

Active Transportation Program – Technical Advisory Committee

Meeting Minutes Thursday,

March 2, 2017

9:00AM to 3:00PM

CSU Sacramento, The Well

Attendees: April Nitsos, Tamy Quigley, Laurie Waters, James Stanger, Mary Hartegan, Mitch Weiss, Patricia Chen, Joel Goldberg, Marsie Rosenberg Gutierrez, Kate White, Richard Rendon, Jeanne LePage, Steve Patchan, Meredith Lee, Erika Whitcomb, Bill Sadler, Jeanie Ward-Waller, Dan Little, Nerie-Rose Agacer, Lonora Graves/Bennie Lee, Laura Cohen, Paul Keener, Laura Garwood, Jerry Barton, Ted Davini, Teresa McWilliam, Jaime Espinoza, Adam Fukushima, Anne Johnson, Tony Dang, Kenneth Kao, Jose Osegura

By Phone: Rob Chavez, Kevin Jensen

Topic	Speaker
<i>Programmed vs. Allocated Report</i> Cycle 1 is advancing well with 14/15 at 99% and 15/16 at 58% with time extensions that should request allocation by February 2018 (bulk should be in by June). Cycle 2 is at 45% with 74 projects that haven't requested an allocation yet but progressing faster than previous cycle.	Jaime Espinoza
<i>Active Transportation Resource Center (ATRC) Webpage Update</i> New webpage: www.caatpresources.org will go live by March 3 rd and then will be reviewed by CDPH for updates. More training and guidance will be added to the website, i.e. "Yes We Can". Contact Mary Hartegan with suggestions for the webpage.	Tracy Coan, CSUS
<i>Information Sharing: L.A. Co Local Jurisdiction Survey Results</i> Those who didn't apply for funding didn't have the resources and were afraid of timelines. Those who did apply dislike the hard and electronic copy requirements, requested more time for awards and application preparation. LA Metro would like feedback from transit operators to mitigate conflicts between modes.	Patricia Chen
<i>Cycle 4 Guidelines Discussion</i> More time for evaluation and delivery is needed. More workshops to discuss the application and evaluation processes are needed, with need of support to implement. Intend to schedule more TAC meetings(s)/teleconference(s) to discuss 1) determining the most important areas to focus on and 2) preparing preliminary ideas to present to the workgroup.	Laurie Waters
<i>Future Agenda Topics</i> Application Process Suggestions for Cycle 4 workgroup workshops Increased timeline between application submittal and staff recommendations	Mitch Weiss

Active Transportation Program
Programmed vs. Allocated
Project Status
February 2017



February 2017

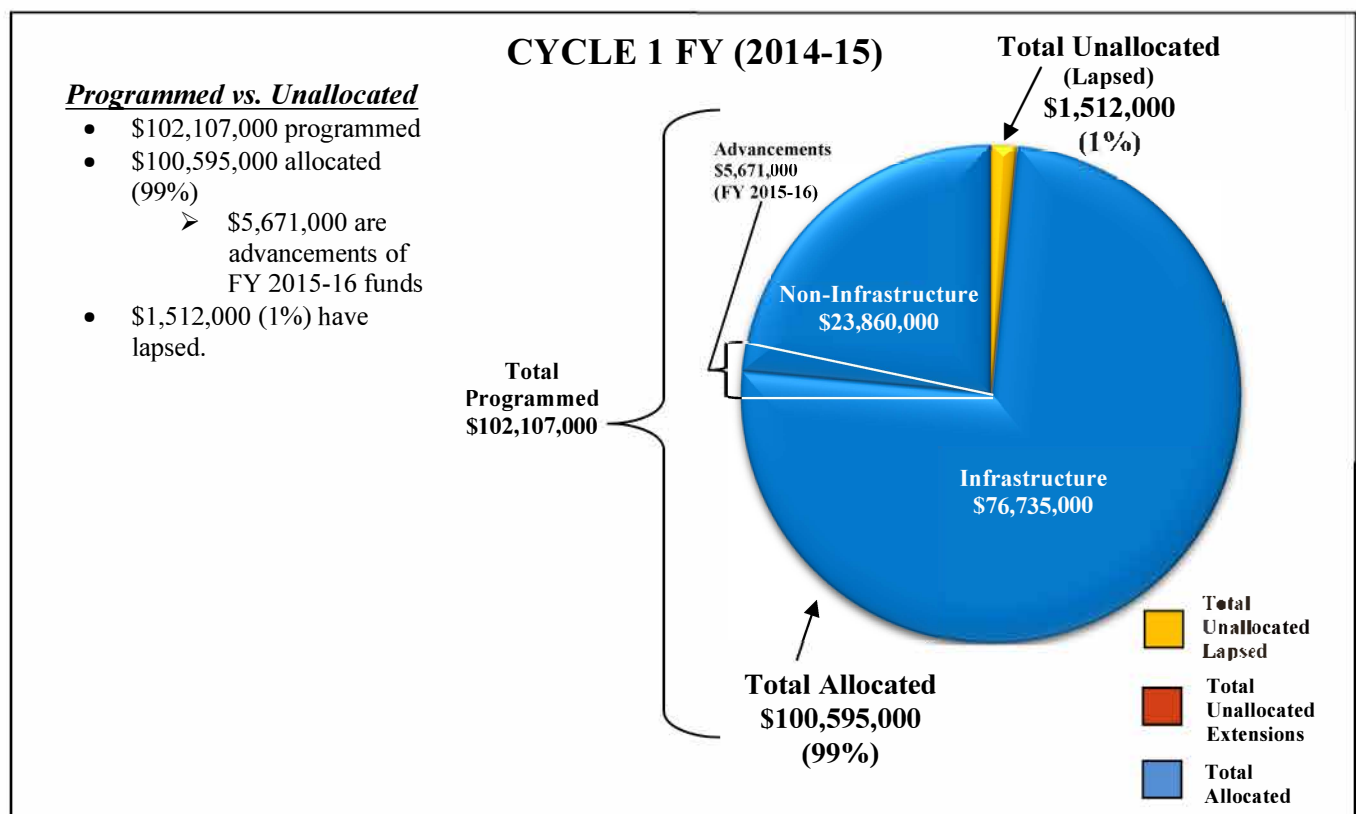
BACKGROUND:

