

California Local HSIP Advisory Committee
Meeting Minutes
Wednesday, January 22, 2020
1:00 pm – 4:00 pm
Sacramento International Airport
Terminal A, 2nd Floor, Air-Media Conference Room

Attendees: Patricia Chen, Dick McKinley, Ross McKeown, Darlene Wulff, Norman Baculinao, Chiu Liu, Jodi Almassy, Susan Herman, Richard Ke, Tom Mattson, Robert Peterson

By Phone: Ken Kochevar, Rick Tippett, Stephanie Holloway, Tammi Ma (representing Caltrans D5 for Heidi Borders)

Guests: Robert Delgadillo, City of Azusa

By Phone: Amber Kelly, John Abshire and Shelby Nadin, City of Redding

Note: Decisions and Action items in boldface

Item 1. Welcome and Updates

- Meeting started at 1:21 due to phone connection issues
- Jodi is new on the committee from City of Stockton Public Works; she is representing League of California Cities, Northern California
- Robert's DLA Federal Programs office recently took on the Railroad/Highway At-Grade Crossings Section 130 Program

Item 2. Project Status Updates for HSIPL-5112 (019) and HSIP6-02-002

Robert Delgadillo from City of Azusa presented his agency's request for time extension for the raised median installation project.

The City is not seeking additional funding, as they have added Measure M funds to absorb design costs as well as additional work including pavement repairs, installing drought tolerant landscaping, adding ADA-compliant ramps and sidewalks and other Complete Streets elements. Other cost increases (est. 10%) should be covered by moving HSIP PE funds over to construction.

Discussion

- Measure M allocation is being used for on-call design consultant to avoid extra time needed to go to City Council. Federal money will be used for construction costs only. Because the City was reimbursed in March 2019 for some federal

funds used for PE phase, they can either re-pay the amount or submit documentation showing that the RFP rating/interviewing process was followed to determine the 3 on-call consultants.

- No right of way acquisition is needed for the project. There will be some underground utility work but this is anticipated to fit within the March-June 2020 construction window. Delgadillo managed a similar project last year with a similarly aggressive timeline.
- Hiring is underway at the City for analyst manager who can be true “champion” for federal projects. The department does maintain a list of active public works projects and regularly reports to City Council.
- The HSIP advisory committee recommended that the City put in place best practices to ensure council and other oversight bodies track deadlines and project status, even when city staff turns over. The committee expects that such systems be implemented going forward.

The committee approved the City’s request for time extension with no additional funds to be allocated.

The City of Redding gave a status update on the Old Oregon Train shoulder widening project. Environmental services contract work is completed; a new contract is now being executed for tribal consultation. The project has minor design modifications to reduce excavation and comply with tribe’s preferred method. Phase 2 testing began Jan 6, should be completed after weather passes. So far no significant archeological resources have been found.

Biological studies were done to approve the drainage swale location.

Project is overall on schedule and has made significant progress. All three tribes support safety improvements. Obsidian and basalt flakes, fragments uncovered will be lab tested. Archaeological evaluation report will describe cultural resources and will be submitted to SHIPO by end 2020 for approval.

CEQA should be complete in 2021

NEPA by March 31 2022

ROW by December 1 2022

RFT for construction Jan 15 2023

The City will continue to provide quarterly updates until the project is complete.

Item 3. Safety Project Delivery Status and OA delivery

Chiu reported that as of Jan 17, HSIP has processed \$72M for FFY 19/20. He projects the program will spend \$160M this FFY. Current OA balance is about \$133M, which is

half of the beginning balance from when the HSIP advisory committee began.

D7, D8, D11 have delayed safety projects. Most are Cycle 7, some are Cycle 8. All Districts have been in touch with updates.

- Some projects will exceed the 5-year limit from programming date on Dec 21 2022.
- If the project sponsor needs under 2 years extension they must submit official letter of extension request to their DLAE and have it approved.
- If they need more than 2 years extension, they must attend the HSIP advisory committee meeting and make their appeal.
- These guidelines will be posted soon with districts and local agencies and will also include specific data points and “homework” to complete (e.g. cost increase) before meeting with the HSIP committee

Norwalk has 2 federalized projects that are identical except for location; Caltrans staff will ask DLAE whether projects can be combined as one.

