Minutes

Please note: The audio file of the meeting is available on the SANDAG website, [sandag.org](http://sandag.org), on the San Diego Regional Traffic Engineers Council (SANTEC) page.

Chair Mario Sanchez (City of El Cajon) called the meeting of the SANTEC to order at 9:36 a.m.

#### 1. Welcome and Introductions

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

#### 2. Public Comments/Communications/Member Comments

Members of the public had the opportunity to address the SANTEC on any issues. No public comments were made.

#### 3. Approval of Meeting Minutes (Approve)

Action: Upon a motion by Maureen Gardiner (City of San Diego) and a second by Richard Leja (City of La Mesa), the SANTEC approved the minutes from its February 21, 2018, meeting. Yes: Paul Oberbauer (City of Chula Vista), Vice Chair Jim Newton (City of Coronado), Chair Sanchez, Henry Trang (City of Imperial Beach), Mr. Leja, Luca Zappiello (City of National City) and Ms. Gardiner. No: None. Abstain: Doug Bilse (City of Carlsbad), Ryan Zellers (City of Del Mar), Mark Jugar (City of Lemon Grove), and Jon Collins (City of Poway). Absent: Caltrans, City of Encinitas, City of Escondido, City of Oceanside, City of San Marcos, City of Santee, City of Solana Beach, City of Vista, and County of San Diego.

### Reports

#### 4. Regional Arterial Management System Update (Discussion/Possible Action)

Stan Glowacki, Senior Information Systems Analyst, provided an update on the Regional Arterial Management System (RAMS) Operations, including ongoing maintenance and support efforts through 2019 to date. SANTEC members concurred that the cost-sharing model for FY 2020 RAMS operations should advance to the Cities/County Transportation Advisory Committee for approval.

#### 5. Senate Bill 743 Update (Discussion)

Erik Ruehr, ITE San Diego Section, presented a status update on the draft San Diego Regional Traffic Impact Study Guidelines, comments received on the draft guidelines, and discussion on potential paths for adoption by local and/or regional agencies.

#### 6. Regional Traffic Count Database (Information)

Mike Calandra, Senior Modeler, presented the new Regional Traffic Count Database developed by SANDAG. This new database will be available to SANTEC member agencies and their traffic consultants to upload and store traffic count, turning count, and non-motorized count data into a centralized, web-based platform. Mr. Calandra provided a brief demonstration of the software's user interface and basic features and functions. Members were given instructions for accessing assigned user accounts and information about upcoming software training.

## **7. California Department of Transportation Updates and Announcements (Information)**

Rob Owen, Caltrans, provided members with an update on local programs and funding program deadlines and made announcements regarding upcoming conferences.

## **8. Cities/County Transportation Advisory Committee Meeting Briefing (Information)**

There was no CTAC meeting in March.

## **9. Matters from Members (Information)**

Ellison Alegre, Senior Regional Planner, notified SANTEC members that, based on member input received at previous SANTEC meetings and previous RAMS agenda discussion, an agenda item regarding traffic signal controllers will be scheduled for the April SANTEC meeting. SANTEC members are asked to bring current traffic signal controller information as well as any future plans to advance controller technology. This discussion will be framed within a new Smart Signals/Smart Intersection Series at SANTEC.

## **10. Upcoming Meetings/Agenda Items (Discussion)**

The next SANTEC meeting is scheduled for Thursday, April 18, 2019, at 9:30 a.m.

## **11. Adjournment**

Chair Sanchez adjourned the meeting at 11:08 a.m.

