

Agenda

July 17, 2012
10:30 am – 12:30 pm

SACOG
 1415 L Street, Suite 300
 Sacramento, CA 95814

Contact: Jose Luis Caceres
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Meeting called by: Muhaned Aljabiry
Facilitator: Abhijit Bagde
Recorder: Bruce Abanathie

Agenda Topics

Item	Description	Time	Presenter
1	Agenda	10:30	Abhijit Bagde
2	Ground Rules	10:35	Abhijit Bagde
3	Approval of 04/17/2012 meeting minutes	10:40	Abhijit Bagde
4	Announcements and updates:	10:45	All
5	Follow-Up Items from last meeting: <ol style="list-style-type: none"> 1. Abhijit Bagde, CT Programming, will revise 12/13/2011 minutes to correct the language regarding MPO Board's delegation to MPO Executive Director for approving administrative modification to FTIP/FSTIP – Item completed 2. Mike Brady, CT Planning, will add "Road Diets" item to the next Conformity Working Group Agenda – Item Completed (See Item No. 9 Below) 3. Abhijit Bagde, CT Programming, will email the group documentation prepared by MTC regarding "Road Diets" – Item completed 4. CT Division of Mass Trans will continue to follow up and provide an update on FTA 5307 lapse funding (See Item No. 11 Below) 5. Abhijit Bagde, CT Programming will send the 5307 Lapse Fund report presented by the Division of Mass Transportation at 04/17/2012 meeting to the group – Item completed 	10:55	Abhijit Bagde
6	2013 FTIP/FSTIP Development: <ol style="list-style-type: none"> 1. Schedule – Lilibeth Green 2. Financial summary template – Gwyn Reese 3. State managed programs – Abhijit Bagde 4. 2013 Federal Transportation Improvement Program (FTIP) Checklist and Development Guidance – Dennis Jacobs 	11:00	
7	Moving Ahead for Progress in the 21st Century (MAP-21) - Update	11:20	Dan McKell
8	Road Diets - Update	11:40	Stew Sonnenberg
9	Upcoming changes to CTIPS	11:55	Rambabu Bavirisetty

10	Division of Mass Transportation (DMT) Update	12:10	Michael Lange
11	<ul style="list-style-type: none"> • Follow-Up Items • Open Forum • Future Agenda Items 	12:20	All
12	<p>Future meeting dates and locations:</p> <ul style="list-style-type: none"> • August 28, 2012 Caltrans (10:30 am – 12:30 pm) • October 9, 2012 MTC, Sacramento (10:30 am – 12:30 pm) • November 20, 2012, SACOG Sacramento (10:30 am – 12:30 pm) 	12:25	All

California Federal Programming Group (CFPG)

Minutes for July 17, 2012:

1. Agenda:

Abhijit Bagde (CT Federal Programming Office) led the introduction of participants and reviewed the agenda

2. Ground Rules:

- Since there are phone participants, everyone who speaks should state his/her name and agency.
- Keep comments as brief as possible.
- Stick to the current agenda item. Additional items not in the agenda will be added to the end and will be discussed if time permits.
- Turn off cell phones and limit interruptions.
- This is a forum to hear everyone's concerns, comments and suggestions. Please make sure your voice is heard.
- Facilitator to ask before moving on to the next item if anyone on the phone has any additional comments on the item, then pause for a few seconds.
- Respond to follow-up items and meeting notices by the deadlines.
- Except for follow-up items, the minutes will include discussions that take place during the meeting only. If you do not want what you say during the meeting included in the minutes, state "off the record."
- **When not speaking, phone participants to keep their phones on mute if possible.**
- **Do not place conference call on hold. Please hang up and redial if you must take another call.**
- Meeting minutes to be distributed to the group with 10 days after the meeting.

Bolded items were emphasized by Abhijit.

3. Minutes of the Last Meeting: Abhijit Bagde

The final minutes of the April 17, 2011 meeting were provided via email prior to the meeting. No comments on the minutes were received and the minutes were approved as written.

4. Announcements and Updates:

a. CT Federal Programming Office – Abhijit Bagde

Abhijit reminded the group that the 2007 Energy Act under SAFETEA-LU, which allowed CMAQ the federal portion of CMAQ projects to be up to 100%, will terminate with the implementation of the new transportation authorization – MAP-21 – on October 1, 2012. Any project programmed in the current FTIP with this program will need to be

reprogrammed using either Toll Credits to maintain the federal portion above the 88.53%, or with a local match of at least 11.47%. DLA will not be able to process any requests for authorization for CMAQ projects that include the benefits of the Energy Program.

The posting of the CFPG meeting minutes – Abhijit explained that the minutes posted on the Programming Office website are the latest approved minutes. This means that the minutes from any previous meeting are not posted until they are approved at the next meeting. With the cancelation of meetings this year, we have had only one meeting in 2012 (April).

