



# **AGENDA**

## **Technical Steering Committee**

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### **Committee Members**

*Ken Rosenfield, Chairman  
Tom Wheeler, Vice Chairman  
Brad Fowler, City of Dana Point  
Manuel Gomez, City of Irvine  
Mark Lewis, City of Fountain Valley  
E. Maximous, City of Rancho Santa Margarita  
Marwan Youssef, City of Westminster*

*Orange County Transportation Authority  
600 South Main Street, Room 103/104  
Orange, California  
**July 13, 2016 1:30 p.m.***

*Any person with a disability who requires a modification or accommodation in order to participate in this meeting should contact the Measure M2 Local Programs section, telephone (714) 560-5673, no less than two (2) business days prior to this meeting to enable OCTA to make reasonable arrangements to assure accessibility to this meeting.*

*Agenda descriptions are intended to give members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Committee may take any action which it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.*

*All documents relative to the items referenced in this agenda are available for public inspection at [www.octa.net](http://www.octa.net) or through the Measure M2 Local Programs office at the OCTA Headquarters, 600 South Main Street, Orange, California.*

### **Call to Order and Self Introductions**

### **Consent Calendar Items**

All items on the Consent Calendar are to be approved in one motion unless a Technical Steering Committee member requests separate action on a specific item.

- 1. Approval of February 24, 2016 Special Technical Steering Committee Minutes**  
*pg. 4*

### **Discussion Items**

- 2. MPAH Guidelines Update for Complete Streets – Kurt Brotcke/Joe Alcock**
- 3. Alternative Level of Service Working Group Update – Kurt Brotcke**

### **Regular Items**

- 4. Comprehensive Transportation Funding Programs – Proposed Guideline Modifications and Call for Projects – Sam Kaur , pg. 7**



**Overview**

Measure M2 allocates net revenues for the development of various competitive programs which will provide funding for local streets and roads, environmental cleanup, and transit projects. These programs include the Regional Capacity Program (Project O), the Regional Traffic Signal Synchronization Program (Project P), the Environmental Cleanup Program (Project X), the Community Based Transit Circulators (Project V), and Safe Transit Stops (Project W). OCTA staff updated the guidelines for Project O and Project P to facilitate the administration of the next call for projects. This staff report presents recommendation to approve the proposed modifications to the guidelines.

**5. Correspondence**

OCTA Board Items of Interest

- Monday, February 8, 2016  
[http://atb.octa.net/agendapdfsite/2118\\_SynopsisH.pdf](http://atb.octa.net/agendapdfsite/2118_SynopsisH.pdf)  
Item 11: Measure M2 Environmental Cleanup Program – 2016 Tier 1 Water Quality Grant Program Call for Projects
- Monday, February 22, 2016  
[http://atb.octa.net/agendapdfsite/2124\\_SynopsisH.pdf](http://atb.octa.net/agendapdfsite/2124_SynopsisH.pdf)  
Item 11: 2016 State Transportation Improvement Program Reduction  
Item 12: 2016 Bus Service Plan Recommendations

Announcements by Mail

- 2016 California Statewide Local Streets and Roads Needs Assessment Letter – *sent February 22, 2016, to City Managers and Public Works Directors*

Announcements by Email

- Pavement Management Plan due June 30, 2016 – *sent February 18, 2016*
- February 24, 2016 Technical Advisory Committee Meeting Agenda – *sent February 19, 2016*
- February 24, 2016 Technical Steering Committee Meeting Agenda – *sent February 19, 2016*
- Call for Applications for Systemic Analysis Report Program – *sent February 26, 2016*
- March 9, 2016 Technical Steering Committee – CANCELLATION NOTICE – *sent March 3, 2016*
- MicroPaver / StreetSaver Training: Please RSVP – *sent March 3, 2016*
- FY 2016-17 M2 Eligibility Workshop – *sent March 8, 2016*
- Bicycle Corridor Improvement Program (BCIP) 2016 Call for Projects and Advisory Panel – *sent March 14, 2016*
- Local Streets and Roads Needs Assessment: 2016 Participation – *sent March 17, 2016*



# **AGENDA**

## ***Technical Steering Committee***

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- March 23, 2016 Technical Advisory Committee – CANCELLATION NOTICE – *sent March 23, 2016*
- TAC/TSC: REMINDER: Bicycle Corridor Improvement Program (BCIP) 2016 Call for Projects Workshop and Advisory Panel – *sent March 23, 2016*
- Reminder: MicroPaver / StreetSaver Training: Please RSVP for March 29, 2016 – *sent March 23, 2016*
- April 13, 2016 Technical Steering Committee – NOTICE – *sent April 8, 2016*
  
- TAC agenda and meeting notice for April 27, 2016 meeting – sent April 21, 2016
- TSC cancellation notice for May 11, 2016 meeting – sent on May 5, 2016
- TAC agenda and meeting notice for May 25, 2016 meeting – sent on May 19, 2016
- TAC agenda and meeting notice for June 22, 2016 meeting –sent on June 17, 2016
- TSC/TAC Meeting Reminder for July 13, 2016 meeting– sent June 23, 2016

