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Technical Advisory Committee (TAC)

AGENDA

*****REVISED*****

**Thursday, September 5, 2013
2:00 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 Technical Advisory Committee (TAC) which are provided to a majority or all of the members of the TAC by TAC 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 TAC, 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 TAC at the meeting will be available for public inspection at the public meeting if prepared by the members of the TAC 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 TAC on any item at the time the TAC 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 TAC Secretary. Also, members of the public are invited to address the TAC 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.

This Agenda may also be viewed online by visiting the NCTPA website at www.nctpa.net, click on Minutes and Agendas – TAC or go to <http://www.nctpa.net/technical-advisory-committee-tac>.

ITEMS

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

- Congestion Management Agency (CMA) Report
 - Project Monitoring Funding Programs
 - SR29 Improvement Plan Study Update
 - Transit Dashboard (*Attachment 1*)
 - Vine Trail Report
- Caltrans Report (*Attachment 2*)

<u>REGULAR AGENDA ITEMS</u>	<u>RECOMMENDATION</u>	<u>TIME*</u>
<p>7. Measure T Program Update and Review of the Draft Project Application and Process (Danielle Schmitz) (<i>Pages 9-13</i>)</p> <p>TAC will review and recommend the approval of the draft Measure T Project Application and discuss and approve recommended processes proposed by the Measure T TAC Sub Committee.</p>	APPROVE	2:15 PM
<p>8. Regional Transportation Improvement Plan (RTIP)/State Transportation Improvement Program (STIP) Call for Projects (Danielle Schmitz) (<i>Pages 14-41</i>)</p> <p>TAC will review and provide guidance on FY 2014 RTIP/STIP call for projects submittals.</p>	INFORMATION	2:25 PM
<p>9. Transportation Development Act (TDA-3) Call for Projects (Diana Meehan) (<i>Pages 42-98</i>)</p> <p>TAC will review FY2013-14 project submittals to be presented and approved by the Board at their September 2013 meeting.</p>	INFORMATION	2:40 PM
<p>10. Safe Routes to Transit (SR2T) Grant Program (Eliot Hurwitz) (<i>Pages 99-109</i>)</p> <p>TAC will review SR2T grant program and its requirements for project submittals.</p>	INFORMATION	2:55 PM

REGULAR AGENDA ITEMS

RECOMMENDATION

TIME*

- | | | | |
|-----|--|-------------|----------|
| 11. | NCTPA Board of Directors Agenda for September 18, 2013 (Draft) (Kate Miller)
<i>(Pages 110-115)</i>

Preview draft version of the NCTPA Board of Directors Agenda for September 18, 2013. | INFORMATION | 3:10 PM |
| 12. | Topics for Next Meeting <ul style="list-style-type: none">o Discussion of topics for next meeting by TAC members | DISCUSSION | 3: 20 PM |
| 13. | Approval of Next Regular Meeting Date of October 3, 2013 and Adjournment | APPROVE | 3:30 PM |

** Times shown are approximate only.*

***Item to be made available at the meeting.*

VINE Transit Services Ridership Report June 2013

ATTACHMENT
TAC Agenda Item
September 5, 2013

Seven consecutive months of ridership growth.

System Wide

	June-12	June-13	Change
Passenger Trips	43,135	51,875	+20%

Approximately 25% of VINE riders are students (elementary through college). With summer recess, June marks the beginning of the anticipated seasonal dip in weekday ridership. This impacts all VINE routes as well as American Canyon Transit and the St. Helena Shuttle. In addition, many riders take vacations during the summer months. Overall, ridership increased over the same period in 2012 with the exception of the St. Helena Shuttle and American Canyon Transit. See reverse side for on-time performance.

VINE Routes 1 - 8, 10 and 11

	June-12	June-13	Change
Passenger Trips	36,149	42,307	+17%

VINE Commuter and Regional Routes

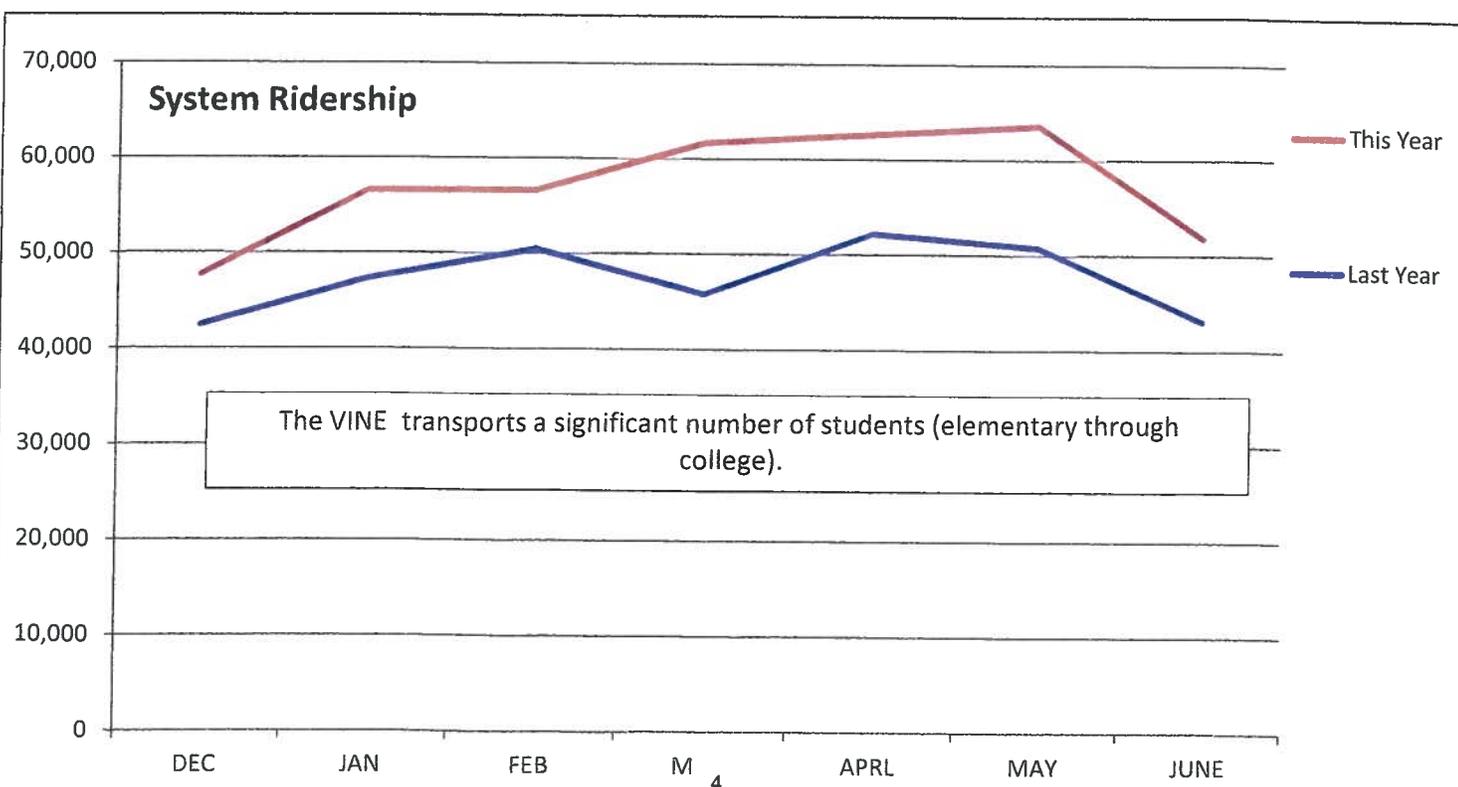
Route 29 Express to the Vallejo Ferry and BART and Route 25 to Sonoma.

