

Agenda

December 16, 2014
10:30 am – 12:30 pm

CALTRANS
 1120 N Street, Room 3440
 Sacramento, CA 95814

Contact: Romy Dioquino
 (916) 654-5647

Telephone Number: (712) 432-1438
Participant Access Code: 932832#

Meeting called by: Muhaned Aljabiry
Facilitator: Abhijit Bagde
Recorder: Dennis Jacobs

Agenda Topics

Item	Description	Time	Presenter
1	Agenda	10:30	Abhijit Bagde
2	Ground Rules	10:35	Abhijit Bagde
3	Approval of 10/14/2014 Meeting Minutes	10:40	Abhijit Bagde
4	Announcements and Updates: <ul style="list-style-type: none"> • Staffing Update – CT/FHWA/FTA/MPOs • Highway Safety Improvement Program (HSIP) - Update 	10:45	All
5	Follow-Up Items from last meeting: <ol style="list-style-type: none"> 1. Bruce Abanathie, KCAG will contact ARB for further follow-up on AQ Benefit calculations for CMAQ projects – Item Completed (Information is included as part of 10/14/2014 CFPG Meeting Minutes) 2. Jack Lord, FHWA will talk with the finance office in CA Div. to start the conversation about the transfer process 3. CT Local Assistance will revise the handout on “Transfer to FTA” and will be distributed to the group when available 4. Abhijit will talk to Teresa McWilliam about ATP transfers to FTA – Item Completed (See Item No. 9 below) 5. Abhijit will circulate the letter and the FTA Circular to the group on the return of unused flex funds transferred to FTA – Item Completed (Information was sent by Abhijit on 10/14/2014, see Handout No. 1) 	10:55	Abhijit Bagde
6	2015 FSTIP: <ol style="list-style-type: none"> 1. Status update – Muhaned Aljabiry, FHWA/FTA 2. Amendments to 2015 FTIPs – Lilibeth Green 3. Financial Summary for amendments – Lilibeth Green 4. Transfer of FTIPs from DFTIP to regular CTIPS – Dennis Jacobs 	11:05	CT/FHWA/FTA
7	Highway Bridge Program (HBP) – Program Overview (Handout No. 2)	11:15	Linda Newton, CT – Local Assistance

8	CTIPS Conversion - Update	11:45	Rambabu Bavirisetty
9	Active Transportation Program (ATP) – Update 1. MPO managed project list: http://www.catc.ca.gov/programs/ATP/2014_11_12_MPO_Component_Recommendation.pdf 2. ATP funds transfers to FTA	11:55	Abhijit Bagde
10	CMAQ Annual Report	12:05	Lima Huy
11	<ul style="list-style-type: none"> • Follow-Up Items • Open Forum • Future Agenda Items 	12:10	All
12	Future meeting dates and locations: <ul style="list-style-type: none"> • January 27, 2015 MTC Oakland (10:30 am – 12:30 pm) • March 10, 2015 SACOG Sacramento (10:30 am – 12:30 pm) • April 21, 2015 Caltrans Sacramento (10:30 am – 12:30 pm) • June 2, 2015 MTC Oakland (10:30 am – 12:30 pm) 	12:15	All

California Federal Programming Group (CFPG)

Minutes for: December 16, 2014

1. Agenda:

Abhijit Bagde (CT Federal Programming Office) reviewed the agenda and noted the follow-up item attachments that were emailed as well. No changes requested.

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.
- **Any outstanding follow-up items not addressed/completed by the third meeting (from the meeting of initiation) will be removed.**

The item in bold was emphasized by Abhijit.

3. Minutes of the Last Meeting – Abhijit Bagde

The final minutes of the October 14, 2014 meeting were provided via email prior to the meeting. No comments – minutes were approved.