Sam Kaur (SJCOG) announced that the San Joaquin Regional Rail Commission has posted a job announcement for a Transit Analyst. Sam requested that the announcement be sent out to the group for the widest possible circulation.

Sam will forward the SJRRC job announcement to Abhijit and Abhijit will send the announcement out to the group.

5. Follow-up Items from Last Meeting – Abhijit Bagde

- a. Abhijit Bagde, CT Programming, will revise 12/13/2011 minutes to correct the language regarding MPO Board's delegation to MPO Executive Director for approving administrative modification to FTIP/FSTIP – Item completed.

The minutes have been revised and posted. Abhijit explained that the change referred to the MPO Board accepting the delegation for the approval of administrative modifications and then deciding if the desire was to further delegate the approval to the MPO Executive Director.

- b. Mike Brady, CT Planning, will add “Road Diets” item to the next Conformity Working Group Agenda – Item Completed (See Item No. 8 Below).
- c. Abhijit Bagde, CT Programming, will email the group documentation prepared by MTC regarding “Road Diets” – Item completed
- d. CT Division of Mass Trans will continue to follow up and provide an update on FTA 5307 lapse funding.
- e. Abhijit Bagde, CT Programming will send the 5307 Lapse Fund report provided by the Division of Mass Transportation at 04/17/2012 meeting to the group.
 - Items d. and e. were combined with the DMT Update item on the agenda. (See Item No. 10 below).

6. The 2013 FTIP/FSTIP Development – Abhijit Bagde

- a. Schedule:

Lilibeth Green, CT Programming, discussed the 2013 FTIP schedule. The schedule is posted on the CT Programming website. The schedule has not been altered by the passage of MAP-21. Lilibeth requested that the MPOs please continue forwarding the Draft FTIPs to us; we are reviewing them as they come in.

October 1, 2012, is the important date, MPOs must have everything in to Caltrans so that the public review process can be carried out and the FSTIP can be forwarded to FHWA/FTA in November for a December approval. If you have any questions contact

your Programming Office FTIP Coordinator.

b. Financial Summary Template for the 2013 FTIPs – Gwyn Reese

October 1, 2012 is also the final date to submit the completed financial summary in Excel format. Please do not edit the form in any way - such as inserting hard numbers and eliminating the imbedded calculations or adding or eliminating columns or rows.

The Financial Template for Adoption of the 2013 FTIP is available on the Programming website: <http://www.dot.ca.gov/hq/transprog/oftmp.htm> - click on the “Adoption Template” link under the Items of Interest – 2013 FSTIP Resources-2013 FTIP Financial Summary Table Template. Please also note that there is also a template for amendments.

c. State managed programs – Abhijit Bagde

Abhijit stated that the information for the FTIPs is either provided by the CT Programming office or on the CT Programming Office website. Sri Srinivasan (MTC) asked about changes requested by the Districts. Abhijit stated that the change can be made if it is included in an approved update for the program (e.g. CTC approved SHOPP amendments). Sam also noted that the DLA website has information that is not consistent with the information provided by the Programming Office. Abhijit stated that in these cases use the information provided by the Programming Office or the FSTIP will not be financially constrained.

Abhijit will work with Yin Ping and the DLA to assure that the project lists on the Programming website link to the most up to date lists on the DLA site. DLA will date their lists.

Eddie Wendt (TCAG) noted that we are still receiving feedback that the local agencies and Districts are looking for the PE phase to be programmed in group listings. Abhijit recommended that the agencies be referred to the guidelines on the programming website. Sam also recommended that the MPOs identify PE and R/W phase funding in a grouped project back up list to clarify the programming and make the agencies more comfortable.

d. 2013 Federal Transportation Improvement Program (FTIP) Checklist and Development Guidance – Dennis Jacobs

Dennis commented that the programming office is receiving questions regarding the 2013 FTIP development that are covered in the guidelines. Please review the guidelines and if you still have questions call your Programming Office FTIP Coordinator.

Discussion followed about the best delivery method for the guidelines and how to utilize the guidelines and checklist in the development of the 2013 FTIP. Scott Carson (FHWA) suggested a best practices type of addendum to the guidelines.

7. Moving Ahead for Progress in the 21st Century (MAP-21) - Update – Dan McKell

From email sent by Dan McKell (Caltrans Federal Liaison):

“Caltrans is working with BTH to identify impacts and opportunities of provisions in MAP-21 that are specific to California, including implementation deadlines, program organization options, and state implementing legislation needs. We'll share more as we work with Agency in the coming days and weeks.”

Scott Carson (FHWA) brought a recommendation from Jermaine Hannon that the MPOs and

Caltrans continue with the FTIP/FSTIP development process currently under way. The adoption of MAP-21 is still in the interpretation phase and guidance is still pending. The fund streams may have changed, but the funding levels are generally consistent with prior fund estimates. We will have the opportunity to amend the programming as the legislation is implemented.