	June-12	June-13	Change
Route 25 - Trips	Service began July 2012	463	n/a
Route 29 - Trips	1,863	2,412	+29.5%

VINE Community Transit Services

Passenger Trips

	June-12	June-13	Change
Am Can Transit	1,032	781	-24%
Calistoga	1,261	1,945	+54.2%
St. Helena	515	435	-15.5%
Yountville	2,315	3,532	+52.6%



See reverse side

VINE Transit Services Ridership Report June 2013
Seven consecutive months of ridership growth.

On Time Performance

While the Route 10 has dramatically improved over last year (when it's on-time performance was only 53% in June), changes planned for the early fall will further improve its reliability. The same is true for the Route 11.

Route	Route OTP
1	91.9%
2	92.6%
3	87.9%
4	94.8%
5	86.2%
6	93.5%
7	93.4%
8	85.0%
10N	77.9%
10S	71.2%
11N	68.9%
11S	68.2%
25E	97.3%
25W	94.3%
29N	92.0%
29S	86.2%
ACT	98.2%

July 2013

Caltrans Report

PROJECT INITIATION DOCUMENT

EA 0G650

Garnett Creek Bridge Replacement NAPA 29-PM 39.1; In Napa County

Scope: Scour Mitigation at Garnett Creek (Not programmed in 2012 SHOPP and No Preferred Alternative has been selected.)

EA 3G140

ADA Curb Ramps NAPA 29 and 128; In County of Napa

Scope: Update and Construct curb ramps at various locations.

EA1G030

Silverado/Lincoln Roundabout NAPA 29-PM 37.9; In City of Calistoga

Scope: Modify intersection with a Roundabout Design at Silverado Intersection

EA4G210

Widen Roadway at Huichica Creek NAPA 121-PM 0.75; In County of Napa

Scope: Remove existing triple box culvert and replace with a new bridge

EA4G920

Tulucay Creek Bridge NAPA 121-PM 6.1/6.2; In City of Napa

Scope: Bridge Repair

EA4G840

Capell Creek NAPA 128-PM 20.2; In County of Napa

Scope: Bridge Repair/Replacement

EA4G490

Concrete Barrier at Solano Ave SB Onramp NAPA 29-PM 11.9; In City of Napa

Scope: Install Concrete Barrier (Type 60)

EA4G540

Signals at First Street Off Ramp NAPA 29-PM 11.4; In City of Napa

Scope: Install new traffic signals

EA 4H200

Pavement Reservation from 0.4 mile north of Trancas St to Mee Ln, NAPA 29-PM 13.5/19.5; In County of Napa

Scope: Resurface the existing pavement

ENVIRONMENTAL

EA 28120

Soscol Junction NAPA 221 PM 0.0/0.7 NAPA 29-PM 5.0/7.1; In Napa County

Scope: Flyover Structure at SR 221/29/12

Cost Estimate: \$35M Construction Capital

Schedule DED 9/2013 PAED 7/2014

EA 4A090

Troutdale Creek Bridge NAPA 29-PM 47.0/47.2; In Napa County

Scope: Bridge replacement at Troutdale Creek

Cost Estimate: \$17M Construction Capital

Schedule: PAED 6/28/13 PSE 3/2014 RWC 6/2014 RTL 6/2014 CCA 12/2016

 = DENOTES CHANGE(S) FROM PREVIOUS REPORT

PID (Project Initiation Document)	PSR (Project Study Report)	DED (Draft Environmental Document)
PAED (Project Approval/ Environmental Document)		PSE (Plans, Specifications, and Estimate)
RWC (Right of Way Certification)	RTL (Ready to List)	CCA (Construction Contract Acceptance)
ADV (Advertise Contract)	BO (Bid Open)	AWD (Award Contract)

Draft
NCTPA - Caltrans Report

July 2013

EA 1G430

Conn Creek Bridge Scour Mitigation NAPA 128-PM R7.4: In Napa County

Scope: Repair the pier walls for scour at Conn Creek Bridge

Cost Estimate: \$5M Construction Capital

Schedule: PAED 7/2015 PSE 12/2016 RWC 4/2017 RTL 4/2017 CCA 11/2019

EA 3G640

Napa River Bridge Scour Mitigation NAPA 29-PM37.0: In City of Calistoga

Scope: Reconstruct a bridge at Napa River Bridge

Cost Estimate: \$10M Construction Capital

Schedule: PAED 6/2014 PSE 11/2015 RWC 3/2016 RTL 3/2016 CCA 12/2017

EA 2G940

W. of Knoxville Road Storm Damage NAPA 128-PM17.9 Near Rutherford

Scope: Construct Roadway Retaining System

Cost Estimate: \$1M Construction Capital

Schedule: PAED 5/2014 PSE 8/2015 RWC 11/2015 RTL 11/2015 CCA 11/2020

DESIGN

EA 2A320

Sarco Creek Bridge NAPA 121-PM 9.3/9.5: In Napa County Near City of Napa

Scope: Bridge replacement at Sarco Creek

Cost Estimate: \$8M Construction Capital

Schedule: PAED 6/28/12 PSE 12/2015 RWC 4/2016 RTL 4/2016 CCA 12/2020

EA 25941

Channelization NAPA 29-PM 25.5/28.4: In and Near City of St. Helena

Scope: Left-turn channelization and pavement rehabilitation from Mee Lane to Charter Oak Avenue

Cost Estimate: \$24M Construction Capital

Schedule: PAED 6/29/07 PSE 2/2014 RWC 6/2014 RTL 6/2014 CCA 8/2017

EA 3E220

Pavement Digouts NAPA-29-PM 13.5/19.8: In City of Napa and Town of Yountville

Scope: AC digouts from 0.5 Mile North of Trancas Street to Madison Street

Cost Estimate: \$1.1M Construction Capital

Schedule: PAED 7/2012 PSE 9/2012 RWC 8/2012 RTL 10/2012 CCA 12/2014

EA 3E270

Pavement Overlay NAPA 29-PM29.3/36.9 RHMA Overlay: In Napa County

Scope: Pavement Resurfacing with Rubberized Asphalt from north of York Creek to Myrtle Street

Cost Estimate: \$2M Construction Capital

Schedule: PSE 8/2012 RTL 10/2012 CCA 12/2014

EA 3E370

Pavement Digouts NAPA 29-PM 0.0/5.1: In and Near City of American Canyon

Scope: AC Digouts from Solano County Line to north of SR12 Junction (Jameson Canyon/Airport)

Cost Estimate: \$700K Construction Capital

Schedule: PAED 7/2012 PSE 8/2012 RWC 9/2012 RTL 11/2012 CCA 3/2014

PID (Project Initiation Document)	PSR (Project Study Report)	DED (Draft Environmental Document)
PAED (Project Approval/ Environmental Document)		PSE (Plans, Specifications, and Estimate)
RWC (Right of Way Certification)	RTL (Ready to List)	CCA (Construction Contract Acceptance)
ADV (Advertise Contract)	BO (Bid Open)	AWD (Award Contract)

