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Active Transportation Advisory Committee (ATAC)

AGENDA

Monday, September 23, 2013
5:00 p.m.

625 Burnell Street
Napa CA 94559

General Information

All materials relating to an agenda item for an open session of a regular meeting of the Active Transportation Advisory Committee (ATAC) which are provided to a majority or all of the members of the ATAC by ATAC members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after at the time of such distribution, in the office of the Secretary of the ATAC, 625 Burnell Street, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for NCTPA holidays. Materials distributed to a majority or all of the members of the ATAC at the meeting will be available for public inspection at the public meeting if prepared by the members of the ATAC or staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

Members of the public may speak to the ATAC on any item at the time the ATAC is considering the item. Please complete a Speaker's Slip, which is located on the table near the entryway, and then present the slip to the ATAC Secretary. Also, members of the public are invited to address the ATAC on any issue not on today's agenda under Public Comment. Speakers are limited to three minutes.

This Agenda shall be made available upon request in alternate formats to persons with a disability. Persons requesting a disability-related modification or accommodation should contact the Administrative Assistant, at (707) 259-8631 during regular business hours, at least 48 hours prior to the time of the meeting.

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ITEMS

1. Call to Order
2. Introductions
3. Approval of Meeting Minutes
4. Public Comments
5. ATAC Member and Staff Comments

REGULAR AGENDA ITEMS

RECOMMENDATION

6.	Bicycle Safety Education Program Campaign (Diana Meehan) ATAC will discuss goals for creating a comprehensive Bicycle Safety Education Program & Campaign for Napa County.	INFORMATION
7.	Regional Transportation Improvement Plan (RTIP)/State Transportation Improvement Program (STIP) Call for Projects (Danielle Schmitz) ATAC will review and provide guidance on FY 2014 RTIP/STIP call for projects submittals.	INFORMATION
8.	Grant Status Update – Transportation Development Act Article 3 (TDA-3), Safe Routes to Transit (SR2T), and Transportation Investment Generating Economic Recovery (TIGER) Staff will provide status update on grants.	INFORMATION
9.	Topics for Next Meeting o Discussion of topics for next meeting by ATAC members	DISCUSSION
10.	Approval of Next Regular Meeting Date of October 28, 2013 and Adjournment	APPROVE

**ACTIVE TRANSPORTATION ADVISORY COMMITTEE
(ATAC)**

Meeting Minutes - August 26, 2013

The meeting was called to order by Chair Paul Wagner at 5 pm. Committee members Anne Darrow, Barry Christian, Mike Costanzo, Dieter Deiss, Rick Warren, and Joel King were present. Staff Eliot Hurwitz and Diana Meehan were also present, as were Chuck McMinn from the Vine Trail and Lorien Clark and Julie Lucido of the city of Napa.

The minutes of the June 10, 2013 meeting were approved.

There were no public comments.

Member and Staff comments: Anne stated that there would be another Cycling 101 Class on September 7. Eliot said that Diana will be working more closely with Eliot on active transportation issues for NCTPA.

TDA-3 Project Submission Review: There were 8 projects submitted to NCTPA for TDA-3 grants for a total of \$818,010. There is about \$300K in funds available for allocation in the upcoming fiscal year. Calistoga has proposed spending \$125K for a riverwalk, bike racks and curb cuts. The city of Napa has proposed spending \$296K for a bridge over Tulocay Creek to complete part of the river trail from downtown to Kennedy Park. This project may be eligible for other grants. The county of Napa has a request for \$20K for a short stretch of sidewalk on Atlas Peak Road. Yountville has proposed 4 projects totaling \$274K including completing the North Yountville bike route, a couple of pedestrian paths, and sidewalk on the east side of Washington. The City of American Canyon has asked for \$45K for a feasibility study of a connecting trail. This planning is not eligible for TDA-3 funding.

Committee members talked about their priorities for the funds. Dieter wants the Calistoga projects funded because the city needs them. He would also like to see the funds go to projects that improve safety. Barry would like to see the funds distributed equally throughout the county. Mike said that there are lots of good projects and not enough money. He stated that it was important to get a trail from Yountville to Kennedy Park, and this could happen within 2 years if there was money available. Joel stated that completing the Vine Trail was the #1 priority. Anne said that the Vine Trail was very important but would like to see this money spread to 2 or 3 projects. Rick said that it was important to get a paved trail to Kennedy Park, and that all kinds of people would use it. Paul stated that the most good for the most people would be the bridge on the Vine

The City of Napa proposal to build a bridge connecting the River Trail portion of the Vine Trail is an eligible project for the Regional Measure 2 Safe Routes to Transit grant and a Tiger grant. The City should know fairly soon whether they get one of these other grants, and upon staff recommendation, the committee voted to recommend suspending programming the TDA-3 funds until the results of the city's other grant proposals are announced.

The committee also reviewed policy revisions for FY 2014-2015.

Napa County Commute Challenge: The Solano-Napa Commuter Information partnered with NCTPA to present this incentive program for employees who commit to using active transportation or public transit to work. There were 3 commute champion workplaces: the county of Napa, which was named most outstanding workplace, Colinas Farming Co., and Pacific Union College. We would like to see NCTPA work with other large employers, especially hospitals and health care organizations, to get them to encourage alternative commuting for their employees. We need to get the public aware of safer, alternate routes.

The LAB report on the County's honorable mention for Bike-Friendly Community: The LAB issued a report on how the county can make improvements on its status as a bike friendly community. The committee would like to see a press release on the County's award. The ATAC should become familiar with the report and its recommendations, and compare it with the countywide bike plan. It will be useful as a guide for future agenda items.

We discussed the importance of being able to inform the public about safer routes they could use to bike and walk through the community. How can NCTPA get funding for doing this education. The City of Napa's Porchfest was a very bike friendly event and showed how active transportation can be very useful in the community. Events like that can educate the public on safe means of active transportation. The Vine Trail may have money for marketing and publicity. Eliot, Diana, Mike and Paul will form a subcommittee to look into an education program.

Safe Routes to Transit Grant Program: In the Bay Area, 10% of the increase in bridge tolls pays for a SR2T program that funds up to \$5 million a year on projects that can safely get people using active transportation to transit to complete their route. Napa has not yet received any funds from this 5 year old program. Since the River Trail portion of the Vine Trail will run just a block away from the new NCTPA transit center, it will be eligible for these funds. The Vine Trail and City are working to submit a proposal for funding this project. It is due by September 30. We discussed the possibility of trying to get funds to complete

the Vine Trail to the commuter bike path and closing the gap in the bike lane on Third St. that runs from the Vine Trail one block to the transit center.

Topics for next meeting: Update on grants, start a gap analysis between the LAB report and our bike plan, look at recent accidents and see what we can do to improve safety, a website that has data on accidents, calling a meeting of the education subcommittee.

The next meeting was set for September 23 and this meeting was adjourned at 6:30 pm.



September 23, 2013
ATAC Agenda Item 6
Continued From: NEW
Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY ATAC Agenda Letter

TO: Active Transportation Advisory Committee (ATAC)
REPORT BY: Diana Meehan, Assistant Program Planner/Administrator
(707) 259-8327 / Email: dmeehan@nctpa.net
SUBJECT: Bicycle and Pedestrian Safety Education Program/Campaign

RECOMMENDATION

For information only.

EXECUTIVE SUMMARY

With the rise of active transportation and recreation in the Napa Valley, safety is of great concern among cyclists, pedestrians and motorists alike. There has been a noticeable increase in cyclist and pedestrian activity in the county as infrastructure for active transportation modes improve.

Education among all transportation infrastructure users including motorists, cyclists, and pedestrians, is necessary to improve safety in the County. A comprehensive safety education program could improve awareness and provide the critical information that could reduce bike and pedestrian accidents.

ATAC has recommended formation of a subcommittee consisting of NCTPA staff, ATAC Chairman Paul Wagner, and ATAC committee member Mike Costanzo. Due to scheduling constraints, the subcommittee was unable to meet prior to today's ATAC meeting.

NCTPA staff will reschedule a meeting to discuss:

- Identifying an Audience: Cyclists, motorists, pedestrians, local agencies, and authorities.
- Refining the Message: Same rights, same rules, same responsibilities.
- Disseminating the Message: PSAs, press campaign, proactive outreach, newsletters, etc.

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- Creating a Budget and Identifying Fund Sources: Source, management, and oversight.
 - Identifying Participants: Active Transportation and Community Health
 - Promoting the Benefits: Traffic Reduction & Improved Air Quality

SUPPORTING DOCUMENT

Attachments: None



September 23, 2013
ATAC Agenda Item 7
Continued From: NEW
Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY ATAC Agenda Letter

TO: Active Transportation Advisory Committee (ATAC)
FROM: Kate Miller, Executive Director
REPORT BY: Danielle Schmitz, Associate Planner
(707) 259-5968 / Email: dschmitz@nctpa.net
SUBJECT: Regional Transportation Improvement Plan (RTIP)/State
Transportation Improvement Plan (STIP) 2014 Call for Projects

RECOMMENDATION

That the ATAC review and provide direction on the 2014 RTIP project submittals.

EXECUTIVE SUMMARY

The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the State Highway Account and other funding sources. The STIP is composed of two (2) sub-elements: the RTIP and the Interregional Transportation Improvement Program (ITIP).

As the Regional Transportation Planning Agency (RTPA) for the Bay Area, the Metropolitan Transportation Commission (MTC) is responsible for developing regional project priorities for the RTIP for the nine (9) counties of the Bay Area. The biennial RTIP is then submitted to the California Transportation Commission (CTC) for inclusion in the STIP.

MTC, in cooperation with NCTPA, the other Bay Area Congestion Management Agencies (CMA) and Caltrans, is currently preparing the 2014 RTIP. For Napa County jurisdictions, the fund estimate is \$6.873 million including funds for Planning, Programming and Monitoring (PPM), some of which goes to MTC. These funds may be rolled over to the next cycle and accumulated towards future capital projects without penalty, if desired.

Qualifying capital projects must be listed in the Regional Transportation Plan, and involving the State Highway System must already have a Caltrans-approved "Project Initiation Document" (PID). In addition, because of the complexity of qualifying projects

for federal funding, projects must have a minimum budget of \$250K (for larger counties it is \$500K).