4. Announcements and Updates:

- Staffing Update –Caltrans - Programming no change, Paul Fagan D-8 is retiring. FHWA – no changes. FTA -no changes, MPOs: Terry King said Bruce Abanathie is leaving KCAG and she will act in the meantime. Janette Fabela with StanCog introduced Cathy Wang who is a new programming staff.
- Muhaned Aljabiry recognized Bruce Abanathie for his service to the CFPG. Rachel Falsetti presented the certificate.
- State Managed Programs – Update – Abhijit Bagde informed the group that update for the Highway safety Improvement Program (HSIP) was sent to the MPOs on December 5, 2014 and

requested MPOs to program these projects in the next amendment or administrative modification. The information is also available on Caltrans programming website: <http://www.dot.ca.gov/hq/transprog/federal/fedfiles/variou pgms/hsip pgm/hsip program.htm>

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

1. Bruce Abanathie, KCAG will contact ARB for further follow-up on AQ Benefit calculations for CMAQ projects – Item Completed (Information was included as part of 10/14/2014 CFPG Meeting Minutes) Bruce said ARB would like to help us with calculations. Dennis Wade at ARB said he or someone at ARB will help run calculations on individual projects to give us examples. This may be done in the spring. Since Bruce is leaving, Dennis at ARB will follow up with Abhijit , for PM 10 and 2.5 reporting. Janette Fabela volunteered to take over this item.
2. Jack Lord, FHWA, will talk with the finance office in the CA Div. to start the conversation about the transfer process and visibility of where the funds are in the process. Jack talked to appropriate contacts. With no new information to share. Abhijit says this item will be taken off the agenda for future meetings.
3. CT Local Assistance will revise the handout on “Transfer to FTA” and will distribute to the group when it becomes available. Abhijit mentioned that Local Assistance will provide the handout at the January 2015 CFPG meeting. If it is not reported by then, this item will be taken off the agenda.
4. Abhijit will talk to Teresa McWilliam about ATP transfers to FTA – Item Completed (See Item No. 9 below)
5. Abhijit will circulate the letter and the FTA Circular to the group on the return of unused flex funds transferred to FTA – Item Completed (Information was sent by Abhijit on 10/14/2014, see Handout No. 1) . Jerome Wiggins said the circular referenced 90.31B has been replaced with 90.31E dated Jan 16, 2014. The revised FTA circulars were sent to the group on December 16, 2014.

6. 2015 FSTIP:

1. Status Update – Muhaned Aljabiry announced that the 2015 FSTIP was approved by the FHWA/FTA on Dec 15th. He announced the approval through an email to the CFPG distribution recipients. The 2013 FSTIP is now obsolete, and we should be using the 2015 FSTIP information for project authorizations. Muhaned forwarded copies of the 2015 FSTIP approval and the Planning Findings documentation to the group. Muhaned thanked everyone for their efforts and coordination. Wade Hobbs thanked MPOs for their efforts in preparing FTIPs.
2. Amendments to 2015 FTIPs – Lilibeth Green: MPOs with delegated approval authority may resume approving administrative modifications now. Caltrans will start approving administrative modifications for MPOs without approval delegation. Caltrans will post amendments that have already been out for public review prior to the 2015 FSTIP approval for 14 days in accordance with the FSTIP’s public participation process. The FSTIP public participation will be concurrent with amendments that will go out for public starting December 15, 2014.

3. Financial Summary for amendments – Lilibeth Green reminded the group that the new financial summary template for amendments to the 2015 FTIP is on our website. She also mentioned that the Caltrans Programming website is currently being updated to include information on the 2015 FSTIP and amendments.

4. Transfer of FTIPs from DFTIP to regular CTIPS – Dennis Jacobs: Several MPOs had to make their baseline adoption official before we could do the transfer. Some MPOs had amendments that their MPO Board had approved but needed to be made “Official” in CTIPS. All “Active” amendments in the DFTIP Folder have been transferred over to the regular CTIPS, and MPOs may start working on them now.

7. Highway Bridge Program – Program Overview

(Reference Linda’s handout on the Local Highway Bridge Program)

Linda Newton went over the HBP project selection process. She also explained that they use the Caltrans’ conformity website to make the initial determination on whether to list a project individually or as part of a grouped project listing. However, the MPO is ultimately responsible for checking the list to determine the correct programming of projects. Her office produces financially constrained bridge lists twice a year, once in March and once in October. This list goes to Abhijit Bagde, who sends it to MPOs. Toll Credits are used for off-system bridge projects. Other federal funds are used for on-system bridge projects. Some applications come to HQ and some go to the Districts for vetting. Some Districts have delegated authority from HQ, such as Districts 2, 3, 4, 5, & 10.