Draft
NCTPA - Caltrans Report

July 2013

EA 3E400

Pavement Seal Coat NAPA 128-PM19.0/34.2 Asphalt Rubber Seal Coat: In Napa County

Scope: Place asphalt rubber seal coat from Knoxville Road to the County Line

Cost Estimate: \$2.7M Construction Capital

Schedule: PAED 07/2012 PSE 8/2012 RWC 9/2012 RTL 11/2012 CCA 3/2014

EA 2G950

East of Wragg Canyon Road Storm Damage NAPA 128-PM29.7 Near Rutherford

Scope: Construct Roadway Retaining System

Cost Estimate: \$1.6M Construction Capital

Schedule: PAED 12/06/2012 PSE 10/2014 RWC 2/2015 RTL 2/2015 CCA 4/2019

CONSTRUCTION

EA 4442A

Duhig Landscape NAPA 12/121-PM 0.3/2.0 in Napa County

Scope: Mitigation and tree Planting from 0.3 mile North of Sonoma County line to Duhig Road

Cost Estimate: \$920K Construction Capital

Schedule: PAED 8/26/05 RTL 11/10/10 AWD 9/23/11(Parker Landscape Inc.) CCA 6/2015

EA 26413

Jameson Canyon NAPA 12-PM 0.2/3.3: In Napa County

Scope: Jameson Canyon: Widen 2 lane to 4 lanes, construct a concrete median from SR 29 to the County Line.

Cost Estimate: \$29.2M

Schedule: PAED 1/31/08 RTL 11/19/10 AWD 1/26/12 (Ghillotti Bros.) CCA 06/2015

EA 26414

Jameson Canyon SOLANO 12-PM 0.0/2.6; In Solano County

Scope: Jameson Canyon: Widen 2 lane to 4 lanes, construct a concrete median from the County Line to Red Top.

Cost Estimate: \$52M

Schedule: PAED 1/31/08 RTL 12/1/10 AWD 1/11/12 (Ghillotti Const.) CCA 06/2015

EA 4S020

Storm Damage NAPA 29-PM 41.0; In Napa County

Scope: Reconstruct slope and replace culvert, 1.6 miles north of Tubbs Lane,

Cost Estimate: \$2.4M Construction Capital

Schedule: PAED 8/2/10 RTL 6/21/12 AWD 12/27/12 (Gordon Ball) CCA 11/2018

EA 4S030

Storm Damage NAPA 128-PM 10.3; In Napa County near Lake Hennessy

Scope: Construct sheet pile wall at 2.8 miles east of Silverado Trail

Cost Estimate: \$1.3M Construction Capital

Schedule: PAED 8/2/10 RTL 5/1/12 AWD 2/6/2013 (Gordon Ball) CCA 10/2017

EA 2A110

Capell Creek Bridge NAPA 121-PM 20.2/20.4; In Napa County

Scope: Bridge replacement at Capell Creek

Cost Estimate: \$5M Construction Capital

Schedule: PAED 6/22/11 RTL 3/14/13 ADV 6/16/13 BO 7/24/13 CCA 8/2015

ACTION ITEMS

PID (Project Initiation Document)

PAED (Project Approval/ Environmental Document)

RWC (Right of Way Certification)

ADV (Advertise Contract)

PSR (Project Study Report)

RTL (Ready to List)

BO (Bid Open)

DED (Draft Environmental Document)

PSE (Plans, Specifications, and Estimate)

CCA (Construction Contract Acceptance)

AWD (Award Contract)



September 5, 2013
TAC Agenda Item 7
Continued From: June 6, 2013
Action Requested: APPROVAL

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY TAC Agenda Letter

TO: Technical Advisory Committee (TAC)
FROM: Kate Miller, Executive Director
REPORT BY: Danielle Schmitz, Associate Planner
(707) 259-5968 / Email: dschmitz@nctpa.net
SUBJECT: Measure T Program Update and Review of the Draft Project
Application and Processes

RECOMMENDATION

That TAC review the Measure T draft project application and provide input on how to move forward.

EXECUTIVE SUMMARY

On November 6, 2012, the voters in Napa County approved Measure T, the Napa Countywide Road Maintenance Act. Measure T is a ½% sales tax expected to generate roughly \$300 million over a 25 year period beginning July 1, 2018, when the Measure A Flood Tax expires, and is to be used for the rehabilitation of local streets and roads.

On May 2, 2013, NCTPA staff presented a proposed call for projects to TAC for consideration. It was determined that a refined process be developed prior to requesting the Napa Valley Transportation Authority (NVTA) board and Independent Taxpayers' Oversight Committee's (ITOC's) approval to issue a call for projects. It was also staff's recommendation that a sub-committee of the TAC be formed to develop proposed processes.

On June 6, 2013, TAC approved the formation of the Measure T subcommittee made up of the City of Napa, Town of Yountville, County of Napa, and NCTPA staff. The Measure T subcommittee met on June 21, 2013 to discuss the Measure T application process. On July 23, 2013, the subcommittee met with the utility companies Comcast and AT&T to discuss how local jurisdictions and the utility providers can better communicate to allow for improved project planning and delivery. The committee also met with PG&E on August 23, 2013. NCTPA staff also met with Richard Thomasser from Measure A to review invoicing processes and procedures.

FISCAL IMPACT

Is there a Fiscal Impact? None.

BACKGROUND AND DISCUSSION

The Measure T Expenditure Plan (Expenditure Plan) tasks NVTa to develop an inventory of projects and to ensure adherence with certain compliance elements in the plan. Even though the revenues are not anticipated to flow until 2018, there are a number of requirements and potential opportunities that have prompted staff to recommend moving forward with gathering data. Staff has created the attached draft project funding application for TAC's review.

The subcommittee has tentatively agreed on the following conditions:

The ITOC is required by Measure T to review the minimum maintenance of effort, and the 5 year expenditure plan for each jurisdiction. They will also review the countywide goal of spending at least 6.67% of the amount of yearly Measure T allocations on Class I multipurpose paths. To meet the maintenance of effort requirements, each jurisdiction will submit its FY 2007-08, FY 2008-09, and FY 2009-10 State Controller's report when submitting its five year proposed expenditure plan and related audits to validate expenditures. Thereafter, jurisdictions will submit its annual State Controller's report and audit.

NCTPA has acquired the Street Saver Software to assist in the Measure T planning process.

Jurisdictions' Responsibilities:

- Provide the ITOC with the annual State Controller's report and audit to meet the maintenance of effort requirement.
- Biannually, submit to NCTPA a 5 year expenditure plan
- Once a year (or more frequently if needed), submit any updates to the 5-year plan.
- Provide NCTPA with their expenditures in meeting the Class I multipurpose path goal. Since this is not a part of the State Controller's report, a separate audit validation will be required.
- Provide proof of project expenditures (e.g. invoice, etc. to be determined working with Finance staff as noted below).

NCTPA's Responsibilities:

- Recommend approval of jurisdictions' draft expenditure plan to ITOC and the NVTa Board for their approval
- Allocate Measure T revenues
- Seek approval from the NVTa Board and ITOC on expenditure plans and allocations

- Validate maintenance of effort and Class I Multipurpose Path requirements and provide quarterly Measure T reports to the NVTA Board and ITOC.
- Coordinate meetings with the utility providers.