In the last RTIP (2012) the jurisdictions of Napa opted to program \$3.825M in Local Streets and Roads (LSR) funding. RTIP funds have not been used for LSR, per regional practice. This practice is not imbedded in policy as the CTC provides for use on LSR maintenance. However, the CTC has routinely not supported use of these funds for LSR. The CTC finds that regions that allocate such funds to LSR have no regionally significant projects and therefore do not warrant additional matching funds from the CTC for other major projects such as the Soscol Flyover, Hwy 29 Airport interchange, etc. In the last STIP the CTC awarded Napa half the amount of funding it applied for in LSR funding.

FISCAL IMPACT

Is there a Fiscal Impact? \$6.688M in STIP funds (less PPM)

BACKGROUND AND DISCUSSION

MTC, in cooperation with NCTPA, the other Bay Area Congestion Management Agencies (CMA) and Caltrans, is currently preparing the 2014 Regional Transportation Improvement Program (RTIP).

The 2014 RTIP provides approximately \$95M in new project capacity to the nine-county MTC-region. For Napa County jurisdictions, the total allocation is \$6.873M. Of this, \$310K is allocated for Planning, Programming and Monitoring (PPM) of which NCTPA will receive \$279K and MTC will reserve \$31K.

Schedules

MTC plans on approving the full package of RTIP Policies and Procedures on September 11, 2013. In order to meet the submittal deadline to the CTC, the CMAs have been asked to submit their draft project nominations to MTC by October 16, 2013, and their final project nomination packages to MTC by November 8, 2013. To be able to meet this deadline NCTPA opened a call for projects at the July 17th Board meeting asking local jurisdictions to submit letters of intent for funding no later than August 16, 2013 and final applications by September 20, 2013.

Project selection will be done by the Technical Advisory Committee (TAC) made up of public works staff from every jurisdiction. TAC will approve a draft list of projects to be sent to MTC by October 16th and make a recommendation to the NCTPA Board for final approval of RTIP projects at the October 16th Board meeting. Projects will be prioritized by their ability to meet the RTIP criteria (i.e. listed in the RTP and have an approved PID). The full description of the Regional Transportation Improvement Program (RTIP) can be found by going to <http://www.mtc.ca.gov/funding/STIP/>.

The MTC Programming and Allocations Committee will review the final project listing on December 11, 2013. The MTC is scheduled to adopt the final 2014 RTIP on December 18, 2013, for submittal to CTC. The CTC is scheduled to adopt the 2014 State Transportation Improvement Program February 2014.

SUPPORTING DOCUMENTS

- Attachments:
- (1) 2014 STIP Fund Estimate
 - (2) Memo from MTC on STIP 2014 Update and Schedule
– dated July 15, 2013
 - (3) Submitted 2014 RTIP Projects for Napa County
 - (4) 2014 STIP Projects Prioritized

MTC Resolution No. 4118

Attachment 1-B

Numbers based on Draft 2014 STIP FE (revised) dated 7/9/13

Draft 2014 STIP Fund Estimate County Targets

7/26/2013

Metropolitan Transportation Commission

All numbers in thousands

Table 1: County Share Targets

	a	b	c	a+b+c=d	e	d+e=f
	FY 2017-18 FY 2018-19 New Distrib.	2012 STIP Carryover Balance	Lapses and Expired TE Reserve*	2014 STIP Net Capacity	ARRA Backfill (Caldecott)	2014 STIP CMA Program Capacity
Alameda	30,031	2,000	0	32,031	(2,000)	30,031
Contra Costa	20,552	5,000	1,486	27,038	(5,000)	22,038
Marin	5,617	(39,820)	245	(33,958)		0
Napa	3,698	2,678	497	6,873		6,873
San Francisco	15,241	(2,827)	0	12,414		12,414
San Mateo	15,511	3,728	2,964	22,203		22,203
Santa Clara	35,676	(19,262)	2,518	18,932		18,932
Solano	9,308	1,256	0	10,564		10,564
Sonoma	11,444	(21,840)	1,204	(9,192)		0
Bay Area Totals	147,078	(69,087)	8,914	86,905	(7,000)	123,055

Note: New County Share Total is the sum of unprogrammed balances, lapses, and new capacity for FY 2017-18 and FY 2018-19. Counties with negatives have a "\$0" new share/capacity.

* Prior year lapsed funds returned to county share, and County Share TE Reserve now expired.

Table 2: Planning, Programming, and Monitoring Amounts
 FY 2016-17, FY 2017-18, and FY 2018-19

	g	h	g-h=i	j	i-j	f-i
	PPM Limit FY 2016-17 FY 2017-18 FY 2018-19	Currently Programmed for FY 2016-17	PPM Available for Programming MTC+CMA	MTC Share for FY 2017-18 FY 2018-19	CMA Share for FY 2017-18 FY 2018-19	2014 STIP CMA Program Capacity less PPM**
Alameda	2,519	1,017	1,502	275	1,227	28,529
Contra Costa	1,722	694	1,028	179	849	21,010
Marin	470	190	280	51	229	0
Napa	310	125	185	31	154	6,688
San Francisco	1,276	514	762	140	622	11,652
San Mateo	1,306	531	775	145	630	21,428
Santa Clara	2,990	1,206	1,784	321	1,463	17,148
Solano	779	314	465	85	380	10,099
Sonoma	963	391	572	102	470	0
Bay Area Totals	12,335	4,982	7,353	1,329	6,024	116,554

** Assumes CMA programs up to PPM limit.



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Memorandum

TO: Programming and Delivery Working Group

DATE: July 15, 2013

FR: Kenneth Kao

RE: 2014 STIP Development Policies and Guidelines

Background

As the Regional Transportation Planning Agency (RTPA) for the nine-county Bay Area, the Metropolitan Transportation Commission (MTC) is responsible for developing and submitting the region's proposed projects for the upcoming 2014 Regional Transportation Improvement Program (RTIP). In cooperation with the Congestion Management Agencies (CMAs), MTC will develop the schedule and Policies and Procedures for the 2014 RTIP in the coming months.

The following policy and programming issues regarding the 2014 RTIP have been discussed at the last Programming and Delivery Working Group meeting and the CMA Directors Meeting in June. Staff will be available to answer any further questions regarding the development of the 2014 RTIP.

New Statewide Policies

- **Environmental Approval before Final Design Allocation**

The Draft 2014 STIP Guidelines clarify that both state and federal environmental documents (CEQA and NEPA, respectively) must be completed prior to allocation of any final design (Plans, Specifications, and Estimates, or PS&E) funding. Previously, the requirement for NEPA clearance prior to PS&E allocation was not consistently enforced. Project sponsors should re-examine their project's schedules to ensure that both CEQA and NEPA can be completed prior to the year in which PS&E funds are programmed.

- **Elimination of Transportation Enhancement (TE) Funding**

In 2012, Congress passed and the President signed into law the Moving Ahead for Progress in the 21st Century (MAP-21) legislation to replace the former federal transportation act. MAP-21 eliminates Transportation Enhancement (TE) as a source of funding, and replaces it with Transportation Alternatives (TA) funds. Governor Brown proposes to combine various alternative transportation funding, including the TA program, into a new Active Transportation Program (ATP). The ATP is expected to be adopted by the legislature in late summer 2013.

The 2014 STIP will not contain any TE or TA funds. TE projects still programmed in the 2014 STIP may remain in the STIP using non-TE funds, if eligible for STIP federal or state-only funds.

- **Lower Threshold for Project-Level Performance Measures Evaluation**

The Draft 2014 STIP Guidelines propose to require a project-level performance measure evaluation on all projects with total project costs over \$20 million. This threshold is reduced

from \$50 million in previous STIPs. The project-level evaluation should address performance indicators and measures identified in Table A of the 2014 STIP Guidelines. The evaluation should also include a Caltrans-generated benefit/cost estimate and estimated impacts the project will have on the annual cost of operating and maintaining the state's transportation system. The project-level evaluation must also be completed, if it has not already, on existing STIP projects with construction programmed, that exceed \$20 million in total project cost, and have had CEQA completed after December 2011. The CMAs are required to submit the project-level performance measures to MTC by the final application due date.

- **Completed Project Reporting**

The 2014 STIP Guidelines require a report on all RTIP projects completed between the adoption of the RTIP and the adoption of the previous RTIP (from December 2011 to December 2013). The report must include a summary of the funding plan and programming/allocation/expenditure history, as well as a discussion of project benefits that were anticipated prior to construction compared with an estimate of the actual benefits achieved. The CMAs are required to submit the completed project reporting information to MTC by the final application due date.

- **RTIPs to Address Caltrans' State Highway Needs Recommendation**

Also new for the 2014 STIP is a requirement for the RTIP to compare the projects proposed for funding and the State highway and intercity rail improvement needs identified by Caltrans, including a discussion of significant differences. MTC expects Caltrans to provide the highway and rail improvement needs in early Fall 2013, and MTC will compare it against the submitted list of RTIP projects in consultation with the CMAs. If Caltrans's needs are not addressed by a county's RTIP projects, the county's CMA must provide an explanation of why the projects were not proposed in the county's RTIP listing.

- **Buy America Requirements**

While not specifically addressed in the 2014 STIP Guidelines, sponsors are reminded that MAP-21 changed the requirements of the Buy America provisions as it relates to federal project funding. Sponsors should be aware when programming funding that these new provisions require American steel components, especially as it relates to utility relocations. Failure to meet Buy America requirements may delay project funding approval and jeopardize federal funding for other segments of the project.

New Regional Policies

- **Treatment of TE Reserves and Regional TE Projects**

Due to the elimination of TE funds in the STIP, all TE Reserves programmed in the STIP must be deleted. TE Reserves attributed to the County must be deleted; the freed up TE Reserve funding may be used to augment a county's programmable target. However, TE Reserves attributed to MTC remain under MTC's discretion, and may not be used to augment a county's target.

The Gateway Park project, programmed as a regional TE project in the 2012 STIP, will remain programmed in the 2014 STIP using federal funds.

- **Regional ITIP Principles and Recommended Project List**

In order to better compete for Interregional Transportation Improvement Program (ITIP) funds for Bay Area projects, MTC proposes to follow four principles for regional prioritization of ITIP projects. The four principles are:

- Support high cost-benefit ratio projects on the State Highway System (such as Freeway Performance Initiative (FPI) projects);
- Support High-Occupancy Vehicle (HOV) lane gap closures, with emphasis on those that support the Regional Express Lane Network;
- Support high speed rail early investments and intercity/commuter rail; and
- Support future goods movement and trade corridors.