The California Department of Transportation (Caltrans) is presenting this item for information purposes only. This item provides the status of the Active Transportation Program (ATP) projects programmed in Cycle 1 Fiscal Year (FY) 2014-15, FY 2015-16 and Cycle 2 FY 2016-17. These projects are subject to timely use of funds as required by California Transportation Commission (Commission) Guidelines.

As of February 1, 2017, the Commission has programmed \$368,276,000 to fund a total of 273 projects for Cycle 1 (FY's 2014-15 and FY 2015-16). Ninety-nine percent of the programmed funds for FY 2014-15 have been allocated. The remaining 1% lapsed as of June 30, 2016. All projects programmed with FY 2015-16 funds have either allocated their funds or received an extension. The Commission has also programmed \$358,053,000 to fund a total of 207 projects for Cycle 2 (FY's 2016-17, 2017-18 and 2018-19). The deadline to allocate Cycle 2's FY 2016-17 funds is June 30, 2017; except for projects which request and receive time extensions.

CYCLE 1 **FY 2014-15**

As of February 1, 2017, for FY 2014-15, there are \$102,107,000 funds programmed on 187 ATP projects. Projects programmed for funds in FY 2014-15 may also have funds programmed in FY 2015-16. Eight project phases totaling \$5,671,000 are advancements from FY 2015-16. One project (NI) has been completed and one project (IF) has been constructed.



Projects may be programmed with one or more of the following phases: Environmental Studies & Permits (PA&ED), Plans, Specs & Estimates (PS&E), Right of Way (RW) and Construction (CON). Although each project consists of four phases, most projects are not necessarily programmed for all four phases. Agencies typically request project fund allocations individually as each phase of the project is completed.

Programmed vs. Allocated Phase Breakdown FY 2014-15

ATP Program

Infrastructure & Non-Infrastructure

<i>Programmed</i>			<i>Allocated</i>			<i>Unallocated</i>		
Phase	# of Program Phases		Phase	# of Allocated Phases	Allocated Amt.	Phase	# of Unallocated Phases	Unallocated Amt.
PA&ED	52	\$18,590,000	PA&ED	52	\$18,590,000	PA&ED	0	\$0
PS&E	93 (2)	\$13,422,000	PS&E	89 (2)	\$12,253,000	PS&E	4	\$1,169,000 (3)
RW	21	\$ 1,811,000	RW	14	\$1,468,000	RW	7	\$343,000 (3)
CON (IF)	32 (2)	\$44,424,000	CON (IF)	32 (2)	\$44,424,000	CON (IF)	0	\$0
CON (NI)	54 (1) (2)	\$23,860,000	CON (NI)	54 (1)(2)	\$23,860,000	CON (NI)	0	\$0
TOTAL	252	\$102,107,000	TOTAL	241	\$100,595,000	TOTAL	11	\$1,512,000

(1) Includes the State Technical Assistance Resource Center (TARC)

(2) Includes Advancements

(3) Lapsed Amounts (includes amounts allocated less than programmed)

Projects may be Infrastructure (IF), Non-Infrastructure (NI) or both. NI projects are allocated in the CON Phase only. For the FY 2014–15 CON Phases, \$23,860,000 of the programmed amount is NI and all has been allocated.

In summary, as of February 1, 2017 the Commission has allocated 99 percent of FY 2014–15 programmed funds. A total of \$1,512,000 for eleven project phases have lapsed. Ten of the local agencies elected to use local funding for the phases in which they did not request an allocation. One of the local agencies elected to allocate \$17,000 less than programmed. One project (NI) has been completed and one project (IF) has been constructed. The remaining projects are still active and have received time extensions and are programmed for CON funds in FY 2015–16.