On July 23 and August 23, 2013 the Measure T subcommittee met with the utilities to discuss what is to be expected with Measure T projects. Once work begins, the City of Napa staff have agreed to piggyback onto their existing utility coordination meeting a quarterly Measure T coordination meeting. NCTPA staff will provide the utilities with a 6-12 month inventory of work to be completed.

Still to be determined is the invoicing and auditing process performed by NCTPA. Project expenditures and documentation need to be submitted to NCTPA/NVTA for oversight. NCTPA will schedule a meeting with the jurisdictions' finance departments to agree on an accounting process that would meet the requirements in the Measure T Ordinance but that minimizes duplication of work and auditing expenditures.

SUPPORTING DOCUMENTS

Attachments: (1) Draft Measure T Project Application

Measure T Napa Countwide Road Maintenance Act

Application for Funding

Jurisdiction Name:	<input type="text"/>		
Primary Contract #1	<input type="text"/>	Email: <input type="text"/>	Phone: <input type="text"/>
Secondary Contract #2	<input type="text"/>	Email: <input type="text"/>	Phone: <input type="text"/>
Staff Member Completing LS&R State Controller	<input type="text"/>	Email: <input type="text"/>	Phone: <input type="text"/>

Maintenance of Effort (MOE)

Please provide the following information to establish MOE amounts and to validate information:

1. Attach copies of Local Streets and Roads State Controller Reports for three years - FY 2007-08, FY 2008-09, FY 2009-10
2. Attach independent auditors validation for *each* Local Streets and Roads State Controller Report
3. Enter MOE Amounts Claiming: FY 2007-08 FY 2008-09 FY 2009-10

Please note: Eligible expenses include local streets and roads maintenance and supporting infrastructure within the public right of way for pavement, sealing, overlays, reconstruction, associated infrastructure, as required, excluding any local revenues expended for the pupose of storm damage repair as verified by an independent auditor. One time allocations that have been expended for local streets and road maintenance, but which may not be available on an ongoing basis shall not be considered when calculating an Agency's annual maintenance of effort.



September 5, 2013
TAC Agenda Item 8
Continued From: NEW
Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY TAC Agenda Letter

TO: Technical Advisory Committee (TAC)
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 Program (STIP) 2014 Call for Projects

RECOMMENDATION

That TAC 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 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 \$6.873M 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? Yes, \$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.

A proposed program of projects will be developed NCTPA staff in coordination with the TAC, which is made up of public works staff from every jurisdiction. TAC will recommend the draft program of projects for NCTPA Board approval at its October 16, 2013 Board meeting. The program of projects will be submitted to MTC for consideration. 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 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 STIP in February 2014.

SUPPORTING DOCUMENTS

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

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.



METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
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TDD/TTY 510.817.5769
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E-MAIL info@mtc.ca.gov
WEB www.mtc.ca.gov

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.



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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.



CITY of NAPA

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.

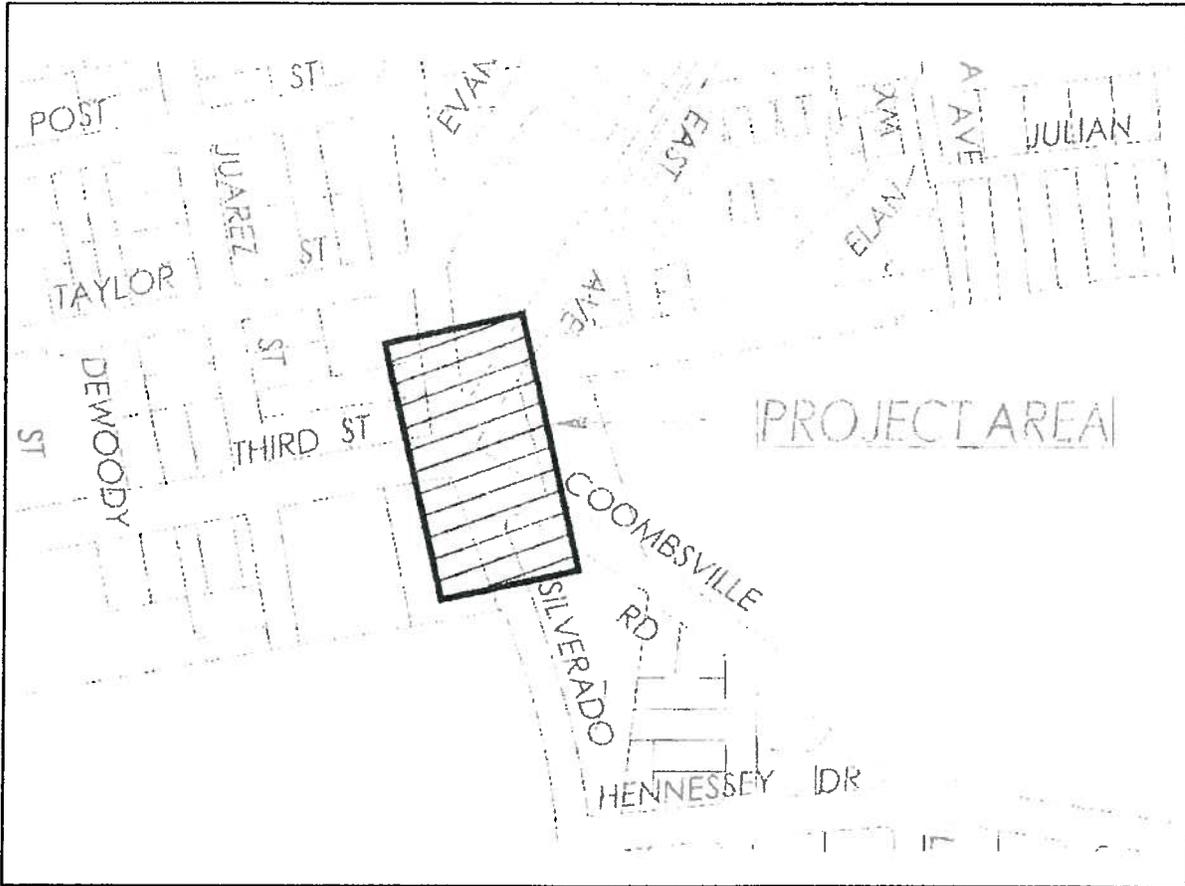
City staff has begun the process to select a consultant to prepare the project initiation document (PID). Completion of the PID is included in the City's budget for the current fiscal year and is expected to be completed in approximately 12-18 months. Please let us know if you require any additional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