MPOs asked questions about capacity increasing projects being programmed in the Local HBP, but not vetted through them for conformity analysis. They request notification earlier in the process so that they can model capacity-increasing projects.

The group discussed ways to improve communication. Currently, some MPOs are relying on cities and counties to tell them about these projects.

FHWA is concerned that projects come to the state without being vetted by the MPO. The MPO should be working with the local agency For conformity, these projects must be part in an RTP and be part of the regional emissions analysis that’s done for that conformity. If an agency is submitting projects after the fact without the MPO knowing about it, then this is a breakdown in communication. No bridge projects are exempt from the metropolitan planning process meaning that MPOs need to know about these projects when they are submitted. Projects that are submitted to CT without going through the MPO and not included in a metropolitan plan should not be funded. In conclusion, local agencies must work with MPOs for all bridge projects submitted to CT. Linda Newton will send an E-Blast that goes out to the local agencies that says all bridge projects that come to CT must also be sent to the MPO. If anyone has suggestions on how to improve communication, please send them to Linda Newton at linda.newton@dot.ca.gov.

8. CTIPS Conversion – Update - Rambabu Bavirisetty

Consultant has been fixing problems based on the testing done in-house. The new version is better. By April 2015 the new application should be live. New user accounts may need to be updated through CT IT. We should be able to print earlier and run reports. FASS and Batch uploads have been testing fine.

It will still take 24 hours to update a report as before.

9. Active Transportation Program (ATP) – Update 1:31 Abhijit Bagde

1. MPO managed project list:

http://www.catc.ca.gov/programs/ATP/2014_11_12_MPO_Component_Recommendation.pdf

Projects were selected by CTC at Nov CTC meeting. It added 115 more projects to the ATP Cycle

1. The total programming to date is \$133,670,000.

2. ATP funds can be transferred to FTA following the usual Local Assistance process. The agency will request CTC allocation. Once the funds have been allocated by CTC, the agency can submit Exhibit 3-J Request for transfer of federal funds to the FTA.

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

10. CMAQ Annual Report – Lima Huy

Caltrans has received all CMAQ annual reports from MPOs. We are on schedule to upload projects in early January in the UPACS data base.

11. Follow-up Items

1. Janette Fabela, STANCOG will follow up with ARB to get additional information on the benefits calculations – to be updated at the January CFPG meeting
2. Jerome Wiggins, FTA will send updated information to Abhijit Bagde on the Urbanized Area Formula Program Guidance - Item Completed (Information was sent by Abhijit on 12/16/2014, see Handout No. 1)
3. Group to send suggestions to Linda Newton, CT HBP Manager (Linda.Newton@dot.ca.gov) on how to segregate HBP projects that may have air quality conformity issues (see Item No. 7 below)
4. CT Local assistance to provide revised Transfer to FTA handout by the next CFPG meeting – Item completed (See Handout No. 2)
5. Abhijit Bagde to send the information on use of Toll Credits for ATP projects - Item Completed (Information was sent by Abhijit on 12/16/2014)
6. Abhijit Bagde to check if Local Assistance has an office bulletin on ATP transfer to FTA – Item Completed
7. Linda Newton will send an E-Blast to local agencies – For capacity increasing bridge projects local agencies shall provide RTP documentation (RTP ID and/or page number) when submitting bridge application to Caltrans Division of Local Assistance - Item Completed (Information was sent by Linda on 01/08/2015)

Open Forum - nothing

Future Agenda Items - nothing

12. Future meeting dates and locations:

- January 27, 2015 MTC Oakland (10:30 am – 12:30 pm)
- March 10, 2015 SACOG Sacramento (10:30 am – 12:30 pm)
- April 21, 2015 Caltrans Sacramento (10:30 am – 12:30 pm)
- June 2, 2015 MTC Oakland (10:30 am – 12:30 pm)

**Handout No. 1 for Item No. 5-5: FTA Circular to the group
on the return of unused flex funds transferred to FTA**

**FTA URBANIZED AREA FORMULA PROGRAM: PROGRAM
GUIDANCE AND APPLICATION INSTRUCTIONS**

http://www.fta.dot.gov/documents/FTA_Circular_9030_1D_8-27-12.doc

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*Serious drought.
Help save water!*