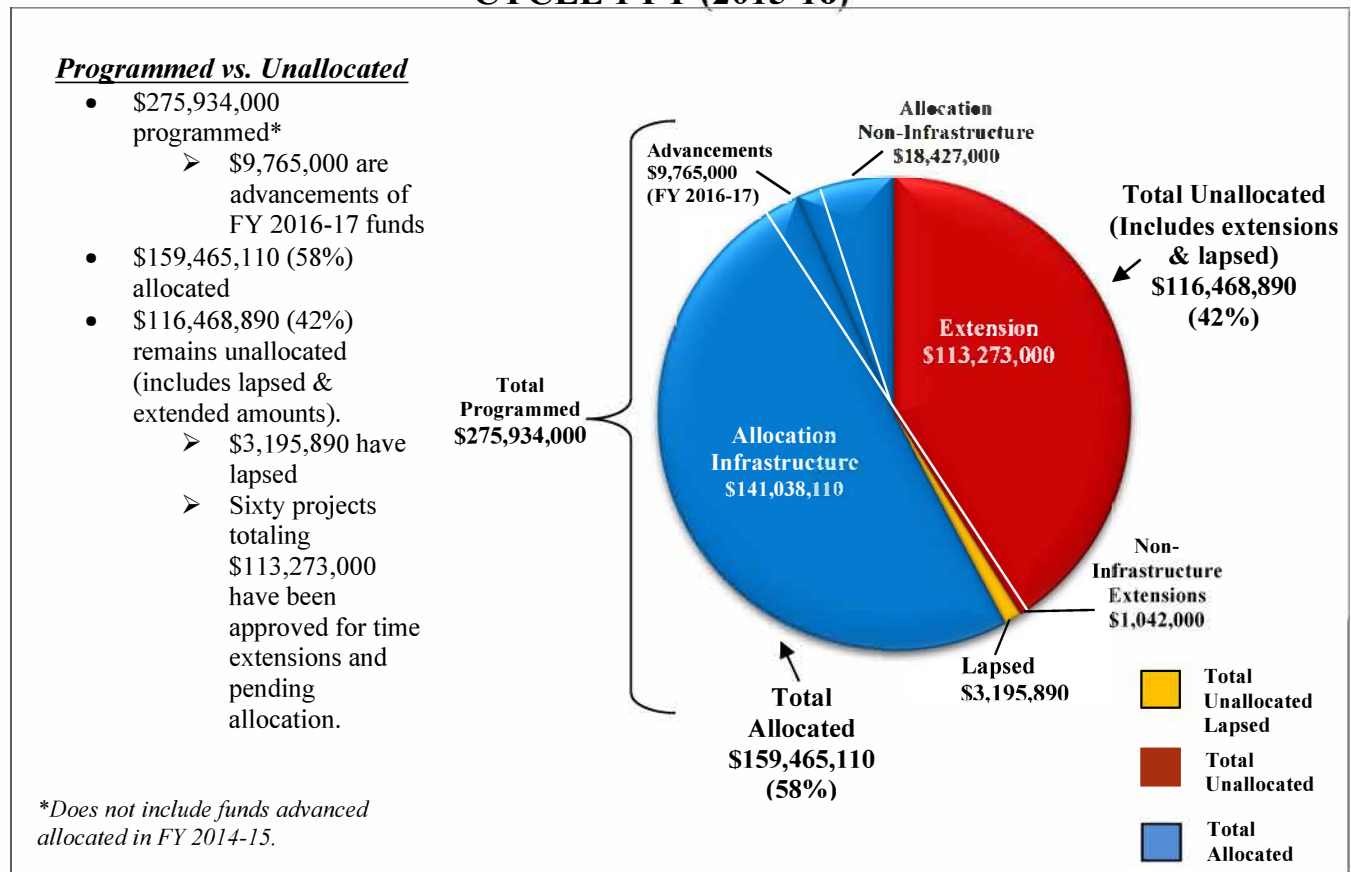
SUMMARY: **FY 2015–16**

As of February 1, 2017, for 230 ATP projects. Projects programmed in FY 2014–15. Thirty-six 2016-17's Cycle 2 ATP programmed

FY 2015–16, there are \$275,934,000 funds programmed on programmed for funds this FY may also have funds

projects totaling \$9,765,000 are advancements from FY funds.