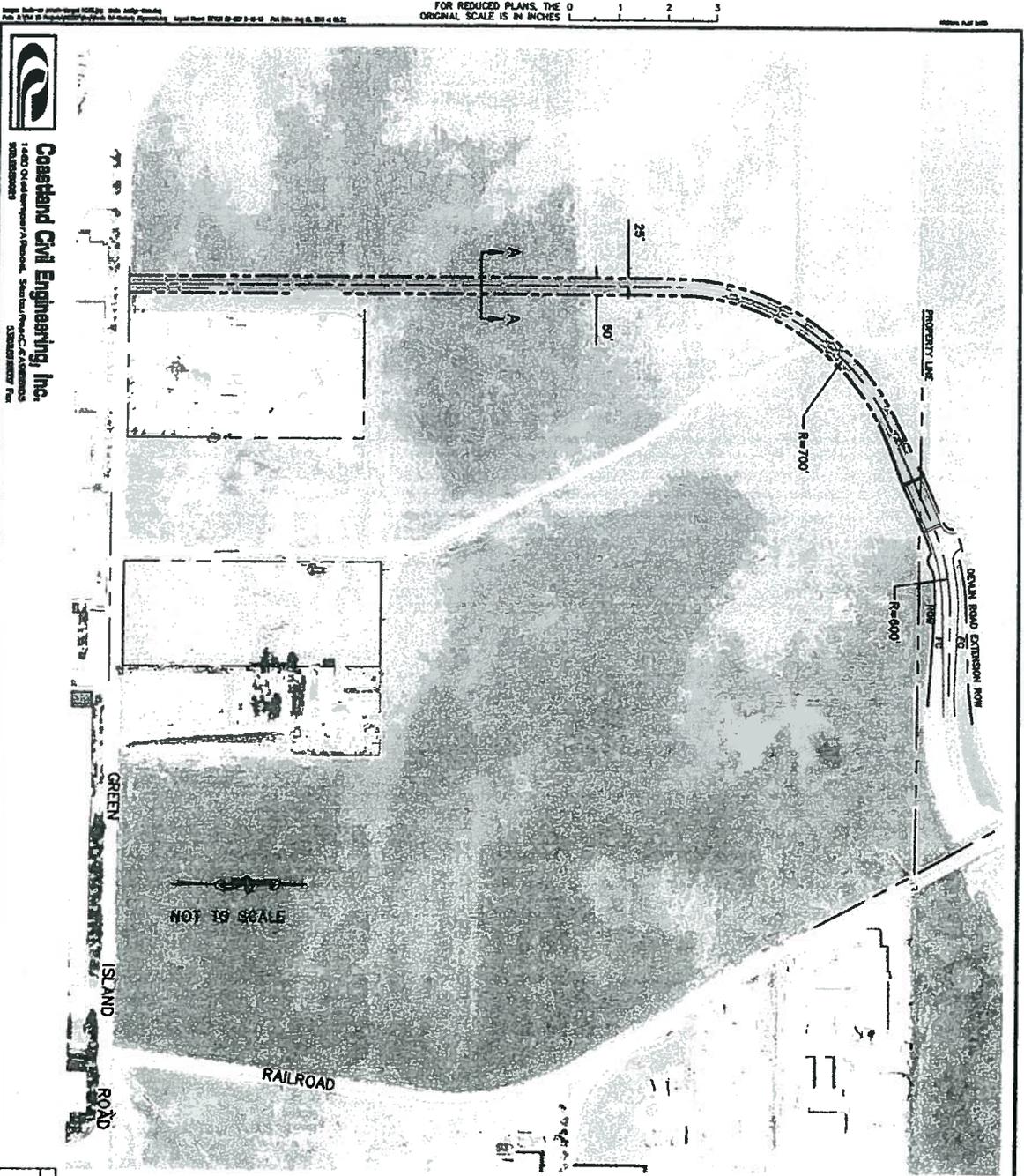
Task	STIP Funding	Local Funding
Preliminary Engineering	\$297,400	
ROW		\$800,000
Construction	\$1,784,400	
Total	\$2,081,800	\$800,000

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

Project Schedule:

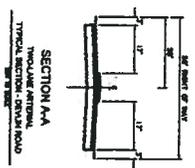
Task	Document	Program Year	Start Date
2014 STIP			April 2014
Authorize/Obligate Funds for PE	E76	FY16/17	May 2016
Preliminary Environmental Studies			
Field Review			August 2016
Environmental Documents	CE, EA, or EIS		
Design	PSE		
Authorize/Obligate Funds for ROW	E76		
Right of Way Acquisition	Certification		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 1 2 3



Coastland Civil Engineering, Inc.
 1400 Oaklawn / P.O. Box 1000 / Santa Rosa, CA 95402
 707.535.0000

**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 Dunawee 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

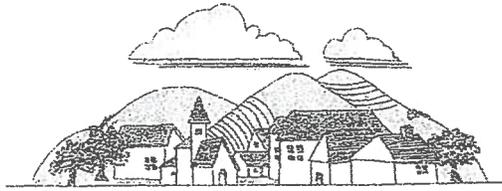
PROJECT DESCRIPTION:

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/Myrtdale, 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:

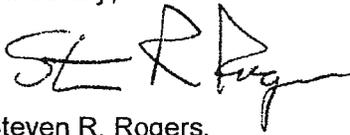
The purpose of this letter of intent is to provide information about a potential application for funding for a project that is part of the "Countywide Bike Program".

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

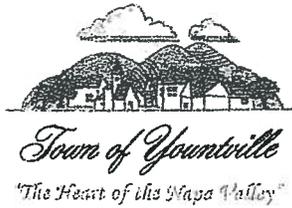
If you have any questions or want any additional information, please contact John Draper at 948-2602 or Graham Wadsworth at 707-948-2628.

Sincerely,

A handwritten signature in black ink, appearing to read "S. R. Rogers". The signature is stylized with large, bold letters and a long, sweeping underline.

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)**

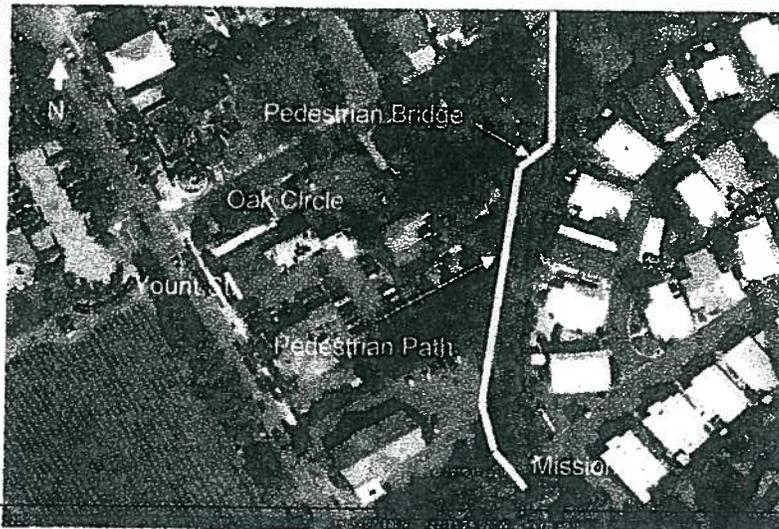
Project:	Pedestrian Path from Oak Circle to Mission (PK-0003)
Department:	Parks and Recreation
Start Year:	2012
Priority:	Low
Prerequisite:	Grant Funding or other sources

Project Description: 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).

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.

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.

Funding will come from the Town with partial funding from Ad-hoc restaurant CUP requirements and an Metropolitan Transportation Commission (MTC) Grant.



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:





September 5, 2013
TAC Agenda Item 9
Continued From: June 6, 2013
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: FY 2013-14 Transportation Development Act Article 3 (TDA-3)
Project Submission Review - Update on TDA-3 Policy Revisions for
FY 2014-15

RECOMMENDATION

That TAC review the TDA-3 project submissions for FY 2013-14, and approve suspending programming the funds until the results of the Regional Measure 2 (RM2) funded Safe Routes to Transit (SR2T) and Transportation Investment Generating Economic Recovery (TIGER) programs are announced.

