



# AGENDA

*Technical Advisory Committee*

## **Committee Members**

Jamie Lai, Chair  
Mark Trestik, Vice Chair  
Shaun Pelletier  
Rudy Emami  
Michael Ho  
Mina Mikhael  
Raja Sethuraman  
Doug Dancs  
Matthew Sinacori  
Temo Galvez  
Stephen Bise  
Dan Candelaria  
Chau Vu  
Kerwin Lau  
Albert Mendoza  
Andy Ramirez  
Joe Ames  
Jacki Scott  
Gerald Tom  
Tom Wheeler  
Chris Kelley  
Mark Chagnon  
David Webb  
Christopher Cash  
Luis Estevez  
Wilson Leung  
David Rebensdorf  
Tom Toman  
Nabil Saba  
Iris Lee  
Cesar Rangel  
Krys Saldivar  
Hamid Torkamanha  
Jake Ngo  
Robert McLean  
Jonathan Lawhead

*City of Yorba Linda*  
*City of Laguna Beach*  
*City of Aliso Viejo*  
*City of Anaheim*  
*City of Brea*  
*City of Buena Park*  
*City of Costa Mesa*  
*City of Cypress*  
*City of Dana Point*  
*City of Fountain Valley*  
*City of Fullerton*  
*City of Garden Grove*  
*City of Huntington Beach*  
*City of Irvine*  
*City of La Habra*  
*City of La Palma*  
*City of Laguna Hills*  
*City of Laguna Niguel*  
*City of Laguna Woods*  
*City of Lake Forest*  
*City of Los Alamitos*  
*City of Mission Viejo*  
*City of Newport Beach*  
*City of Orange*  
*City of Placentia*  
*City of Rancho Santa Margarita*  
*City of San Clemente*  
*City of San Juan Capistrano*  
*City of Santa Ana*  
*City of Seal Beach*  
*City of Stanton*  
*City of Tustin*  
*City of Villa Park*  
*City of Westminster*  
*County of Orange*  
*Caltrans Ex-Officio*

*Orange County Transportation Authority*  
*550 South Main Street, Room 08 & 09*  
*Orange, California*  
***April 24, 2024 1:30 p.m.***

## **Teleconference Site**

*City of Dana Point - Public works*  
*33282 Golden Lantern, Suite 212*  
*Dana Point, California*

*Any person with a disability who requires a modification or accommodation to participate in this meeting should contact the Orange County Transportation Authority (OCTA) Measure M2 Local Programs section, telephone (714) 560-5372, no less than two (2) business days prior to this meeting to enable OCTA to make reasonable arrangements to assure accessibility to this meeting.*



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## **Agenda Descriptions**

*Agenda descriptions are intended to give members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Committee may take any action which it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.*

## **Public Availability of Agenda Materials**

*All documents relative to the items referenced in this agenda are available for public inspection at [www.octa.net](http://www.octa.net) or through the Clerk of the Board's office at: OCTA Headquarters, 600 South Main Street, Orange, California.*

## **In-Person Comment**

*Members of the public may attend in-person and address the Committee regarding any item within the subject matter jurisdiction of the Orange County Transportation Authority. Speakers will be recognized by the Chair at the time the agenda item is to be considered.*

## **Written Comment**

*Written public comments may also be submitted by emailing them to [kmartinez@octa.net](mailto:kmartinez@octa.net), and must be sent at least 90 minutes prior to the start time of the meeting. If you wish to comment on a specific agenda item, please identify the item number in your email. All public comments that are timely received will be part of the public record and distributed to the Committee. Public comments will be made available to the public upon request.*



## Call to Order

## Self-Introductions

### 1. Approval of Minutes

Approval of Technical Advisory Committee regular meeting minutes from the March 27, 2024 meeting.

## Regular Items

### 2. Comprehensive Transportation Funding Programs Semi-Annual Review March 2024 – Cynthia Morales

#### *Overview*

The Orange County Transportation Authority recently completed the March 2024 semi-annual review of projects funded through the Comprehensive Transportation Funding Programs. This process reviews the status of Measure M2 grant-funded projects and provides an opportunity for local agencies to update project information and request project modifications. Recommended project adjustments are presented for review and approval.

#### *Recommendations*

- A. Recommend for Board of Directors approval of requested adjustments to proposed Comprehensive Transportation Funding Programs, Local Fair Share and Senior Mobility Program Projects.
- B. Recommend for Board of Directors approval to waive certain Comprehensive Transportation Funding Programs guidelines (documented in this staff report and attachments) in order to incorporate requested project adjustments submitted due to unique circumstances.

## Discussion Items

### 3. Orange County E-bike Safety Study – Peter Sotherland

### 4. Correspondence

OCTA Board Items of Interest – Please see Attachment A.  
Announcements by Email – Please see Attachment B.

### 5. Committee Comments



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## **6. Staff Comments**

- Discretionary Funding Programs – Louis Zhao
- Regional Capacity Program Future Funding Needs – Charvalen Alacar
- Local Programs Update – Charvalen Alacar

## **7. Items for Future Agendas**

## **8. Caltrans Local Assistance Update**

## **9. Public Comments**

## **10. Adjournment**

*The Technical Advisory Committee is scheduled to convene on the fourth Wednesday of each month, at 1:30 p.m., at OCTA Headquarters.*



# **March 27, 2024 Minutes**



# MINUTES

Technical Advisory Committee

### **Voting Representatives Present:**

Shaun Pelletier	City of Aliso Viejo
Rudy Emami	City of Anaheim
Mina Mikhael	City of Buena Park
Raja Sethuraman	City of Costa Mesa
Matthew Kunk	City of Dana Point
Temo Galvez	City of Fountain Valley
Stephen Bise	City of Fullerton
Dan Candelaria	City of Garden Grove
Chau Vu	City of Huntington Beach
Kerwin Lau	City of Irvine
Mark Trestik	City of Laguna Beach
Joe Ames	City of Laguna Hills
Jacki Scott	City of Laguna Niguel
Tom Wheeler	City of Lake Forest
Mark Chagnon	City of Mission Viejo
Jim Houlihan	City of Newport Beach
Christopher Cash	City of Orange
Luis Estevez	City of Placentia
Wilson Leung	City of Rancho Santa Margarita
Zak Ponsen	City of San Clemente
Iris Lee	City of Seal Beach
Cesar Rangel	City of Stanton
Krys Saldivar	City of Tustin
Jamie Lai	City of Yorba Linda
Robert McLean	County of Orange

### **Voting Representatives Absent:**

Michael Ho	City of Brea
Doug Dancs	City of Cypress
Chris Kelley	City of Los Alamitos
Albert Mendoza	City of La Habra
Andy Ramirez	City of La Palma
Gerald Tom	City of Laguna Woods
Tom Toman	City of San Juan Capistrano
Nabil Saba	City of Santa Ana
Hamid Torkamanha	City of Villa Park
Jake Ngo	City of Westminster

Orange County Transportation Authority  
 550 S. Main Street, Room 09  
 Orange, California

**March 27, 2024 1:30 PM**

### **Guests Present:**

Jonathan Lawhead, Caltrans  
 Kathleen Nguyen, Caltrans  
 Paul Rodriguez, RCG  
 Traci Rodriguez, RCG  
 Nichole Squirrell, City of Dana Point  
 David Grantham, City of Fullerton  
 Andrew Luna, City of La Habra

### **Staff Present**

Kia Mortazavi  
 Adriann Cardoso  
 Charvalen Alacar  
 Adrian Salazar  
 Cynthia Morales  
 Alicia Yang  
 Amy Tran  
 Nylinne Nguyen  
 Stephanie Mooney  
 Kristopher Martinez  
 Melanie Masud

*This meeting was called to order by Chair Lai at 1:30pm.*



## **Self-Introductions**

### **Consent Calendar**

#### **1. Approval of Minutes**

Mr. Sethuraman motioned to approve the Minutes of the October 25, 2023 Technical Advisory Committee regular meeting

Mr. Wheeler seconded the motion.

The Minutes were approved with no further discussion.

### **Regular Items**

#### **2. 2024 CTFP Call for Projects – O and P Programming Recommendations** – Adrian Salazar

Mr. Salazar stated that on August 14, 2023, the OCTA Board of Directors (Board) approved a call for projects (call) funding target of approximately \$45 million for Projects O and P. He reported that as of the October 26, 2023 call deadline, OCTA received a total of six RCP and six RTSSP projects.

Mr. Salazar stated that through the RCP program, six applications were submitted from six local jurisdictions requesting a total of \$21.41 million in RCP funding. He added that the six applications were evaluated and ranked according to the scoring criteria identified in the approved program guidelines.

Mr. Salazar stated that based upon these reviews and project consistency with the guidelines, six projects are recommended to receive \$18.72 million from the cities of Dana Point, Garden Grove, Irvine, Laguna Niguel, Santa Ana, and Yorba Linda. He added that three projects will provide Arterial Capacity Enhancements (ACE) and three projects will provide Intersection Capacity Enhancements (ICE).

Mr. Salazar stated that with respect to Project P, OCTA received six applications requesting \$13.9 million in funding, which were also reviewed for eligibility, consistency, and adherence to guidelines and overall program objectives.

Mr. Salazar explained that one application, a project from the City of San Clemente, for a signal timing project on El Camino Real, was withdrawn due to overlap with OCTA's Countywide Baseline Project.



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Mr. Salazar stated that staff's recommendation is to program \$12.89 million to fund five RTSSP projects, all of which are anticipated to be implemented by the local jurisdictions starting in fiscal year (FY) 2024-25.

Mr. Salazar stated that the recommendations presented in the staff report are consistent with the 2024 guidelines approved by the Board with minor exceptions as listed in the attachment footnotes.

Mr. Salazar concluded his report stating that staff recommends programming \$31.61 million for 11 projects under the RCP and RTSSP programs. He added that if approved by the Technical Advisory Committee (TAC) and OCTA Board, the new projects will be incorporated into master funding agreements between OCTA and the appropriate local jurisdictions.

Ms. Lai asked the TAC if there were any questions or comments on this item.

Mr. Chagnon commented that this was the third straight year that every project that has applied for funding has been approved and there have still been funds left over. He added that the demand and level of competition for these types of projects has decreased, which has led to projects with marginal benefits being funded.

Mr. Chagnon asked if this was the best use of funds and stated that the TAC has an obligation to make sure Measure M funds are being used on the projects that bring the greatest benefits.

Mr. Chagnon remarked that funds should not be used only because they are available and proposed implementing a minimum score. He added that the trend towards lower demand year after year suggests that these funds should be reallocated towards other uses such as pavement rehabilitation.

Mr. Chagnon reported that asphalt prices have increased by 85 percent (85%) in the last three years and stated that he will not be able to maintain the Pavement Condition Index (PCI) rating without additional funding as costs continue to increase.

Mr. Chagnon asked if funds for Project O and Project P should be reallocated for the Local Fair Share (LFS) Program, commenting that PCI ratings around the county will decrease if the rising costs are not addressed.

Mr. Chagnon concluded that his comments were for the consideration of the TAC and that he did not object to any of the projects being recommended for funding. He reiterated that moving forward there should be a minimum score established and that the reallocation of these funds for pavement rehabilitation should be considered.





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Mr. Sethuraman stated that he was not concerned with the low scoring applications under Project O and Project P but agreed with Mr. Chagnon that unused funds should be allocated on a fair share basis.

Mr. Emami shared that he also agreed but understood that the Measure M2 (M2) Ordinance would prevent funds intended for capacity projects from being used for pavement projects.

Mr. Emami stated that the City of Anaheim and other local jurisdictions have applied for funding for capacity projects, and by the time the engineers estimate and bids were received, the cities only had what they applied for and had to use their own funds intended for pavement projects to make up the difference.

Mr. Emami proposed using the unallocated funds to make up the difference in past projects, so that the cities' funds that were intended for paving can be reallocated back into pavement projects and the M2 funds will continue to support their original intended use.

Mr. Salazar replied that while there is not currently a minimum score to recommend a project for funding, all projects that are being recommended have been vetted and met the minimum qualifications.

Mr. Salazar explained that funds from Project O and Project P cannot be rolled over or used towards other programs, and that there was very little flexibility to do so. He added that OCTA wants to work with the local agencies to ensure these funds are used to provide the maximum benefit to the county.

Mr. Salazar stated that unused funds from the Project O and Project P call could not be distributed through the LFS program. He added that unused funds from this call cycle will be used towards new projects.

Ms. Scott shared that for many local agencies, a significant portion of their available roadway budget is going towards pavement. She added that there are large amounts of paving that have been removed from projects and that they have been unable to fund through capacity projects.

Ms. Scott stated that with the cost of paving as it is, and with the damage that is caused by construction in the city's roadway, she would like to see OCTA consider a limitation on the amount of paving that can be funded.

Ms. Scott explained that this would allow the local jurisdictions the ability to build projects that look complete and can be appreciated by the public.



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Ms. Lee asked if the city match rate was restricted by the M2 Ordinance or the Comprehensive Transportation Funding Programs (CTFP) guidelines and if there would be any flexibility towards lowering the city match rate requirement, so that funds could be used towards pavement.

Mr. Salazar responded that the city match rate percentage was a requirement per the M2 Ordinance.