CYCLE 1 FY (2015-16)



Programmed vs. Allocated Phase Breakdown FY 2015-16

ATP Program

Infrastructure & Non-Infrastructure

<i>Programmed</i>			<i>Allocated</i>			<i>Unallocated</i>		
Phase	# of Program Phases	Prog. Amt.	Phase	# of Allocated Phases	Allocated Amt.	Phase	# of Unallocated Phases	Unallocated Amt.
PA&ED	25 (2)	\$2,630,000	PA&ED	25 (2)	\$2,630,000	PA&ED	0	\$0
PS&E	29 (2)	\$8,607,000	PS&E	26 (2)	\$6,999,000	PS&E	3	\$1,608,000 (3)
RW	16	\$8,274,000	RW	10	\$988,000	RW	6	\$7,286,000
CON (IF)	167 (2)	\$236,510,000	CON (IF)	115 (2)	\$130,421,110	CON (IF)	52	\$106,088,890 (3)
CON (NI)	53 (1)(2)	\$19,913,000	CON (NI)	44 (1)(2)	\$18,427,000	CON (NI)	9	\$1,486,000 (3)
TOTAL	290	\$275,934,000	TOTAL	220	\$159,465,110	TOTAL	70	\$116,468,890

- (1) Includes the State Technical Assistance Resource Center (TARC)
- (2) Includes Advancements
- (3) Includes Lapsed Amounts (includes amounts allocated less than programmed)

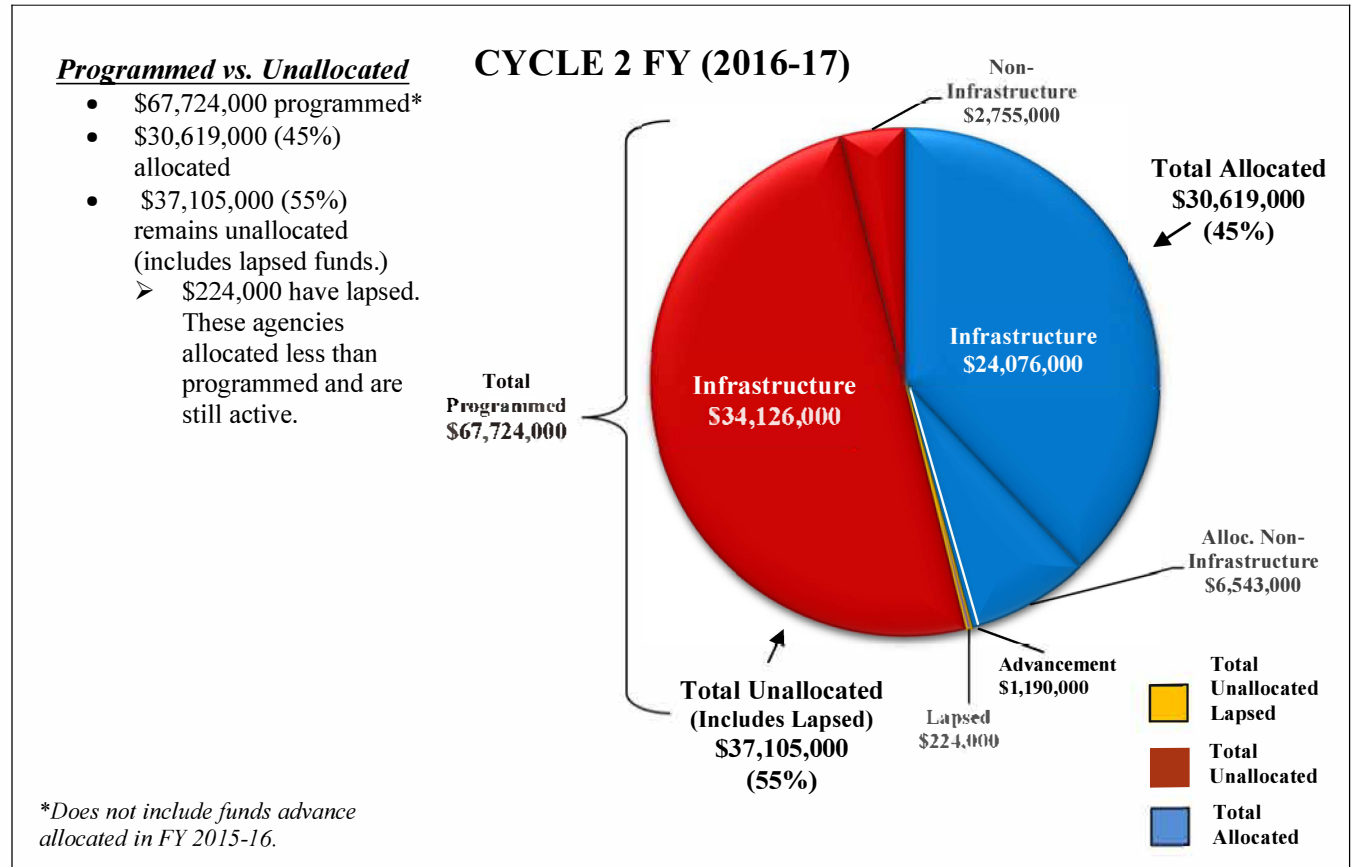
Projects may be Infrastructure (IF), Non-Infrastructure (NI) or both. NI projects are allocated in the CON Phase only. For the FY 2015-16 CON Phases, \$19,913,000 of the programmed amount is NI, \$18,427,000 allocated and \$1,486,000 unallocated.