That TAC further review and comment on TDA-3 policy changes for FY 2014-15.

EXECUTIVE SUMMARY

TDA-3 funds are restricted to engineering and construction of bicycle and pedestrian projects. Funds may also be used every five (5) years for comprehensive bicycle and pedestrian plans, and are generated by a statutory two (2) percent set-aside of the full TDA amount. Unallocated funds roll over and accumulate for future use in the County. The Metropolitan Transportation Commission (MTC) accepts project applications annually. Projects must be completed within two (2) years plus the fiscal year of application.

There are eight (8) project applications for FY 2013-14 for review. These include projects from Calistoga totaling \$180,000, one (1) project from the County of Napa totaling \$22,500, one (1) project from the City of Napa totaling \$296,000, four (4) projects from the Town of Yountville totaling \$274,510, and one (1) project from the City of American Canyon totaling \$45,000. Subsequent to the release of the TDA 3 call for projects, Transform announced the fifth and final cycle of the regional Safe Routes to Transit. The City of Napa's project is well suited for the RM-2 Safe Routes program. NCTPA staff recommends that the full amount of TDA 3 funds currently available to

County jurisdictions be held in reserve for match should the Vine Trail receive the TIGER award, and that the City of Napa bike path project be prioritized under the Safe Routes to Transit Program.

Announcements regarding the awards for both programs are expected before the end of the calendar year.

FISCAL IMPACT

Is there a Fiscal Impact? Yes. \$296,065 in TDA-3 funds is available for allocation in FY 2013-14. There are currently eight (8) project submissions totaling \$818,010.

SUPPORTING DOCUMENTS

- Attachments:
- (1) City of Calistoga Application Package
 - (2) County of Napa Application Package
 - (3) City of Napa Application Package
 - (4) Town of Yountville Application Package
 - (5) City of American Canyon Application Package
 - (6) MTC Resolution No. 4108

RESOLUTION NO. 2013-070

A RESOLUTION OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA AUTHORIZING A REQUEST TO THE METROPOLITAN TRANSPORTATION COMMISSION FOR THE ALLOCATION OF FISCAL YEAR 2013/14 TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 PEDESTRIAN/BICYCLE PROJECT FUNDING IN THE AMOUNT OF \$180,000 AND AUTHORIZING THE CITY MANAGER TO APPROPRIATE AND ADJUST THE 2013/14 BUDGET IF TDA-3 GRANT FUNDING IS APPROVED

WHEREAS, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

WHEREAS, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 875, Revised, entitled "Transportation Development Act, Article 3, Pedestrian/Bicycle Projects," which delineates procedures and criteria for submission of requests for the allocation of "TDA Article 3" funding; and

WHEREAS, MTC Resolution No. 875, Revised requires that requests for the allocation of TDA Article 3 funding be submitted as part of a single, countywide coordinated claim from each county in the San Francisco Bay region; and

WHEREAS, the City of Callistoga desires to submit a request to MTC for the allocation of TDA Article 3 funds to support the projects described in Attachment B to this resolution, which are for the exclusive benefit and/or use of pedestrians and/or bicyclists.

NOW THEREFORE, BE IT RESOLVED, that the City of Callistoga declares it is eligible to request an allocation of TDA Article 3 funds pursuant to Section 99234 of the Public Utilities Code, and

NOW THEREFORE, BE IT FURTHER RESOLVED, that there is no pending or threatened litigation that might adversely affect the project or projects described in Attachment B to this resolution, or that might impair the ability of the City of Callistoga to carry out the project; and

NOW THEREFORE, BE IT FURTHER RESOLVED, that the City of Callistoga attests to the accuracy of and approves the statements in Attachment A to this resolution; and

NOW THEREFORE, BE IT FURTHER RESOLVED, that a certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning

agency, or county association of governments, as the case may be, of Napa County for submission to MTC as part of the countywide coordinated TDA Article 3 claim; and

NOW THEREFORE, BE IT FURTHER RESOLVED, that the City of Calistoga, City Council hereby authorizes the City Manager or his designee to accept and appropriate a grant for TDA-3 funding in the amount up to \$130,000 to the Bicycle Transportation Implementation Plan Budget (25-5504) and \$50,000 to the ADA Curb Ramp Improvements Budget (25-4122); and

NOW THEREFORE, BE IT FURTHER RESOLVED, that the City Council hereby designates the City Manager or his designee as the individual authorized to submit and carry out the project.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this 6th day of August 2013, by the following vote:

AYES: Councilmembers Barnes, Kraus, Lopez-Ortega,
Vice Mayor Dunsford and Mayor Canning
NOES: None
ABSTAIN: None
ABSENT: None


CHRIS CANNING, Mayor

Certified to by (signature):


AMANDA DAVIS, Deputy City Clerk

Resolution No. 2013 - 070

Attachment A

Re: Request to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2013/2014 Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding

Findings

Page 1 of 1

1. That the **City of Calistoga** is not legally impeded from submitting a request to the Metropolitan Transportation Commission for the allocation of Transportation Development Act (TDA) Article 3 funds, nor is the **City of Calistoga** legally impeded from undertaking the project(s) described in "Attachment B" of this resolution.
2. That the **City of Calistoga** has committed adequate staffing resources to complete the project(s) described in Attachment B.
3. A review of the project(s) described in Attachment B has resulted in the consideration of all pertinent matters, including those related to environmental and right-of-way permits and clearances, attendant to the successful completion of the project(s).
4. Issues attendant to securing environmental and right-of-way permits and clearances for the projects described in Attachment B have been reviewed and will be concluded in a manner and on a schedule that will not jeopardize the deadline for the use of the TDA funds being requested.
5. That the project(s) described in Attachment B comply with the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.).
6. That as portrayed in the budgetary description(s) of the project(s) in Attachment B, the sources of funding other than TDA are assured and adequate for completion of the project(s).
7. That the project(s) described in Attachment B are for capital construction and/or design engineering; and/or for the maintenance of a Class I bikeway which is closed to motorized traffic; and/or for the purposes of restriping Class II bicycle lanes; and/or for the development or support of a bicycle safety education program; and/or for the development of a comprehensive bicycle and/or pedestrian facilities plan, and an allocation of TDA Article 3 funding for such a plan has not been received by the **City of Calistoga** within the prior five fiscal years.
8. That the project(s) described in Attachment B which are bicycle projects have been included in a detailed bicycle circulation element included in an adopted general plan, or included in an adopted comprehensive bikeway plan (such as outlined in Section 2377 of the California Bikeways Act, Streets and Highways Code section 2370 et seq.).
9. That any project described in Attachment B that is a "Class I Bikeway," meets the mandatory minimum safety design criteria published in Chapter 1000 of the California Highway Design Manual.
10. That the project(s) described in Attachment B are ready to commence implementation during the fiscal year of the requested allocation.
11. That the **City of Calistoga** agrees to maintain, or provide for the maintenance of, the project(s) and facilities described in Attachment B, for the benefit of and use by the public.