Mr. Houlihan offered that as the local jurisdictions start going through their new circulation elements and general plan documents, new impacts will be found and will need to be addressed with future projects. He stated that this is the result of new housing and development projects, and that this should be considered in any discussions surrounding reallocating funds intended for Project O and Project P.

Mr. Wheeler proposed coming back in a future meeting with a better understanding of what the constraints are in place per the M2 Ordinance and exploring what more could be eligible under the given constraints. Whether that be paving, traffic signals, LFS, or anywhere else where there may be flexibility.

Mr. Chagnon commented that the M2 Ordinance is often used as a barrier to change and that OCTA amends the Ordinance frequently. He added that he did not understand why the Ordinance would prevent funds intended for Project O and Project P to be put towards a different use if it can be amended.

Mr. Chagnon stated that continuing to abide by the M2 Ordinance was an excuse for continuing business as usual. He shared that times and needs have changed, and that for the past three years OCTA has addressed unused funds for Project O and Project P with a statement about anticipating an abundance of applications in the next few years.

Ms. Cardoso stated that the next review of the guidelines will be a good opportunity to consider the suggestions made by the TAC.

Ms. Cardoso clarified that the M2 Ordinance has only been amended three times since inception for administrative and technical changes.

Ms. Cardoso stated that it would be a very difficult process to move funds between programs, possibly needing a two-thirds vote from the public.

Ms. Cardoso stated that OCTA would be happy to bring the M2 Ordinance and the guidelines to the TAC to discuss changes based on a review of Ordinance requirements, and incorporate this feedback into the next guidelines review cycle.



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Mr. Galvez stated that Project O and Project P are programs that were useful and approaching their end of life. He shared that he has heard from other local agencies about their pavement needs, and asked staff to return to the TAC with an assessment on how funds can be reallocated towards pavement projects.

Mr. Galvez asked what exactly it would involve, adding that it could be worthwhile even if it is an extensive path that involves going to the public for a vote.

Mr. Estevez stated that he and the public would be in favor of putting more money towards paving, as many cities have paving issues.

Mr. Galvez restated that staff should come back to the TAC with an assessment of what it would take to reallocate funds for pavement projects.

Mr. Wheeler stated that looking back on the arguments that were made during 2008 when M2 passed, the TAC should be cautious of going to the voters and presenting the amount of M2 funds that are available.

Mr. Wheeler added that he wanted to explore the constraints, better understand those constraints, and come back to discuss this as a committee before presenting something to the voters.

Mr. Wheeler concluded that it would be great to find a way to incorporate paving into the existing programs, but that the TAC should move with caution regarding anything that may need to go to the public for a vote.

Mr. Mortazavi shared that as someone who was involved in assembling the package, M2 is a balance that intends to fulfill everyone's needs as best as possible and was created in coordination with the local agencies and voting members of the public.

Mr. Mortazavi acknowledged that times and needs have changed and that there have been other efforts to compensate for these changes and OCTA is looking for funding for paving at every opportunity.

Mr. Mortazavi stated that changes to Measure M are taken very seriously and should only be made as a last resort, such as during the COVID-19 pandemic.

Mr. Mortazavi stated that it is important to be able to say that what was voted on is what is being delivered. He added that M2 is a contract and reiterated how important it is to deliver what was voted on and passed.

Mr. Emami acknowledged that it would be difficult to review past projects but asked if there was a way to adjust the city match rate for projects, as in many cases, while



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the city is expected to provide a 25 percent (25%) match, with increasing costs, the city is often providing a match of 35 percent (35%) to 50 percent (50%).

Mr. Emami stated that the program would be able to fund the difference of 10 percent (10%) to 20 percent (20%) if it could go back and reallocate for the intended purpose. He added that it would be a change to the agreement, but the program would still only fund what it was intended to pay for, and it would free up money for the cities that could be put back into pavement.

Mr. Emami asked if there was any interest from the TAC in exploring this option.

Mr. Galvez stated that the only cities that would be interested would be those that engage in capacity projects.

Mr. Emami added that there would be interest from any city that funded projects in excess of their match rate for the project.

Mr. Chagnon stated that two years ago he had submitted a request and was denied by OCTA. He shared that any additional funds that could be received would allow him to put money back into paving.

Mr. Galvez stated that it would be worthwhile to revisit old projects and consider what the true costs of the project were and consider an amendment to address the opportunities and implications of a potential change to find more funding for paving.

Ms. Lai asked Ms. Alacar to summarize the TAC's comments.

Prior to the summary, Ms. Lai stated that paving costs have increased significantly over the last two years from a city perspective. She asked OCTA to explore setting aside funding for pavement maintenance as part of a future potential Measure M3.

Ms. Lai shared that with the increasing costs for paving, declining gas tax, and aging infrastructure, cities are running out of funds and resorting to selling bonds or local sales tax initiatives.

Ms. Lai stated that the immediate needs of the cities have already been expressed at this meeting. She added that in the long term, as OCTA prepares for a potential Measure M3, all the points within the Ordinance should be presented to the TAC, Technical Steering Committee (TSC), or a subcommittee, in order for OCTA to take their input for consideration towards the next refinement.

Ms. Lai proposed placing action items into one of two categories for long-term and short-term needs.

Ms. Alacar provided the summary of action items as follows:

- Short Term Need: Obtain a better understanding of what opportunities and constraints exist as part of the M2 Ordinance, identifying them to the TAC, and looking into potential eligible pavement solutions within the existing programs.
- Short Term Need: Report back to the TAC with a list of projects in the pipeline.
- Short Term Need: Look into using unallocated funding towards previously awarded projects that experienced cost increases, specifically projects that were significantly higher in cost during construction than was estimated at the time of application.
- Long Term Need: Establish a subcommittee or organize with the TSC to explore options under a potential Measure M3 for the future pavement needs.

Mr. Chagnon asked for consideration of implementing a minimum score.

Ms. Alacar deferred to the Chair as there were differing opinions amongst the TAC. She offered that it can be considered for the 2025 Project O and Project P call, which is expected to go before the TAC in June 2024.

Ms. Lai responded that it can be revisited during the meeting for the 2025 Project O and Project P call.

Ms. Lai stated that she would accept taking this into next year once their agreement has passed, at which point most cities would know the project impacts for their city.

Mr. Chagnon asked for clarification on the relevance of the agreement with setting a minimum score requirement.

Mr. Chagnon commented that projects that have scored as low as 25 have been funded and asked where the line should be drawn. He added that to an extent, the score is telling of the benefit of the project.

Ms. Alacar stated that background information on scores for past awarded projects can be provided if the TAC or TSC think it is necessary to establish a minimum score.

Mr. Mortazavi stated that the project score is intended to measure projects relative to one another. Low scoring projects are not intended to be interpreted as unimportant, instead higher scoring projects should be prioritized over lower scoring projects.

Mr. Mortazavi stated that all projects recommended for funding are important enough to go before a city council for a resolution to be submitted with an application and to be supplemented with a local match.



Mr. Chagnon stated that rationale would imply that a city's decision to move forward with a project is the same whether it is funded by a city match rate of 100 percent (100%) or 25 percent (25%).

Mr. Chagnon added that he would be more willing to take on projects with a 25 percent (25%) city match rate than projects that his agency will have to fund in full, and as such, scores should be considered more heavily.

Mr. Emami stated that after the first level of checks and balances, the second level is the TAC, where projects come to this group and the committee votes on them.

Mr. Emami shared that in the past, city staff was required to provide a presentation and share the merit of their project to the TAC. He added that decisions to fund projects were not made on scores alone.

Mr. Chagnon acknowledged the point made by Mr. Emami.

Mr. Ames stated that while the City of Laguna Hills project received a score of 37, the scoring criteria was not favorable to a route project, and if a minimum score were to be implemented, then the scoring criteria should also be evaluated.

Ms. Lai shared that the City of Yorba Linda had a project sitting for ten years and was not competitive enough to be funded for the construction phase ten years ago. She stated that when the environmental was renewed, the project scored in the thirties and was able to receive funding.

Ms. Lai acknowledged the projects that are out there and noted their large construction amounts.

Ms. Alacar stated that even in highly competitive Project O and Project P calls where eligible projects in a call cycle were not funded due to lack of funding, there were projects awarded that scored lower than the current recommendations.

Mr. Wheeler motioned to approve the item, and asked OCTA to bring back the items that were discussed.

Mr. Sethuraman seconded the motion.

The item was passed with no further discussion.



### **3. Comprehensive Transportation Funding Guidelines Off-Cycle Update**

– Cynthia Morales

Ms. Cardoso provided opening remarks with an update on the requests to streamline the payment process and added that the guidelines revisions that Ms. Morales will be presenting are meant to help with the streamlining effort.

Ms. Cardoso reported that OCTA has hired an additional engineering consultant to assist with the technical review of payment requests. She added that OCTA has also hired external consultants to review OCTA's payment process and conduct interviews with both local agencies and OCTA staff.

Ms. Cardoso concluded that those are the efforts that have been made towards improving the payment process and that the guidelines will likely have to be revisited upon completion of the review and recommendations by the external consultants.

Ms. Morales reported that during the June 14, 2023, TSC meeting, there was discussion from the members to improve project delivery and streamline the CTFP payment process. She added that OCTA's Internal Audit and the City Engineers Association of Orange County (CEAOC) provided feedback and recommendations for guidelines improvements.

Ms. Morales stated that Local Programs staff also looked for opportunities to simplify and streamline requirements with the goal of simplifying project reviews.

Ms. Morales reported that the proposed revisions were presented to the TSC last week and were approved, with the exception of removing the clarifications regarding Class 1 and Class 4 bike lanes. The TSC also requested to continue discussing the eligibility of bike lanes, along with possible revisions to the CTFP payment process at a future TSC meeting in May 2024. Further, the TSC directed staff to outreach to agencies with M2 funded projects in the design phase to remind them that Class 1 and Class 4 bike lanes are not eligible for reimbursement.

Ms. Morales stated that definitions were added for the terms "construction support" and "construction/construction activities". She explained that the term "construction support" includes construction engineering, which is design work carried out during construction, construction management, project management, materials testing, design support, and/or other specific activities that are carried out during construction and are related to but not directly construction activities. This is consistent with how it is treated by the California Department of Transportation (Caltrans) and is also consistent with OCTA project management and project controls.



Ms. Morales stated that to ensure a clear distinction between “construction support” and “construction”, the revised guidelines define “construction” or “construction activities” and recognize that it can be carried out through multiple contracts and with agency work force.

Ms. Morales added that with the addition of these terms, OCTA is also recommending an update to Precept 29, which has to do with construction support, to be consistent with the definitions.

Ms. Morales reported that the change would increase construction support from 15 percent (15%) of eligible costs to 20 percent (20%) of the M2 grant amount. She further explained that even if there are project savings, local agencies would be able to use up to 20 percent (20%) of the M2 grant for construction support.

Ms. Morales continued that this is consistent with OCTA Capital Projects standard, and it is higher than the 15 percent (15%) threshold recommended by Caltrans. She added that this is consistent with conversations with the TSC, and that it will also help streamline OCTA’s review for final payment.

Ms. Morales stated that in response to OCTA Internal Audit recommendations, and to reduce requests for timely-use of funds extensions during the semi-annual review, OCTA is adding a new Precept 20 for timely-use of funds for Project O and Project P only. She explained that under the new Precept 20, all Project O and Project P projects would have a minimum of 36 months to complete a project phase. If the project schedule includes a longer timeframe, the schedule submitted in the agency’s application would be used plus 6 months to determine the expenditure deadline.

Ms. Morales provided an example, stating that if a project schedule indicates that construction will be completed within 38 months, the lead agency would have 44 months from the encumbrance date to complete that project phase.

Ms. Morales stated that requests for funds extensions remain available, if needed.

Ms. Morales stated that another area that is recommended to be updated is in consideration of environmental mitigation. She stated that the revised guidelines include special provisions for projects with environmental mitigation. The definition has been updated and under project phase completion, environmental mitigation is noted as something that may occur as part of construction. The guidelines also recognize that for environmental mitigation that starts after construction completion, there may be two final reports submitted.

Ms. Morales clarified that only one of the two final reports is required to meet the 180-day eligibility requirement.





Ms. Morales reported that additional changes were made in the definitions section.

Ms. Morales stated that match rate means cash, and complete project means the entire project.

Ms. Morales stated that a definition for “scope change” was added based on recent comments from the Internal Auditor.

Ms. Morales stated that in addition to the changes made to Precept 20 and Precept 29, there were also changes made to Precept 8 and Precept 19.

Ms. Morales reported that Precept 8 was updated to clarify that competitive bidding is required, except when local agency work force is used. However, justification for using local agency work force is required and eligible overhead is limited to a maximum of 30 percent (30%).

Ms. Morales explained that Precept 19, like the new Precept 20, is about timely-use of funds for all of the programs except Project O and Project P. It follows the standard timely-use of funds that has been used for the program since M2 inception, with the only difference being an added note clarifying that this requirement does not apply to Project O and Project P.

Ms. Morales stated that the last significant changes were made in Chapter 6 and Chapter 9 of the guidelines. In Chapter 6, a section on scope changes was added to clarify what and how OCTA considers scope changes. In Chapter 9, clarifying language was added addressing improvements on non-Master Plan of Arterial Highways (MPAH) roadways, specifically stating that if improvements do not benefit the MPAH and if the cost for that work is 20 percent (20%) or greater than the overall project costs, then those costs that are shared for the project will be prorated. These would be general costs.