These principles will be included in the 2014 RTIP Policies and Procedures. MTC staff has already requested and received candidate projects from CMA staff, and will meet with Caltrans staff to discuss the candidate projects. MTC may adopt a list of prioritized ITIP projects with the 2014 RTIP to support Caltrans' ITIP candidates in the Bay Area. The adopted list may differ from the submitted candidates. The region's ITIP list may be used for future STIP cycles to advocate for future ITIP funding in addition to the current cycle.

- **MTC Resolution No. 3606 Compliance – Regional Project Delivery Policy**

SB 45 established strict timely use of funds and project delivery requirements for transportation projects programmed in the STIP. In order to ensure critical milestones and deadlines are met and funding is not lost to the region, MTC has adopted the Regional Project Delivery Policy for Regional Discretionary Funding (MTC Resolution No. 3606, Revised). This Policy prescribes specific deadlines for all regional discretionary funds, including RTIP funds, and includes consequences for not meeting the deadlines. Additional information on extension and amendment procedures will be in Attachment 2 to the 2014 RTIP Policies and Procedures document.

- **MTC Resolution No. 4104 Compliance – Traffic Operations System Policy**

In previous RTIPs, sponsors constructing new major freeway improvements must also construct Traffic Operations System (TOS) elements in consultation with Caltrans and MTC. MTC revised the TOS Policy in April 2013 to include requiring the activation in addition to the installation of the TOS elements (MTC Resolution No. 4104). Jurisdictions that are found to not be in compliance with this policy may have fund programming actions suspended until the TOS elements are activated and operational. Furthermore, in any county in which a jurisdiction fails to include the installation and activation of TOS elements in an applicable freeway project, including ramp metering as identified in the Ramp Metering Plan, projects to install and activate the appropriate ramp meters and TOS elements omitted from the project shall have priority for programming of new STIP funding for that county.

Carryover Policies from 2012 RTIP

- **ARRA RTIP Backfill Programming**

In order to expedite obligation and expenditure of American Recovery and Reinvestment Act of 2009 (ARRA) funds, and to address the State's lack of funding, MTC programmed \$31 million in ARRA funds to backfill unavailable STIP funds for the Caldecott Tunnel Fourth Bore project. Of the \$31 million, \$24 million was programmed in the 2012 STIP to the I-680 Freeway Performance Initiative (FPI) project. The remaining \$7 million (\$5 million in Contra

Costa County and \$2 million in Alameda County) was left as unprogrammed county share balance. MTC will have discretion to program the remaining \$7 million in freed up RTIP capacity from these two counties. Therefore, Contra Costa's available programming capacity will be reduced by \$5 million, and Alameda's available programming capacity will be reduced by \$2 million in FY 2014-15. This is reflected in Attachment B – Draft 2014 RTIP Targets.

- **San Francisco County Programming Priorities**

MTC Resolution No. 3925, Revised, which sets forth the first cycle of federal Surface Transportation Program/Congestion Mitigation and Air Quality Improvement (STP/CMAQ) funding, advanced \$34 million in federal funds for the Doyle Drive Replacement / Presidio Parkway project. In exchange, \$34 million San Francisco's STIP share shall be reserved for regional Freeway Performance Initiative (FPI)/Express Lanes projects. San Francisco shall commit these funds after PPM programming and the remaining \$88 million commitment to the Central Subway project.

- **Highlights of Carryover Changes from the 2012 RTIP**

A number of changes that were implemented in the 2012 RTIP are carried forward to the 2014 RTIP. These changes include the following:

- Complete Streets Checklist – Required for all projects
- Prohibition of Multiple Phases in Same Year – Required for all projects
- Project Size Minimums - \$500,000 minimum project size for large counties, \$250,000 minimum project size for counties under 1 million population.
- MTC Resolution No. 3866 Compliance (Transit Coordination Implementation Plan) – Required for transit projects

2014 STIP Schedule

Currently, the 2012 STIP is proceeding as scheduled, and as identified in Attachment A. In previous years, the STIP process had been delayed due to the lack of a state budget. This cycle, a state budget is now in place. Therefore, a delay in the STIP schedule is not expected.

CTC is still scheduled to adopt the final STIP Fund Estimate and Guidelines at the August CTC meeting. Currently, the MTC Commission will approve the RTIP on December 18, 2013. The deadline for CMAs to submit the draft list of RTIP projects is October 16, 2013, with the final listing and back up documentation due on November 8, 2013. Please refer to Attachment A for the current 2014 RTIP Schedule.

Additional Reminders

Additionally, CMAs and Caltrans are reminded of two important policies for the development of the 2014 RTIP:

- **CMAs Notification of All Eligible Project Sponsors**

The CMAs are reminded that they must notify all eligible project sponsors within the county of the availability of RTIP funds. Eligible project sponsors include cities, counties, transit operators, and tribal governments. Notification can be in the form of a call for projects to all eligible project sponsors. Prior board action committing RTIP funds to a specific set of projects may also be sufficient to meet this requirement. This requirement may be waived if

there are no RTIP funds available for programming aside from Planning, Programming, and Monitoring (PPM) funds.

- **Project Solicitation and Public Involvement Process**

Each CMA is responsible for soliciting projects for its county share of the RTIP where the county target is greater than \$0. The CMA must notify all eligible project sponsors, including Caltrans and transit operators, of the process and deadlines for applying for RTIP funding, recognizing the expanded project eligibility allowed under SB 45. The CMAs should have a broad, inclusive public involvement process consistent with MTC's Public Participation Plan (http://www.mtc.ca.gov/get_involved/participation_plan.htm) and federal regulations, including Title VI.

- **Caltrans Notification of Cost Increases**

Caltrans shall notify the CMAs and MTC of any anticipated cost increases to currently-programmed RTIP projects by September 1, 2013. This will allow sufficient time to ensure these cost increases are programmed in the RTIP or addressed another way in consultation with Caltrans and the CMA. Ideally, Caltrans should notify the CMAs and MTC of cost increases prior to the call for projects.

STIP Fund Estimate Workshop and Guidelines Hearing

The California Transportation Commission (CTC) has scheduled a STIP Fund Estimate Workshop and STIP Guidelines Hearing for Thursday, July 18, 2013 in Sacramento. Agencies with comments on the Fund Estimate or Guidelines should coordinate with MTC staff. MTC staff will attend the July 18 workshop and hearing.

Any questions regarding these policy and programming issues should be directed to Kenneth Kao at (510) 817-5768, or kkao@mtc.ca.gov.

Attachments

A – Draft 2014 RTIP Schedule

B – Draft 2014 RTIP Targets

**METROPOLITAN TRANSPORTATION COMMISSION
2014 Regional Transportation Improvement Program
Draft Tentative Development Schedule (Subject to Change)
July 10, 2013**

March 5, 2013	Caltrans presentation of draft STIP Fund Estimate Assumptions (CTC Meeting – SF)
May 7, 2013	CTC adoption of STIP Fund Estimate Assumptions (CTC Meeting – Los Angeles)
June 11, 2013	Caltrans presentation of the draft STIP Fund Estimate and draft STIP Guidelines (CTC Meeting – Sacramento)
June 17, 2013	Partnership Technical Advisory Committee (PTAC) / Programming and Delivery Working Group (PDWG) discussion and review of initial issues and schedule for 2014 RTIP
June 28, 2013	Governor signs State Budget
July 15, 2013	PTAC and PDWG review of proposed RTIP Policies and Procedures
July 18, 2013	CTC holds STIP Fund Estimate Workshop and STIP Guidelines Hearing (Sacramento)
August 6, 2013	CTC adopts STIP Fund Estimate and STIP Guidelines (CTC Meeting – San Diego)
September 1, 2013	Caltrans STIP project cost increase and Caltrans-identified needs information due to MTC
September 4, 2013	Draft RTIP Policies and Procedures published online and emailed to stakeholders for public comment
September 11, 2013	MTC Programming and Allocations Committee (PAC) scheduled review and recommendation of final proposed RTIP Policies and Procedures
September 25, 2013	MTC Commission scheduled adoption of RTIP Policies and Procedures
October 16, 2013	Draft Project Listings Due: CMAs submit to MTC, RTIP projects summary listings and identification of projects requiring project-level performance measure analysis. Deadline to submit Complete Streets Checklist for new projects.
October 21, 2013	PTAC scheduled review of draft RTIP
November 7, 2013	Final Complete Applications Due: Final Project Programming Request (PPR) forms due to MTC. Final RTIP project listing, project-level performance measure analysis, completed project reports, and explanation of unaddressed Caltrans needs due to MTC. Final PSR (or PSR Equivalent), Resolution of Local Support, and Certification of Assurances due to MTC.
December 4, 2013	Draft RTIP scheduled to be available for public review
December 11, 2013	PAC scheduled review of RTIP and referral to Commission for approval
December 16, 2013	2014 RTIP due to CTC (PAC approved project list will be submitted)
December 18, 2013	2014 RTIP Adoption: MTC Commission scheduled approval of 2014 RTIP (Full RTIP to be transmitted to CTC within one week of Commission approval)
January 30, 2014	CTC 2014 STIP Hearing – Northern California (Location TBD)
February 4, 2014	CTC 2014 STIP Hearing – Southern California (Location TBD)
February 27, 2014	CTC Staff Recommendations on 2014 STIP released
March 19, 2014	2014 STIP Adoption: CTC adopts 2014 STIP (CTC Meeting – Location TBD)

Shaded Area – Actions by Caltrans or CTC

Draft 2014 STIP Fund Estimate County Targets

6/20/2013

Metropolitan Transportation Commission

All numbers in thousands

Table 1: County Share Targets

	a	b	c	a+b+c=d	e	d+e=f
	FY 2017-18 FY 2018-19 New Distrib.	2012 STIP Carryover Balance	Lapses*	2014 STIP Net Capacity	ARRA Backfill (Caldecott)	2014 STIP CMA Program Capacity
Alameda	23,239	2,000	0	25,239	(2,000)	23,239
Contra Costa	15,854	5,000	0	20,854	(5,000)	15,854
Marin	4,331	(39,820)	245	(35,244)		0
Napa	2,851	2,678	230	5,759		5,759
San Francisco	11,745	(2,827)	0	8,918		8,918
San Mateo	12,125	3,728	1,000	16,853		16,853
Santa Clara	27,542	(19,262)	660	8,940		8,940
Solano	7,169	1,256	0	8,425		8,425
Sonoma	8,930	(21,840)	1,204	(11,706)		0
Bay Area Totals	113,786	(69,087)	3,339	48,038	(7,000)	87,988

Note: New County Share Total is the sum of unprogrammed balances, lapses, and new capacity for FY 2017-18 and FY 2018-19. Counties with negatives have a "\$0" new share.