In summary, as of February 1, 2017, the Commission has allocated \$159,465,110 of the FY 2015-16 programmed funds. Sixty projects (70 phases) in the amount of \$113,273,000 have been approved for time extensions and are pending allocation. A total of \$3,195,000 for nine projects have lapsed. Six of the local agencies elected to allocate a total of \$754,890 less than programmed. Two local agencies did not allocate their programmed funds within the June 30, 2016 deadline; resulting in lapsed funds and the projects are no longer active. One of the local agencies elected to use local funding for the phase in which they did not allocate. This project has CON funds programmed in FY 2015–16, has received a time extension and it still active. To date, no projects have been completed.

CYCLE 2

FY 2016-17

As of February 1, 2017, for FY 2016-17, there are \$67,724,000 funds programmed on 149 ATP projects. Thirty six projects, programmed for funds this FY, have been granted advancements to FY 2015-16. One project, totaling \$1,190,000 is an advancement from FY 2017-18.



Programmed vs. Allocated Phase Breakdown FY 2016-17

ATP Program

Infrastructure & Non-Infrastructure

Programmed			Allocated			Unallocated		
Phase	# of Program Phases	Prog. Amt.	Phase	# of Allocated Phases	Allocated Amt.	Phase	# of Unallocated Phases	Unallocated Amt.
PA&ED	80	\$11,022,000	PA&ED	55	\$9,258,000	PA&ED	25 ⁽³⁾	\$1,764,000
PS&E	69	\$14,381,000	PS&E	13	\$3,099,000	PS&E	56	\$11,282,000
RW	9	\$3,188,000	RW	2	\$1,229,000	RW	7	\$1,959,000
CON (IF)	20	\$29,835,000	CON (IF)	7	\$10,490,000	CON (IF)	14	\$19,345,000
CON (NI)	21 ⁽¹⁾⁽²⁾	\$9,298,000	CON (NI)	12 ⁽¹⁾⁽²⁾	\$6,543,000	CON (NI)	8 ⁽¹⁾	\$2,755,000
TOTAL	199	\$67,724,000	TOTAL	89	\$30,619,000	TOTAL	110	\$37,105,000

(1) Includes the State Technical Assistance Resource Center (TARC)

(2) Includes Advancements

(3) Includes Lapsed Amounts

Projects may be Infrastructure (IF), Non-Infrastructure (NI) or both. NI projects are allocated in the CON Phase only. For the FY 2016-17 CON Phases, \$9,298,000 of the programmed amount is NI, \$6,543,000 allocated and \$2,755,000 unallocated.

In summary, as of February 1, 2017, the Commission has allocated \$30,619,000 of the FY 2015-16 programmed funds. Ninety-one projects in the amount of \$37,105,000 are unallocated. Local agencies have until June 30, 2017 to allocated FY 2016-17 programmed funds or request a time extension. Three local agencies elected to allocate a total of \$224,000 less than programmed, therefore allowing those funds to lapse. To date, no projects have been completed.

ATP Survey Results

Presented to ATP-TAC on March 2, 2017



Overview

- **What:** a survey conducted by the Strategic Financial Planning and Programming staff at LA Metro to understand the challenges LA County agencies are facing in securing ATP funding and delivering ATP projects
- **When:** November 17 to December 16
- **Who:** reached out to 89 cities and the county and 10 nontraditional ATP applicants via email and presentation at LA Metro committees
- Total of 47 agencies submitted responses. Number of responses to each question varies due to:
 - Question skip logic
 - Optional questions
- Survey sections covered in this presentation:
 - ATP Application Process
 - Project Delivery

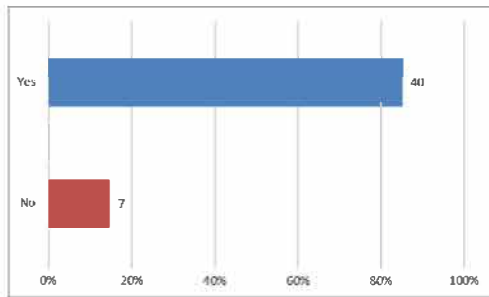


ATP Application Process



Has your agency ever applied to the ATP?

(47 responses)



3

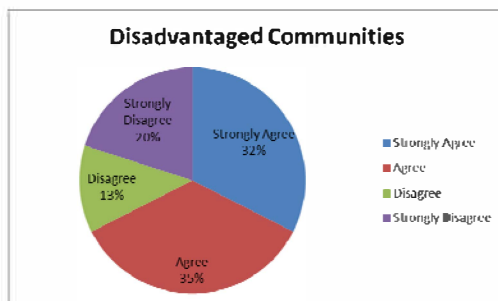
The following slides show responses from both agencies that have applied and agencies that have not applied to the ATP.



4

Please indicate how strongly you agree or disagree with providing additional points for the following application questions.

