

Kiana Valentine

From: Kiana Valentine
Sent: Tuesday, February 27, 2018 11:45 AM
To: Kiana Valentine
Cc: Chris Lee; Merrin Gerety
Subject: SB 1 Implementation Update: Updated SCO Guidelines, CTC LSR Guidelines Update, FY 2018-19 LSR Project List Schedule & More
Attachments: Program Schedule and Draft Updates to the 2018 Local Streets and Roads Reporting Guidelines; Yes on 69 ONLY Sample Local Gov Resolution (CSAC) rev 02 26 18.docx; Yes on Prop 69 Oppose SB 1 repeal Sample Local Gov Resolution (CSAC) rev....docx; Contra Costa SB 1 Project.jpg; Contra Costa Sign.jpg; Kern Co Sign.jpg; Yolo County Sign.jpg; SB 1 Q&A for Local Agency (Final).docx

To: County Public Works Directors
CEAC Transportation Policy Committee
County Legislative Coordinators

From: Kiana Valentine, CSAC Senior Legislative Representative
Chris Lee, CSAC Associate Legislative Representative

Re: SB 1 Implementation Update: Updated SCO Guidelines, CTC LSR Guidelines Update, FY 2018-19 LSR Project List Schedule & More

We're writing to provide the following updates on SB 1 implementation activities:

- **SCO Releases Updated Guidelines for the Expenditure of Gas Tax Revenue.** The State Controller's Office (SCO) released updated guidelines for the expenditure of gas tax revenues, now including SB 1's Road Maintenance and Rehabilitation Account (RMRA) in addition to Highway User Tax Account (HUTA). You can download a copy of the updated document at: https://www.sco.ca.gov/Files-AUD/gas_tax_guidelines_jan2018.pdf. The substantive additions begin on Page 20 of the document where the SCO addresses RMRA expenditures in a new appendix. Generally, the updated guidelines are consistent with CSAC staff's previous analysis regarding eligible uses for RMRA funds – that while eligibility is broad and consistent with existing HUTA eligibility, SB 1's focus is on basic road maintenance, rehabilitation, and safety projects.
- **CTC Updating SB 1 Local Streets and Roads Reporting Guidelines – Comments Due Friday, March 1st.** The CTC is the process of updating the SB 1 Local Streets and Roads Reporting Guidelines for FY 2018-19 (see attached email from CTC staff). The most substantive change is to the proposed schedule for the adoption of local project lists and transmission to the CTC to establish eligibility for annual SB 1 RMRA revenues. CSAC staff believe the proposed schedule provides counties sufficient time to develop and adopt local projects lists but welcome feedback from individual counties.
 - ➔ It is important to remember that annual SB 1 local project lists no longer need to be adopted as part of the county budget. AB 135 (CSAC-League sponsored SB 1 clean-up legislation) only requires counties to adopt project lists by resolution at a regularly scheduled public meeting and must include the four statutorily required project list elements – project description, location, estimated date of project completion, and estimated useful life.

- **FY 2018-19 SB 1 Local Streets and Roads Project List Due May 1, 2018.** Assuming the CTC adopts revised SB 1 LSR Reporting Guidelines without significant changes, counties should likely already be working on their FY 2018-19 project lists. Project lists will be due to the CTC by May 1, 2018 to establish eligibility for RMRA funding in FY 2018-19.
- **Local Project List Tool Kit.** CSAC and the League are working on updating the local project list adoption tool kit. You can anticipate receiving an updated sample resolution, press release and social media posts. You can find copies of the FY 2017-18 project list adoption tool kit and the individual local project toolkit on CSAC's SB 1 webpage: <http://www.counties.org/sb-1-road-repair-and-accountability-act-2017>.
- **FY 2017-18 SB 1 Local Streets and Roads Annual Expenditure Report Due October 1, 2018.** SB 1 requires counties to submit annual reports to the CTC related to expenditure of RMRA funds. The first expenditure report will be due to the CTC on October 1, 2018 and CSAC staff anticipates this to be the deadline on an annual basis consistent with a number of other local government expenditure report deadlines such as the SCO's annual streets and roads report. SB 1 requires a county to submit documentation that includes a description and location of each completed project, the amount of funds expended on the project, the completion date, and the estimated useful life of the improvement.
- **Online Project List Submittal and Reporting Tool.** The CTC is developing an online intake tool for submittal of local expenditure reports and projects lists. The CTC reports that the scope of project information that will be requested through the online tool will be the same as what was provided on the Excel spreadsheet for the initial FY 17-18 project list submittal. The hope is that the online tool will be a more efficient mechanism to submit and manage project information. The project list submittal tool will be launched in March and statewide trainings will be conducted through April in partnership with CSAC and the League of California Cities. Please stay tuned for more information including upcoming training opportunities.
- **SB 1 Signage.** Where feasible and cost-effective, counties are encouraged to post signage to demonstrate to the public that RMRA funds are being put to work. A number of counties are already developing signage and have taken a few different approaches including identifying the project as being funded by "your gas tax dollars at work" and/or "being made possible by SB 1". Some jurisdictions have indicated they will put semi-permanent signage up for larger projects while others are exploring magnetic signs that can travel with maintenance crews as they are out in your community. Please feel free to share your signage strategy with CSAC staff so we can develop a repository of SB 1 related educational activities. Attached are three examples we already have on hand.
- **SB 1 Frequently Asked Questions.** CSAC has developed a Frequently Asked Questions document that counties might find useful when talking to the public and media about SB 1. While CSAC staff always recommends checking in with your county counsel regarding activities related to a ballot initiatives, we believe this document is purely informational and can be used to educate your constituencies on what SB 1 does and does not do.
- **Ballot Measures and Public Agencies.** The Institute for Local Government (ILG) has developed guidelines regarding local agencies, their officials, and the role they may play in the initiative and referendum process. The attached document can also be downloaded from the [ILG website](#). The purpose of this guide is to provide guidance that represents the Institute's best judgment, based on the law, on how to avoid stepping over the line that divides lawful from unlawful conduct.

- **Join Coalition to Support Prop 69 and Oppose SB 1 Repeal.** Counties are encouraged to take individual positions in support of Prop 69 and in opposition to the SB 1 repeal effort. A county can do so by visiting the [Coalition to Protect Local Transportation Improvements' webpage](#) (formerly the Fix Our Roads Coalition). While not necessary to take a position on either initiative, we've provided sample resolutions that counties can use should they want to take action on Prop 69 and/or the SB 1 repeal effort by resolution (this version has been updated since CSAC's email on February 8th). County staff are encouraged to email a copy of adopted resolutions to Kiana Valentine at kvalentine@counties.org and Kyle Griffith of the Coalition to Protect Local Transportation Improvements campaign at kgriffith@bcfpublicaffairs.com.

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