* Prior year lapsed funds returned to county share.

Table 2: Planning, Programming, and Monitoring Amounts
FY 2016-17, FY 2017-18, and FY 2018-19

	g	h	g-h=i	j	i-j	f-i
	PPM Limit FY 2016-17 FY 2017-18 FY 2018-19	Currently Programmed for FY 2016-17	PPM Available for Programming MTC+CMA	MTC Share for FY 2017-18 FY 2018-19	CMA Share for FY 2017-18 FY 2018-19	2014 STIP CMA Program Capacity less PPM**
Alameda	2,179	1,017	1,162	275	887	22,077
Contra Costa	1,487	694	793	179	614	15,061
Marin	406	190	216	51	165	0
Napa	267	125	142	31	111	5,617
San Francisco	1,101	514	587	140	447	8,331
San Mateo	1,137	531	606	145	461	16,247
Santa Clara	2,583	1,206	1,377	321	1,056	7,563
Solano	672	314	358	85	273	8,067
Sonoma	837	391	446	102	344	0
Bay Area Totals	10,669	4,982	5,687	1,329	4,358	82,963

** Assumes CMA programs up to PPM limit.



A Tradition of Stewardship
A Commitment to Service

1195 Third Street, Suite 101
Napa, CA 94559-3092
www.countyofnapa.org/publicworks

Main: (707) 253-4351
Fax: (707) 253-4627

Steven Lederer
Director

MEMORANDUM

To: Danielle Schmitz, NCTPA	From: Rick Marshall Deputy Director of Public Works
Date: August 2, 2013	Re: Letter of Intent Regional Transportation Improvement Program (RTIP)

The County of Napa intends to apply for RTIP funding for the following project:

- Project Name: **Airport Boulevard Rehabilitation**
- RTP Number: 230518
- Project Description
 - The proposed project will rehabilitate Airport Boulevard, between State Route 29 and the Napa County Airport, including AC pavement overlay and retrofit of curb ramps at 3 intersections. Existing sidewalks and Class II bicycle lanes will be perpetuated with the project. Airport Boulevard provides connectivity, for all areas within Napa County, with the Napa County Airport.
- RTIP funding request: \$1,697,000
- Total project cost: \$1,916,000
- Project schedule
 - Preliminary engineering 11/2013-12/2013
 - Environmental 10/2014-02/2015
 - PS&E 02/2015-08/2015
 - Construction 04/2016-06/2016

Please contact me at Rick.Marshall@countyofnapa.org or call (707) 259-8381 if you have questions or need additional information.



PUBLIC WORKS DEPARTMENT

1600 First Street
Mailing Address:
P.O. Box 660
Napa, California 94559-0660
Phone: (707) 257-9520
Fax: (707) 257-9522
California Relay Service (CRS) Dial 7-1-1

August 14, 2013

Kate Miller, Executive Director
Napa County Transportations and Planning Agency
625 Burnell Street
Napa, California 94559

Dear Ms. Miller:

Re: Application Letter for RTIP

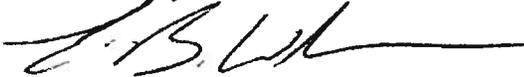
In response to the call for projects for the 2014 Regional Transportation Improvement Program (RTIP) announced on July 17, 2013, the City of Napa (City) is submitting this letter of intent for the following project:

1. Project Name: Intersection Improvements at Silverado Trail (SR 121)/Third Street/Coombsville Road/East Ave ("Five-Way Intersection")
2. RTP ID Number: 240085
3. Project Description: The project will modify the intersection geometry and signal operations to improve the level of service. This project will include widening, travel lane reconfiguration, and signal modification.
4. RTIP Funding Request: \$5,210,000
5. Total Cost of the Project: Estimate is \$5,210,000
6. Project Schedule: Project Initiation Document-March 2015; Engineering, Right of Way, and CEQA/NEPA-June 2017; Construction Award-October 2017.

The City's General Plan documents improving traffic operations at the Five-Way Intersection is a priority project for the City. Silverado Trail (SR 121) is identified as a crucial corridor. Traffic studies have documented that this intersection has operated at a Level of Service F since before 2000. The non-standard geometry and traffic volumes at this intersection create operational deficiencies that can be improved by adding and modifying turn pockets and optimizing the traffic signalization system.

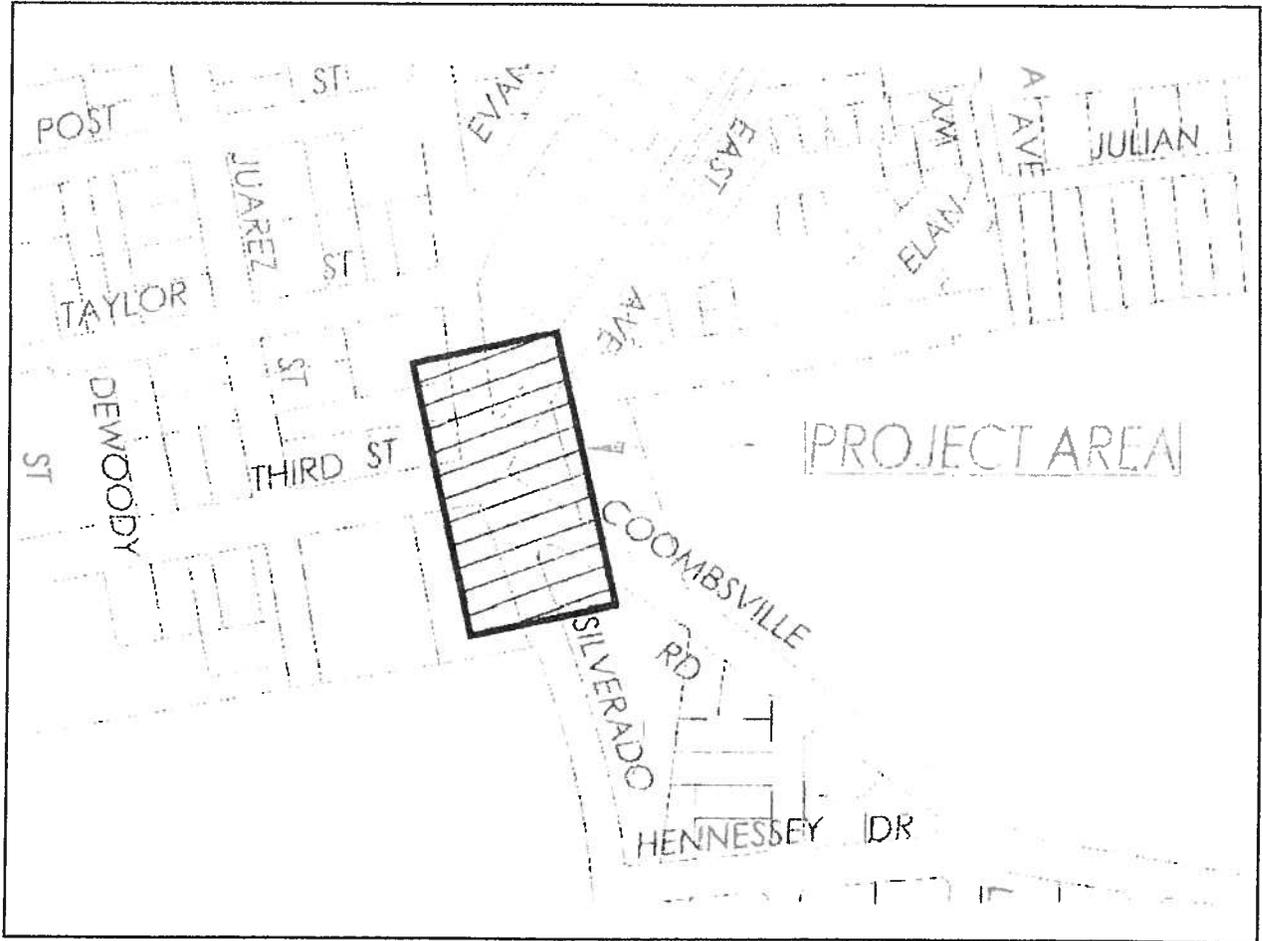
City staff has begun the process to select a consultant to prepare the project initiation document (PID). Completion of the PID is included in the City's budget for the current fiscal year and is expected to be completed in approximately 12-18 months. Please let us know if you require any additional information to support this request.

Sincerely,

A handwritten signature in black ink, appearing to read 'E. B. Whan', with a long horizontal flourish extending to the right.

Eric B. Whan
Deputy Public Works Director

Attachment: Project Location Exhibit



PROJECT LOCATION WITHIN THE CITY OF NAPA

CITY OF AMERICAN CANYON



August 16, 2013

Kate Miller, Executive Director
NCTPA
625 Burnell Street
Napa, CA 94559-3420

RE: 2014 Regional Transportation Program Call for projects

Dear Ms. Miller:

On behalf of the City of American Canyon, attached please find the project description and location map for the Devlin Road Extension project that satisfies the 2014 Regional Transportation Program Call for projects application criteria.

The City understands that these projects, among others submitted by other Napa County jurisdictions, will be reviewed by the NCTPA Technical Advisory Committee in September. If you or the members of the TAC have any questions regarding the projects, please do not hesitate to contact me or Ms. Cheryl Braulik, Senior Civil Engineer, at 707 647-4558.

Sincerely,

Jacques LaRochelle, P.E., P.L.S.
Interim Public Works Director

Enclosures

cc: Dana Shigley, City Manager
Brent Cooper, Community Development Director
Cheryl Braulik, Senior Civil Engineer



**CITY OF AMERICAN CANYON, CALIFORNIA
2014 RTIP CALL FOR PROJECTS
PREPARED AUGUST 15, 2013**

Project name: Devlin Road Extension

RTP ID Number:

Project Description: The Devlin Road Extension project consists of extending Devlin Road approximately 2,500' to the south, connecting at Green Island Road. The extension will help resolve important regional traffic concerns, improve local circulation, and provide for a north/south bikeway.