Abhijit noted that there would be telephone conferences with the MPOs in the next month or so. Scott stated that there would also be FHWA sponsored webinars and/or telephone conferences for the interpretation and guidance preparation regarding MAP-21.

Abhijit will use the CFPG Mailing list to send out notices of MAP-21 information opportunities.

8. Road Diets Update

Abhijit reported that Stew Sonnenberg, FHWA and Mike Brady, CT had the opportunity to discuss the item with EPA, but neither is available. We will table the item until the next meeting.

Abhijit will contact Stew about sending an email any updates to the group about the road diets.

9. Upcoming Changes to CTIPS – Rambabu Bavirisetty

Rumbabu described the development of CTIPS for the group. The CTIPS Office has identified several problems with the program and has decided on a path to correct the problems. In discussion with Caltrans IT, the program will be converting from FoxPro to Oracle. Three issues need to be addressed, beyond the age of the program, support, security, and ADA compliance. Caltrans has contracted with Unified Consultants to convert the program. CTIPS Users will not see any data entry or report availability difference for the next eight months while Unified works in the background. Caltrans will not be able to make any programmatic (functionality) changes to the software (such as changing the business rules) during this time, but MPOs can still make changes to their projects and add projects for amendments.

There are currently three types of CTIPS users,

1. The import group - data files to be imported into CTIPS;
2. The upload group – completes files in their software and then uploads the files with a push of a button
3. The direct data entry group – this group enters project data directly into the CTIPS software.

The third group will be asked to test the program first after the changes are made. The testing will be managed much the same as the testing for the “Draft FTIP” change made recently. There will also be testing opportunities for the first two groups.

10. Division of Mass Transportation (DMT) Update – Michael Lange

Michael Lange (Div. of Mass Trans) discussed the history of the lapsed 5307 funds as funds that have not been obligated in FTA Grants, mostly flex fund transfers, and returned to the Governor for redistribution throughout the state. Michael is reviewing large amounts

of information sent from FTA. Michael is still working on establishing what agencies the funds came from. Michael is focusing on a group of funds that will start lapsing at the end of September 2013.

Sri asked about a timeline for MPO specific lists. Michael stated that he is still working on the data. Sri and Ivan (BCAG) expressed concern over the time that it is taking to establish the “ownership” of the funds and the lapsing of the funds beginning in one year from the report. Michael clarified that the funds will start lapsing in September 2013.

Jose Luis Caceras (SACOG) asked about the fate of the lapsed funds – do they actually disappear. Michael stated that he was not sure about the flex funds, but the FTA funds would actually go away. Jose Luis further stated that the flex funds remain in FTA and will need only to be reassigned to an FTA grant (project) in order to be utilized. The general consensus was that there is funding available for use and the MPOs want to be able to assign the funds to projects as soon as possible.

Ted Mately, FTA Division IX, stated that, while there is no strict deadline, eventually FTA will take an action to return the unused funds to the federal government – particularly the really old funds. Sam asked about a definition of what would be considered “really old”. Ted stated that there is no real definition, but they will look for the age of the funds and the planned use of funds to establish a timeline of funds to return for other purposes.

Michael stated that there should be some records at the agencies of the unused funds. Sri asked Michael if the MPOs could help sort out the issue. Michael stated that he would reach out to the MPOs when and if he found a way for us to help.

Rosemary (SCAG) asked if there was a mechanism in the DLA databases that could help identify the details on these funds. Bruce and Jose Luis noted (from prior attempts) that the new accounting system that the DLA is using does not allow for fund-specific reports.

Jose-Luis asked for the total dollar amount. Michael stated that he did not have an overall total, but they did identify a \$4 million and a \$2.9 million pot of money for two agencies.

Abhijit will check with DLA and see if any reports can be made available.

Michael will continue to review the data and send any information to Abhijit and any assistance requests to the MPOs

11a. Follow up Items

4. *Sam Kaur, SJCOG, will forward the SJRRC job announcement to Abhijit and Abhijit will send the announcement out to the group.*
- 6.c. *Abhijit Bagde will work with Yin Ping and the DLA to assure that the project lists on the Programming website link to the most up to date lists on the DLA site. DLA will date their lists.*
7. *Abhijit will use the CFPG Mailing list to send out notices of MAP-21 information opportunities.*
8. *Abhijit will contact Stew Sonnenberg about sending an email any updates to the group about the road diets.*
10. *Abhijit will check with DLA and see if any reports can be made available.*
10. *Michael will continue to review the data and send any information to Abhijit and any assistance requests to the MPOs*

11b. Open Forum

Sam asked that Dan make a presentation on MAP-21.

11c. Future Agenda Items

Abhijit noted that he would work with any Caltrans presenters for any subject that the group requested a presentation.

13. Next Meeting:

August 28, 2012 @ Caltrans (10:30 – 12:30)