



## 2016 State Transportation Improvement Program (STIP) Guidelines Workshop #3 Meeting Summary

Thursday August 21, 2014 8:30am -10:30am San Jose City Hall

1. Welcome and Introductions – Laurie Waters, Moderator, CTC

Laurie welcomed everyone to the Workshop and conducted introductions around the room and on the phone. A wide variety of stakeholder groups were represented including local and regional governments, state agencies from various sectors including transportation, air quality and public health as well as advocates for active transportation and environmental conservation.

2. STIP Overview – Laurel Janssen, Deputy Director, CTC

The STIP is a biennial five year plan adopted by the Commission for future allocations of certain state transportation funds for state highway improvements, intercity rail, and regional highway and transit improvements. State law requires the Commission to update the STIP biennially, in even-numbered years, with each new STIP adding two new years to prior programming commitments.

The current structure of the STIP was initiated by SB45 in 1997. The STIP is constrained by the amount of funds estimated to be available for the STIP period in the fund estimate, which is developed by Caltrans and adopted by the Commission every other odd year. The amount available for the STIP is then constrained by formulas for regional and interregional shares per Streets and Highways Code (Sections 164, 187, 188 and 188.8). The 2014 STIP was adopted in March 2014, and the next STIP must be adopted by April 1, 2016.

3. Brief Recap of 2<sup>nd</sup> Workshop – Laurel Janssen

The second STIP workshop was held July 16<sup>th</sup> 2014 in Los Angeles and was well attended by a variety of stakeholders. Some of the generally agreed upon suggestions resulting from the meeting included the following:

- *Development of a template for the Regional Transportation Improvement Programs (RTIP) and ITIP to promote consistent display of information,*
- *Posting RTIPs (or links to RTIPs on RTPA websites) on the CTC website to ensure they are readily available to the public,*
- *Caltrans to lead a robust public process in the development of the next ITSP which will identify interregional program goals and funding priorities for the ITIP, and*
- *A presentation by Caltrans on the funding priorities for the ITIP that are outlined in the ITSP at the August Commission meeting of odd years.*
- *Caltrans and the Commission to discuss potential release of a draft ITIP prior to December 15 of odd years.*
- Detailed meeting notes from Workshop #2 were distributed at the meeting and are also available online at [www.catc.ca.gov](http://www.catc.ca.gov)

4. STIP Guidelines Revisions and Purpose of Workshop #3 – Laurel Janssen

- Due to interest in the 2014 STIP process, CTC is beginning the 2016 STIP Guidelines update process now to engage stakeholders early.
- This is the third public workshop to discuss possible updates to the STIP Guidelines, the first draft of the 2016 STIP Guidelines is expected to be made available in October for public comment.
- Concurrent policy efforts are underway that will inform the STIP Guidelines update process. These efforts include but are not limited to, the California Transportation Infrastructure Priorities (CTIP) effort by CalSTA, Caltrans preparation of the California Transportation Plan (CTP 2040), the Regional Transportation Planning Agency STIP task force, and the Rural Counties Task Force Rural Performance Measures Inventory.
- The scope of the 2016 STIP Guidelines update will focus on changes that can be made within existing law to improve performance measurement, accountability, and transparency in the programming process. To accomplish this the STIP Guidelines revisions will focus on the following sections:  
*Section 19 – Criteria for Measuring Performance and Cost-Effectiveness*  
*Section 31 – Submittal of Caltrans’ Interregional Transportation Improvement Program (ITIP)*  
*Section 34 – Interregional Program Objectives*  
*Appendix B – Performance Indicators, Measures and Definitions*
- Workshop #3 will focus on Section 19 – Criteria for Measuring Performance and Cost Effectiveness as well as clarifying the Goals and Performance Measures of the STIP.