Project Limits: Devlin Road to Green Island Road

Right-of-way = 50'

Length = 2,500'

Construction of two 12' travel lanes, 1-10' median; 2-5' bike lanes; striping, drainage

RTIP Funding Request:

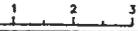
Task	STIP Funding	Local Funding
Preliminary Engineering	\$297,400	
ROW		\$800,000
Construction	\$1,784,400	
Total	\$2,081,800	\$800,000

Total Cost of the Project: \$2,881,800

Project Schedule:

Task	Document	Program Year	Start Date
2014 STIP			April 2014
Authorize/Obligate Funds for PE	E76	FY16/17	May 2016
Preliminary Environmental Studies			
Field Review			August 2016
Environmental Documents	CE, EA, or EIS		
Design	PSE		
Authorize/Obligate Funds for ROW	E76		
Right of Way Acquisition	Certification		August 2017
Utility Relocation	Clearance		
Authorize/Obligate Funds for CON	E76	FY18/19	August 2018
Construction Advertisement			February 2019
Construction Award			May 2019

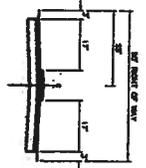
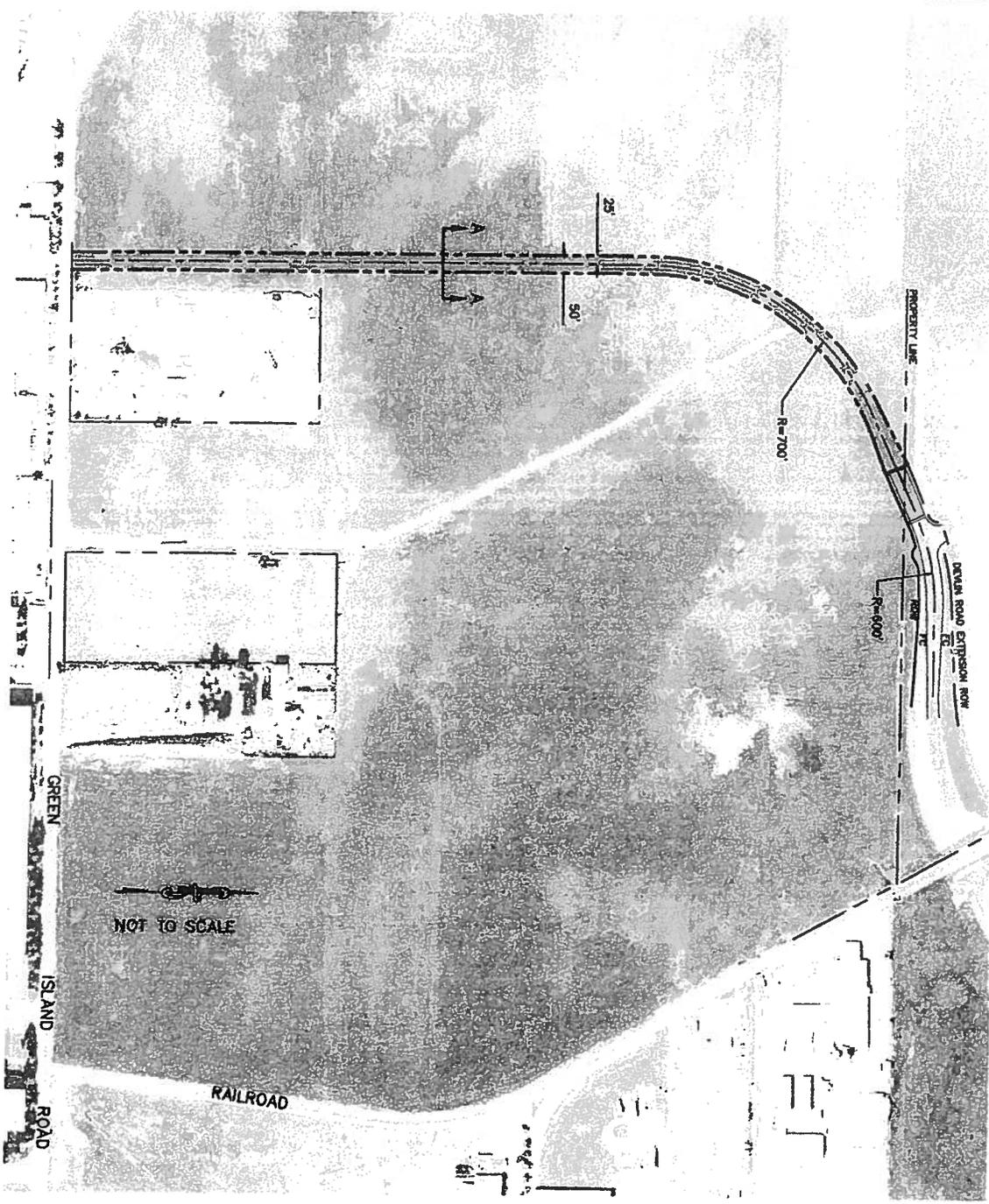
FOR REDUCED PLANS, THE ORIGINAL SCALE IS IN INCHES



THIS PLAN IS TO BE USED IN CONNECTION WITH THE CITY OF AMERICAN CANYON
 DEVILIN ROAD - OPTION 2
 PROPOSED ALIGNMENT
 SHEET NO. 25 OF 25



Coastland Civil Engineering, Inc.
 15400 Old Highway 174, Riverside, California 92504
 (951) 514-1100



SECTION AA
 TYPICAL SECTION OF DEVILIN ROAD
 20' WIDE



CITY OF AMERICAN CANYON
DEVILIN ROAD - OPTION 2
PROPOSED ALIGNMENT

CITY OF CALISTOGA

1232 Washington Street • Calistoga, CA 94515
Telephone 707-942-2828 – Public Works Dept.
Fax 707-942-9472
www.ci.calistoga.ca.us



August 16, 2013

Danielle Schmitz, Associate Planner
Napa County Transportation & Planning Agency
625 Burnell Street
Napa, CA 94559

RE: NCTPA Call for Projects - RTIP/STIP 2014 Letter of Intent, City of Calistoga

Dear Ms. Schmitz:

The City of Calistoga submits this letter of intent with attachments in response to the Napa County Transportation Planning Agency's July 17, 2013 action wherein they issued a call for 2014 RTIP/STIP projects.

These projects represent an investment in and improvement of the transportation system which serves all of the residents, businesses and visitors of the City who use all modes of transportation. A summary of our proposed projects is as follows:

Project	RTP ID #
Fair Way Extension, Class I Bike Path Project	240612, 230527
Pioneer Park Bicycle/Pedestrian Bridge over Napa River	22417
SR 128 / Petrified Forest Rd. Intersection Improvements	230518
SR 128 / Lincoln Avenue	22744
Calistoga Local Streets and Roads Paving	230695

Please e-mail me at mkirn@ci.calistoga.ca.us or call me at (707) 942-2828 if you have questions or need additional information. Thank you in advance for your consideration of these important projects.

Sincerely,

Michael Kirn
Public Works Director / City Engineer

c: Grants - RTIP-STIP FY 2014 Application

NCTPA CALL FOR PROJECTS - RTIP/STIP 2014

PROJECT NAME: Fair Way Extension Class I Bike Path Project, City of Calistoga

RTIP ID NUMBER: 240612, 230527

PROJECT DESCRIPTION:

In January 2013 the Board of the Bay Area Ridge Trail Council adopted a new northern alignment for the Bay Area Ridge Trail which will connect Bothe-Napa State Park with the Oat Hill Mine Trail and follows the proposed Napa Valley Vine Trail route as adopted in the 2012 Napa County Countywide Bicycle Plan. The Napa Valley Vine Trail project is a proposed 47 mile hiking and cycling path stretching from Calistoga to the Vallejo Ferry Terminal and is divided into ten sections.

The Vine Trail project in the section from Bothe-Napa State Park to the intersection of the Silverado Trail and Lincoln Avenue in Calistoga (Section 10), approximately 5 miles long, is further divided into three sub phases referred to as 10a, 10b and 10c. Phases 10a and 10c are mainly within Caltrans right of way and the Vine Trail has funding to prepare environmental documents and preliminary engineering plans for these two phases as well as funding for topographic mapping of the entire section.

Section 10b is entirely within the Calistoga City limits and incorporates the City of Calistoga's existing path from Dunaweal Lane to Washington Street. This project would extend the existing Class I Bike Path from its current terminus at the east end of Washington northerly to Lincoln Avenue on property owned by the City (Fair Way Extension) for six tenths of a mile. When completed, Phase 10b will close the gap between the existing bike path and Lincoln Avenue and provide bicyclists and pedestrians a safe alternative to city streets and connect to Calistoga's downtown commercial district.

The City of Calistoga received a \$50,000 grant from the Bay Area Ridge Trail to conduct the necessary environmental reviews, and prepare plans and specifications for construction for the remaining portion of Section 10b. The \$50,000 Bay Area Ridge Trail grant is leveraged by a \$5,000 cash contribution and \$7,700 of in-kind services for topographic surveys both contributed by the Napa Valley Vine Trail Coalition.

The total estimated cost to construct the final portion of Section 10b is \$500,000.

TOTAL COST: \$500,000

PROJECT SCHEDULE:

Plans, Specs and Estimates (PS&E):	December 2013
Environmental Studies (NEPA/CEQA)	December 2013
Right of Way	Completed
Advertisement and bid award	March 2014
Construction	April 2014
Project Completion	October 2014

NCTPA CALL FOR PROJECTS - RTIP/STIP 2014

PROJECT NAME: Pioneer Park Bicycle/Pedestrian Bridge over Napa River, City of Calistoga

RTIP ID NUMBER: 22417

PROJECT DESCRIPTION:

The Napa County Resource Conservation District (NCRCD) is coordinating a project with the City of Calistoga, Napa County Flood Control District and the California Department of Fish and Wildlife to remove a low-water foot bridge across the Napa River. This footbridge has been identified by Fish and Wildlife as a significant fish passage barrier to salmonids trying to reach the upper Napa River watershed and its tributaries. This in-water footbridge is heavily used by school children and their parents to access the elementary school on Berry Street from the northeast part of town during low flow conditions. Once the foot bridge is removed, this convenient pedestrian linkage will no longer be available as a safe route to school.