Ms. Morales explained that for an expense like equipment mobilization, the share of mobilization cost that is considered eligible under M2 would be limited to the prorated share of the M2 project components compared to non-M2 project components.

Ms. Morales stated that in Chapter 9, under the ROW documentation requirements, accepted backup has been expanded to be more flexible. She explained that this change also adds an allowance that agencies may submit equivalent documentation for OCTA's consideration on a case-by-case basis.

Ms. Morales stated that the final change in Chapter 9 is that initial payments for ROW will be considered after submittal of documentation of an issuance of an offer, which is more consistent with practice.



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Ms. Morales concluded stating that if the TAC agrees to these changes, staff will advance the revisions to the Regional Transportation Planning Committee and OCTA Board for approval, and that the revisions will apply to the 2024 calls and future calls.

Ms. Lai thanked OCTA for considering the TSC's comments regarding the Class 1 and Class 4 bike lanes and for OCTA's efforts to assist with the payment process.

Ms. Lai asked for a clarification to be made on the staff report, specifically on the TSC request and local agencies' understanding of Class 1 and Class 4 bike lane ineligibility. She made a point of clarification that the TSC requested staff to communicate to the applicable agencies that Class 1 and Class 4 bike lanes are not eligible expenses, consistent with OCTA's practice.

Ms. Lai stated that the Class 1 and Class 4 bike lane language is not currently written in the guidelines or the Ordinance. She explained that this limitation is not very clear and that local agencies may not have designed projects with Class 1 and Class 4 bike lanes if they had known they would not be eligible.

Mr. Chagnon expressed support for the proposed changes and suggested adding language that letter agreements will be issued within 90 days. He explained that the City of Mission Viejo has not been able to start projects awarded last year since letter agreements have not been issued despite the award deadline approaching.

Mr. Sethuraman asked how Class 1 and Class 4 bike lanes could be presented to be considered for funding.

Ms. Scott asked if it was necessary to go before the TSC and the TAC for OCTA to change its practices, and asked for further clarification on what the requirements are for changing practices.

Ms. Cardoso responded that it would most likely be addressed during the guidelines revisions.

Ms. Cardoso added that for Project O specifically, the guidelines state that the improvements must benefit the MPAH, and with Class 1 bike lanes that are off the MPAH, they would be ineligible.

Ms. Cardoso stated that persistent issues or concerns should be addressed in the guidelines and noted that added language to guidelines may reduce flexibility.

Ms. Scott responded that based on the comments and concerns shared at the March TSC meeting, there needs to be clarification regarding Class 1 bike lanes and the MPAH.

Mr. Ponsen disagreed with OCTA, stating that removing bikes from the roadways and moving them to Class 1 bike lanes would benefit capacity and circulation on the MPAH.

Ms. Cardoso stated that bike lane eligibility has been brought before the TAC before and that there were members who wanted to remain consistent with the historical use of the funds.

Mr. Wheeler motioned to approve the item.

Mr. Emami seconded the motion.

The item was passed with no further discussion.

## **Discussion Items**

### **4. Correspondence**

- OCTA Board Items of Interest – See Agenda
- Announcements Sent by Email – See Agenda

### **5. Committee Comments – No comments**

### **6. Staff Comments – No comments**

### **7. Items for Future Agendas – No comment**

### **8. Caltrans Local Assistance Update**

Mr. Lawhead stated that the deadlines to submit allocations and time extensions to District Local Assistance are April 29, 2024, for the June 2024 California Transportation Commission (CTC) Meeting and June 17, 2024, for the August 2024 CTC Meeting.

Mr. Lawhead stated that the deadline to submit inactive invoices for this quarter was on February 22, 2024, and the new inactive quarter began on April 21, 2024.

Mr. Lawhead stated that reminders would be sent to agencies with inactive quarters once headquarters provides a new active list and that inactivity may prevent E-76s from being processed.



# MINUTES

## *Technical Advisory Committee*

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Mr. Lawhead reported that District 12 has been able to maintain a lower inactive rate than much of the state and thanked the local agencies. He encouraged local agencies to contact their area engineer or planner with questions or issues submitting invoices.

Mr. Lawhead stated that the Active Transportation Program (ATP) Cycle 7 call was March 21 and 22, 2024, with a June 17, 2024 application deadline.

Mr. Lawhead added that the ATP CalSMART Project Reporting Quarter 3 (FY 23/24) opens April 1, 2024, with the deadline to submit being April 15, 2024.

Mr. Lawhead reported that the HSIP Cycle 12 call is expected to be announced in late April or early May 2024.

Mr. Lawhead stated that the Clean California Local Grant Program, Cycle 1 delivery deadline is June 30, 2024, without an extension. He added that if an extension will be required, city staff should reach out to their assigned Local Assistance Area Engineer as soon as possible.

Mr. Lawhead stated that the Quality Assurance Program (QAP) forms need to be updated and approved every five years as DBE and QAP forms are needed to process E-76s and receive federal funding. He directed local agencies to their area engineer or planner with questions or issues submitting DBE and QAP forms.

Mr. Lawhead stated that there is a new process to request extensions for project end dates (PED). The new process is entirely online and replaces the old E-76 system. He explained that it is important to request a PED extension because work done after a PED cannot be reimbursed. Mr. Lawhead provided resources containing more information and a report listing upcoming PED expirations.

Mr. Lawhead presented an update regarding CRRSAA/PMRF funding for unobligated projects. He stated that the State and Caltrans HQ reconciliation effort to determine which projects with federal funds affected by the recession could be exchanged for state funds was completed in December 2023.

Mr. Lawhead added that the January 25-26, 2024, CTC meeting published a revised CRRSAA approved project list to reflect which projects received approval to exchange federal funds for state funds. He stated that if an agency's CRRSAA/PMRF project is proceeding with state funds, please work with the assigned Local Assistance Area Engineer to process a CRRSAA Allocation Request Package.

Mr. Lawhead provided links to the Cooperative Training Assistance Program, California LTAP training, Local Assistance Blog, and Local Assistance Procedures Manual (LAPM) as references and training opportunities.



Mr. Lawhead reminded everyone that any project using federal funds must adhere to Title VI requirements.

Mr. Lawhead shared the staff changes that have occurred at Caltrans, specifically that Ms. Kathleen Nguyen is now a Programs Manager, Oliver Luu has been promoted into a resource managing role, and that Caltrans anticipates new staff members in the near future.

Mr. Ames asked for clarification on if the CRRSAA/PMRF obligation package was a new package, different from the one that was submitted the year prior.

Mr. Lawhead clarified that the projects that received federal funds in time will receive the funds through the regular process; however, the projects that had their funds exchanged for state funds will submit a different allocation request package.

Mr. Lawhead added that area engineers will be able to provide a list of required documents.

Mr. Lawhead provided a reminder that for all state funded projects, Caltrans would like to receive the completed allocation project by the end of April in order to be processed in time by the end of the state fiscal year.

Ms. Cardoso asked to clarify if funds had to be allocated by June 30, 2024.

Mr. Lawhead clarified that the end of April is the deadline for local agencies to submit to District 12, in order for District 12 to provide the submittal to headquarters and return comments to the local agencies in time for the June 30, 2024 allocation deadline.

Mr. Wheeler thanked OCTA and Caltrans for their work substituting federal funding for state funding.

Mr. Lawhead concluded by thanking the TAC for their patience during that process.

**9. Public comments** – None

**10. The meeting was adjourned at 2:52 p.m.**



# **CTFP Semi-Annual Review**

## **March 2024**



*April 24, 2024*

**To:** Technical Advisory Committee  
**From:** Orange County Transportation Authority Staff  
**Subject:** Comprehensive Transportation Funding Programs Semi-Annual Review – March 2024

### **Overview**

The Orange County Transportation Authority recently completed the March 2024 semi-annual review of projects funded through the Comprehensive Transportation Funding Programs. This process reviews the status of Measure M2 grant-funded projects and provides an opportunity for local agencies to update project information and request project modifications. Recommended project adjustments are presented for review and approval.

### **Recommendations**

- A. Recommend Board of Directors approval of requested adjustments to proposed Comprehensive Transportation Funding Programs projects.
- B. Recommend Board of Directors approval to waive certain Comprehensive Transportation Funding Programs guidelines (documented in this staff report and attachments) in order to incorporate requested project adjustments.

### **Background**

The Comprehensive Transportation Funding Programs (CTFP) is the mechanism which the Orange County Transportation Authority (OCTA) uses to administer funding for street, road, signal, transit, and water quality projects. The CTFP contains a variety of funding programs and sources, including Measure M2 (M2) revenues, State funding programs. The CTFP provides local agencies with a comprehensive set of guidelines for administration and delivery of various transportation funding grants.

Every six months, OCTA works with representatives from local agencies, as needed, to review the status of projects and proposed project changes. This process is known as the semi-annual review. The goals of the semi-annual

review are to review project status, determine the continued viability of projects, address local agency concerns, confirm availability of local matching funds, and ensure timely closeout of all projects funded through the CTFP.

***Discussion***

The March 2024 semi-annual review proposed adjustments include seven project delays, five timely-use of funds extensions for CTFP projects, seven timely-use of funds for Project X projects with in-kind operations and maintenance commitments, 27 timely-use of funds extensions for the Local Fair Share (LFS) Program, 76 timely-use of funds extensions for the Senior Mobility Program (SMP), three project scope changes, one transfer, and two adjustments to previously approved transfers.

Local agencies identified several reasons for the proposed project adjustments, which included the following:

- Delays (procurement and funding delays);
- Extensions (coronavirus related, supply chain delays and construction issues);
- Scope changes (enhanced project benefits, modification of equipment being installed, location change of equipment, schedule modification);
- Transfer of funds (project savings, correction of prior transfer amount, and cancellation of prior transfer request); and
- Other (technical corrections of previously approved transfer of funds).

For detailed descriptions of the project adjustment requests listed above, see Attachments A and B. The reasons identified for the 128 proposed modifications are consistent with expectations for a March semi-annual review cycle, which is more focused on encumbrance and expenditure deadlines. However, it should be noted that 63 of the 128 total project adjustment requests submitted for this semi-annual review were reported as being partly due to prolonged pandemic sustained effects.

The City of Brea (City) requested timely-use of funds extensions for seven ECP (Project X) projects with in-kind operations and maintenance commitments and associated expenditure deadlines between March 2024 and July 2027. The funds extension requests would allow the City to go beyond the traditional ten-year maximum timeframe due to unforeseen circumstances, specifically pandemic induced delays, data being compromised from cyber infiltration, and drought conditions reducing catch basin cleanings. Staff is proposing an exception to the CTFP Guidelines ten-year pledge maximum. If approved, the timely-use of funds extensions will allow the City indefinite time to meet their in-



kind match requirements, which are estimated to be fully met within the next 12 years.

The City of Laguna Niguel requested a timely-use of funds extension for five SMP disbursements made in fiscal year 2020-21. No exceptions are required due to the request being submitted to OCTA 90 days prior to the end of the third fiscal year, which aligns with the SMP guidelines. Local Programs is working internally with Specialized Transit Services to update the SMP guidelines to be consistent with the M2 Eligibility and CTFP guidelines.

With respect to the “other” requests, there were two OCTA-led RTSSP (Project P) technical corrections to transfers of funds that were approved in previous review cycles, as detailed in Attachment A. Corrections to the amounts that were transferred from the implementation phase to the O&M phase are necessitated due to an overestimate of the Senate Bill Local Partnership Program allocation totals.

In order to provide local agencies with the flexibility needed to continue delivering projects within the confines of M2, staff is requesting that the Technical Advisory Committee (TAC) recommend OCTA Board of Directors (Board) approval of all proposed semi-annual review adjustments identified in Attachments A and B. If these recommendations are ultimately approved by the OCTA Board, staff will monitor the implementation of these proposed adjustments through its regular project management efforts and future semi-annual reviews which are conducted and reported on to the TAC and OCTA Board biannually.

### ***Summary***

OCTA recently completed a review of all March 2024 semi-annual review project adjustment requests and staff recommends approval of these project adjustments and the CTFP Guidelines exception identified in this report.

