

		<p>November 17, 2009 10:30 am – 12:30 pm</p> <p>MTC 101 Eighth Street Oakland, CA 94607 Contact: Sri Srinivasan (510) 817-5793</p> <p>Telephone Number: (712) 432-1438 Participant Access Code: 932832#</p>	
		<p>Meeting called by: Muhaned Aljabiry Facilitator: Abhijit Bagde Recorder/Time Keeper: José Luis Cáceres</p>	
<p>Agenda Topics</p>			
Item	Description	Time	Presenter
1	Topics/Agenda/Introductions	10:30	Abhijit Bagde
2	Ground Rules	10:35	Abhijit Bagde
3	Approval of 10/06/2009 meeting minutes	10:40	Abhijit Bagde
4	<p>Announcements and updates:</p> <ul style="list-style-type: none"> • Highway Bridge Program Update - Abhijit Bagde • Volunteer for Recorder assignment – Abhijit Bagde • Caltrans Federal Programming Office update - Muhaned Aljabiry 	10:45	All
5	<p>Follow-Up Items from last meeting:</p> <ul style="list-style-type: none"> • Muhaned Aljabiry to find out on Caltrans requirement of projects be programmed in the FSTIP prior to 1511 certification – Item completed • Sookyung Kim will survey MPOs regarding the two options for the next FTIP/FSTIP (See Item No. 8 below) • Abhijit Bagde will work with Stew Sonnenberg regarding the upcoming CMAQ Webinar – Item completed • Sri Srinivasan will complete the list of pre-approved Grouped Project Listings for the upcoming Task Force meeting • Abhijit Bagde will schedule a meeting with FTA to discuss programming of FTA funded Grouped Project Listings - Item completed (See Item No. 11 below) • José Luis Cáceres, SACOG, will meet with Caltrans and FHWA regarding whether grouped project listings can be modified while in an unapproved amendment 	10:50	Abhijit Bagde
6	Proposed Rescission of Federal-aid Apportionments	11:00	John Flores
7	FSTIP Financial Constraint – Update (Handout No. 1)	11:10	Muhaned Aljabiry
8	FSTIP Update Task Force – Update (Handout No. 2)	11:15	Sookyung Kim
9	<p>Workshop for the next FTIP/FSTIP Development:</p> <ul style="list-style-type: none"> • When • Format • Discussion Topics 	11:40	Penny Gray

	<ul style="list-style-type: none"> Task Force Participants 		
10	Roles and responsibilities of the Caltrans District and HQ FTIP Coordinators	11:50	Abhijit Bagde
11	Grouped Project Listings Task Force - Update	11:55	Steve Luxenberg/Abhijit Bagde
12	Request to expedite the federal approval of amendments	12:00	Scott Carson
13	FTIP/FSTIP Data Management Working Group - update	12:10	Dennis Jacobs
14	<ul style="list-style-type: none"> Follow-Up Items Open Forum Future Agenda Items 	12:15	All
15	Future meeting dates and locations: January 5, 2010 - Caltrans, Sacramento (10:30 am – 12:30 pm) February 16, 2010 - FHWA, Sacramento (10:30 am – 12:30 pm) March 30, 2010 - SACOG, Sacramento (10:30 am – 12:30 pm) May 11, 2010 - MTC, Oakland (10:30 am – 12:30 pm) June 22, 2010 - Caltrans, Sacramento (10:30 am – 12:30 pm)	12:25	All

CALIFORNIA FEDERAL PROGRAMMING GROUP (CFPG)
FINAL MEETING MINUTES – November 17, 2009
MTC, 101 Eighth St., Oakland, CA 94607

1. Introduction

2. Ground Rules

- Approved

3. Approval of 10/06/09 Minutes

- Approved

4. Announcements and Updates

a. Highway Bridge Program

The latest October 30, 2009 program lists replaces prior program lists.

- Please contact Eric Bost at (916) 653-5740 or by e-mail at eric.bost@dot.ca.gov should you have any questions on this information. Steve Luxenberg, FHWA said it's important to use the latest lists.