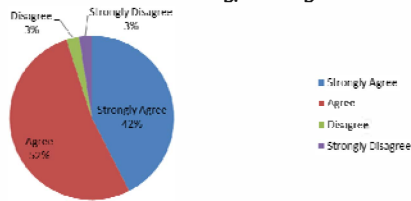
(40 responses)



5

Please indicate how strongly you agree or disagree with providing additional points for the following application questions.
(40 responses)

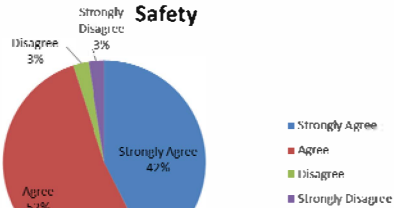
Potential for Increased Biking/Walking



37

Please indicate how strongly you agree or disagree with providing additional points for the following application questions.
(40 responses)

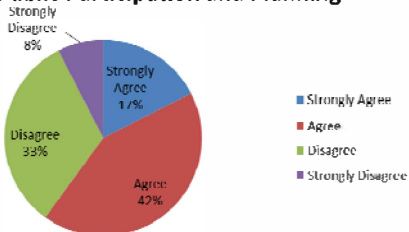
Safety



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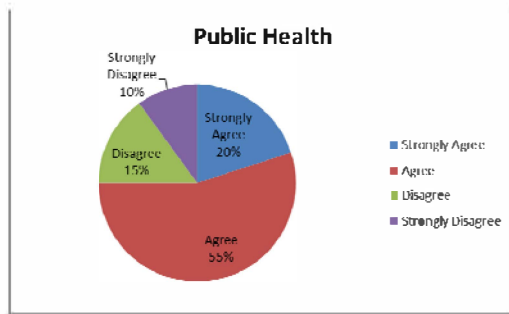
Please indicate how strongly you agree or disagree with providing additional points for the following application questions.
(40 responses)

Public Participation and Planning



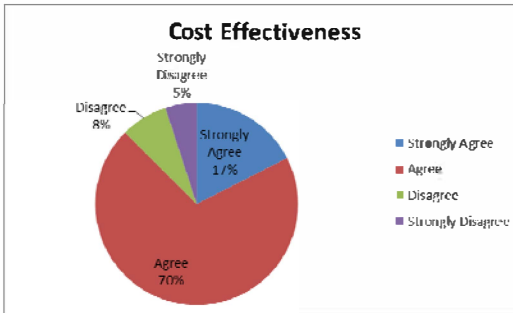
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Please indicate how strongly you agree or disagree with providing additional points for the following application questions.
(40 responses)



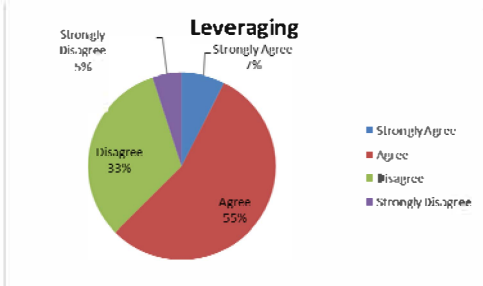
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Please indicate how strongly you agree or disagree with providing additional points for the following application questions.
(40 responses)



11

Please indicate how strongly you agree or disagree with providing additional points for the following application questions.
(40 responses)



12

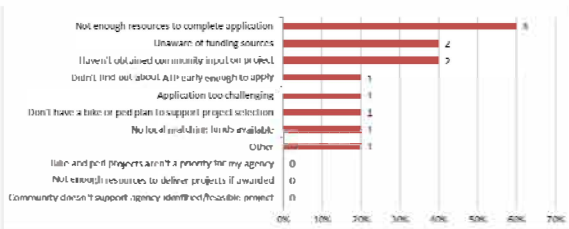
The following slides show responses from agencies that have not applied to the ATP.



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Why has your agency not applied to the ATP?

(5 responses)



Other:

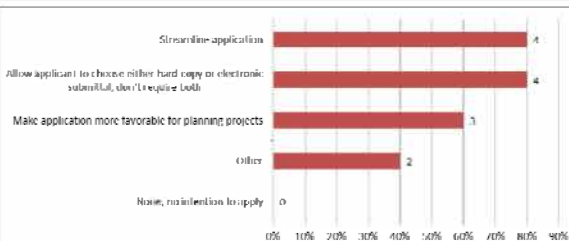
- Project delivery is not realistic



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What changes to the ATP application process would make it easier for your agency to apply?

(5 responses)



Other:

- Revise delivery schedule
- Don't make the application so cumbersome and with so many points attributed to disadvantaged communities or make a subcategory with a small funding pool like the dedicated rural funds



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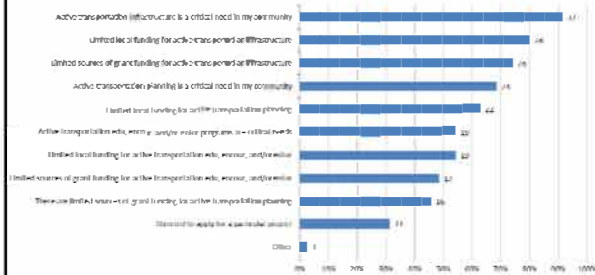
The following slides show responses from agencies that have applied to the ATP.