### ***Attachments***

- A. Comprehensive Transportation Funding Programs, March 2024 Semi-Annual Review Adjustment Requests
- B. Comprehensive Transportation Funding Programs, March 2024 Semi-Annual Review Adjustment Request Descriptions

**Comprehensive Transportation Funding Programs**  
 March 2024 Semi-Annual Review Adjustment Requests

**ATTACHMENT A**

**Delay Requests\***

No.	Agency	Project Number	Project	Project Title	Phase	Current FY	Current Grant	Proposed Delay (Months)	Proposed FY
1	OCTA <sup>1</sup>	22-OCTA-TSP-4022 <sup>4</sup>	P	Bake Parkway and Rockfield Boulevard RTSSP Project	O&M	23/24	\$ 166,160	24	25/26
2	OCTA <sup>2</sup>	22-OCTA-TSP-4024 <sup>4</sup>	P	Crown Valley Parkway Regional Traffic Signal Synchronization Program Project	O&M	23/24	\$ 120,000	24	25/26
3	OCTA <sup>3</sup>	22-OCTA-TSP-4025 <sup>4</sup>	P	Moulton Parkway/Golden Lantern Regional Traffic Signal Synchronization Program Project	O&M	23/24	\$ 144,000	24	25/26
4	Santa Ana	23-SNTA-ACE-4043 <sup>5</sup>	O	Bristol Street Improvements Phase IV - Warner Avenue to Saint Andrew Place	CON	23/24	\$ 11,910,061	24	25/26
5	Santa Ana	23-SNTA-ACE-4044 <sup>5</sup>	O	Warner Avenue Improvements - Oak Street to Grand Avenue	CON	23/24	\$ 11,997,206	24	25/26
6	Santa Ana	23-SNTA-ICE-4041 <sup>5</sup>	O	Bristol Street and Memory Lane Intersection Improvements	CON	23/24	\$ 1,501,900	24	25/26
7	Yorba Linda	23-YLND-ACE-4046 <sup>4</sup>	O	Lakeview Avenue Improvements from Bastanchury Road to Oriente Drive	CON	23/24	\$ 1,083,259	24	25/26
<b>Delays (7) - Total Phase Grants</b>							<b>\$ 26,922,586</b>		

\*Once obligated, Comprehensive Transportation Funding Programs funds expire 36 months from the contract award date. Local agencies may request up to an additional 24 months to obligate funds.

1. Project led by OCTA as requested by participating agencies: Irvine, Lake Forest, and Caltrans
2. Project led by OCTA as requested by participating agencies: County of Orange, Dana Point, Laguna Niguel, Mission Viejo, and Caltrans
3. Project led by OCTA as requested by participating agencies: Dana Point, Laguna Hills, Laguna Niguel, and Caltrans

**Reasons for Project Adjustments**

4. Procurement delays (request for proposal delays)
5. Funding delays (construction cost increases)

**Acronyms**

- CON - Construction
- FY - Fiscal year
- O&M - Operations and Maintenance
- OCTA - Orange County Transportation Authority
- RTSSP - Regional Traffic Signal Synchronization Program

**Comprehensive Transportation Funding Programs**  
 March 2024 Semi-Annual Review Adjustment Requests

<b>Timely-Use of Funds Extension Requests - Comprehensive Transportation Funding Programs*</b>								
No.	Agency	Project Number	Project	Project Title	Phase	Current FY	Current Grant	Proposed Time Extension (Months)
1	Fullerton	19-FULL-TSP-3936 <sup>1</sup>	P	Harbor Boulevard Corridor	IMP	21/22	\$ 2,105,395	24
2	Fullerton	19-FULL-TSP-3936 <sup>1</sup>	P	Harbor Boulevard Corridor	O&M	22/23	\$ 69,600	24
3	La Habra	20-LHAB-TSP-3975 <sup>2</sup>	P	Lambert Road Corridor	IMP	20/21	\$ 1,813,074	24
4	La Habra	20-LHAB-TSP-3975 <sup>2</sup>	P	Lambert Road Corridor	O&M	21/22	\$ 60,000	24
5	Orange	20-ORNG-TSP-3976 <sup>1,2</sup>	P	Tustin Avenue - Rose Drive RTSSP	IMP	20/21	\$ 2,663,153	24
<b>Comprehensive Transportation Funding Programs Timely-Use of Funds Extensions (5) - Total Phase Grants</b>							<b>\$ 6,711,222</b>	

\*Once obligated, Comprehensive Transportation Funding Programs funds expire 36 months from the contract award date. Local agencies may request extension(s) of up to an additional 24 month

**Reasons for Project Adjustments**

1. Coronavirus impacts (stakeholder coordination, traffic data collection, supply chain delays)
2. Construction related (construction coordinating delays)

**Acronyms**

- FY - Fiscal year  
 IMP - Implementation  
 O&M - Operations and Maintenance  
 RTSSP - Regional Traffic Signal Synchronization Program

**Comprehensive Transportation Funding Programs**  
**March 2024 Semi-Annual Review Adjustment Requests**

<b>Timely-Use of Funds Extension Requests - Project X Tier I In-Kind Operations &amp; Maintenance Match Commitment*</b>									
No.	Agency	Project Number	Project	Project Title	Phase	O&M In-Kind Match Commitment	O&M Remaining Balances	Current Expenditure Deadline	Proposed Time Extension
1	Brea	12-BREA-ECP-3605 <sup>1</sup>	X	Citywide Catch Basin Inserts Project 7524 Phase II	O&M	\$ 138,815	\$ 46,522	3/15/2025**	Until match is met
2	Brea	13-BREA-ECP-3683 <sup>1</sup>	X	Citywide Catch Basin Inserts Project 7524 Phase III	O&M	\$ 288,587	\$ 171,717	4/18/2024	Until match is met
3	Brea	14-BREA-ECP-3749 <sup>1</sup>	X	Citywide Catch Basin Inserts Project 7524 Phase IV	O&M	\$ 121,212	\$ 20,223	6/5/2025	Until match is met
4	Brea	15-BREA-ECP-3798 <sup>1</sup>	X	Citywide Catch Basin Inserts Project 7524-Phase 5	O&M	\$ 366,128	\$ 285,061	5/13/2026	Until match is met
5	Brea	16-BREA-ECP-3846 <sup>1</sup>	X	Citywide Catch Basin Inserts Project 7524 - Phase 6	O&M	\$ 359,924	\$ 292,433	2/3/2027	Until match is met
6	Brea	16-BREA-ECP-3847 <sup>1</sup>	X	Citywide Catch Basin Inserts Project 7524 - Phase 7	O&M	\$ 378,005	\$ 313,960	2/3/2027	Until match is met
7	Brea	16-BREA-ECP-3848 <sup>1</sup>	X	Citywide Catch Basin Inserts Project 7524 - Phase 8	O&M	\$ 155,894	\$ 129,566	7/14/2027	Until match is met
<b>In-Kind O&amp;M Match Commitment Timely-Use of Funds Extensions (7) - Total Phase Grants</b>						<b>\$ 1,808,565</b>			

\*For older Project X Tier I allocations, ongoing O&M for the project was allowed to be pledged as match in lieu of (or in addition to) cash contributions. The O&M implementation time frame has traditionally been ten years. These requests, if approved, would provide the City of Brea indefinite time to deliver on its O&M match contribution.

\*\* Previously granted a 24-month funds extension as part of the September 2021 semi-annual review to go beyond the ten-year maximum.

**Reasons for Project Adjustments**

1. Coronavirus impacts, cyber attack, drought conditions

**Waiver Request**

CTFP Guidelines - For Project X Tier I ongoing O&M of the project a maximum of 10 years can be pledged on a match.

**Acronyms**

FY - Fiscal year

O&M - Operations and Maintenance

**Comprehensive Transportation Funding Programs**  
**March 2024 Semi-Annual Review Adjustment Requests**

<b>Timely-Use of Funds Extension Requests - LFS*</b>					
No.	Agency	FY of Disbursement	Disbursement	Proposed Extension Amount	FY Extension Deadline for Tracking^
1-6	La Habra	FY 2021/22	\$ 199,938	\$ 199,938	6/30/2026
			\$ 198,500	\$ 198,500	6/30/2026
			\$ 184,441	\$ 184,441	6/30/2026
			\$ 227,902	\$ 227,902	6/30/2026
			\$ 175,180	\$ 175,180	6/30/2026
7-12	Lake Forest	FY 2021/22	\$ 208,491	\$ 208,491	6/30/2026
			\$ 299,308	\$ 299,308	6/30/2026
			\$ 297,155	\$ 297,155	6/30/2026
			\$ 276,108	\$ 276,108	6/30/2026
			\$ 341,170	\$ 341,170	6/30/2026
13-15	Santa Ana	FY 2021/22	\$ 262,246	\$ 262,246	6/30/2026
			\$ 312,112	\$ 312,112	6/30/2026
			\$ 941,038	\$ 596,101	6/30/2026
16-21	Seal Beach	FY 2021/22	\$ 1,162,785	\$ 1,162,785	6/30/2026
			\$ 893,792	\$ 893,792	6/30/2026
			\$ 71,349	\$ 71,349	6/30/2026
22-27	Yorba Linda	FY 2021/22	\$ 86,370	\$ 86,370	6/30/2026
			\$ 85,749	\$ 85,749	6/30/2026
			\$ 79,675	\$ 79,675	6/30/2026
			\$ 98,450	\$ 98,450	6/30/2026
			\$ 75,675	\$ 75,675	6/30/2026
<b>LFS Timely-Use of Funds Extensions (27) - Total</b>			<b>\$ 225,580</b>	<b>\$ 225,580</b>	<b>6/30/2026</b>
			<b>\$ 223,957</b>	<b>\$ 223,957</b>	<b>6/30/2026</b>
			<b>\$ 208,095</b>	<b>\$ 208,095</b>	<b>6/30/2026</b>
			<b>\$ 257,131</b>	<b>\$ 257,131</b>	<b>6/30/2026</b>
			<b>\$ 197,647</b>	<b>\$ 197,647</b>	<b>6/30/2026</b>
			<b>\$ 235,230</b>	<b>\$ 235,230</b>	<b>6/30/2026</b>

\*Net revenues received by local jurisdictions through the LFS Program shall be expended within three years of receipt. An extension may be granted but is limited to a total of five years from the date of receipt of funds.

^The Orange County Transportation Authority tracks expenditures based on the FY of receipt and processes extension requests in FY increments for uniform review purposes. However, the local jurisdiction has three years from the disbursement date to expend funds and with approval of this action, will have an additional two-year extension. The disbursements in this table are recommended to be approved for a two-year extension, which may result in eligible expenditures occurring after the FY extension tracking date, which falls at the end of the FY (June 30). For expenses incurred after the June 30 FY extension tracking deadline, the local jurisdiction will be responsible for providing appropriate back up as requested to demonstrate that the funds were spent within the three years from date of disbursement if no extension is requested or the three years plus two additional years if an extension is requested.

Requests for extensions should be submitted as part of the semi-annual review process prior to the end of the second fiscal year of receipt of funds. Requests for extensions must also include a plan of expenditure.

**Acronyms**

CTFP - Comprehensive Transportation Funding Programs  
 FY - Fiscal Year

LFS - Local Fair Share  
 M2 - Measure M2

**Comprehensive Transportation Funding Programs**  
 March 2024 Semi-Annual Review Adjustment Requests

<b>Timely-Use of Funds Extension Requests - SMP*</b>					
No.	Agency	FY of Disbursement	Disbursement	Proposed Extension Amount	FY Extension Deadline for Tracking^
1-5	Aliso Viejo <sup>1</sup>	FY 2021/22	\$ 5,586	\$ 5,586	6/30/2026
			\$ 5,190	\$ 5,190	6/30/2026
			\$ 6,413	\$ 6,413	6/30/2026
			\$ 4,930	\$ 4,930	6/30/2026
			\$ 5,867	\$ 5,867	6/30/2026
6-11	Anaheim	FY 2021/22	\$ 49,456	\$ 39,761	6/30/2026
			\$ 60,939	\$ 60,939	6/30/2026
			\$ 60,501	\$ 60,501	6/30/2026
			\$ 56,215	\$ 56,215	6/30/2026
			\$ 69,462	\$ 69,462	6/30/2026
			\$ 63,546	\$ 63,546	6/30/2026
12-17	Dana Point <sup>1</sup>	FY 2021/22	\$ 11,135	\$ 11,135	6/30/2026
			\$ 11,055	\$ 11,055	6/30/2026
			\$ 10,272	\$ 10,272	6/30/2026
			\$ 12,693	\$ 12,693	6/30/2026
			\$ 9,756	\$ 9,756	6/30/2026
			\$ 11,612	\$ 11,612	6/30/2026
18-24	Garden Grove <sup>1</sup>	FY 2021/22	\$ 28,542	\$ 28,542	6/30/2026
			\$ 35,168	\$ 35,168	6/30/2026
			\$ 34,916	\$ 34,916	6/30/2026
			\$ 32,443	\$ 32,443	6/30/2026
			\$ 40,087	\$ 40,087	6/30/2026
			\$ 30,814	\$ 30,814	6/30/2026
			\$ 36,673	\$ 36,673	6/30/2026
25-29	Laguna Niguel <sup>1</sup>	FY 2020/21	\$ 13,087	\$ 13,087	6/30/2025
			\$ 15,505	\$ 15,505	6/30/2025
			\$ 11,393	\$ 11,393	6/30/2025
			\$ 13,973	\$ 13,973	6/30/2025
			\$ 13,193	\$ 13,193	6/30/2025
30-35	Laguna Niguel <sup>1</sup>	FY 2021/22	\$ 13,538	\$ 13,538	6/30/2026
			\$ 16,682	\$ 16,682	6/30/2026
			\$ 16,562	\$ 16,562	6/30/2026
			\$ 15,389	\$ 15,389	6/30/2026
			\$ 19,015	\$ 19,015	6/30/2026
			\$ 14,616	\$ 14,616	6/30/2026
36-41	Lake Forest <sup>1</sup>	FY 2021/22	\$ 15,106	\$ 15,106	6/30/2026
			\$ 14,997	\$ 14,997	6/30/2026
			\$ 13,935	\$ 13,935	6/30/2026
			\$ 17,218	\$ 17,218	6/30/2026
			\$ 13,235	\$ 13,235	6/30/2026
			\$ 15,752	\$ 15,752	6/30/2026