Each MPO must review the proposed "grouped" backup list before acceptance to ensure the scopes of work are consistent with 40 CFR Part 93.126, 127, 128, Exempt Tables 2 & 3. If projects need to be individually listed, contact there DLAE or Eric quickly so a new backup list can be generated.

The grouped project backup list is not part of the FTIP, but must be made available to the public or FHWA upon request.

- Steve emphasized that MPOs need to check whether a project is exempt before modifying their regional FTIPs. If anyone has questions about whether a bridge projects is exempt, contact FHWA.

b. Volunteer for Recorder Assignment

Bruce Abanathie volunteered to record through March, as long as nobody opposes him using a voice recorder.

c. CT Fed Programming Office update.

- Staff is coordinating various task forces, such as the Grouped Project Listing T.F., the FTIP/FSTIP Update T.F., the Headquarters and District FTIP Coordinator Roles and Responsibilities, and the Data Management T.F.
- Lima Huy, Caltrans, will head up a new task force for Caltrans CMAQ guidelines.

d. New FHWA member on the Planning Team: David Cohen, is handling Env. Coord., NEPA stewardship

e. Wade Hobbs is still recovering. He's doing fine. Expected back in 1.5 mos.

f. Scott Carson: May be out of the office a while on personal leave.

g. Mike Brady: PM. 2.5 designations to be published Friday.

- Project level and regional level conformity analysis will be required beginning 12/14/2010.
- The final is the same as the draft, except for minor tweaks in boundaries.

5. Follow-up items from last meeting.

a. Muhaned confirmed that projects must be programmed in the FSTIP before Caltrans will accept 1511 Certifications, regardless of recent FHWA announcements. This is a state policy to ensure projects are properly vetted.

- Q: Sri Srinivasan, MTC, Doesn't this affect delivery/streamlining?
- A: Certifications can be done concurrently. Caltrans will investigate reported problems with slow certification reviews and will follow up with an email.

- b. Sookying Kim, SANDAG, Survey of FTIP/FSTIP Schedule: see Item 8.
- c. Stew Sonnenberg, FHWA, The first of two CMAQ Webinars is scheduled for 12/14/09, 10 a.m. to 11:30 a.m. (The date has been updated since the CFPG meeting.) The second Webinar will deal with emissions analysis and will take place in 2010. See the announcement emailed on 11/23/09.
- d. Sri Srinivasan completed the list of pre-approved Grouped Project Listings, see Item 11
- e. Abhijit Bagde, Caltrans, scheduled a meeting with FTA to discuss Grouped Project Listings, see Item 11.
- f. José Luis Cáceres, SACOG, scheduled a meeting with Caltrans and FHWA and will report on the meeting at the next CFPG meeting.

6. Proposed Rescission of Federal-aid Apportionments - John Flores

- Per SAFETEA-LU, FHWA rescinded approximately \$8.7 billion of unobligated balances of Federal-Aid highway funds apportioned to the states for FFY 08/09 and prior. Therefore, CMAQ funds not obligated by 9/30/09 are no longer available.
- .
- This rescission was unobligated apportionments balances only; the OA is not being rescinded.
- California's share of the rescission was \$795.6 million.
- The Local Assistance share of this rescission was approximately \$505 million (\$505,111,040).
- The Local Assistance share per Program is:

CMAQ	\$175,552,103 (all Locals).
RSTP Urban	\$182,942,849 (all Locals)
STP Any Area/Flex.	\$31,190,914 (Local's share). Of this \$9,054,623 was Regional Shares and <u>\$22,136,291 was Bridge STP.</u>
Bridge	\$65,209,527 (Local's share) (<u>including the above \$22 million of Bridge STP</u> – do not count twice in DLA total). Of the Core Bridge Apportionments, \$485,993 of the On/Off System was rescinded and \$42,587,243 of the Off-System Bridge was rescinded.
HSIP	\$64,215,656 (Local's share)
HRRR	\$4,990,876 (All Locals).
SRTS	\$3,001,866 (All Locals) adjusted down from \$5,339,497 by FHWA by adding back Coordinated Border Infrastructure Program funds.
- Rescissions for each region are posted online on the Local Assistance Website.
- Essentially, MPOs have no carryover apportionments of CMAQ prior to Sept 30, 2009.