5. Dialogue Regarding the ITSP, RTIP Template, Section 19 and Goals and Performance Measures of the STIP

California Transportation Plan (CTP) 2040 Statewide Goals and the Interregional Transportation Strategic Plan (ITSP)

CTC staff handed out the California Transportation Plan (CTP) 2040 Draft Vision and Goals for discussion (see Attachment 1). Bruce De Terra, Caltrans Division of Transportation Planning, explained that they were developed with extensive stakeholder input, through the CTP Policy Advisory Committee (PAC), and represents the long term vision and goals for the statewide transportation system. An important component of the CTP is the Interregional Transportation Strategic Plan (ITSP) which informs Caltrans development of the Interregional Transportation Improvement Program (ITIP) of investments. The goals and vision of the CTP serve as a framework for the ITSP which also includes specific interregional goals and objectives to promote safety, reliability, sustainability, economy, accessibility and integration of the multi-modal interregional transportation system. The ITSP goals and objectives will serve as the basis for Section 34 of the STIP Guidelines. The latest ITSP is currently under development. 4 public workshops will be held starting in October 2014. A draft ITSP is expected to go to the Commission in December 2014 and the ITSP is estimated to be complete in March 2015. The following questions were entertained:

- How is tribal consultation being conducted for the ITSP? Formal notices of consultation have been sent to tribal governments and Caltrans will be making a presentation to the Native American Advisory Committee on August 27<sup>th</sup>.
- What is the make-up of the CTP PAC and where can agencies get more information? The CTP 2040 PAC membership list is available [here](#).
- Will the eligible uses of ITIP funding change with the new goals and objectives of the ITSP? Not exactly. The ITSP will look at interregional improvements to all modes regardless of funding eligibility, with investment then being assigned pursuant to funding eligibility within available programs.

Regional Transportation Improvement Program (RTIP) Template Update – Sarkes Khachek, RTPA Group  
Per discussion at the previous workshops, the RTPA group has developed an RTIP Template for agencies to use in the 2016 STIP cycle to enhance transparency. RTPAs have reached consensus on the use of the template for the upcoming 2016 STIP Guidelines and programming cycle, and strongly recommend use of the template. The template is a visualization tool to help the public understand the regional program of investments and to provide a consistent format for regions to use in completing their RTIPs. Additionally, links to adopted RTIPs will be made available on regional agency websites and provided to CTC for posting. The following questions were entertained:

- What is the process moving forward for public comment? Opportunity will be provided for public comment on the RTIP template concurrently with the Draft STIP Guidelines. The RTPAs anticipate the draft template will be available in October.
- What will the file type be, i.e. word document, fill-able pdf? RTPAs are currently determining the file type.
- Will spatial location (GIS) of projects be provided in the RTIP template? Location maps of projects will be provided by GIS has not been specifically discussed. Agencies can discuss further.

#### Discussion on Section 19 and Appendix B of the STIP Guidelines

- Margot Yapp, consultant for the Rural Counties Task Force (RCTF), explained the effort underway to determine which metrics are most appropriate for measuring the performance of rural roads and transportation projects. This effort will serve to inform Section 19 and Appendix B of the STIP Guidelines.
- The group discussed the merits of having specific measures for rural and metropolitan areas. The group acknowledged that agencies in rural and urban have different resource capabilities and data needs. It was expressed that there should be flexibility for regions to choose which measures they report on.
- Support was expressed for the number of measures currently in Appendix B as they offer more flexibility to fit measures to rural or urban projects.
- MTC is currently preparing a letter to CTC advocating use of the 9 measures identified in the SANDAG Statewide Performance Monitoring Indicators for Transportation Planning report. MTC staff explained that these measures have clear methodologies and data sets are available, they recommend replacing Appendix B with these measures.
- It was suggested that performance measures be tailored for smaller, rural agencies and that the RCTF weigh in on the applicability and feasibility of the SANDAG report measures in non-metropolitan areas.
- CTC staff suggested that a simple way to convey the benefits of STIP projects would be to focus on project specific outcomes i.e. physical changes in the built environment resulting from the full scope of the project, such as the number of lane miles improved, the amount of bike/ped facilities constructed, the number of transit vehicles procured etc.
- It was noted that performance measures should be used to determine how well programs of projects in the RTIP and ITIP achieve statewide goals.
- CTC staff commented that the CTP goals were selected to be reflective of state goals and to be broad enough for regions to capture them in their plans and programs.
- Regional agencies agreed and also noted that as the STIP is only a small component of regional funding, RTIP projects may meet some but not all of the goals.
- The comment was made that it would be helpful if regions reported on the fact that in addition to meeting goals, programs/projects are also not detracting from any of the goals. Performance measures need to reflect what is actually achieved versus what is expected to be achieved, how is this addressed in post-project reporting?