**Comprehensive Transportation Funding Programs**  
**March 2024 Semi-Annual Review Adjustment Requests**

42-47	Mission Viejo <sup>1</sup>	FY 2021/22	\$ 26,154	\$ 26,154	6/30/2026
			\$ 25,966	\$ 25,966	6/30/2026
			\$ 24,127	\$ 24,127	6/30/2026
			\$ 29,812	\$ 29,812	6/30/2026
			\$ 22,916	\$ 22,916	6/30/2026
			\$ 27,273	\$ 27,273	6/30/2026
48-53	Orange <sup>1</sup>	FY 2021/22	\$ 28,271	\$ 28,271	6/30/2026
			\$ 28,068	\$ 28,068	6/30/2026
			\$ 26,080	\$ 26,080	6/30/2026
			\$ 32,225	\$ 32,225	6/30/2026
			\$ 24,771	\$ 24,771	6/30/2026
			\$ 29,481	\$ 29,481	6/30/2026
54-59	San Clemente <sup>1</sup>	FY 2021/22	\$ 16,288	\$ 16,288	6/30/2026
			\$ 16,171	\$ 16,171	6/30/2026
			\$ 15,026	\$ 15,026	6/30/2026
			\$ 18,567	\$ 18,567	6/30/2026
			\$ 14,272	\$ 14,272	6/30/2026
			\$ 16,985	\$ 16,985	6/30/2026
60-66	Santa Ana	FY 2021/22	\$ 35,190	\$ 35,190	6/30/2026
			\$ 43,361	\$ 43,361	6/30/2026
			\$ 43,049	\$ 43,049	6/30/2026
			\$ 40,000	\$ 40,000	6/30/2026
			\$ 49,425	\$ 49,425	6/30/2026
			\$ 37,992	\$ 37,992	6/30/2026
			\$ 45,216	\$ 45,216	6/30/2026
67-70	Stanton	FY 2021/22	\$ 6,691	\$ 6,691	6/30/2026
			\$ 8,267	\$ 8,267	6/30/2026
			\$ 6,355	\$ 6,355	6/30/2026
			\$ 7,563	\$ 7,563	6/30/2026
			\$ 2,486	\$ 2,486	6/30/2026
71-76	Villa Park	FY 2021/22	\$ 2,468	\$ 2,468	6/30/2026
			\$ 2,293	\$ 2,293	6/30/2026
			\$ 2,834	\$ 2,834	6/30/2026
			\$ 2,178	\$ 2,178	6/30/2026
			\$ 2,592	\$ 2,592	6/30/2026
			\$ 2,592	\$ 2,592	6/30/2026
<b>SMP Timely-Use of Funds Extensions (76) - Total</b>			<b>\$ 1,697,184</b>		

\*Net revenues received by local jurisdictions through the SMP shall be expended within three years. An extension may be granted but is limited to a total of five years from the date of receipt of funds.

^The Orange County Transportation Authority (OCTA) tracks expenditures based on the FY of receipt and processes extension requests in FY increments for uniform review purposes. However, the local jurisdiction has three years from the disbursement date to expend funds and with approval of this action, will have an additional two-year extension. The disbursements in this table are recommended to be approved for a two-year extension, which may result in eligible expenditures occurring after the FY extension tracking date, which falls at the end of the FY (June 30th). For expenses incurred after the June 30th FY extension tracking deadline, the local jurisdiction will be responsible for providing appropriate back up as requested to demonstrate that the funds were spent within the three years from date of disbursement if no extension is requested or the three years plus two additional years if an extension is requested. Requests for extensions should be submitted as part of the semi-annual review process prior to the end of the second fiscal year of receipt of funds. Requests for extensions must also include a service plan.

Reasons for Project Adjustments: 1 Coronavirus impacts

Acronyms: FY- Fiscal Year SMP - Senior Mobility Program

**Comprehensive Transportation Funding Programs**  
 March 2024 Semi-Annual Review Adjustment Requests

Scope Change Requests*								
No.	Agency	Project Number	Project	Project Title	Summary of Scope Change	Phase	Current FY	Current Grant
1	OCTA <sup>†</sup>	18-OCTA-TSP-3894 <sup>1,2</sup>	P	Katella Avenue / Villa Park Road / Santiago Canyon Road RTSSP	Modification to equipment due to equipment being installed as part of another project, Caltrans' requirement changes, installation of new equipment at different locations and relocation of equipment within the corridor.	IMP	18/19	\$ 1,476,219
2	San Clemente	16-SCLM-CBT-3840 <sup>3</sup>	V	San Clemente Summer Trolley	Initiate Saturday and Sunday service for the 2024 operating season with an early start of March 16.	O&M	16/17M	\$ 656,293
3	San Juan Capistrano	18-SJCP-CBT-3915 <sup>3</sup>	V	Special Event and Weekend Summer Trolley Service	Removal of Friday June service (June 7, 14, 21 and 28) and replace it with weekend service on May 25, 26 and 27 with continuation on June 1 and 2.	O&M	18/19M	\$ 654,478
<b>Scope Changes (3) - Total Phase Grants</b>								<b>\$ 1,476,219</b>

\*Agencies may request minor scope changes for Comprehensive Transportation Funding Programs projects so long as the agency can demonstrate substantial consistency and attainment of proposed transportation benefits compared to the original project scope as committed to in the project application. No additional funding is being requested to effectuate the recommended modifications.

<sup>†</sup> Project led by OCTA as requested by participating agencies: Anaheim, County of Orange, Cypress, Garden Grove, Los Alamitos, Orange, Stanton, and Villa Park

**Reasons for Project Adjustments**

1. Construction related (design modifications, relocation of equipment, equipment changes)
2. Equipment installed as part of another project
3. Service schedule modification

**Acronyms**

- FY - Fiscal year  
 IMP - Implementation  
 M - Multiple years  
 O&M - Operations and Maintenance  
 RTSSP - Regional Traffic Signal Synchronization Program



**Comprehensive Transportation Funding Programs**  
**March 2024 Semi-Annual Review Adjustment Requests**

<b>Transfer Requests*</b>									
No.	Agency	Project Number	Project	Project Title	Phase	Current FY	Current Grant	Transfer Amount	Proposed Grant
1	OCTA <sup>†</sup>	18-OCTA-TSP-3894 <sup>1</sup>	P	Katella Avenue / Villa Park Road / Santiago Canyon Road RTSSP	IMP	18/19	\$ 1,476,291	\$ (26,690)	\$ 1,449,601
					O&M	21/22	\$ 53,280	\$ 26,690	\$ 79,970
<b>Transfer Requests (1) - Total Project Grants</b>							<b>\$ 1,529,571</b>	<b>\$ -</b>	<b>\$ 1,529,571</b>

\*An implementing agency may request to transfer 100 percent of savings between subsequent phases (or years) within a project. Funds can only be transferred to a phase that has already been awarded competitive funds. Such requests must be made prior to the acceptance of a final report and submitted as part of a semi-annual review process.

<sup>†</sup> Project led by OCTA as requested by participating agencies: Anaheim, County of Orange, Cypress, Garden Grove, Los Alamitos, Orange, Stanton, and Villa Park

**Reasons for Project Adjustments**

1. Project savings

**Acronyms**

- FY - Fiscal year
- IMP - Implementation
- OCTA - Orange County Transportation Authority
- O&M - Operations and Maintenance
- RTSSP - Regional Traffic Signal Synchronization Program

**Comprehensive Transportation Funding Programs**  
**March 2024 Semi-Annual Review Adjustment Requests**

<b>Other: CTFP Requests</b>								
No.	Agency	Project Number	Project	Project Title	Phase	Current Grant	Proposed Allocation	Technical Adjustment
1	OCTA <sup>1</sup>	18-OCTA-TSP-3901 <sup>3</sup>	P	Main Street RTSSP	IMP	\$ 960,481	\$ 1,072,419	\$ 111,938
					O&M	\$ 214,033	\$ 102,095	\$ (111,938)
2	OCTA <sup>2</sup>	18-OCTA-TSP-3905 <sup>4</sup>	P	Los Alisos Boulevard Route Project	IMP	\$ 651,985	\$ 654,327	\$ 2,342
					O&M	\$ 33,482	\$ 31,140	\$ (2,342)

1. Project led by OCTA as requested by participating agencies: Irvine, Orange, Santa Ana, and Caltrans

2. Project led by OCTA as requested by participating agencies: Aliso Viejo, Laguna Hills, Lake Forest, Mission Viejo, and Rancho Santa Margarita

**Reasons for Technical Adjustments**

- 3. Correction to prior March 2022 semi-annual review transfer action, approved by the Board on 7/11/2022.
- 4. Cancellation to prior approved semi-annual review transfer request, approved by the Board on 6/12/2023.

**Acronyms**

- IMP - Implementation
- OCTA - Orange County Transportation Authority
- O&M - Operations and Maintenance
- RTSSP - Regional Traffic Signal Synchronization Program

**Comprehensive Transportation Funding Programs  
March 2024 Semi-Annual Review Adjustment Request Descriptions**

**Delays**

Local agencies may request a one-time delay of up to 24 months to obligate funds. During the March 2024 semi-annual review cycle, the following delay requests were submitted.

The Orange County Transportation Authority (OCTA), as administrative lead for the cities of Irvine, Lake Forest, and Caltrans, is requesting a 24-month delay for the ongoing and maintenance (O&M) phase of the Bake Parkway and Rockfield Boulevard RTSSP Project (22-OCTA-TSP-4022), due to delays in the procurement process.

OCTA, as administrative lead for the County of Orange, the cities of Dana Point, Laguna Niguel, Mission Viejo and Caltrans, is requesting a 24-month delay for the O&M phase of the Crown Valley Parkway Regional Traffic Signal Synchronization Program Project (22-OCTA-TSP-4024), due to delays in the procurement process.

OCTA, as administrative lead for the cities of Dana Point, Laguna Hills, Laguna Niguel and Caltrans, is requesting a 24-month delay for the O&M phase for the Moulton Parkway/Golden Lantern Regional Traffic Signal Synchronization Program Project (22-OCTA-TSP-4025), due to delays in the procurement process.

The City of Santa Ana is requesting a 24-month delay for the construction phases of the projects listed below due to funding delays caused by construction cost increases.

- Bristol Street Improvements Phase IV - Warner Avenue to Saint Andrew Place (23-SNTA-ACE-4043)
- Warner Avenue Improvements - Oak Street to Grand Avenue (23-SNTA-ACE-4044)
- Bristol Street and Memory Lane Intersection Improvements (23-SNTA-ICE-4041)

The City of Yorba Linda is requesting a 24-month delay for the construction phase of the Lakeview Avenue Improvements from Bastanchury Road to Oriente Drive (23-YLND-ACE-4046) project due to delays in the procurement process.

**CTFP Timely-Use of Funds Extensions**

CTFP funds expire 36 months from the contract award date. Local agencies may request an extension(s) of up to 24 months. During this semi-annual review cycle, the following CTFP timely-use of funds extension requests were submitted.

The City of Fullerton is requesting a 24-month timely use of funds extension for the implementation (IMP) and O&M phases of the Harbor Boulevard Corridor (19-FULL-TSP-3936) project due to unforeseen pandemic impacts to traffic data collection and stakeholder coordination.

The City of La Habra is requesting a 24-month timely use of funds extension for the IMP and O&M phases of the Lambert Road Corridor (20-LHAB-TSP-3975) project due to delays caused by the construction of the Lamber Road/SR-57 Freeway improvements.

The City of Orange is requesting a 24-month timely use of funds extension for the IMP phase of the Tustin Avenue - Rose Drive RTSSP (20-ORNG-TSP-3976) project due to unforeseen pandemic impacts, supply chain shortages, administrative staff shortages and project delivery method of design-bid-build.

#### Project X Tier I In-Kind O&M Timely-Use of Funds Extensions

For older Project X Tier I allocations, ongoing O&M for projects was allowed to be pledged as a match in lieu of (or in addition to) a cash match. The O&M implementation time frame has traditionally been set to a maximum of 10 years.

During the semi-annual review, the City of Brea submitted the following in-kind O&M timely-use of funds extension requests to go beyond the ten-year maximum due to unforeseen pandemic impacts, a city cyber-attack and drought conditions. The proposed extension will be indefinite to allow the City of Brea the necessary time to meet their match requirements. Note: as part of this adjustment, Board approval is requested for a waiver to the CTFP guidelines that in-kind O&M match has a maximum of ten-years.