16

Why did you apply for the ATP?

(34 responses)



Other:

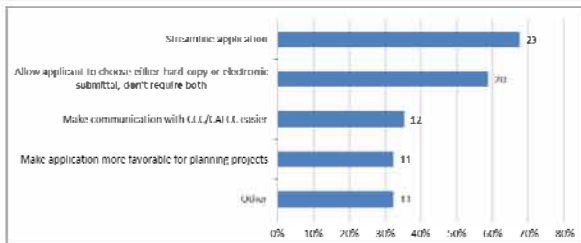
- No match is required for ATP



17

What changes to the ATP application would make it easier for your agency to apply?

(35 responses)



The next 2 slides show the responses provided for "Other"



18

What changes to the ATP application would make it easier for your agency to apply? (continued)

(34 responses)

Application

- Display all questions, no drop downs after clicking on an answer. Provide helpful hints ie. use drop down calendar instead of typing in date.
- Benefit/cost ratio should be more realistic
- Make applications more favorable for cities that used a planning document/master plan
- To confirm with Caltrans on identifying "Eligible" elements to eliminate potential post award conflicts.

Submittal

- Require only electronic submittals
- On-line submittal and upload of files
- Remove requirement for submittal of hard copies. Make it an entirely digital submittal.



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What changes to the ATP application would make it easier for your agency to apply? (continued)

(34 responses)

Schedule/Timing

- Allow agencies more time for awarding funded projects. It is very tough to award the contract within six months!!!!
- Allow for more time to prepare the application and lengthen the reversion date for the timely use of funds

Disadvantaged Communities

- Requirement of Disadvantaged Community is too limiting. 100% of ATP awardees at State level were in disadvantaged community. While a portion should go to disadvantaged communities, the purpose of the ATP program is lost as other projects that are really good projects are not selected only due to the fact that it is not in a disadvantaged community.
- Award it to DACs.



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If you have any other comments that would help Metro develop resources to apply to the ATP, please write them.

(10 responses)

Project Delivery

- Flexibility when programming Funds. Sometimes Cities program moneys in advance and for valid budget reasons agencies need to use alternative funding (for local match for example). Flexibility to change in the future when project is to be implemented.
- Metro and Caltrans should work corporately to relax the implementation of the projects funded by ATP
- More assistance and guidance in coordinating with the conservations corps

Project Identification/Development

- We believe that ATP projects should benefit a wide range of local interest and should be backed with studies and planning programs to demonstrate a need for the project. Partnering with local agencies and community leaders/organizations should be key to delivering a multi-beneficial infrastructure project or planning study to later justify future ATP cycle applications
- Early concept planning and public outreach help needed.



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If you have any other comments that would help Metro develop resources to apply to the ATP, please write them. (continued)

(10 responses)

Application

- Streamline the process as much as possible and provide all forms and resources online.
- It would be great if Metro would favor infrastructure applications that were founded and created by using a SRTS/Bike or other masterplan. Our SRTS masterplan took a lot of time an effort from our school district, PTA, Sheriffs, city staff, residents, etc and it covered all the goals under ATP guidelines; yet it was not funded. Extremely disappointed since we felt we had submitted a strong project that met all the ATP requirements and it is much needed in our community. When you notify the community that their work into creating a masterplan will be used to apply for future grants, they put a lot of time and effort into the study/masterplan.
- Provide all past winning applications
- Provide a maximum grant amount per project
- Have more qualified consultants available. Not to overload those are known "better" grant writers...
- Award it to DACs



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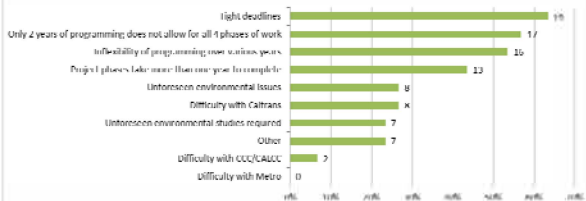
Project Delivery



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What issues are posing a challenge to you in delivering your ATP project?

(30 responses)



24

Please elaborate on any difficulty you had with Metro, Caltrans, CCC/CALCC.

(9 responses)

CTC

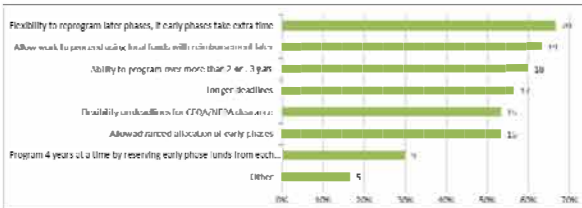
- Caltrans staff are doing very good job to help our agency, however, CTC deadlines to award and complete the projects is very challenging.
- They keep changing guidelines on applicants and application process!



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How would you change the ATP project delivery guidelines to increase your success?