Patricia gave an update on City of Carson about their updated schedule for HSIP6-07-004 & -005. Bids have been received and are in negotiations; however, the City of Carson engineer and the District 7 Local Assistance engineer have not been able to connect. Workarounds are in place to improve communication.

Patricia also reported that for the City of Compton, the State Controller’s audit findings prevent City from submitting for federal, state, and LA Metro RTPA funding. City requested and will receive a grant from CTC for their accounting system upgrade. She proposed that if they receive clearance from the State Controller by July 31, they be given a time extension. If not, perhaps HSIP should cancel the project and they can apply for next cycle. Patricia will learn whether the City has reached out to LA County city services district for help—this agency did sponsor a \$24M for ATP project previously.

Patricia will find out what kind of outreach Compton has done.

Item 4. Update on Proven Safety Countermeasures Solicitation to Local Agencies

Ken provided a sample survey for local agencies to share information about which Proven Safety Countermeasures (PSCs) they currently use and want more information about. Committee members provided small change suggestions such as wording of the survey.

Ken will have LTAP center launch the survey by Feb 3, to be returned Feb 21. He will

make sure auto-reminders are sent 1-2 days before deadline.

Ken asked that committee members ensure LTAP/DLA has list of additional contacts so results can be fed into system.

Item 5. HSIP Funding Help to OTS for Electronic Data Reporting

Ken reported that OTS just completed its 20/21 grant cycle. OTS does not request any HSIP funding assistance at this time.

Tom will email Ken regarding possibly incorporating “timeliness of reporting” into an SHSP Challenge Area.

Item 6. SB 137 Federal/State Funds Exchange

Robert distributed a report table highlighting that 89% of HSIP projects are under \$2M. This is where the SB 137 federal-state funds exchange of up to \$100M could have the most impact.

- CTC approves the total amount as a Local Assistance allocation (specific project are treated as sub-allocations)
- With the next call for projects, it would be possible to use entire \$100M state-only funds for HSIP
- His report also included draft guidelines for committee members to discuss with CLC, CEAC and other constituencies

Discussion

- Making the entire HSIP program state-funded would have several benefits such as reducing uncertainty about how funding will work, fewer complications with schedules, no need for E-76s, regional agencies would not have to track federal and state separately.
- Federalizing a project generally adds about 20% to the cost.
- \$28M would still be available for bridge program each year.
- Allocation requests would be handled by phase the same way the HSIP is currently managed.

The committee recommended changing the prioritization section to read “fully fund the HSIP program.” Robert will get sign-off on this and the implementation procedures from CLC and CEAC.

Item 7. Updates on Local Road Safety Plan Funding and Training

Richard reported that \$9.8M has been requested for 145 LRSPs (some as joint agencies). With remaining funds and some leftover money from SSARP, 7-8 more

LRSPs could also be funded (max is \$72K per plan).

Discussion

- Each district has different guidelines for whether MOUs between agencies are required if more than one agency jointly does a LRSP
- Requiring MOUs will add complications, e.g. lead agency will have to deal with consultant billing for time with different agencies, getting reimbursement for multiple sponsors.
- Intent was to ensure that each agency involved in the LRSP would make clear commitments
- “Bundling” plans from multiple agencies should be consistent across the board.

DLA will discuss offline with Mark Mueller (District 1, drafted guidelines) to clarify how to make it easy for multiple agencies to participate in regional LRSP while still being individually accountable for parts of plan.

Item 8. Cycle 10 Call for Project Schedule, Set-aside Countermeasures and Amounts

Robert proposed to keep the set-aside countermeasures and amounts similar for Cycle 10 as for 9; some will work for both rural agencies; others will work well for urban. They will account for no more than 25% of the HSIP program.

The committee will vote in March on the following set-aside categories and amounts:

-ped crossings \$15M

-new edge line striping, \$5M.

-tribes \$2M

-guardrail upgrade, \$20M

Topic for March meeting: whether to allow agencies to propose same countermeasure at multiple locations, each with a different BCR.

Item 9. Lane Departure SHSP Update

None

Item 10. Roundtable

None; meeting ran over time due to late start.