7. FSTIP Financial Constraint

- Muhaned recapped the teleconference, some key points were:
 - CT can demonstrate capacity that addresses the state budget situation. FHWA agreed to accept the analysis that CT uses obligation authority level for the FSTIP, but the federal regulations allow programming up to the apportionment level.
 - CT distributed the additional financial capacity to regions to include in their financial plans.
 - This revenue is not additional funding, but serves as a guarantee that there is capacity in the FSTIP state budget .
 - This is just temporary measure until the adoption of the 2010 STIP. After the 2010 STIP is incorporated into the FTIPs, MPOs should remove this capacity. Caltrans will remind everyone.

- Steve Luxenberg pointed out that regions still need to re-evaluate local revenues in amendments circulated for public review after 12/31. Also, the amendment will need to explain how the region went about re-evaluating local revenues.
- 8. FSTIP Task Force Update**
- Sookyung Kim presented the results of the 2nd survey.
 - The 2nd survey asked whether MPOs preferred to amend the FSTIP or do a full update. MPOs were split on the options. Valley MPOs sent a letter asserting they need August, 2010 date for an update. Tanisha Taylor, SJCOG, explained the Valley's concerns, which are complicated and involve their TIP being tied to the RTP schedule and conformity determination specifically related to PM 2.5. Tanisha asserted that the Valley MPOs believed the August 2010 date had been set for the update. The Task Force agreed to reconvene to discuss the issue in depth.
 - Muhaned emphasized that, whatever we decide, we will revisit this issue in the next FTIPs/FSTIP. The date for the next FSTIP update FSTIP has not been set and any option we choose now should not be assumed to apply to the next. It is the role of the task force to determine a consensus-based timeframe.
- 9. FTIP/FSTIP Workshop, Penny Gray, Caltrans**
- Penny explained that the last workshop was hosted and conducted by MPOs. It's time to plan out how to proceed with the next update: Do we want workshop? (if yes) What will the format be, etc?
 - Somebody suggested spend more time on public participation and streamlining public involvement.
 - Steve Luxenberg suggested the option of inviting guest speakers from out of state and offered to investigate federal funding for bringing guests.
 - Penny will send an email to seek volunteers to form a task force.
- 10. Roles & Responsibilities of CT District and HQ FTIP Coordinators, Abhijit Bagde.**
Abhijit announced that Caltrans Programming met with few MPO FTIP Coordinators and District FTIP Coordinators to discuss the draft guidance. Attached documents are the final Roles & Responsibilities of CT District and HQ FTIP Coordinators, and that there is a group forming to come up with a similar guidance for MPO FTIP coordinators.
- 11. Grouped Project Listing Task Force**
Sri? Reported on the status and current outstanding issues?
FTA-Needs to decide what is a minor expansion of transit fleet.
- Needs to set a standard of what is a small/standard facility.
 - JARC issue remains. FTA wants JARC projects grouped by work category while some MPOs want JARC projects grouped by the funding
 - There will be a follow-up meeting with FTA to address its issues..
- 12. Request to expedite the federal approval of Amendments, Scott Carson, FHWA**
- Scott informed the group that there have been many requests for expedited federal approval of amendments. He emphasized the importance of interagency review before public review. There have been instances of missing costs. MPOs should educate their local agencies on FTIP amendment procedures in order to reduce the number of requests for expedited approval.
- 13. FSTIP Data Mgmt. Working Group, Dennis Jacobs,**
- Inter-operability is the goal.
 - New York has an E-STIP that has good inter-operability.
 - The group will meet soon and report to the next CFPG meeting.
- 14. Follow-up Items**

1. CT Programming will contact Earl Seaberg to communicate MPOs' concerns regarding delay in receiving 1551 certifications for ARRA projects.
2. John Flores will send Breakdown of rescissions (shown above).
3. Sookyung Kim will schedule another FTIP/FSTIP Schedule Task Force to understand SJCOG's concerns.
4. Penny Gray will email for volunteers to plan the FSTIP Workshop
5. The Grouped Project Task Force will meet with FTA to iron out remaining concerns.