The NCRCD has acquired funds from the Napa County Flood Control District to hire ESA/PWA to do an initial Topographic & Geomorphic assessment of the site and these tasks should be completed sometime later this year. These studies, in the range of \$45,000, will provide the framework data for removal of the fish passage barrier. NCRCD has applied for funding from Fish and Wildlife to remove the footbridge and design the new footbridge over the Napa River.

This project would build upon the efforts of the NCRCD and Fish and Wildlife and would construct the new bicycle and pedestrian bridge over the Napa River at Pioneer Park. This new bridge would be above the 100-year base flood elevation and would provide year round connectivity to several activity centers and restores the safe route to school that will be lost upon removal of the in-water footbridge.

The total estimated cost to construct the year round footbridge is \$900,000.

TOTAL COST: \$900,000

PROJECT SCHEDULE:

Plans, Specs and Estimates (PS&E):	November 2014
Environmental Studies (NEPA/CEQA)	March 2015
Right of Way	Completed
Advertisement and bid award	April 2015
Construction	June 2015
Project Completion	November 2015

NCTPA CALL FOR PROJECTS - RTIP/STIP 2014

PROJECT NAME: Improve Intersection at Petrified Forest Road and SR 128

RTIP ID NUMBER: 230518

PROJECT DESCRIPTION:

The intersection of SR 128 and Petrified Forest currently operates at LOS E or worse during peak AM and PM times. The project would remedy a poorly performing 4-way stop intersection at a key gateway between Sonoma County, Napa County, and Lake County. The project would signalize the intersection to allow for better operations and is consistent with the Regional Transportation Plan and the City's General Plan.

The total estimated cost to complete is \$3,100,000

TOTAL COST: \$3,100,000

PROJECT SCHEDULE:

Plans, Specs and Estimates (PS&E):	October 2014
Environmental Studies (NEPA/CEQA)	January, 2015
Right of Way	March, 2015
Advertisement and bid award	April 2015
Construction	June 2015
Project Completion	October 2015

NCTPA CALL FOR PROJECTS - RTIP/STIP 2014

PROJECT NAME: Improve Intersection at Lincoln Avenue (SR 29) and SR 128

RTIP ID NUMBER: 22744

PROJECT DESCRIPTION:

The intersection of SR 128 and Lincoln Avenue (SR 29) currently operates at LOS E or worse during peak AM and PM times. This project would conduct feasibility studies and develop PID documents including consideration of a round about. Due to site constraints signalization may be the most cost effective solution.

The total estimated cost to complete the initial studies is \$300,000

TOTAL COST: \$300,000

PROJECT SCHEDULE:

Advertise RFP for consultant services	April, 2014
Award consultant services contract	June, 2014
Conduct evaluation, PID and cost benefit analysis	July, 2014
Project Completion	January, 2015

NCTPA CALL FOR PROJECTS - RTIP/STIP 2014

PROJECT NAME: Local Streets and Roads Paving, City of Calistoga

RTIP ID NUMBER: 230695

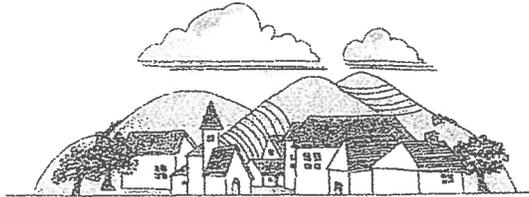
PROJECT DESCRIPTION:

Asphalt concrete overlay of City-maintained roads on the Federal-aid system. Pavement preservation supports the goals of the Regional Transportation Plan's "Fix It First" policy. Specific roads and level of improvement would include cape seal on Silverado Trail, dig-out and overlay on Grant/Myrtle Dale, and overlay on Lake Street based on current Pavement Condition Index (PCI) inventory and Street Saver database.

TOTAL COST: \$750,000

PROJECT SCHEDULE:

Plans, Specs and Estimates (PS&E)	August, 2014
Environmental Studies (NEPA/CEQA)	October, 2014
Right of Way	Completed
Advertisement and bid award	March, 2015
Construction	April, 2015
Project Completion	November, 2015



Town of Yountville

"The Heart of the Napa Valley"

August 16, 2013

Danielle Schmitz, Associate Planner
Napa County Transportation and Planning Agency
625 Burnell Street
Napa, CA 94559

Subject: 2014 Regional Transportation Improvement Program (RTIP) Call for
Projects

Dear Ms. Schmitz:

The purpose of this letter of intent is to provide information about a potential application for funding for a project that is part of the "Countywide Bike Program".

1. Name: Hopper Creek Pedestrian Path Project between Oak Circle and Mission (Town CIP Number PK-0003)
2. RTP ID Number: 230527 or 240612
3. Project Description: The project includes the construction of a pedestrian bridge across Hopper Creek and construction of park path leading up to the bridge on both sides of the creek. This construction will connect two existing pedestrian path segments (along Heather to Oak Circle open space and south of Mission to the southern Town Limits).
4. RTIP Funding Request: \$500,000
5. Total Cost of Project: \$500,000
6. Project Schedule: Planning and environmental studies in fiscal year 2013-14, design and permitting in fiscal year 2013-14, and construction in fiscal year 2014-15.

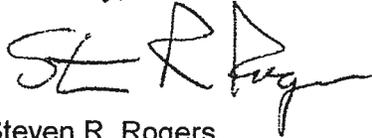
Letter to Danielle Schmitz

August 16, 2013

Page 2 of 2

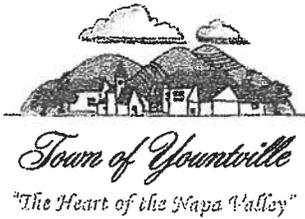
If you have any questions or want any additional information, please contact John Draper at 948-2602 or Graham Wadsworth at 707-948-2628.

Sincerely,

A handwritten signature in black ink, appearing to read "S R Rogers". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

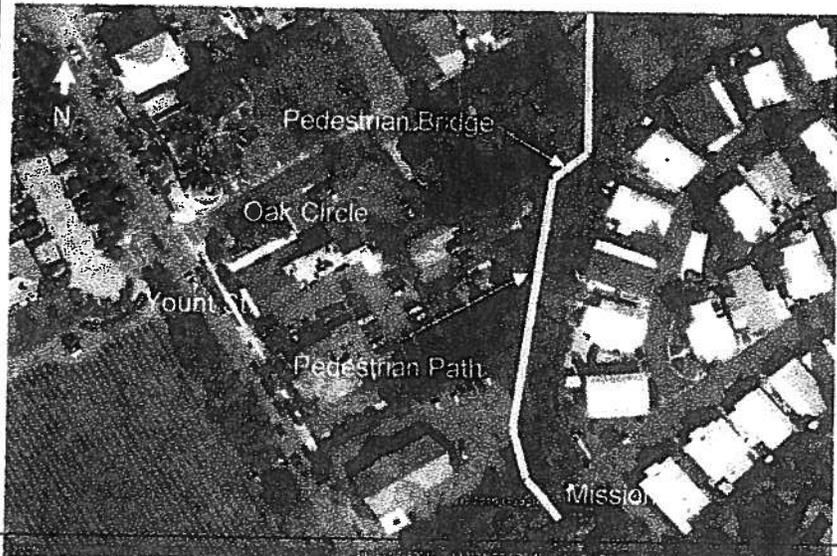
Steven R. Rogers,
Town Manager

cc. Graham Wadsworth, Public Works Director / Town Engineer
John Draper, Contract Civil Engineer
Kevin Scott, Public Works Management Analyst



**Town of Yountville
Capital Improvement Program (FY 2013- 2017)**

Project:	Pedestrian Path from Oak Circle to Mission (PK-0003)
Department:	Parks and Recreation
Start Year:	2012
Priority:	Low
Prerequisite:	Grant Funding or other sources
Project Description:	<p>As a part of the Town's General Plan, the Town has approved the long term goal of establishing a Pedestrian Path along Hopper Creek. A number of segments have been built to date, but there is a remaining segment from Oak Circle open space to Mission along Hopper Creek that remains to be built yet. The project includes the construction of a pedestrian bridge across Hopper Creek and construction of park path leading up to the bridge on both sides of the creek. This construction will connect two existing pedestrian path segments (along Heather to Oak Circle open space and south of Mission to the southern Town Limits).</p> <p>Construction will consist of an approximately 60 feet long prefabricated bridge and approximately 500 feet of park path. The bridge could cost as much as \$250,000 with design and engineering. Part of the path will use Oak Circle open space (owned by Town), TKRG property (easement provided), and West America Bank (no easement or access provided as of yet and will be dependent on future redevelopment or purchase). The West America Bank path area is proposed as a separate phase. Total funding estimate is approximately \$500,000. The design work is proposed to take place in FY 2012/13 with construction estimated to take place FY 2013/14.</p> <p>The open space at the north end of the path will be redeveloped with the construction of the path as part of PK-5012. Improvements include but are not limited to: new picnic table/bench, indigenous plants, and replace old asphalt paths with colored concrete.</p> <p>Funding will come from the Town with partial funding from Ad-hoc restaurant CUP requirements and an Metropolitan Transportation Commission (MTC) Grant.</p>



Town of Yountville
Capital Improvement Project (2013-2017)

Project:	PK-0003, Pedestrian Path from Oak Cir. to Mission
Reference & Resource Materials:	
Project Priority:	Low
Planned Funding Sources:	
Internal	None
Grant	Potential M.T.C.
Partners	None

Fiscal Information:

	Amount	Comments
Fund Balance	\$0	
2012 / 2013	\$75,000	Design Bridge, Civil, Permits,
2013 / 2014	\$425,000	Bridge Construction, Path
2014 / 2015	\$0	
2015 / 2016	\$0	
2016 / 2017	\$0	
Total Estimated 5 year Cost	\$500,000	
Unfunded Fiscal Year	\$45,000	
Project Functional Costs:		
	Amount	
1. Land Costs	\$40,000	Easement Costs, \$90 per sq. ft.
2. Studies & Concepts	\$0	
3. Design & Engineering	\$30,000	
4. Permits & Utilities	\$25,000	
5. Construction (Hard Costs)	\$295,000	Path/ 60' bridge (W.A \$45k Unfunded)
6. Furniture, Fixtures & Equipment	\$0	
7. Project Administration	\$20,000	
8. Legal & Financing	\$0	
9. Contingency	\$45,000	15% Contingency
Total Estimated Cost	\$455,000	
Cost Escalator Factor	N.A.	As of:



2014 STIP Projects - FY 14/15 to 18/19 (available for programming \$8,481,000)

ID	Project Name	Sponsor	Description	Funding Type	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	Total Request	Total Project Cost	Comments
1	Silverado 5 - legged Intersection Improvements	City of Napa	Intersection geometry improvements, lane widening, travel land reconfiguration, and signal modification	STIP 2014				\$2,500,000 (CON)		\$2,500,000	\$5,210,000	
2	Devlin Road Extension	American Canyon	Extending Devlin Rd. approximately 2,500 feet to the south, connecting at Green Island Road	STIP 2014		\$297,000 (PE)		\$1,785,000 (CON)		\$2,082,000	\$2,881,800	
3	Eucalyptus Drive Extension	American Canyon	Extending Eucalyptus Drive from Theresa Rd. to intersect with Hwy 29.and reconfiguring Eucalyptus and Theresa Road intersection.	STIP 2014				\$1,154,000 (CON)		\$1,154,000	\$4,524,000	
4	California Roundabouts	City of Napa	Roundabouts at First and California and Second and California	STIP 2014		\$1,070,000 (CON)				\$1,070,000	\$5,369,000	
5	Improve Intersection at Petrified Forest Road and SR 128	Calistoga	Intersection improvements to 4-way stop by adding signalization	STIP 2014			\$125,000 (ROW)	\$425,000 (CON)		\$525,000	\$3,100,000	priority for Calistoga
6	Fair Way Extension Class I Multipurpose Path	Calistoga	Extend Class I multipurpose path from Washington northerly to Lincoln Ave. for a little over half a mile.	STIP 2014				\$500,000 (CON)		\$500,000	\$500,000	
7	Hooper Creek Pedestrian Path Project between Oak Circle and Mission	Yountville	Construct pedestrian bridge across Hopper Creek and construction of park path leading up to the bridge on both sides of creek	STIP 2014				\$500,000 (CON)		\$500,000	\$500,000	
8	Segments 7 & 8 of Napa River and Bay Trail	Napa County Parks and Open Space/ NCTPA	Class I multipurpose path that starts at Napa Plant extends 0.7 miles under Butler Bridge and ends at Soscol Ferry Road	STIP 2014	\$250,000 (CON)					\$250,000	\$250,000	
9	Airport Boulevard Rehabilitation	Napa County	Rehabilitate Airport Blvd. between SR 29 and Napa County Airport, including AC pavement overlay and retrofit curb ramps.	STIP 2014			\$57,000 (PE)	\$1,426,000 (CON)		\$1,697,000	\$1,916,000	
10	Highway 29/ Grayson Ave Signal Construction	St. Helena	Install traffic signal at Hwy 29 and Grayson Ave in St. Helena	STIP 2014	\$300,000 (CON)					\$300,000	\$400,000	

\$10,578,000



September 23, 2013
ATAC Agenda Item 8
Continued From: NEW
Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY ATAC Agenda Letter

TO: Active Transportation Advisory Committee (ATAC)
REPORT BY: Diana Meehan, Assistant Program Planner/Administrator
(707) 259-8327 / Email: dmeehan@nctpa.net
SUBJECT: Grant Status Update – Transportation Development Act Article 3
(TDA-3), Safe Routes to Transit (SR2T), and Transportation
Investment Generating Economic Recovery (TIGER)

RECOMMENDATION

For information only.

EXECUTIVE SUMMARY

The SR2T Grant Cycle 5 draft application is currently in progress. The City of Napa and NCTPA staff are working together to ensure a quality document will be ready for submission prior to the deadline on September 30, 2013. All project submissions are scheduled to be reviewed by the SR2T Advisory Committee October-November 2013 with recommended project lists being presented to relevant MTC committees by December 2013. Grant awards will go to the Metropolitan Transportation Commission (MTC) in January 2014 with awards taking place at that time. Coordination and project initiation can take place as early as 2014, if the grant is awarded.

NCTPA staff recommended postponement of TDA-3 project programming until grant awards for the SR2T and the Vine Trail TIGER awards are known. The Tulocay Creek Bridge and Trail segment may require some or all of the TDA-3 funds as a match to complete the project should the SR2T grant not be awarded.

Tiger Grant awards were recently released and unfortunately the Vine Trail did not receive an award. There are several opportunities for obtaining the funding for the Solano Avenue portion of the Vine trail for which the Tiger funding would have provided. If there is new funding information regarding the Solano Avenue Vine Trail segment it will be made available at the September 23, 2013 meeting.

SUPPORTING DOCUMENT

Attachments: (1) SR2T Frequently Asked Questions

SAFE ROUTES TO TRANSIT

Frequently Asked Questions/ Program Overview

This document summarizes the regional Safe Routes to Transit Program (SR2T) and provides additional information for project applicants. Funding for this program comes from Regional Measure 2 (RM2), which raised tolls on state-owned Bay Area bridges by \$1 and was approved by voters in 2004. Because RM2 has strict legal criteria governing its implementation, some of the rules and regulations associated with this grant program may be different from other bike/pedestrian funding programs.

WHAT IS THE PURPOSE OF SR2T?

The goal of the SR2T program is to increase the number of people who walk and bicycle to regional transit.

Regional traffic relief improvements involving bicycling and walking are cost-effective and sustainable ways to increase transit ridership, yet many commuters cite safety and convenience as the main reason they chose to drive instead of walking or biking. SR2T projects will promote bicycling and walking to transit stations by making important bike/pedestrian feeder trips easier, faster, and safer. By improving the safety and convenience of bicycling and walking to regional transit, SR2T will give commuters the opportunity to leave their cars at home, thereby decreasing bridge corridor congestion, which is the primary goal of Regional Measure 2.

WHO IS ELIGIBLE TO APPLY?

Only public agencies may apply for funding, however they may partner with nonprofits or other community organizations. Partnerships between public agencies, and between departments within an agency, are encouraged.

Projects located in the nine Bay Area counties (Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, and Sonoma) are eligible to receive funding from the SR2T program.

WHAT KINDS OF PROJECTS ARE ELIGIBLE TO RECEIVE FUNDING?

Regional Measure 2 legislation outlined the SR2T program as follows:

(20) Safe Routes to Transit: Plan and construct bicycle and pedestrian access improvements in close proximity to transit facilities. Priority shall be given to those projects that best provide access to regional transit services.

For SR2T purposes, eligible transit services are those that are regional in that they serve a corridor that crosses the Bay (e.g. a transbay bus) and those that directly link to regional service (e.g., feeder bus to Caltrain).

Therefore:

1. Only pedestrian and bicycle projects are eligible;

Safe Routes to Transit FAQs
FY: 2013/2014

2. All projects must improve bicycle and/or pedestrian access in close proximity to or within existing regional transit facilities;
3. Each project must have the potential to reduce congestion on a state-owned Bay Area bridge (i.e. all Bay Area bridges except the Golden Gate) by improving bicycle/pedestrian access to existing regional transit stops and stations; and,
4. Every project must result in a “deliverable product,” which may be:
 - a. A completed planning or transit study/environmental decision/project approval documentation when allocating to the environmental phase;
 - b. A final design package including contract documents when allocating to the final design phase;
 - c. Title to property/easements/rights of entry/possession or utility relocation when allocating to the right-of-way phase; or,
 - d. A completely constructed improvement (or vehicle acquisition/rehabilitation) available for public usage when allocating to the construction phase.

Projects and expenses that are **not eligible** for funding include:

- Non-bicycle and non-pedestrian projects
- Landscaping/beautification projects
- Projects that do not connect to existing regional public transportation
- Feasibility studies or conceptual designs alone (these may be components of projects, but are not eligible products on their own)
- Projects that result in congestion reduction only on the Golden Gate Bridge
- Operations or maintenance expenses

Note: Although both plans and capital projects are eligible for funding, SR2T will not consider combined a plan and capital project proposal as a single proposal. Please separate these components into distinct applications; if the capital project depends on the outcome of the plan, please apply for funding for the plan now and apply for the capital portion in a future cycle of SR2T funding.

WHAT TYPES OF PROJECTS HAVE BEEN FUNDED IN THE PAST?

- Pedestrian and bikeway facility construction
- Pedestrian and bicycle improvements on transit vehicles and at stations
- Secure bicycle storage on transit vehicles and at stations
- Planning for pedestrian and bicycle access around transit stations

An ideal transit stop or station would have safe and convenient bicycle and pedestrian access from all directions, secure bicycle parking at the station/stop, and good accommodation of bicyclists and pedestrians on-board transit vehicles. Safe Routes to Transit seeks to fund projects that help realize these outcomes. Pilot and innovative projects are encouraged.

A list of the projects selected for funding in the first four cycles of Safe Routes to Transit is available at: <http://www.TransformCA.org/sr2t/sr2t-funded-projects>

WHAT IS THE TIMELINE FOR THIS FUNDING CYCLE?

HOW MUCH MONEY IS AVAILABLE AND WHAT IS THE MAXIMUM AND MINIMUM AWARD?

Safe Routes to Transit FAQs
FY: 2013/2014

\$4.3 million is available for this funding cycle. Regional Measure 2 provides \$20 million for the Safe Routes to Transit grant program. The funds are being distributed over five funding cycles of approximately \$4 million each. This is the fifth and last funding cycle.

The program has a minimum grant award of \$100,000 for capital projects and a minimum grant award of \$25,000 for planning projects. The maximum grant award for capital projects with only one sponsoring agency is \$500,000. The maximum grant award for capital projects with two or more sponsoring agencies request is \$750,000. For planning projects with only one sponsoring agency, applicants are strongly encouraged to limit their funding request to \$100,000 and, for planning projects with two or more sponsoring agencies, to limit their funding request to \$200,000.

Grant awards are competitive and there is no guarantee of an award for projects that meet certain criteria.