Resolution No. 2013 -

Attachment B

Page 1 of 1

TDA Article 3 Project Application Form

Fiscal Year of this Claim: 2013-2014 Applicant: City of Calistoga

Contact person: Michael Kim, Public Works Director

Mailing Address: 414 Washington St., Calistoga, CA 94515

E-Mail Address: mkirn@ci.calistoga.ca.us Telephone: 707-942-2828

Secondary Contact (In event primary not available): Louise Harrison, Administrative Analyst

E-Mail Address: lharrison@ci.calistoga.ca.us Telephone: 707-942-2780

Short Title Description of Project:: ADA—Compliant Pedestrian Curb Ramps at Various Locations – (Phase II) and Purchase of Bike Racks

Amount of claim: \$62,000

Functional Description of Project:

1. Construct Riverside Pedestrian/Bike Pathway along Napa River from Lincoln Ave. to City Parking Lot (\$125,000)

2. Improve Pedestrian Safety and ADA compliance at various Interactions, in accordance with the City's ADA Transition Plan (Phase II) (\$50,000)

3. Purchase and install 15 bike racks (\$5,000)

Financial Plan:

List the project elements for which TDA funding is being requested (e.g., planning, environmental, engineering, right-of-way, construction, inspection, contingency, audit). Use the table below to show the project budget. Include prior and proposed future funding of the project. If the project is a segment of a larger project, include prior and proposed funding sources for the other segments.

Project Elements:

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$180,000			\$180,000
list all other sources:					
1.					
2.					
3.					
4.					
Totals		\$180,000			\$180,000

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide the approximate date approval is anticipated).	Yes Aug. 8, 2013
B. Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on a separate page.	No
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the Internet via: http://www.dot.ca.gov).	N/A
D. Has the project been reviewed by a Bicycle Advisory Committee? (If "NO," provide an explanation).	Yes
E. Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (required only for projects that include construction).	No-Mitigated Neg Dec before PC on 8/14/13
F. Will the project be completed before the allocation expires? Enter the anticipated completion date of project (month and year) <u>June 2014</u>	Yes
G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	Yes

Planning, Building & Environmental Services

1195 Third Street, Suite 210
Napa, CA 94559
www.countyofnapa.org

Hillary Gitelman
Director



A Tradition of Stewardship
A Commitment to Service

MEMORANDUM

To: Ginny Leija	From: Brian Bordona – Supervising Planner
Date: August 7, 2013	Re: Atlas Peak Road Safety Improvements

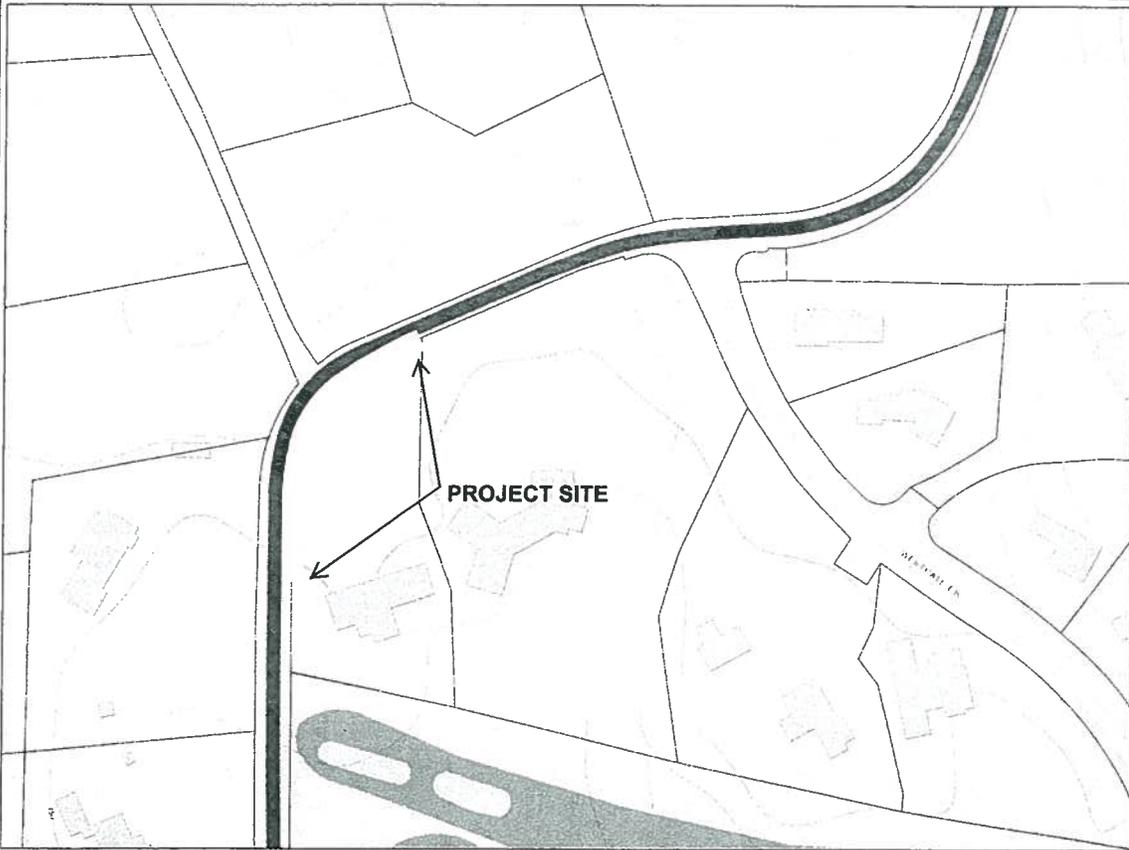
This memo is in response to your request for a determination of compliance with the California Environmental Quality Act (CEQA) Guidelines for the proposed widening of Atlas Peak Road to provide for pedestrian safety improvements. The area involved is approximately 4 feet in width and 300 feet in length and does not involve the removal of any trees. However, some trees may be trimmed to allow for pedestrian access. The project is located on Atlas Peak Road in the general vicinity of Old Soda Springs Road.

Pursuant to Sections 15022(a)(1)(C) and 15300.4 of the State CEQA Guidelines, the Napa County Board of Supervisors have adopted implementation procedures, identifying specific projects that would be categorically exempt from established CEQA Guidelines. The subject project would therefore be Categorical Exempt from the provisions of CEQA pursuant to Local Categorical Exemption Class 1 (c), consistent with Title 14 CCR Section 15301 Class 1 - Repair and maintenance of existing roads and streets, including the repair, maintenance, reconstruction, replacement, and/or minor expansion.

If you have any questions or need additional information, please contact me at 259-5935 or by e-mail at brian.bordona@countyofnapa.org.



NAPA COUNTY TDA-3 APPLICATION ATLAS PEAK ROAD PEDESTRIAN SAFETY PROJECT



Legend
 Parcels



Disclaimer: This map was prepared for informational purposes only.
 No liability is assumed for the accuracy of the data delineated hereon.