## Confirmed Attendance at SANDAG San Diego Regional Traffic Engineers Council Meeting

March 21, 2019

Jurisdiction	Name	Attended	Comments
Caltrans	Rajpreet Singh	No	
	Melina Pereira, Alternate	No	
City of Carlsbad	Doug Bilsle	Yes	
	Saberian Massoud (incoming)	Yes	
	John Kim, Alternate	No	
City of Chula Vista	Eddie Flores	No	
	Paul Oberbauer, Alternate	Yes	
City of Coronado	Jim Newton, Vice Chair	Yes	
	David Johnson, Alternate	No	
City of Del Mar	Ryan Zellers	Yes	
	Jake Swim, Alternate	No	
City of El Cajon	Mario Sanchez, Chair	Yes	
	Raul Armenta, Alternate	No	
City of Encinitas	Abraham Bandegan	No	
	Ed Wimmer, Alternate	No	
City of Escondido	Ali Shahzad	Yes	
	Miriam Jim, Alternate	No	
City of Imperial Beach	Henry Trang	Yes	
	Jason Stack, Alternate	No	
City of La Mesa	Jeffery Manchester	No	
	Richard Leja, Alternate	Yes	
City of Lemon Grove	Mike James	No	
	Mark Jugar, Alternate	Yes	
City of National City	Luca Zappiello	Yes	
	Stephen Manganiello, Alternate	No	
City of Oceanside	David DiPierro	Yes	
	Teala Cotter, Alternate	No	
City of Poway	Thomas Frank	No	
	Jon Collins, Alternate	Yes	
City of San Diego	Duncan Hughes	No	
	Maureen Gardiner, First Alternate	Yes	
	Mariana Sadek, Second Alternate	No	
City of San Marcos	Nicholas Abboud	No	
	Michael Rafael, Alternate	No	

City of Santee	Minjie Mei	No
	Jeff Morgan, Alternate	No
City of Vista	Sam Hasenin	No
	Melinda Rehfeldt, Alternate	No
City of Solana Beach	Jim Greenstein	No
	Dan Goldberg, Alternate	No
County of San Diego	Zoubir Ouadah, Chair	No
	Murali Pasumarthi, Alternate	No
Metropolitan Transit System	Vacant	N/A
	Vacant, Alternate	N/A
North County Transit District	Vacant	N/A
	Vacant, Alternate	N/A

**Other Attendees**

- Rob Owen, Caltrans
- Katy Cole, Fehr and Peers
- Brian Wagner, McCain
- Erik Ruehr, VRPA Technologies

**SANDAG Staff**

- Alex Estrella
- Ellison Alegre
- Mike Calandra
- Sam Sanford
- Stan Glowacki





**California Department of Transportation (Caltrans) District 11  
DISTRICT LOCAL ASSISTANCE ENGINEER (DLAE) UPDATE  
San Diego Regional Traffic Engineers Council (SANTEC)  
Meeting of April 18, 2019**

**GENERAL INFORMATION**

**Inactive Projects**

**“Future Inactive” projects should be billed within the specified and agreed-upon timeframe to avoid deobligation of funds.**

As of **April 2, 2019**, the INACTIVE and FUTURE Inactive list was updated. Action is required by SANDAG and County of San Diego, as well as the cities of Chula Vista, Del Mar, Encinitas, La Mesa, San Diego, and San Marcos.

**The next deadlines to submit Inactive and Future Inactive invoices are May 20 and August 20, 2019**, respectively. *District 11 must have complete and accurate invoices before these due dates to avoid deobligation of federal funds! Verify on the “Inactive” link shown below for exact Inactive Project dates.*

*Note: An invoice is not cleared from either “Inactive” or “Future Inactive” lists until paid by the State Controller’s Office. Provided Local Agencies adhere to the format described in Chapter 5 of the Local Assistance Procedures Manual, invoices typically are paid by check within 60 days of receipt (or 50 days if paid through Electronic Funds Transfer).*

A complete list of Inactive Projects can be found online.

<http://www.dot.ca.gov/hq/LocalPrograms/Inactiveprojects.htm>

**April 23: Strategic Highway Safety Plan 2020-24 Outreach Meeting (San Diego)**

The meeting agenda and locations of six outreach meetings for development of the *California Strategic Highway Safety Plan 2020 – 2024* (SHSP) are confirmed.

Tuesday, **April 23**, 2019, is when this meeting takes place in the Border Region at

Holiday Inn San Diego Bayside, 4875 North Harbor Drive, San Diego 92106

Agenda (same for all six meetings statewide)

- 8:30 – 9:00 a.m.: Welcome / Background
- 9:00 – 9:30 a.m.: Statewide Collision Data and SHSP Overview
- 9:30 – 9:45 a.m.: CHP and OTS Program Support of SHSP Goals
- 9:45 – 10:15 a.m.: Regional Data Overview
- 10:15 – 11:30 a.m.: Safety Strategy Session – Drivers & Passengers, Safer Infrastructure, Vulnerable Users, Safer Vehicles and Emergency Response
- 11:30 – 12:00 noon: Report Out and Closing
- 12:30 – 1:30 p.m.: Tribal Outreach Session

The event will include an overview of the SHSP development process, a summary of statewide collision data, a quick review of regional collision data, and a discussion soliciting suggested safety strategies to move California toward zero roadway fatalities. This venue offers an opportunity to provide feedback on SHSP development and to share preferred safety strategies.