- Citywide Catch Basin Inserts Project 7524 Phase II (12-BREA-ECP-3605)
- Citywide Catch Basin Inserts Project 7524 Phase III (13-BREA-ECP-3683)
- Citywide Catch Basin Inserts Project 7524 Phase IV (14-BREA-ECP-3749)
- Citywide Catch Basin Inserts Project 7524-Phase 5 (15-BREA-ECP-3798)
- Citywide Catch Basin Inserts Project 7524 - Phase 6 (16-BREA-ECP-3846)
- Citywide Catch Basin Inserts Project 7524 - Phase 7 (16-BREA-ECP-3847)
- Citywide Catch Basin Inserts Project 7524 - Phase 8 (16-BREA-ECP-3848)

#### **Local Fair Share (LFS) Timely-Use of Funds Extensions**

Once issued, LFS funds expire three years from the check issuance date. An extension may be granted but is limited to a total of five years from the date of disbursement. For review purposes, OCTA tracks expenditures based on the fiscal year<sup>1</sup> (FY) of receipt. Requests for extensions must be submitted prior to expiration and should be submitted as part of the semi-annual review process prior to the end of the second FY funds were disbursed. Local agencies may request an extension(s) of up to two years for Board consideration; however, OCTA will track Board-approved extensions in FY increments. During this semi-annual review cycle, the following timely-use of funds LFS extension requests were submitted:

The City of La Habra (La Habra) is requesting a two-year timely-use of funds extension of \$1,194,452. The funds being considered for extensions were disbursed in FY 2021-22

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<sup>1</sup> FY means July 1 through June 30. For example, funds received in March 2022, tracked by FY, should be spent by June 30, 2024.

through six separate installments and should be expended by the FY extension deadlines provided in Attachment B. La Habra indicated these funds will be directed towards citywide street rehabilitation improvements.

- \$199,938, from June 2024 to June 2026
- \$198,500, from June 2024 to June 2026
- \$184,441, from June 2024 to June 2026
- \$227,902, from June 2024 to June 2026
- \$175,180, from June 2024 to June 2026
- \$208,491, from June 2024 to June 2026

The City of Lake Forest (Lake Forest) is requesting a two-year timely-use of funds extension of \$1,788,099. The funds being considered for extensions were disbursed in FY 2021-22 through six separate installments and should be expended by the FY extension deadlines provided in Attachment B. Lake Forest indicated these funds will be directed towards citywide street rehabilitation improvements.

- \$299,308, from June 2024 to June 2026
- \$297,155, from June 2024 to June 2026
- \$276,108, from June 2024 to June 2026
- \$341,170, from June 2024 to June 2026
- \$262,246, from June 2024 to June 2026
- \$312,112, from June 2024 to June 2026

The City of Santa Ana (Santa Ana) is requesting a two-year timely-use of funds extension of \$2,652,678. The funds being considered for extensions were disbursed in FY 2021-22 through three separate installments and should be expended by the FY extension deadlines provided in Attachment B. Santa Ana indicated these funds will be directed towards city street bike lane improvements.

- \$596,101, from June 2024 to June 2026
- \$1,162,785, from June 2024 to June 2026
- \$893,792, from June 2024 to June 2026

The City of Seal Beach (Seal Beach) is requesting a two-year timely-use of funds extension of \$497,269. The funds being considered for extensions were disbursed in FY 2021-22 through six separate installments and should be expended by the FY extension deadlines provided in Attachment B. Seal Beach indicated these funds will be directed towards city street bike lane improvements.

- \$71,349, from June 2024 to June 2026
- \$86,370, from June 2024 to June 2026
- \$85,749, from June 2024 to June 2026
- \$79,675, from June 2024 to June 2026
- \$98,450, from June 2024 to June 2026
- \$75,675, from June 2024 to June 2026

The City of Yorba Linda (Yorba Linda) is requesting a two-year timely-use of funds extension of \$1,347,640. The funds being considered for extension were disbursed in FY 2021-22 through six separate installments and should be expended by the FY extension tracking deadlines provided in Attachment B. Yorba Linda has indicated these funds will be directed towards traffic signal improvements and citywide street rehabilitation improvements.

- \$225,580, from June 2024 to June 2026
- \$223,957, from June 2024 to June 2026
- \$208,095, from June 2024 to June 2026
- \$257,131, from June 2024 to June 2026
- \$197,647, from June 2024 to June 2026
- \$235,230, from June 2024 to June 2026

### **Senior Mobility Program (SMP) Timely-Use of Funds Extensions**

Once issued, SMP funds expire 36 months from the check issuance date. Local agencies may request an extension(s) of up to 24 months. During this semi-annual review cycle, the following timely-use of funds SMP extension requests were submitted:

The City of Aliso Viejo (Aliso Viejo) is requesting a 24-month timely-use of funds extension for \$27,986. The funds being considered for extension were disbursed in FY 2021-22 as five separate installments and should be expended by the FY extension deadline provided in Attachment B.

- \$5,586, from June 2024 to June 2026
- \$5,190, from June 2024 to June 2026
- \$6,413, from June 2024 to June 2026
- \$4,930, from June 2024 to June 2026
- \$5,867, from June 2024 to June 2026

The City of Anaheim (Anaheim) is requesting a 24-month timely-use of funds extension for \$350,424. The funds being considered for extensions were disbursed in FY 2021-22 through six separate installments and should be expended by the FY extension deadlines provided in Attachment B.

- \$39,761, from June 2024 to June 2026
- \$60,939, from June 2024 to June 2026
- \$60,501, from June 2024 to June 2026
- \$56,215, from June 2024 to June 2026
- \$69,462, from June 2024 to June 2026
- \$63,546, from June 2024 to June 2026

The City of Dana Point (Dana Point) is requesting a 24-month timely-use of funds extension for \$66,523. The funds being considered for extension were disbursed in FY

2021-22 as six separate installments and should be expended by the FY extension deadline provided in Attachment B.

- \$11,135, from June 2024 to June 2026
- \$11,055, from June 2024 to June 2026
- \$10,272, from June 2024 to June 2026
- \$12,693, from June 2024 to June 2026
- \$9,756, from June 2024 to June 2026
- \$11,612, from June 2024 to June 2026

The City of Garden Grove (Garden Grove) is requesting a 24-month timely-use of funds extension for \$238,643. The funds being considered for extension were disbursed in FY 2021-22 as six separate installments and should be expended by the FY extension deadline provided in Attachment B.

- \$28,542, from June 2024 to June 2026
- \$35,168, from June 2024 to June 2026
- \$34,916, from June 2024 to June 2026
- \$32,443, from June 2024 to June 2026
- \$40,087, from June 2024 to June 2026
- \$30,814, from June 2024 to June 2026
- \$36,673, from June 2024 to June 2026

The City of Laguna Niguel (Laguna Niguel) is requesting a 24-month timely-use of funds extension for \$67,151. The funds being considered for extension were disbursed in FY 2020-21 as five separate installments and should be expended by the FY extension deadline provided in Attachment B.

- \$13,087, from June 2023 to June 2025
- \$15,505, from June 2023 to June 2025
- \$11,393, from June 2023 to June 2025
- \$13,973, from June 2023 to June 2025
- \$13,193, from June 2023 to June 2025

The City of Laguna Niguel (Laguna Niguel) is requesting a 24-month timely-use of funds extension for \$95,802. The funds being considered for extension were disbursed in FY 2021-22 as six separate installments and should be expended by the FY extension deadline provided in Attachment B.

- \$13,538, from June 2024 to June 2026
- \$16,682, from June 2024 to June 2026
- \$16,562, from June 2024 to June 2026
- \$15,389, from June 2024 to June 2026
- \$19,015, from June 2024 to June 2026
- \$14,616, from June 2024 to June 2026

The City of Lake Forest (Lake Forest) is requesting a 24-month timely-use of funds extension for \$90,243. The funds being considered for extensions were disbursed in FY 2021-22 through six separate installments and should be expended by the FY extension deadlines provided in Attachment B.

- \$15,106, from June 2024 to June 2026
- \$14,997, from June 2024 to June 2026
- \$13,935, from June 2024 to June 2026
- \$17,218, from June 2024 to June 2026
- \$13,235, from June 2024 to June 2026
- \$15,752, from June 2024 to June 2026

The City of Mission Viejo (Mission Viejo) is requesting a 24-month timely-use of funds extension for \$156,249. The funds being considered for extensions were disbursed in FY 2021-22 through six separate installments and should be expended by the FY extension deadlines provided in Attachment B.

- \$26,154, from June 2024 to June 2026
- \$25,966, from June 2024 to June 2026
- \$24,127, from June 2024 to June 2026
- \$29,812, from June 2024 to June 2026
- \$22,916, from June 2024 to June 2026
- \$27,273, from June 2024 to June 2026

The City of Orange (Orange) is requesting a 24-month timely-use of funds extension for \$168,896. The funds being considered for extension were disbursed in FY 2021-22 as six separate installments and should be expended by the FY extension deadline provided in Attachment B.

- \$28,271, from June 2024 to June 2026
- \$28,068, from June 2024 to June 2026
- \$26,080, from June 2024 to June 2026
- \$32,225, from June 2024 to June 2026
- \$24,771, from June 2024 to June 2026
- \$29,481, from June 2024 to June 2026

The City of San Clemente (San Clemente) is requesting a 24-month timely-use of funds extension for \$97,309. The funds being considered for extension were disbursed in FY 2021-22 as six separate installments and should be expended by the FY extension deadline provided in Attachment B.

- \$16,288, from June 2024 to June 2026
- \$16,171, from June 2024 to June 2026
- \$15,026, from June 2024 to June 2026
- \$18,567, from June 2024 to June 2026
- \$14,272, from June 2024 to June 2026
- \$16,985, from June 2024 to June 2026



The City of Santa Ana (Santa Ana) is requesting a 24-month timely-use of funds extension for \$294,232. The funds being considered for extension were disbursed in FY 2021-22 as seven separate installments and should be expended by the FY extension deadline provided in Attachment B.

- \$35,190, from June 2024 to June 2026
- \$43,361, from June 2024 to June 2026
- \$43,049, from June 2024 to June 2026
- \$40,000, from June 2024 to June 2026
- \$49,425, from June 2024 to June 2026
- \$37,992, from June 2024 to June 2026
- \$45,216, from June 2024 to June 2026

The City of Stanton (Stanton) is requesting a 24-month timely-use of funds extension for \$28,876. The funds being considered for extensions were disbursed in FY 2021-22 through four separate installments and should be expended by the FY extension deadlines provided in Attachment B.

- \$6,691, from June 2024 to June 2026
- \$8,267, from June 2024 to June 2026
- \$6,355, from June 2024 to June 2026
- \$7,563, from June 2024 to June 2026

The City of Villa Park (Villa Park) is requesting a 24-month timely-use of funds extension for \$14,851. The funds being considered for extensions were disbursed in FY 2021-22 through six separate installments and should be expended by the FY extension deadlines provided in Attachment B.

- \$2,486, from June 2024 to June 2026
- \$2,468, from June 2024 to June 2026
- \$2,293, from June 2024 to June 2026
- \$2,834, from June 2024 to June 2026
- \$2,178, from June 2024 to June 2026
- \$2,592, from June 2024 to June 2026

### **Scope Changes**

Agencies may request minor scope changes for CTFP projects if they can assure that project benefits as committed to in the initial application can still be delivered. During this semi-annual review cycle, the following scope change requests were submitted.

OCTA, as administrative lead for the County of Orange and the cities of Anaheim, Cypress, Garden Grove, Los Alamitos, Orange, Stanton, and Villa Park, is requesting a scope change for the Katella Avenue / Villa Park Road / Santiago Canyon Road RTSSP (18-OCTA-TSP-3894) project. The scope change includes equipment modification for equipment which was installed as part of another project, equipment which is no longer

needed due to Caltrans' requirement changes, and modification to the equipment location.

Installation of new equipment was determined to be unnecessary due to equipment being installed as part of another project at the following locations: Main Street, Struck Avenue, West Street/Disneyland Way, Stadium Promenade, Walnut Street, Convention Center, Clementine Street, Haster Street, Lewis Street, State College, Stadium Promenade and Shaffer Street.

Installation of new equipment was determined to be unnecessary due to Caltrans requirement changes at the following locations: Cottonwood Way, all City of Anaheim locations, Los Alamitos City Hall and Winner's Circle.

With the project savings from removal of the mentioned items, installation of additional new equipment at the following locations: Civic Center to Cottonwood Way, Walnut Street/Wallingsford Road, Los Alamitos Boulevard, Cherry Street, Kaylor Street, Bloomfield Street, Noel Street, Lexington Drive, Winner Circle, Brookhurst Street to Convention Center, Haster Street, Center Drive, Lemon Street, Lexington, Nutwood Street, Tiara, Walnut Street, Clementine, Howell Avenue and City of Anaheim locations is being installed to enhance signal synchronization and operations.

Relocation of the equipment due to improvements no longer being needed at the original locations but were needed in other locations along the project corridor at the following locations: Brookhurst Street, Euclid Street, West Street/Disneyland, Harbor Boulevard, State College Boulevard, Stadium Crossing to Nutwood, Tiara, Ninth Street, Walnut Street, Convention Center, Market/Auburn Way, Clementine Street to Harbor Boulevard and State College Boulevard to Douglass Road.

The City of San Clemente (San Clemente) is requesting a scope change to the O&M phase of the San Clemente Summer Trolley (16-SCLM-CBT-3840) in order to provide Friday and Saturday service outside of the original operating window specified in San Clemente's grant application. San Clemente is requesting to initiate weekend services approximately ten weeks earlier, beginning March 16<sup>th</sup>, for the summer operating season due to high ridership.