(30 responses)



Other:

- Deadline Flexibility for multi-agency projects
- No difficulty with these guidelines
- Keep them the same each cycle.



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Additional thoughts about ATP from agencies that have never applied

(2 responses)

- Need to have pre and post data from other similar projects to ensure project is worthwhile
- There has to be a better way for small affluent communities to have a chance at these funds. With the disadvantaged community points and regional impacts and larger opportunity to change mode it leaves small above middle-class communities at a really disadvantage and the City's do not want to expend the necessary resources for such a massive grant application when we are pretty much behind the ball. The cities play a role in the linkage of the region just not on the same scale with some many of these communities supply the choice riders vs transit dependent – they need higher quality facilities get people to consider changing modes but they are the more costly treatments that cities can't fund out of the general funds budgets.



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Additional thoughts about ATP from agencies that have applied

(10 responses)

Application

- If it could be considered favorable to ask/check off whether or not the proposed infrastructure project is requested based on a masterplan/study. Masterplans take a lot of time and effort from the community and city staff. They are the foundation/results of much needed infrastructure work that would increase safety, increase walking/biking, health, etc. It's unfortunate that projects are not rated stronger after so much effort from all involved.
- Application: Public Health question does not really add any value to the application in deciding if it should be funded or not. All bike/ped/active transportation projects have a positive effect on health so it's really a moot question.
- Application is cumbersome



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Additional thoughts about ATP from agencies that have applied

(continued)

Project Delivery

- The CCC & LA Cons. Corps are both limited in work that they can perform. Neither group is able to supply material and have limited construction capability. To date, we have only included bike rack installation & tree planting to be done by either.
- Provide information or warn agencies when projects are in risk to be in the INACTIVE list or redflag projects due to a missing action/document by Cities.

Program Administration

- We enjoyed working with Metro, they are very helpful; but, there are areas where CTC/Caltrans/Metro are not synching with each other that make project delivery challenging.
- Too many overseeing agencies.... FHWA, Caltrans, SCAG, and Metro....



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Summary

Project Delivery Assistance

- More flexibility in program years and deadlines

Program Guidelines/Application

- Allow advanced allocations at any meeting
- Streamline application
- Online submittal only



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LA Metro Staff Contact Information

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Active Transportation Program – Technical Advisory Committee

Meeting Minutes

Thursday, September 29, 2016

10:00AM to 3:30PM

CSU Sacramento, Modoc Hall, Willow Suites 1 & 2

Attendees: April Nitsos, Tamy Quigley, Laurie Waters, Mary Hartegan, Mitch Weiss, Patricia Chen, Joel Goldberg, Marsie Rosenberg Gutierrez, Kate White, Richard Rendon, Jeanne LePage, Steve Patchan, Meredith Lee, Erika Whitcomb, Bill Sadler, Jeanie Ward-Waller, Dan Little, Nerie-Rose Agacer, Lonora Graves, Oona Smith, Tamy Quigley, Laura Cohen, Paul Keener, Laura Garwood, Wendy Alfsen, Jerry Barton.

By Phone: Chelsea Gonzales, Tamika Butler, Rob Chavez, Kevin Jensen

Topic	Speaker
<i>Allocation / Authorization Awardee Assistance</i> Information regarding the allocation and implementation process is posted online and in the next steps letter. A possible cheat sheet is in the making for awardees. A list server will be created for ATP grant awardees to receive all training notifications and anything else that will assist with project delivery.	Tamy Quigley
<i>Cycle 3 Update</i> The scores are in and CTC is working with Caltrans on eligibility and deliverability reviews with Caltrans. There were 456 applications received. Project requests are averaging about \$1-2M. The Small Urban and Rural component recommendations list should be posted on October 28, 2016.	Laurie Waters
<i>Scope Change Approval Process</i> There is a new process for approving scope changes. Caltrans reviews and is either neutral or make recommendations to the CTC. If a negative impact is in question, it may be an agenda item at the next Commission meeting.	Laurie Waters
<i>Comments on ATRC Proposal from Previous TAC meeting</i> There were four PowerPoints given on ATRC partners and each had inspired many suggestions. <ol style="list-style-type: none">1. CDPH – Resource for ATP Non-Infrastructure projects2. CSUS – Resource for ATP Infrastructure projects3. LGC – Disadvantaged community training throughout Caltrans districts4. UCB – CT is to partner with UCB and update TIMS to update SWITRS data and include bicycle and pedestrian collisions.5. SCAG – CT is to partner with SCAG and expand a pedestrian and bicycle count tool to benefit the ATP statewide. *All suggestions made are considered by Caltrans and CTC together.	Jeanie Ward-Waller & Patricia Chen
<i>Cap & Trade Funding</i> ATP was appropriated 10M in GHG reduction funds. There is an upcoming workshop on 10/5/2016 hosted by the CTC, who are preparing the guidelines. These funds must be allocated by 6/30/2018.	Mitch Weiss
<i>Closing Remarks</i>	April/Tamy
<i>Meeting Adjourn</i>	All