15. Future dates.

(See last week's agenda) Hosts should contact Abhijit if the dates don't work.

Handout No. 1: Handout for Item No. 7



U.S. Department
of Transportation
**Federal Highway
Administration**

**Federal Highway Administration
California Division**

650 Capitol Mall, Suite 4-100
Sacramento, CA 95814

October 21, 2009

Document S52939

Mr. Randell Iwasaki, Director
California Department of Transportation
1120 N Street
Sacramento, CA 95814

Attention: Program Office, M.S. 82
For Rachel Falsetti, Chief, Division of Transportation Programming

Dear Mr. Iwasaki:

Thank you for your letter of September 23, 2009 and accompanying documentation of the impact of the State's budgetary situation on the Fund Estimate and the Federal requirement for fiscal constraint of the Federal - Statewide Transportation Improvement Program (FSTIP).

Federal regulations allow financial plan revenues to be based upon Federal apportionment levels rather than obligation authority (OA). In the development of the Fund Estimate, the State used OA as its Federal funding limit rather than apportionments. We have reviewed the submitted analysis and determined that the California Department of Transportation (Caltrans) has demonstrated, for purposes of demonstrating fiscal constraint, that the difference between Federal apportionments and the OA reflected in the Fund Estimate is sufficient to offset current State budgetary reductions in available construction funds. Caltrans will now need to allocate the difference between OA and apportionments to each MPO and the MPO will need to incorporate the allocation into its updated financial plan to demonstrate fiscal constraint. Should additional changes be made to the State's fund estimate, Caltrans may need to submit additional documentation regarding the demonstration of fiscal constraint.

Additionally, for those Metropolitan Planning Organizations (MPOs) that program local revenue - sales taxes, developer fees, etc. - the MPO will need to update those revenue estimates to reflect current economic conditions.

In order to allow sufficient time for the State and MPOs to update their financial plans to reflect all of these changes (State and local), any FSTIP amendments released for public comment after December 31, 2009 should reflect any changes to either State or local revenues in order for FHWA/FTA to approve such amendments. If you have any questions, please contact Steve Luxenberg at (916) 498-5066.

Sincerely,

For
Walter C. Waidelich, Jr.
Division Administrator



Handout No. 2: Handout for Item No. 8

FSTIP: to update or not to update?

AMBAG BCAG MTC SACOG SANDAG SBCAG SCAG SLOCOG Shasta TRPA Valley

Option 1: Full update to the FSTIP

Due Dates	Action	Comments								
November 1, 2010	MPOs submit final FTIP to Caltrans									
December 1, 2010	Caltrans submits FSTIP to FHWA/FTA	The FTIP years would run FY2011 to FY2015 but first half of the FY would be included with prior FSTIP.	✓							
Between Jan 1 and Feb 1, 2011	Federal approval of FSTIP			✓						✓
No update but amend the existing FSTIP to incorporate final 2010 STIP/SHOPP		MPOs may still need to re-determine conformity		✓						✓

Option 2:

If you choose option 2, what is the preferred timeframe for next update?										
				2013?					July 2011	

Handout No. 3: Handout for Item No. 10

District FTIP Coordinator's role/responsibilities

The main role of the District FTIP Coordinator (DFC) is to act as the single focal liaison between the Districts, HQ – Office of Federal Transportation Management Program Office (OFTMP) and MPOs and the Regional Transportation Planning Agencies (RTPAs) in their regions to ensure accurate programming of projects in the FTIPs.