### **6. Committee Comments**

### **7. Local Assistance Update**

### **8. Staff Comments**

### **9. Items for Future Agendas**

### **10. Public Comments**

### **11. Adjournment**

*The next regularly scheduled meeting of this Committee will be held at 1:30 p.m. on Wednesday, August 10, 2016, at the OCTA Headquarters.*



**MINUTES for**  
**Special Technical Steering Committee**  
 February 24, 2016

<b>Committee Members</b>	<b>Position</b>	<b>Agency</b>	<b>Attendance</b>
Ken Rosenfield	Chair	Laguna Hills	Present
Tom Wheeler	Vice-Chair	Lake Forest	Present
Marwan Youssef	First District	Westminster	Absent
Mark Lewis	Second District	Fountain Valley	Present
Manuel Gomez	Third District	Irvine	Absent
James Biery	Fourth District	Buena Park	Present
E. Maximous	Fifth District	Rancho Santa Margarita	Absent
Natalie Meeks	At-Large member	Anaheim	Present
Brad Fowler	At-Large member	Dana Point	Absent
Jim Kaufman	Ex-Officio	Caltrans	Absent

<b>Guest</b>	<b>Affiliation</b>	<b>Guest</b>	<b>Affiliation</b>
Don Hoppe	Fullerton	Majid Farhat	Orange
Chris Johansen	La Habra	Doug Stack	Tustin
Kanwal Singh	La Palma	Paul Rodriguez	Rodriguez Consulting
Mark Vukojevic	Newport Beach		

<b>OCTA Staff Members</b>			
Adriann Cardoso	Harry Thomas	Kia Mortazavi	May Hout
Dave Simpson	Kameron Altar	Kurt Brotcke	Sam Kaur

Meeting was called to order by Mr. Rosenfield at 11:36 a.m.

**Self-Introductions**

**CONSENT CALENDAR ITEMS**

All items on the Consent Calendar are to be approved in one motion unless a Technical Steering Committee member requests separate action on a specific item.

- Approval of Minutes for February 10, 2016 TSC Meeting (Wheeler/Meeks)**  
 Mr. Gomez, requested modification to the meeting minutes via email and staff provided the proposed changes to the committee. Due to an absence, Mr. Lewis abstained from the vote.

**REGULAR ITEMS**

- 2016 Comprehensive Transportation Funding Programs Call for Projects – Programming Recommendations**

**Discussion:** Mr. Kurt Brotcke requested to share opening comments with the committee. Mr. Brotcke reviewed the issues brought up at the February 10, 2016 Technical Steering Committee (TSC) and thanked the committee for attending a special meeting of the TSC.

Mr. Rosenfield directed attention to Attachment A of the staff report to review the otherwise qualified projects that will not be funded per the recommendation because there is not enough funding for all the projects. Mr. Rosenfield stated that the recommendation is for funding six projects from five agencies and if the projects from the City of Anaheim and the City of Santa Ana were to not be funded, the other projects would be eligible for funding. Mr. Rosenfield



**MINUTES for**  
**Special Technical Steering Committee**  
*February 24, 2016*

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reminded the committee that funding caps were removed at the start of Measure M2 with the expectation that local agencies would apply for funding for larger projects with right-of-way requests.

Mr. Biery inquired about the previous funding cap limit.

Mr. Brotcke stated that there was a funding cap of \$2.5 million for intersection projects.

Mr. Rosenfield stated that the committee could agree that \$2.5 million would be too low of a funding cap for future requests.

Mr. Wheeler suggested that the committee consider alternative requirements, such as a higher local match for large projects.

Ms. Meeks stated that funding caps on projects will be difficult for older local agencies where there is a higher likelihood of needing right of way to complete projects.

Ms. Kaur reviewed the programming recommendations with the committee for the 2016 Regional Capacity Program and the 2016 Regional Traffic Signal Synchronization Program. Ms. Kaur reviewed the policy issues covered at the February 10, 2016 TSC meeting and staff recommendations following direction from the TSC committee.

Mr. Rosenfield asked is staff received comments from the City of Irvine regarding the programming recommendations.

Mr. Stack respectfully disagreed with how the alternative Level of Service (LOS) Study for the City of Tustin was evaluated under the CTFP scoring criteria, and stated that the City of Tustin would formally submit a letter to OCTA.

Mr. Rosenfield inquired about the methodology used for the projects submitted by the City of Tustin.

Ms. Kaur explained that, per TSC direction, staff used the alternative methodology submitted by the City of Tustin for scoring.

Mr. Lewis inquired about the funding availability should a project recommended for funding be removed or have the funding total reduced by the OCTA Board of Directors

There was no further discussion.

