

2001/2002 AIRSPACE AND EXCESS LAND BUSINESS PLANS

STRATEGIC PLAN: Be good stewards of the public's resources and transportation investments.

AIRSPACE FOCUS

- Maximize public and private use of right of way in concert with community needs, and good land use planning.
- Maximize the utilization of property held for a transportation purpose, in compliance with Department goals and objectives.
- Facilitate the use of Airspace to provide traffic congestion relief opportunities.

EXCESS LAND FOCUS

- Optimize the net return from the sales of surplus properties, in compliance with Department goals and objectives.
- Reduce the inventory of surplus properties and return them to private ownership.
- Manage the inventory system to optimize data reliability.

ORGANIZATIONAL STRUCTURE

- The Airspace and Excess Land functions are managed by Region/District offices and Headquarters Right of Way in Sacramento.
- Active Airspace programs exist in four of the twelve Districts within the State, and limited programs in four additional Districts. Each Region/District has an Excess Land Program and has appointed an Excess Land Manager.
- The Airspace Advisory Committee (AAC) and the California Transportation Commission (CTC) assist the Department in administering these programs by advising on policy issues, reviewing and approving selected transactions, and providing guidance at the Department's request.

The role of the AAC is to:

- a. Review and evaluate proposed directly negotiated airspace leases with private parties. Proposed leases will be reviewed at two stages: approval to directly negotiate, and recommendation to the CTC for approval of terms and conditions.
- b. Review and evaluate sales of excess land parcels having a value of \$1 million or more.
- c. Review and evaluate changes to the Telecommunications Licensing component of the Airspace Program.
- d. Recommend action to the CTC.
- e. Monitor and evaluate the Airspace Program.
- f. Provide overall review and advice from the private enterprise perspective.
- g. Be proactive on discriminatory zoning.

The role of the CTC is to:

- a. Act upon directly negotiated airspace leases with private parties recommended by the AAC.
- b. Review and approve non-delegated excess land transactions.
- c. Review and approve changes to the Telecommunications Licensing component of the Airspace Program.
- d. Be proactive on discriminatory zoning.

AIRSPACE BUSINESS PLAN
Fiscal Year 2001/02

2001/02 STRATEGIES:

- . Obtain operation efficiencies through improved processes.
- . Fully implement the new process for leasing property to public entities for mass transit facilities.
- . Revisit the fee structure and terms and conditions of the wireless telecommunications licensing process.

GOAL 1 - Develop an enhanced Airspace inventory that accurately identifies leaseable sites.

OBJECTIVE: Implement measures to quickly identify leaseable sites versus sites that have limited potential for being utilized.

ACTION:

Complete a review of 100% of the sites in the Airspace inventory and identify those sites that are leased/rented, have a high probability of being leased, and those sites with limited potential.

Timeline: 2001/02

GOAL 2 - Fully implement the process to lease Airspace sites to public transit agencies who provide new traffic congestion relief projects.

OBJECTIVE: Implement Streets and Highways Code Section 104.12(b) as part of the Department's traffic congestion relief effort.

ACTION:

- 1) Implement new policy and procedures in cooperation with Caltrans Mass Transit staff for this new program.
- 2) Revise existing guidelines as necessary to optimize the processing of these agreements.

Timeline: 2001/02

GOAL 3 - Update the wireless telecommunications master agreement and guidelines.

OBJECTIVE: To have an approved updated master agreement in place beginning in Fiscal Year 2002/03.

ACTION:

- 1) Gather comparable data in order to develop an updated pricing matrix.
- 2) Modify pricing and/or procedures as needed.
- 3) Present to the AAC and CTC for approval.

Timeline: 2001/02

EXCESS LAND BUSINESS PLAN
Fiscal Year 2001/02

2001/02 STRATEGIES

- . Obtain increased operational efficiencies through improved processes and procedures.
- . Improve reliability of inventory management and reports by improved implementation and analysis of the Excess Land Management System.
- . Continue the Headquarters/Region/District work program, where Headquarters Right of Way will manage statewide policy issues and Regions/Districts will be responsible for delivering quality products and services.

GOAL 1 - Optimize Program Efficiency

OBJECTIVE: Commitments between Project Managers and Regions/Districts Excess Land Unit:

- 1) Deliver agreed upon sales targets and surplus property inventory levels.
- 2) Maximize use of resources allocated for inventory management and sales activities.

ACTION:

- 1) Obtain commitments from Region/District Project Managers for resource allocations.
- 2) Monitor and adjust staffing and workload, adapting to changes in expectations and priorities.

Timeline: 2001-02

OBJECTIVE: Headquarters staff to assist Regions/Districts in developing staff.

- 1) Conduct staff assistance visits.
- 2) Sponsor statewide workshops.
- 3) Support collaboration between Regions/Districts.
- 4) Promote continuing education.

ACTION:

- 1) Develop a schedule for visits to Regions/Districts according to staff need.
- 2) Determine needs and issues for statewide workshops.
- 3) Participate in interdistrict and interregional workshops.
- 4) Identify outside educational opportunities (e.g. International Right of Way Association, Appraisal Institute) and provide resources to attend.

Timeline: 2001/02

GOAL 2 - An accurate database of inventory and sales for Regions/Districts to use to evaluate their program.

OBJECTIVE: Bring inventory and sales data current in the Excess Land Management System.

ACTION:

- 1) Continue to provide progress reports to Excess Land Managers on the current status of their inventory and sales data.
- 2) Train Excess Land Managers in the optimum use of the Excess Land Management System.
- 3) Encourage the maintenance of the Excess Land Management System.

Timeline: 2001/02

OBJECTIVE: Insure Excess Land Management System is appropriately cross-referenced with the Right of Way Property System and Integrated Right of Way System.

ACTION: Provide system support for the Information Services project to develop a new integrated database.

Timeline: 2001/02