July 10, 2013	Call for Projects released
September 30, 2013, 3:00 p.m.	Deadline for Applications
October - November 2013	Projects reviewed by SR2T Advisory Committee
December, 2013	Recommended project list presented to relevant MTC committees
January 2014	MTC Commission approves Cycle V SR2T grant awards
February 2014	Recipients begin coordinating project initiation and receipt of funds with MTC and TransForm

IS A LOCAL MATCH REQUIRED?

No matching funds are required. However, the scoring criteria will give an advantage to projects with outside sources of funding.

IS A RESOLUTION REQUIRED?

A resolution does not need to be submitted with the application. If a project is selected, an authorizing resolution will be required. Please note that scoring takes into account demonstrated agency board support for the proposed project/plan.

WHY DO I NEED TO FILL OUT MTC'S ROUTINE ACCOMMODATION CHECKLIST?

MTC's Routine Accommodations Checklist is intended for use on projects at their earliest conception or design phase to ensure that any pedestrian or bicycle consideration can be included in the project budget. The R.A. Checklist is required for Regional Measure 2 funded projects. To fill out the checklist, you need a password and login from your county's Congestion Management Agency. The following are a list of contacts to obtain the password and login for different Bay Area Counties:

Alameda County Congestion Management Agency
Vivek Bhat <vbhat@accma.ca.gov>

Safe Routes to Transit FAQs
FY: 2013/2014

Contra Costa Transportation Authority
Amin AbuAmara < aabuamara@ccta.net >

Transportation Authority of Marin
David Chan < dchan@tam.ca.gov >

Napa County Transportation Planning Agency
Eliot Hurwitz < ehurwitz@nctpa.net >

San Francisco County Transportation Agency
Ben Stupka < ben.stupka@sfcta.org >

City/County Association of Governments
Sandy Wong < slwong@co.sanmateo.ca.us >

Valley Transportation Authority
Marcella Rensi < marcella.rensi@vta.org >

Solano County Transportation Authority
Sara Woo < swoo@sta-snci.com >

Sonoma County Transportation Authority
Seana Gause < sgause@sctainfo.org >
Lynn March < lmarch@sctainfo.org >

After completing the Checklist, your County Congestion Management Agency is required to make completed checklists available to their Bicycle and Pedestrian Advisory Committee (BPACs) for review. Learn more and complete the checklist at:
http://www.mtc.ca.gov/planning/bicyclespedestrians/routine_accommodations.htm

HOW MANY APPLICATIONS MAY BE SUBMITTED?

An agency may serve as the primary project applicant for a maximum of **three (3)** different applications. Agencies are not limited in how many applications they can submit as a secondary project applicant.

HOW SHOULD MULTI-AGENCY APPLICATIONS BE SUBMITTED?

A letter of support is not enough to qualify a project for multi-jurisdictional status. Each project sponsor must demonstrate joint involvement in administering the project. The agency listed as “primary applicant” will be the one responsible for submitting the application and coordinating the funding agreement with the MTC. The “primary applicant” will also be responsible for coordinating the other co-applicants’ involvement in the project completion.

Letters from secondary applicants must be submitted as attachments to an application, and must include a description of the secondary agency’s role, including staffing, funding, and other commitments of participation.

WHAT MAKES SR2T UNIQUE AS A FUNDING SOURCE?

The SR2T program is not exactly like other bicycle/pedestrian funding sources. Aside from

the necessary transit station/stop component of the program, there are other unique requirements. SR2T encourages project applicants to work together with neighboring jurisdictions and with transit agencies to submit broad-reaching projects. In addition, project applicants are also strongly encouraged to include both pedestrian and bicycle improvements in their project applications, resulting in transit stations to which it is generally safe to walk *and* to bicycle. Another important feature of SR2T program is the personal security aspect of the program. Eligible projects include those that improve the personal security of pedestrians and bicyclists in and around transit stations/stops (ex: lighting improvements, wayfinding signage, etc).

Finally, a unique aspect of SR2T is its goal to encourage innovative projects that can serve as models for other communities. The SR2T program encourages projects that expand the options available for improving bicycling and walking and that may be used as a model across the region. One way SR2T encourages innovations and pilot projects is to allow an additional year (up to four years) for project completion, which provides time to resolve challenges associated with the innovation. The support for innovations does not mean that conventional bicycle/pedestrian projects are not encouraged. A well-designed bicycle/pedestrian project including commonly used facilities, such as bike lanes or high-visibility crosswalks, should receive high scores.

HOW WILL THE APPLICATIONS BE EVALUATED?

Program sponsors (TransForm, East Bay Bicycle Coalition (EBBC), and MTC) will work with applicants to clarify any necessary information about submitted projects before passing applications on to the SR2T Advisory Committee for review. The SR2T Advisory Committee will evaluate and score each application. Proposals will be evaluated using a variety of criteria, which are outlined in the Scoring Criteria document.

These scoring criteria include, for example:

- Bridge Nexus
- Personal Safety and Security
- Appropriate Solution for Conditions/Project Design
- Total Trip
- At-risk/Under-served Communities
- Local Support
- Implementation (Project Readiness)
- Multi-jurisdiction Projects
- Multimodal Projects
- Significant leveraging of outside funding
- Innovation
- Traffic Safety/Calming

These scoring criteria alone will not determine which projects are funded. Equity criteria and innovation, among other criteria, will be considered to determine the final list of recommended projects, including:

- *Modal Equity*: A balance of bicycle and pedestrian projects over the life of the funding program.

- *Geographic Equity:* Equitable distribution of funds throughout the region over the life of the Funding Program, roughly proportional with the number of each county's population paying the bridge tolls.
- *Innovation:* Safe Routes to Transit encourages innovative projects that go beyond the Caltrans Highway Design Manual, the AASHTO Greenbook, and other applicable standards. The program seeks to fund projects that would serve as models that might be applied elsewhere, approaches safety and access issues in a new way, improves upon a standard design, and those that--if successful--might be included in standards such as the Caltrans Highway Design Manual.
- *Performance on past grant awards:* Safe Routes to Transit Advisory Committee will consider agencies' performance on past SR2T grant awards, including compliance with SR2T reporting requirements, schedule, and ability to deliver proposed project/plan.

Once the SR2T Advisory Committee has scored the applications and determined a list of recommended projects to receive funding, the MTC Commission will review and approve and final list of project to be awarded funds.

WHAT IS THE FUNDING PROCESS?

After submission, applications will be reviewed by the Advisory Committee. The Committee will submit its recommendations to MTC's Programming and Allocations Committee for recommended approval, and then to MTC's full Commission for final approval. Awardees will be notified of their selection once the MTC Committee has approved the list. At this point, project sponsors will be notified and have three years within which to complete their funded projects or plans.

Please note: Before allocations may be issued or reimbursable expenses may be accrued, the selected projects must submit an Initial Project Report (IPR), which include a refined workplan and budget. MTC and TransForm will work with the project sponsors to ensure that IPRs include enough detail for the allocation of funds. This may require TransForm to follow up with project sponsors on questions regarding specific project scope and work products in response to submitted IRPs. Once an IPR is completed, MTC will adopt an allocation for the project and issue a finance letter to each of the project sponsors confirming the allocation and summarizing invoicing logistics. At this point, and not before, the project may begin to incur expenses that may be reimbursed with SR2T funds.

Project sponsors will send invoices to MTC directly, once an IPR is approved by MTC and reimbursable expenses are incurred. MTC staff will review the invoices for eligible expenses based on the workplan and estimated budget plans. The project sponsors will summarize the billable activities within the invoices to MTC.

On an annual basis, TransForm will communicate with each of the project sponsors about their progress on their individual projects for the SR2T progress report. It is the sponsoring agencies' responsibility to complete these on time and return these to TransForm. Furthermore, sponsoring agencies are responsible for informing TransForm when/if the staff contact for the project changes.

Specific funding requirements associated with RM2 and SR2T include:

- All funds will be distributed on a reimbursement basis after allocation approval and subsequent submittal of invoices.
- Project sponsors may begin incurring project costs as of the date the MTC Commission approves the allocation of funds (note that this is not the same as the Commission's approval of the grant award list; allocation approval requires submittal of an IPR as discussed above). No reimbursements shall be made prior to the execution of a Funding Agreement.
- Overhead for the implementing agency may be reimbursed up to 50% of direct staff costs. Consultant overhead costs are not subject to the 50% reimbursement limit.
- Failure to meet the timely use of fund requirements, meet the project schedule without compelling reason, file required reports, or comply with applicable regulations could result in loss or withholding of funding.
- Funded projects shall agree to use RM2 and SR2T logos on all signage, newsletters, and marketing materials associated with the project.

WHAT ARE THE DEADLINES FOR EXPENDING FUNDS?

Once MTC approves the list of grantees submitted by the SR2T Advisory Committee, the project sponsor has three (3) years to complete construction (or planning process if the award is for the creation of a plan). If your project cannot be completed in this time, please consider applying for a SR2T grant in a subsequent year. Exceptions will be made for projects that are highly innovative; in these cases, additional time will be awarded along with project's announcement of funding. For projects that are "innovative", applicants have up to four (4) years to complete construction.

WHAT ARE THE SUBMITTAL REQUIREMENTS?

A complete application submission includes four (5) paper copies, unbound; all material, including attachments, maps, and graphics should be printed in black and white on 8 ½" x 11" paper to ensure easy reproduction. All applications should also be submitted electronically, either by including a labeled flash drive (if you want it mailed back) with your application packet, or by uploading your application as one file to:
<https://dropbox.yousendit.com/SR2T>

Applications are due at 3:00 PM on Monday, September 30, 2013 at the TransForm office; post marks **will not** suffice:

SR2T Project Application
TransForm, Attn: Clarrissa Cabansagan
436 14th St., Suite 600
Oakland, CA 94612

QUESTIONS, WHO DO I TALK TO?

Regional Measure 2 designated TransForm (formerly the Transportation and Land Use Coalition) and the East Bay Bicycle Coalition (EBBC) as the SR2T program administrators. The Metropolitan Transportation Commission (MTC) is the public administrator. Once projects are selected for funding, individual agencies will work directly with MTC for

Safe Routes to Transit FAQs
FY: 2013/2014

funding allocation.

Please consult the resources available on the website:
<http://www.transformca.org/campaign/sr2t>

If you have any further questions about the Safe Routes to Transit Program, please contact:

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(510) 740-3150 x333
ccabansagan@TransformCA.org