*The committee approved the programming recommendations for the 2016 Regional Capacity Program and the 2016 Regional Traffic Signal Synchronization Program as presented. (Meeks/Wheeler)*

**3. Committee Comments**

- Mr. Rosenfield shared upcoming deadlines for funding programs. Mr. Brotcke added that the final OC Bus plan went before the OCTA Board of Directors (Board) on Monday, February 22, 2016, and the action included bringing the Project V recommendations to the Board. The Board may decide to postpone



**MINUTES for**  
***Special Technical Steering Committee***  
*February 24, 2016*

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recommendations based on the stop changes and the programming recommendations. It was added that an information item will be provided at the March Technical Advisory Committee (TAC) meeting with updates on state and OCTA calls for projects including the Bicycle Corridor Improvement Program (BCIP), Active Transportation Program (ATP) (Cycle 3), and the new Systemic Analysis Report Program.

- Mr. Rosenfield requested a briefing on the Fixing America's Surface Transportation (FAST) Act. Ms. Cardoso stated that staff would be able to provide an overview of the FAST Act at a future meeting.
- The committee congratulated Mr. Biery on his retirement and expressed appreciation for his contributions to the TSC and TAC over the years.
- Ms. Meeks announced her retirement in May 2016.

**4. Public Comments**

**5. Adjourned at 12:07 p.m.**



*July 13, 2016*

**To:** Technical Steering Committee

**From:** Orange County Transportation Authority Staff

**Subject:** Comprehensive Transportation Funding Programs – Proposed Guideline Modifications

**Overview**

Measure M2 allocates net revenues for the development of various competitive programs which will provide funding for transit, environmental cleanup, and local streets and roads projects. These programs include the Regional Capacity Program (Project O) and the Regional Traffic Signal Synchronization Program (Project P). Funding for local streets and roads projects will be made available through the competitive 2017 annual call for projects. Staff has updated the Comprehensive Transportation Funding Programs guidelines to facilitate the administration of this process. Staff is seeking approval of these updates.

**Recommendation**

Recommend Board of Directors approval of updates to the Comprehensive Transportation Funding Programs guidelines.

**Background**

The Regional Capacity Program (RCP) provides funding for improvements to the Orange County Master Plan of Arterial Highways (MPAH). The program also provides for intersection improvements and other projects to help improve street operations and reduce congestion. The Regional Traffic Signal Synchronization Program (RTSSP) provides funding for multi-agency, corridor-based signal synchronization throughout Orange County. These programs allocate funds through a competitive process and target projects that improve traffic by considering factors such as degree of congestion relief, cost effectiveness, project readiness, etc. The Comprehensive Transportation Funding Programs (CTFP) serves as the mechanism the Orange County Transportation Authority (OCTA) uses to administer the RCP and RTSSP, as well as the competitive transit (Projects S, T, and V) and environmental cleanup programs (Project X). The CTFP guidelines provide the procedures necessary for Orange County

agencies to apply for funding and, following award of funds, seek reimbursement for projects. These guidelines were originally approved by the OCTA Board of Directors (Board) on March 22, 2010, and were most recently updated and approved in August 2015.

### ***Discussion***

The CTFP guidelines originally approved by the OCTA Board in 2010 included the provision to modify and adjust the guidelines as needed. In anticipation of the RCP and RTSSP 2017 annual call for projects, staff has worked to determine areas of the guidelines that need to be adjusted. OCTA held discussions with Technical Advisory Committee (TAC) members from April through June 2016 to discuss policy issues that emerged out of the 2016 call for projects. This effort involved seeking feedback from the TAC on proposed modifications for the next set of guidelines. Based on the feedback received from the TAC, proposed guidelines are revised to address project readiness, alternative methodologies for level of service, funding split for small and large projects, limited resources and project delivery issues under the Regional Signal Synchronization Program (RTSSP).

A copy of the CTFP guidelines with the proposed modifications is included in Attachment A. A summary of the modifications are included below.

#### **2017 Call for Projects Updates**

- Update RCP call application schedule and funding commitment level (approximately \$32 million in M2 Project O funds).
- Update RTSSP call application schedule and funding commitment level (approximately \$8 million in M2 Project P funds).

#### **General Updates**

- Definitions (number 20) added information related to the items included in the right-of-way phase and added information on operations and maintenance phase.
- Definition (number 21) added discussion to clarify elements included in the planning and implementation phases.
- Precept (number 41) added regarding useful life standards for public works projects and Measure M2 investments.
- Added clarification on Fast Track projects.



- Amended the project readiness requirements to apply funding for implementation phase.
- Added clarification on project cost savings and transfers.
- Added tiered funding approach for small and large projects.
- Clarification added for the Fast Track approach.
- Clarification added for Alternative Level of Service methodologies.
- Revisions made to the application submittal deadlines.
- Added language for specific construction elements not being eligible under Project P through 2017 call.
- Clarification added for reimbursement for right-of-way expenditures.

### ***Summary***

If authorized by the Board, OCTA will provide funds for intersection and arterial improvements and signal synchronization through the proposed 2017 CTFP call for projects. The CTFP serves as the mechanism OCTA uses to administer the RCP and RTSSP. In anticipation of the 2017 annual call for projects, staff is seeking approval of proposed modifications to the guidelines.

### ***Attachments***

- A. August 2016 Comprehensive Transportation Funding Program Guidelines – Draft