The City of San Juan Capistrano is requesting a scope change for the Special Event and Weekend Summer Trolley Service (18-SJCP-CBT-3915) project. The scope change includes the removal of their Friday service in June (June 7, 14, 21 and 28) due to low ridership. Instead, the service will start on the weekend of May 25<sup>th</sup> through Labor Day and continue June 1<sup>st</sup> and 2<sup>nd</sup>.

### **Transfers**

The CTFP guidelines allow agencies to request to transfer up to 100 percent of savings of funds between subsequent phases or years within a project. Funds can only be transferred to a phase or year that has already been awarded competitive funds. Such requests must be made prior to the acceptance of a final report and submitted as

part of the semi-annual review process. During this review cycle, the following transfer requests were submitted due to the need to utilize project savings. Installation of new equipment

OCTA, as administrative lead for the County of Orange and the cities of Anaheim, Cypress, Garden Grove, Los Alamitos, Orange, Stanton, and Villa Park, is requesting a transfer for the Katella Avenue / Villa Park Road / Santiago Canyon Road RTSSP (18-OCTA-TSP-3894) project. The request is to transfer project savings of \$26,690 from the IMP phase to the O&M phase.

### **Other**

OCTA, as administrative lead for the cities of Irvine, Orange, Santa Ana and Caltrans, is requesting approval of technical correction in order to clarify final phase allocations in order to complete the project closeout process for the project listed below. The technical correction is due to overestimate of the Senate Bill (SB1) Local Partnership Program (LPP) funds.

- Main Street RTSSP (18-OCTA-TSP-3901)
  - IMP increase by \$111,938; Final Allocation: \$1,072,419
  - O&M reduced by \$111,938; Final Allocation: \$102,095

OCTA, as administrative lead for the cities of Aliso Viejo, Laguna Hills, Lake Forest, Mission Viejo, and Rancho Santa Margarita, is requesting approval of technical correction in order to clarify final phase allocations in order to complete the project closeout process for the project listed below. The technical correction is due to an overestimate of the Senate SB1 LPP funds.

- Los Alisos Boulevard Route Project (18-OCTA-TSP-3905)
  - IMP increase by \$2,342; Final Allocation: \$654,327
  - O&M reduced by \$2,342; Final Allocation: \$31,140



# AGENDA

*Technical Advisory Committee*

*Item #3*

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## **Orange County E-bike Safety Study**

# Orange County E-bike Safety Study



Presenter: Peter Sotherland, OCTA  
Zully Villegas, OCTA  
Malia Schilling, Toole Design  
Trevor Lien, Toole Design

# Overview

Background and Introduction

Framing the conversation

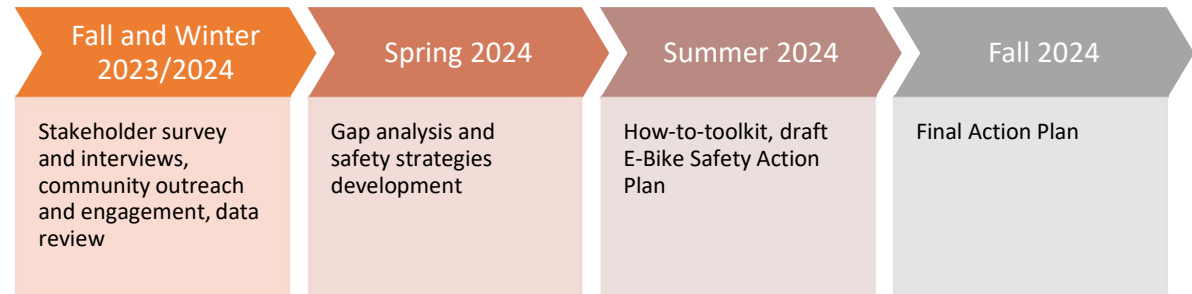
What we're discovering

What's being done

A look forward

# Orange County E-bike Safety Study

- **Analyze gaps** in existing e-bike safety resources and strategies
- **Engage the community** and provide e-bike safety education
- **Provide recommendations** to facilitate the use of e-bikes as a safe and reliable form of transportation in Orange County



# Framing the conversation

Substantial increase in e-bike use

Teens are the early adopters

- Replacing short auto trips by parents
- Teenage behavior vs. e-bike behavior

Growth in commuter and leisure use

- Access to destinations as range and reliability increases
- Added mobility for aging population

E-bikes are here to stay

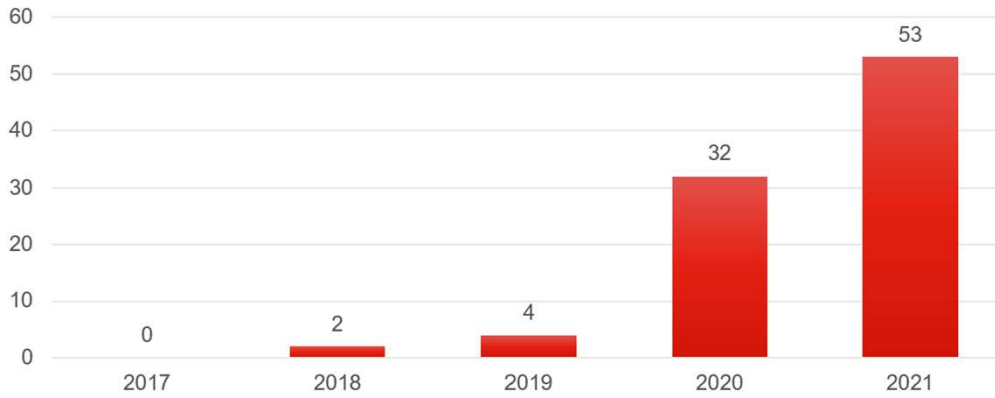
- Technology improvements
- Falling price
- Incentive programs





# What we're discovering: local trends

**Crashes Resulted in Towed E-bikes**

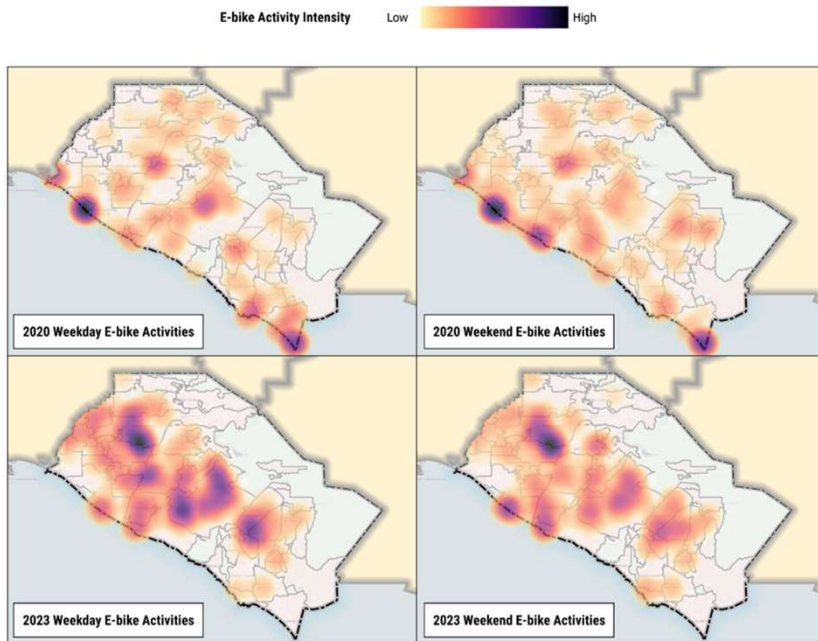


Orange County Crashes Resulted in Towed E-bikes by CHP 2017-2021

Year	Growth in E-bike Trauma Patients	Age Groups		
		Growth in patients 17 and under	Growth in patients 18-54	Growth in patients 55 and above
2020-2021	211%	450%	154%	177%
2021-2022	104%	134%	121%	28%

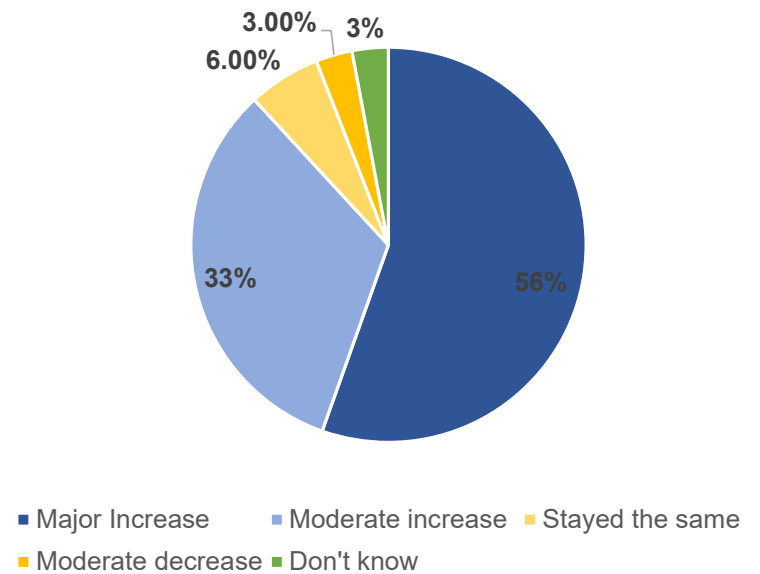
Growth in E-bike Trauma Patients by Age Groups (Providence Mission Hospital)

# What we're discovering: local trends



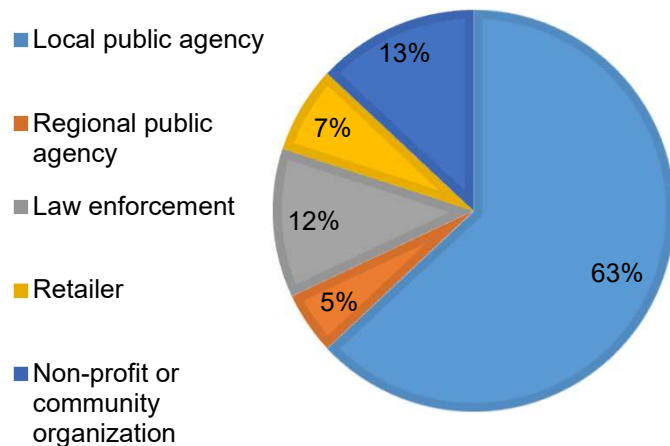
E-bike Volumes in 2020 and 2023 (Data Source: OCTA)

How has e-bike usage in your city/region changed over the last year?

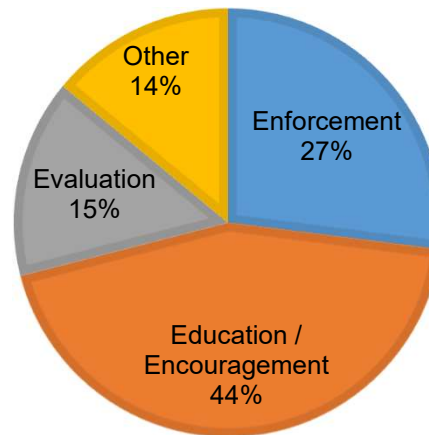


# What we're discovering: survey responses

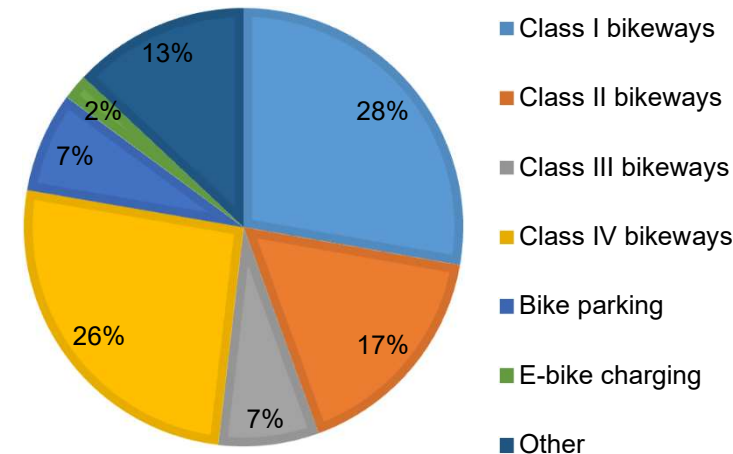
## SURVEY RESPONDENTS



## WHAT RESOURCES ARE MOST NEEDED?



## INFRASTRUCTURE NEEDS



# What we're discovering: interviews

## Schools

- Additional resources
- Parent participation
- In need of relatable role models

## Cities/enforcement

- Education resources
- Consistent, connected infrastructure
- Better data

## Retailers

- Generational shift in attitude towards bicycles
- Open to innovation

## Hospitals

- Data/reporting standardization
- Point of sale education

# What's being done

Education

Enforcement

Outreach, Engagement, and  
Coordination

Legislative



# What's being done: education

## Types

- In person
- Virtual

## Locations

- Schools
- General public
- Online

## Focus

- Safety
- E-bike basics
- Bike handling skills
- Rules of the road
- Being courteous



Introduction E-Bike Safety and Use

### CONSIDERATE + COURTEOUS RIDING



Where you're riding

- Laws differ from city to city, be familiar with your area
- Intersections are dangerous, proceed with caution
- Keep e-bikes fun and useful by riding safely



# What's being done: enforcement

## MANDATORY E-VEHICLE SAFETY & REGISTRATION PROGRAM



### Permitting

- Educate & permit at schools
- Soft enforcement
- Impounding and parent engagement