September 23, 2014

Mr. Leslie Rogers
Regional Administrator
Federal Transit Administration, Region IX
201 Mission Street, Suite 1650
San Francisco, CA 94105-8103

Dear Mr. Rogers:

The California Department of Transportation, Division of Rail and Mass Transportation, requests redistribution of \$632,628 of lapsed Congestion, Mitigation, Air Quality (CMAQ) Program flexible funds from the State's apportionment balance to the Sacramento Area Council of Governments (SACOG). These funds were originally programmed by SACOG and transferred from the Federal Highway Administration on July 7, 2008. The funds subsequently lapsed in Federal Fiscal Year 2011 and were removed from the urbanized area code and moved to the State storage code.

It is the intent of SACOG to re-program these funds to Sacramento Regional Transit District's South Line Phase II Operating Assistance project within the next 60 to 90 days. This request is being sent in accordance with federal guidance for post-award grant administration:

Flex funds transferred for capital purposes in the Formula Grants programs that are lapsing or that have lapsed will be credited to the State Governor's apportionment balance to benefit the entire state for later approved transit projects not be solely the original recipient urbanized area. The Governor will have the authority to decide transit projects for which the lapsed funds will be used. The FTA Regional Office will notify the appropriate State DOT by letter that lapsed funds have been credited. The Governor or his designee must inform the Regional Office in writing of his/her decision on the use of the funds. The Governor may elect to direct that the funds be used for the project or in the urbanized area for which they were originally transferred, or he/she may direct that the funds be made available for a different project or urbanized area (FTA Circular 9030.1D).

If you have any questions regarding these funds, please contact Brian Travis at (916) 654-9842. Thank you for your assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Codey".

MARK CODEY
Office Chief
Federal Transit Programs

Mr. Leslie Rogers
September 23, 2014
Page 2

- c: Brian Travis, California Department of Transportation
Azadeh Doherty, Sacramento Area Council of Governments
José Luis Cáceres, Sacramento Area Council of Governments
-

**Handout No. 2 for Item No. 7: Highway Bridge Program (HBP) –
Program Overview**

Local Highway Bridge Program

Program Overview

- The Local Highway Bridge Program (HBP) provides funding for local bridge inspections, to replace, rehabilitate, seismically retrofit, complete systematic bridge preventive maintenance, provide scour countermeasure and replace low water crossings for locally owned bridges in California
- The Local HBP receives about \$300 million of apportionment annually
- Programming capacity is about \$290 million with \$75 million for off system bridges
- There are currently 992 bridge projects programmed against the Local HBP funds.
 - \$1.160 billion programmed in the 4 year element of the FSTIP
 - \$4.5 billion unprogrammed liability

Selection of Projects

- Local agencies determine and request which bridges they want to be in the program, then submit applications to Caltrans Division of Local Assistance (DLA)
- Caltrans conducts an eligibility review
- Eligible projects are programmed into the Local HBP
- Basic Air Conformity is reviewed by DLA Local HBP Managers
- Local agencies are notified of project eligibility
- DLA Local HBP Managers produce financially constrained Local HBP project lists twice a year
 - End of October
 - End of March
- DLA Local HBP Managers send the constrained lists to Caltrans Transportation Programming for distribution to MPOs/RTPAs

The link to the Local HBP website is: <http://www.dot.ca.gov/hq/LocalPrograms/hbrr99/hbrr99a.htm>

Communication with MPOs

- All project communication goes through the District Local Assistance Engineer
- Eligibility review comments are sent back to the Local Agency when they are notified of project eligibility
- Questions and comments from MPOs/RTPAs begin when financially constrained lists are distributed by Transportation Programming.

Use of Toll Credits

- Toll credits may be used on any bridge project – off system as well as on system
- Off system bridge projects utilize HBP funding as the match, so the funding is 100% Local HBP
- On system bridge projects utilize other federal funding as the match. The Local HBP provides 88.5% of the funding and the match is provided through any other type of federal funds

Local HBP Managers

Reza Fereshtehnejad – Local Bridge Seismic Retrofit Program Manager – 916-651-6876

Eileen Crawford – Local HBP Manager – 916-653-5740

Linda Newton – Local HBP Manager - 916-651-0022