Knowledge & abilities:

- Be apprised of the latest federal programming regulations, policies and procedures.
- Possess knowledge of the various federal aid programs and state funds and, their eligibility requirements and non federal match requirements.
- Be able to use California Transportation Improvement Program System (CTIPS).
- Actively participates in the California's Federal Programming Group (CFPG) meetings to stay informed of current issues affecting federal programming.
- Coordinate federal programming training for the District, MPO and RTPA staff, as needed.

Roles & Responsibilities:

- Consult with the OFTMP on various issues/guidance related to federal programming.
- Work with various District functional units, Program Advisors, and Project Managers to ensure accuracy of information in the FTIPs regarding the state highway projects, such as, funding of all project phases, schedule, and non federal match.
- Work Closely with MPOs* to successfully program state highway projects in the FTIPs. Ensure that MPOs* in the air quality non-attainment/maintenance areas are aware of any state highway projects that will impact conformity of FTIPs and/or the Regional Transportation Plans in timely manner.
- Know the MPO* FTIP development and FTIP amendment/administrative modification process, and their schedules. Communicate project changes to MPOs* early to avoid delays to project delivery. Monitor CTC agenda for projects under District's jurisdiction. Ensure that the MPO accurately programs the changes made to the SHOPP and the "On System" STIP projects based on CTC's approval in the FTIP.
- Make sure that DFC is part of various regional notification groups such as Inter Agency Consultation group, MPO Public Participation group and Conformity Working Group.
- Review MPO's* draft and final FTIP documents for accuracy.

* For projects from the rural non-MPO region of the state, DFC to contact the OFTMP to initiate any federal programming requests for both "on" and "off" system projects.

Reference document: SHOPP- FTIP Programming guidelines

Headquarter FTIP Coordinator's roles and responsibilities

The Office of Federal Transportation Management Program (OFTM) includes staff that is assigned the function of Headquarters (HQ) FTIP Coordinators (HFC) by Metropolitan Planning Organization (MPO) regions. The main role of the HFC is to provide federal programming guidance and assistance to the MPOs, Districts, rural counties and HQ staff. In addition the HFCs develop and update the Federal Statewide Transportation Improvement Program (FSTIP) and act as liaisons between the Department and the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

Knowledge & abilities:

- Be apprised of the latest federal programming regulations, policies and procedures
- Possess knowledge of the various federal aid programs and state funds and, their eligibility requirements and non federal match requirements
- Be able to use California Transportation Improvement Program System (CTIPS)
- Coordinate federal programming training for the District, MPO and RTPA staff

Roles & Responsibilities:

- Provides guidance, advice and recommendations to Districts, MPOs, rural counties and HQ staff on various federal programming issues such as project eligibility, project funding, project fund types and general update issues regarding FTIPs
- Manages the CMAQ program
- Works with various Caltrans Program Managers/Coordinators to ensure appropriate FTIP programming of the state managed programs in MPO FTIPs. Forward programming information for various state managed programs to MPOs and Districts for inclusion in the appropriate FTIPs
- Programs projects from the rural non-MPO area of the state into the FSTIP
- Reviews and approves FTIP Administrative Modifications
- Review FTIPs and FTIP amendments to ensure compliance with federal and state requirements, and recommend approval to the FHWA and FTA
- Develop updates to the FSTIP for FHWA and FTA approval. Also prepares and maintains FSTIP Financial documentation
- Develop, update and monitor the FSTIP Public Participation Process.
- Represents the Department on federal programming issues in discussions with MPOs, State and Federal Agencies
- Conducts the California Federal Programming Group (CFPG) meetings to discuss various issues affecting federal programming
- Develops techniques/guidance in order to streamline the programming process
- Participates in teams that include MPO, Department, and federal staff to resolve issues and streamline processes related to federal programming.

Deleted: 11/16/2009

- Provides training to Districts, MPOs and rural counties on federal programming process
- Reviews and comments on legislative proposals and proposed federal regulations/transportation acts related to transportation
- Provides CMAQ and RSTP apportionments to MPOs
- Prepares CMAQ Annual Report for FHWA
- Manages the CTIPS Fund Table
- Reports on various FSTIP Performance Measures to FHWA