- Rural agencies responded that performance based Regional Transportation Plans are headed in that direction but it is unlikely that most rural regions will have them in place in time for the 2016 STIP cycle.
- It was noted that regions are starting to report on how Proposition 1B projects are achieving the performance objectives outlined in their baseline agreements however it takes at least 4-5 years of data to determine the benefits.
- Rural regions expressed difficulty in reporting on performance measures such as system reliability as data can be challenging to obtain in rural areas. Rural reliability, mobility and accessibility is largely tied to road closure caused by natural events i.e. landslides or severe accidents.
- It was suggested that the STIP Guidelines focus on the goals of the program and providing clear outcomes for all projects. Projects of a certain size could express benefits through the use of performance measures.
- The comment was made that agencies need flexibility within performance measures as some measures are more applicable and would better convey project benefits. Some projects will meet multiple performance measures (i.e. the Jelly's Ferry Road Bridge Replacement project in Tehama County which meets safety and accessibility)
- It was suggested that telling the story of the STIP and conveying program and project benefits to the public is an important step to build public confidence and build support for self help measures.
- It was suggested that RTPs should also include a discussion of the unmet transportation needs in the region, to highlight the issue of insufficient funding for transportation infrastructure. This information could then be rolled up to the statewide level. This information is contained in the RTP constrained and unconstrained list.
- The comment was made that the RTP provides the overall picture of the planned transportation system investments and associated benefits at the program level to meet regional and state goals. The use of outcomes and performance measures will help to convey the benefits of individual projects.
- The public is interested in the big picture of what is being funded and what the overall benefits are.
- The comment was made that there is a need for a narrative, graphic format for RTPs. Regional agencies responded that the development of the RTP template is intended to facilitate this.
- The comment was made that the public is interested in reading RTPs and putting them on the internet will be a good first step to improving transparency of the process. It is important for the CTC to articulate the benefits of the public funds that the Commission allocates.
- The meeting discussion wrapped up with general consensus to incorporate the CTP goals into the 2016 STIP Guidelines.
- Rural agencies will look into the feasibility of the SANDAG statewide performance measures for non-metropolitan areas.
- Concern was raised that rural and urban areas will end up with very different approaches. CTC staff responded that the goal would be to identify some areas of overlap for performance measurement in both rural and urban areas.
- The comment was made that given the narrow scope of the STIP it is important that the program tells the whole story and explains how the STIP fits into the larger picture of transportation funding.
- MTC commented that they support the cost effectiveness approach to performance measurement, measuring performance per dollar expended.

## 6. Closing and Next Steps– Laurel Janssen/Laurie Waters

Some of the generally agreed upon suggestions resulting from the workshop included:

- *The Guidelines should use the CTP goals as the goals of the STIP;*
- *Rural agencies should identify feasible performance measures for non-metropolitan areas;*
- *The Guidelines should continue to provide flexibility for regions to utilize regionally-appropriate performance measures; and*
- *The Guidelines should include the identification of project outcomes to illustrate the benefits of the STIP.*

Everyone is encouraged to submit comments in writing and to contact Laurel Janssen (916) 651-6143 [laurel.janssen@dot.ca.gov](mailto:laurel.janssen@dot.ca.gov) or Laurie Waters (916) 651-6145 [laurie.waters@dot.ca.gov](mailto:laurie.waters@dot.ca.gov) with any questions or concerns.

All meeting materials will be posted on the web at [www.catc.ca.gov](http://www.catc.ca.gov) .

The first draft of the 2016 STIP Guidelines is tentatively scheduled to be presented as an informational item at the October 2014 Commission meeting.