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Click [here](#) to RSVP and receive additional meeting information. You may also contact Mike Colety by phone at 916-571-1011, or email [CA-SHSP@Kimley-Horn.com](mailto:CA-SHSP@Kimley-Horn.com) for details and additional dates/locations.

RSVP here (complete link):

<https://www.eventbrite.com/e/california-shsp-development-outreach-registration-57028165779>

**New Local Assistance Procedures for Construction Manager and General Contractor**

On March 13, 2019, the Federal Highway Administration (FHWA) approved the Local Assistance Procedures for Construction Manager and General Contractor. FHWA provided guidance to Caltrans while developing the procedures and approved them for use on Federal-Aid locally administered projects.

View Local Assistance Procedures for Construction Manager and General Contractor via Local Assistance Policies and Procedures webpage.

<http://www.dot.ca.gov/hq/LocalPrograms/public.htm>

**2016 Repurposed Projects: Need to Program/Obligate ASAP**

Funding obligations for projects with 2016 Earmark Repurposing funds must be completed by September 30, 2019 or the funds will lapse. Linked below is a spreadsheet of the FHWA-approved list with ten (10) projects in the San Diego region of District 11. (Note: The County of San Diego is handling CAT 16-067). Since the Federal Aid Database System (FADS) tends to shut down before the Federal Fiscal Year ends in September, funds must be obligated in July or August 2019.

Reminders:

1. Agencies need to work with the MPO/RTPA (SANDAG) if the funds still need to be programmed this FFY and require a formal amendment. Funds will be at greater risk of lapsing if not properly programmed. Once programmed, Requests for Authorization (the E76) must be sent to District 11 Local Assistance by **July 1, 2019**.
2. If an agency plans to designate any funds for the Construction phase, note that the PE phase (including NEPA clearance) and R/W certification must be completed prior to CON funding request, otherwise, the CON funds will lapse.

Latest “2016 Repurposed Earmark Funds Expiring by 09/30/2019”-

<http://www.dot.ca.gov/hq/LocalPrograms/earmark/2016/Approved-Earmark-Repurposing-Project-List20170801.pdf>

**Federal Fiscal Year 18/19 Requests for Authorization/Obligation – PAST DUE**

Funding Requests for Authorization (RFA) this federal fiscal year were due February 1, 2019. Early RFA submittals will minimize delay to obtaining fund authorizations. Notify your Local Area Planner or Engineer of any pending requests.



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**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>

**Division of Local Assistance Blog (LAB)**

A 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:

Subsidized Classes for Local Agencies, Policy/Procedures, Program Guidelines, Training, Environmental Review, and Right of Way.

<http://www.localassistanceblog.com>

**TRAINING**

For questions or to register for any training, you may contact the District 11 Local Assistance Training Coordinator, **Alma Sanchez**, via email at [Alma.Sanchez@dot.ca.gov](mailto:Alma.Sanchez@dot.ca.gov) or phone: **619-278-3735**.

**Subsidized Classes for Local Agencies**

The California Local Technical Assistance Program is a jointly funded effort between Caltrans and the Federal Highway Administration to provide local governments with training, information, technology and direct assistance to help transportation infrastructure. Upcoming courses are listed at the following link –

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

**District 11 – Local Assistance Branch – New Mail Station**

Caltrans, District 11, Local Assistance has a new mail station. Please send correspondence to this address:

Caltrans, District 11, Local Assistance Engineer  
Planning & Local Assistance Division  
4050 Taylor Street **MS – 244**  
San Diego, CA 92110



**California Department of Transportation (Caltrans) District 11  
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**MANDATORY REQUIREMENTS**

**DBE Methodology Update**

For **all** federal contracts (consultant and construction) **advertised or authorized since October 1, 2018**, local agencies must use the updated *Local Assistance Procedures Manual* Exhibit 9-D template to calculate Disadvantaged Business Enterprise (DBE) goals.