### Role of enforcement agencies

# What's being done: spotlight

## City of Costa Mesa

- Phase I – Develop education curriculum
- Phase II – Develop training materials for classes
- Phase III – Conduct bicycle safety education classes at 20 schools

## Ensign Intermediate

- 1000 students
- 700-800 bicycles
- Pre to post pandemic nearly 100% changeover to e-bikes
- Education/permitting



Delivering Bike Education to Kids and Parents  
(Photo credit: Walk 'n Rollers)



# What's being done: outreach/engagement

## Print

- Door/bike hangers
- Post cards
- Stickers

## Videos

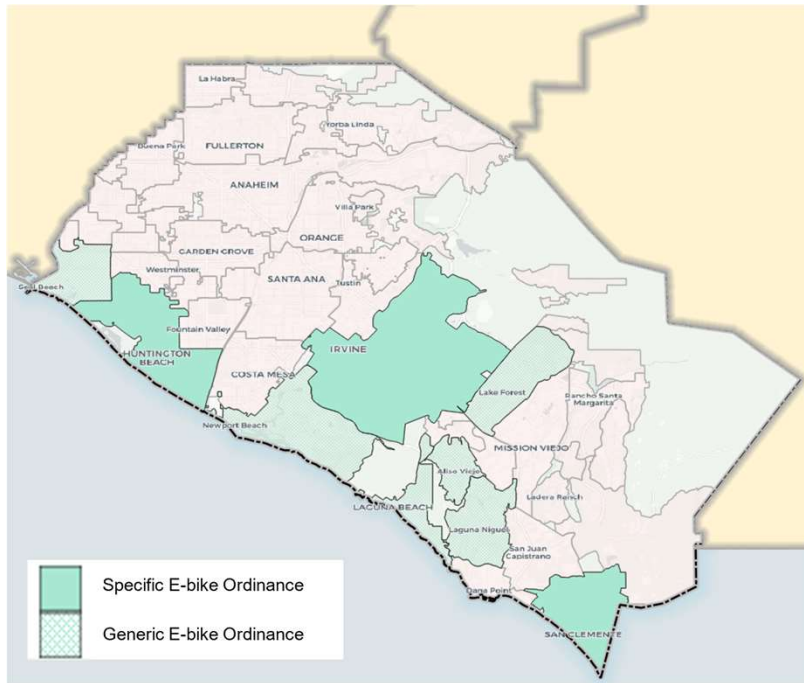
- Targeting youth and adults
- Safety combine with humor (can't take ourselves too seriously)

## Coordination

- Quarterly e-bike meetings
- Website



# What's being done: ordinances and legislation



Orange County Cities with specific and generic e-bike ordinances (2023)

## California legislative themes

- Licensing requirements & age restrictions
- E-bike safety training
- E-bike storage (batteries)
- E-bike class restrictions
- Modified e-bikes
- Retailer responsibility

# What should be done: strategy development

## Data Collection and Evaluation

- We need the denominator
- Collision
- Counts

## Educational Resources and Programming

- Drivers
- Riders
- Manner of delivery

## Partnership and Collaboration

- Cities
- Schools
- Hospitals
- Enforcement
- Retailers

# Looking forward: key takeaways

## Low hanging fruit

- Coordination: early and consistently

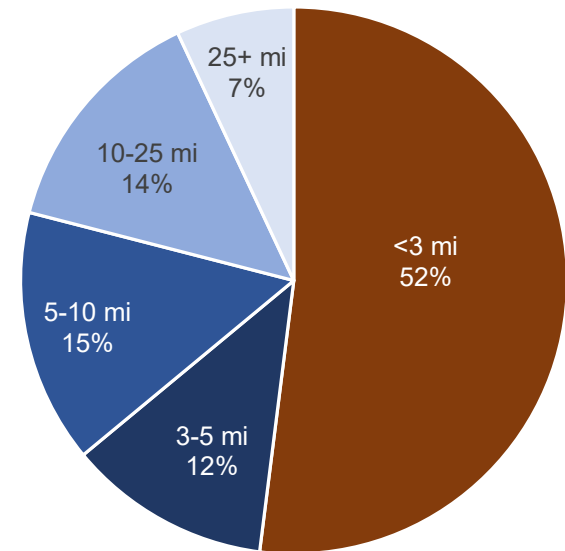
## High impact

- Quality data
- Comprehensive education approach
- Effective messaging
- Role of enforcement

## Big picture

- Equity
- Role in active transportation/planning
- Regulation
- Generational attitudes

Nationwide Trips by Distance





Thank you!



# Correspondence



# AGENDA

*Technical Advisory Committee*

*Item #4*

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## **Item 4, Attachment A: OCTA Board Items of Interest**

- **Monday, April 8, 2024**

*Item #5: Discretionary Grants Update*

*Item #12: 2028 Olympic Transportation Planning*



# AGENDA

*Technical Advisory Committee*

*Item #4*

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## **Item 4, Attachment B: Announcements by Email**

- 2024 EMSD Guidelines Development Workshop on April 17, 2024, *sent 4/4/2024*
- April 10, 2024 OCTA Technical Steering Committee Meeting Cancellation Notice, *sent 4/5/2024*
- 2024 OCTA Pavement Management Training, *sent 4/5/2024*





# AGENDA

*Technical Advisory Committee*

*Item #6*

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## **Regional Capacity Program Future Funding Needs**

## Potential Demand for Future M2 Competitive Programs

2023 CIP Local Agency Submissions  
Unfunded Projects from FY 2023-24 through FY 2029-30

### 2023 CIP - Unfunded/Unknown Funding Source Totals by Type of Project Improvement:

Improvement Type	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	CIP Total
Aesthetics	\$ 0.5	\$ 0.5	\$ 1.0	\$ 2.4	\$ 3.0	\$ 4.1	\$ 0.5	\$ 11.9
Bikeway	\$ 5.2	\$ 10.9	\$ 10.0	\$ 7.7	\$ 23.8	\$ 17.1	\$ 4.0	\$ 78.7
Bus stops					\$ 0.0	\$ 0.3		\$ 0.3
Environmental Cleanup	\$ 2.3	\$ 0.7	\$ 0.7	\$ 2.0	\$ 27.5	\$ 5.8	\$ 0.2	\$ 39.0
Infrastructure			\$ 75.0					\$ 75.0
Interchange		\$ 5.8	\$ 3.0	\$ 8.6	\$ 0.2	\$ 2.1		\$ 19.7
Intersection	\$ 6.8	\$ 6.9	\$ 8.6	\$ 11.0	\$ 10.1	\$ 24.5		\$ 67.8
New Facility/Extension	\$ 1.9	\$ 4.9	\$ 1.0	\$ 10.8	\$ 1.0	\$ 10.0	\$ 40.0	\$ 69.7
New Facility/Grade				\$ 16.5	\$ 56.5		\$ 229.0	\$ 302.0
Pedestrian	\$ 8.0	\$ 80.1	\$ 1.6	\$ 8.1		\$ 7.0		\$ 104.9
Road Maintenance		\$ 0.3	\$ 14.6	\$ 24.6	\$ 10.9	\$ 23.3	\$ 3.8	\$ 77.6
Road Widening	\$ 0.4	\$ 4.5	\$ 8.5	\$ 41.5	\$ 1.4	\$ 51.7	\$ 8.4	\$ 116.4
Safety	\$ -	\$ 0.7	\$ 0.7	\$ 1.0	\$ 2.1	\$ 0.1	\$ 0.0	\$ 4.5
Safety/Traffic Calming	\$ 1.4					\$ 2.2		\$ 3.6
Signals	\$ 0.3	\$ 0.3	\$ 0.6	\$ 1.4	\$ 0.9	\$ 0.5	\$ 0.5	\$ 4.4
Transportation Demand Management		\$ 0.5	\$ 0.3					\$ 0.8
Transit		\$ 3.0	\$ 2.0					\$ 5.0
<b>CIP Total</b>	<b>\$ 26.7</b>	<b>\$ 119.1</b>	<b>\$ 127.5</b>	<b>\$ 135.4</b>	<b>\$ 137.5</b>	<b>\$ 148.6</b>	<b>\$ 286.3</b>	<b>\$ 981.2</b>

**Notes:**

- Amounts are in millions
- Improvement cost stated by local agency in 2023 CIP submitted as part of M2 eligibility process
- Portion of project funding identified by local agency as unfunded or unknown
- Cost includes local match responsibility
- Does not include projects from the 2024 RCP call for projects

**Potential RCP Projects:**

ACE	\$	488.0
ICE	\$	67.8
FAST	\$	19.7
<b>Total Unfunded RCP</b>	<b>\$</b>	<b>575.5</b>

### 2023 CIP - Potential RCP Projects:

RCP Improvement Type	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total
Interchange		\$ 5.8	\$ 3.0	\$ 8.6	\$ 0.2	\$ 2.1		\$ 19.7
Intersection	\$ 6.8	\$ 6.9	\$ 8.6	\$ 11.0	\$ 10.1	\$ 24.5		\$ 67.8
New Facility/Extension	\$ 1.9	\$ 4.9	\$ 1.0	\$ 10.8	\$ 1.0	\$ 10.0	\$ 40.0	\$ 69.7
New Facility/Grade				\$ 16.5	\$ 56.5		\$ 229.0	\$ 302.0
Road Widening	\$ 0.4	\$ 4.5	\$ 8.5	\$ 41.5	\$ 1.4	\$ 51.7	\$ 8.4	\$ 116.4
<b>CIP - Unfunded RCP Projects Total</b>	<b>\$ 9.1</b>	<b>\$ 22.2</b>	<b>\$ 21.0</b>	<b>\$ 88.4</b>	<b>\$ 69.2</b>	<b>\$ 88.3</b>	<b>\$ 277.4</b>	<b>\$ 575.5</b>

## Potential Demand for Future M2 Competitive Programs

*RCP Calls for Projects Local Agency Applications  
Future Phases from FY 2023-24 through FY 2029-30*

### RCP Calls for Projects - Future Phases of M2-Funded Planning/Engineering Grants:

Call	CTFP Project	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total
2022	Lincoln Avenue/Harbor Boulevard	\$ 0.5				\$ 1.0			\$ 1.5
2022	SR-90 at SR-57 SB On-Ramp		\$ 0.6				\$ 4.5		\$ 5.1
2021	Los Patrones Parkway Extension	\$ 10.0	\$ 5.0				\$ 237.0		\$ 252.0
2024*	Stonehill Drive			\$ 1.9					\$ 1.9
2016	Jamboree Ave (600' n/o Main to Barranca)	\$ 6.7				\$ 11.5			\$ 18.2
2016	La Palma Avenue/Del Amo Boulevard over Coyote Creek				\$ 19.4				\$ 19.4
2020	West Coast Highway at Superior Avenue (Phase 2)		\$ 0.5				\$ 5.0		\$ 5.5
2021	Canon Street (Santiago Canyon Road to Serrano)				\$ 6.3				\$ 6.3
2020	Ortega Highway					\$ 30.5			\$ 30.5
2024*	Dyer Road (SR-55 to Pullman)			\$ 15.3	\$ 18.0				\$ 33.3
2022	Fairview Street (Monte Carlo to Trask)	\$ 3.4				\$ 6.2			\$ 9.6
2023	Lakeview Avenue (Lemon Drive to Oriente Drive)		\$ 1.3	\$ 1.1					\$ 2.4
<b>RCP Calls - Future Phases Total</b>		<b>\$ 20.6</b>	<b>\$ 7.5</b>	<b>\$ 18.3</b>	<b>\$ 43.7</b>	<b>\$ 49.2</b>	<b>\$ 246.5</b>	<b>\$ -</b>	<b>\$ 385.7</b>

**Notes:**

- Amounts are in millions
- Cost includes local match responsibility
- Costs are not escalated
- Project phase cost stated by local agency in call application awarded planning and/or engineering RCP funds
- Reflects unfunded future call phases necessary to delivery project through construction
- Projects not included in 2023 CIPs
- \*Assumes 2024 RCP call projects are approved by the Board on May 13, 2024

### Potential Demand for Future M2 RCP Projects

<i>(amounts are in millions)</i>	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total
CIP Unfunded RCP Improvements	\$ 9.1	\$ 22.2	\$ 21.0	\$ 88.4	\$ 69.2	\$ 88.3	\$ 277.4	\$ 575.5
RCP Calls Future Project Phases	\$ 20.6	\$ 7.5	\$ 18.3	\$ 43.7	\$ 49.2	\$ 246.5	\$ -	\$ 385.7
<b>Total Potential Future RCP Projects</b>	<b>\$ 29.7</b>	<b>\$ 29.6</b>	<b>\$ 39.3</b>	<b>\$ 132.0</b>	<b>\$ 118.4</b>	<b>\$ 334.8</b>	<b>\$ 277.4</b>	<b>\$ 961.2</b>
<b>Potential Future RCP Funding Need<sup>†</sup></b>	<b>\$ 22.2</b>	<b>\$ 22.2</b>	<b>\$ 29.5</b>	<b>\$ 99.0</b>	<b>\$ 88.8</b>	<b>\$ 251.1</b>	<b>\$ 208.0</b>	<b>\$ 720.9</b>

<sup>†</sup>Assumes maximum 75% OCTA match