[Download Updated Exhibit 9-D](#)

<http://www.dot.ca.gov/hq/LocalPrograms/lam/forms/chapter9/9d20180830.xlsx>

**Background:** On July 31, 2018, Caltrans submitted a Proposed Overall DBE Goal and Methodology of 17.6% for 2018-19 through 2020-21 to the Federal Highway Administration. 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 upon seven DBE firms per sub-contractable task and factoring the total DBE work made available by 80%. Supply and trucking component calculations remain unchanged at 12% and 10%, respectively, for all tasks that are not determined to be sub-contractable. The latest *Local Assistance Procedures Manual* forms can be found at <http://www.dot.ca.gov/hq/LocalPrograms/lam/forms/lapmforms.htm>

**Title VI Nondiscrimination Program**

A reminder that local agencies shall comply with all Title VI requirements. See *LAPM* Section 9.2, Title VI of the Civil Rights Act of 1964 (Title VI) and Related Statutes:

*Title VI and the additional nondiscrimination requirements are applicable to all programs and activities administered by a recipient, in addition to programs receiving federal financial assistance, due to the Civil Rights Restoration Act of 1987. Nondiscrimination provisions apply to all programs and activities of federal-aid recipients, subrecipients, and contractors, regardless of tier (49 CFR 21).*

The requirements include providing and maintaining the following, as detailed in *LAPM* Section 9.2: Title VI Nondiscrimination Statement, Assurances (as part of the Master Agreement and Program Supplement Agreement), Designation of a Title VI Coordinator, Complaint Procedures, Data Collection, Training, Limited English Proficiency (LEP) accessibility, Dissemination of Information, Contracts and Agreements, Environmental Justice, Public Hearings and Meetings, Right-of-Way activities, Construction Contract Compliance, Monitoring, and others.

Note that an agency is subject to a Title VI program and compliance review at any time by Caltrans, Division of Local Assistance.

**Title VI Website on Filing a Complaint Updated**

Caltrans Division of Local Assistance has updated Title VI website on Filing a Complaint as of March 20, 2019. This link provides guidance to local agencies for processing Title VI complaints.

<http://www.dot.ca.gov/hq/LocalPrograms/TitleVI/filing.htm>



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**TITLE VI: NONDISCRIMINATION PROGRAM**

**FILING A COMPLAINT**

The California Department of Transportation (Caltrans), under Title VI of the Civil Rights Act of 1964, prohibits discrimination based upon race, color, and national origin. Specifically, 42 USC 2000d states that *"No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."* The use of the word "person" is important as the protections afforded under Title VI apply to anyone, regardless of whether the individual is lawfully present in the United States or a citizen of a State within the United States.

All Title VI complaints may be filed by any individual or group who believes they have been excluded from participation in, denied benefits or services of any program or activities administered by Caltrans or its subrecipients, consultants, contractors, or suppliers on the basis of race, color, national origin, sex, disability, or age. Under no circumstance, is the complainant discouraged from filing a complaint.

If local agencies receive complaints, they must be forwarded to the Caltrans Office of Business and Economic Opportunity (OBEO), and Caltrans OBEO will forward the complaints to the Federal Highway Administration California Division Office or to the Federal Transit Administration. The complaint must be submitted in writing within 180 calendar days from the alleged occurrence unless the time for filing is extended. The complaint must be signed and dated by the individual or their representative.

Caltrans, its subrecipients, contractors, consultants, and/or suppliers are prohibited from intimidating or retaliating against any individual or group filing a Title VI and related statutes discrimination complaint.

For more information on the Caltrans Division of Local Assistance Title VI Program please [click here](#).

A person may file a complaint directly with:

[California Department of Transportation](#)  
Office of Business & Economic Opportunity  
1823 14th Street  
Sacramento, CA 95811  
Phone: 916-324-0449  
Fax: 916-324-1949  
TTY: 711  
Email: [Title.VI@dot.ca.gov](mailto:Title.VI@dot.ca.gov)