This map was printed on 8/12/2013

Notes



A Tradition of Stewardship
A Commitment to Service

Department of Public Works

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: Diana Meehan, NCTPA	From: Rick Marshall Deputy Director of Public Works
Date: August 2, 2013	Re: Application Transportation Development Act (TDA)

The County of Napa hereby applies for TDA Article 3 funding for the following project:

- Project Name: **Atlas Peak Road Pedestrian Safety Project**
- Project Description
 - The proposed project will widen the shoulder of Atlas Peak Road to improve pedestrian safety for well-used route serving Silverado residential community in unincorporated rural area.
- TDA funding request: \$20,000
- Total project cost: \$22,500
- Project schedule
 - Construction 04/2014

Attached please find the following:

- Application form
- CEQA clearance memo
- Location map

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

Eliot Hurwitz, Program Manager
Napa County Transportations and Planning Agency
625 Burnell Street
Napa, California 94559

Dear Mr. Hurwitz:

Re: Application for TDA-3—New Tulocay Creek Bridge and Trail Completion Project

Attached is the City of Napa's application for Transportation Development Act-Article 3 (TDA-3) funding for the New Tulocay Creek Bridge and Trail Completion Project. The bridge and trail construction will complete the last missing trail segment from downtown Napa to the Napa Valley Community College, commercial and retail developments, Kennedy Park, and connection to the Bay Trail.

Please contact Julie Lucido at jlucido@cityofnapa.org or 707-257-9690 if you require any additional information regarding this application.

Sincerely,

Eric B. Whan
Deputy Public Works Director

Resolution No. R2013-72

Attachment B

Page 1 of 1

TDA Article 3 Project Application Form

Fiscal Year of this Claim: 2013/2014 Applicant: City of Napa

Contact person: Julie Lucido – Public Works Department

Mailing Address: 1600 First Street (P.O. Box 660)

E-Mail Address: jlucido@cityofnapa.org Telephone: (707) 257-9690

Secondary Contact (in event primary not available) Eric Whan, Deputy Director of Public Works

E-Mail Address: ewhan@cityofnapa.org Telephone: (707) 257-9634

Short Title Description of Project: New Tulocay Pedestrian/Bicycle Bridge and Trail Completion

Amount of claim: \$ 296,000

Functional Description of Project: The Project includes the design and construction of a bicycle/pedestrian bridge over New Tulocay Creek and paving of approximately three-quarters of a mile of gravel pathway. This work will complete a missing link in the City of Napa's River Trail and will serve as a connector to the existing San Francisco Bay Trail and downtown Napa. The Napa River Trail is already constructed from New Tulocay Creek south to the Napa Community College and the City's Kennedy Park. There is also an existing section north from Third Street in downtown Napa. There is a significant gap in the Napa River Trail between the City's newly built Riverfront Green Park at Third Street and the existing paved bike/pedestrian path which ends on the south bank of Tulocay Creek. The alignment in this section of the River Trail is also a segment of the Napa Valley Vine Trail (Vine Trail), a planned 47-mile regional trail which will connect the cities of Calistoga and Vallejo.

Financial Plan: Project funding will be used for the design, construction, inspection, and project management of the Project.

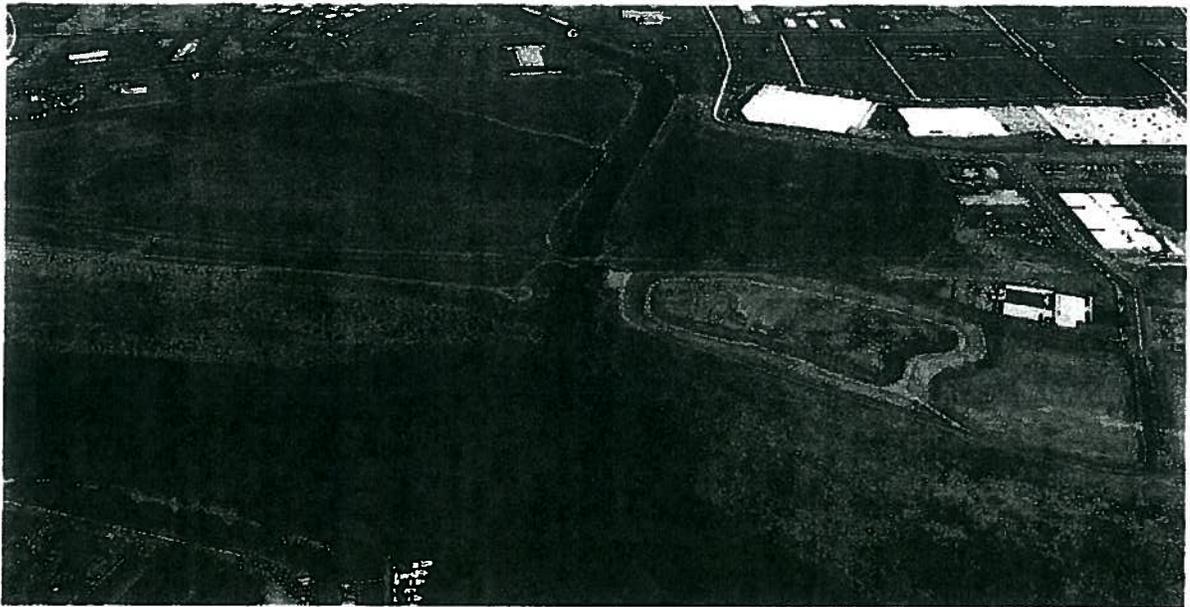
Project Elements: Engineering, materials, construction and installation, inspection, and project management

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3					
List all other sources:					
1. TDA Article 3		\$296,000			\$296,000
2. Gasser Donation		\$100,000			\$100,000
Totals		\$396,000			\$396,000

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide the approximate date approval is anticipated).	Yes
B. Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on a separate page.	No
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	Yes
D. Has the project been reviewed by a Bicycle Advisory Committee? (If "NO," provide an explanation).	Yes
E. Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (required only for projects that include construction). Date stamped by State Clearinghouse.	Yes
F. Will the project be completed before the allocation expires? Enter the anticipated completion date of project (month and year) <u>June 2015</u>	Yes
G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	Yes

New Tulocay Creek Bridge and Trail Completion Project

**TDA-3 Grant Application Information
Submitted by the City of Napa
August 16, 2013**



Project Description

The project to construct a bicycle/pedestrian bridge over New Tulocay Creek and pave three-quarters of a mile of trail will complete a very important missing link in the City of Napa's River Trail and the Napa Valley Vine Trail. This trail segment will serve as a connector from Soscol Avenue in downtown Napa to the existing San Francisco Bay Trail, shopping and commercial developments, the Napa Valley Community College and Kennedy Park.

The three-quarter mile trail segment between New Tulocay Creek and Third Street has not been open for public use because New Tulocay Creek is a physical barrier which prevents the public from using this area. The only crossing of the creek in this area is the existing privately owned railroad bridge which is owned by the Napa Valley Wine Train. People using this bridge are trespassing on private property and there are concerns about public safety.

It is estimated with the construction of the bicycle/pedestrian bridge over New Tulocay Creek and the paving of the existing maintenance road, that the uses in this section of the River Trail and Vine Trail will exceed 200,000 uses a year. The route will provide a non-motorized alternative to access to the campus of the Napa Community College (10,000 students), Kennedy Park (60,000 users/year) and the existing shopping center and expansion at Gasser South (350,000+ annual customer visits).

The City, Flood Control District and the Vine Trail support this project and agree that it would be to the public's benefit to construct this project. This project is a public/private partnership. In September 2012 the Board of the Gasser Foundation agreed to participate in the project up to \$100,000. The City and County Flood Control District staff will provide additional staff services and hydraulic engineering analysis. The design and construction of the bridge and trail completion is estimated to cost approximately \$396,000.

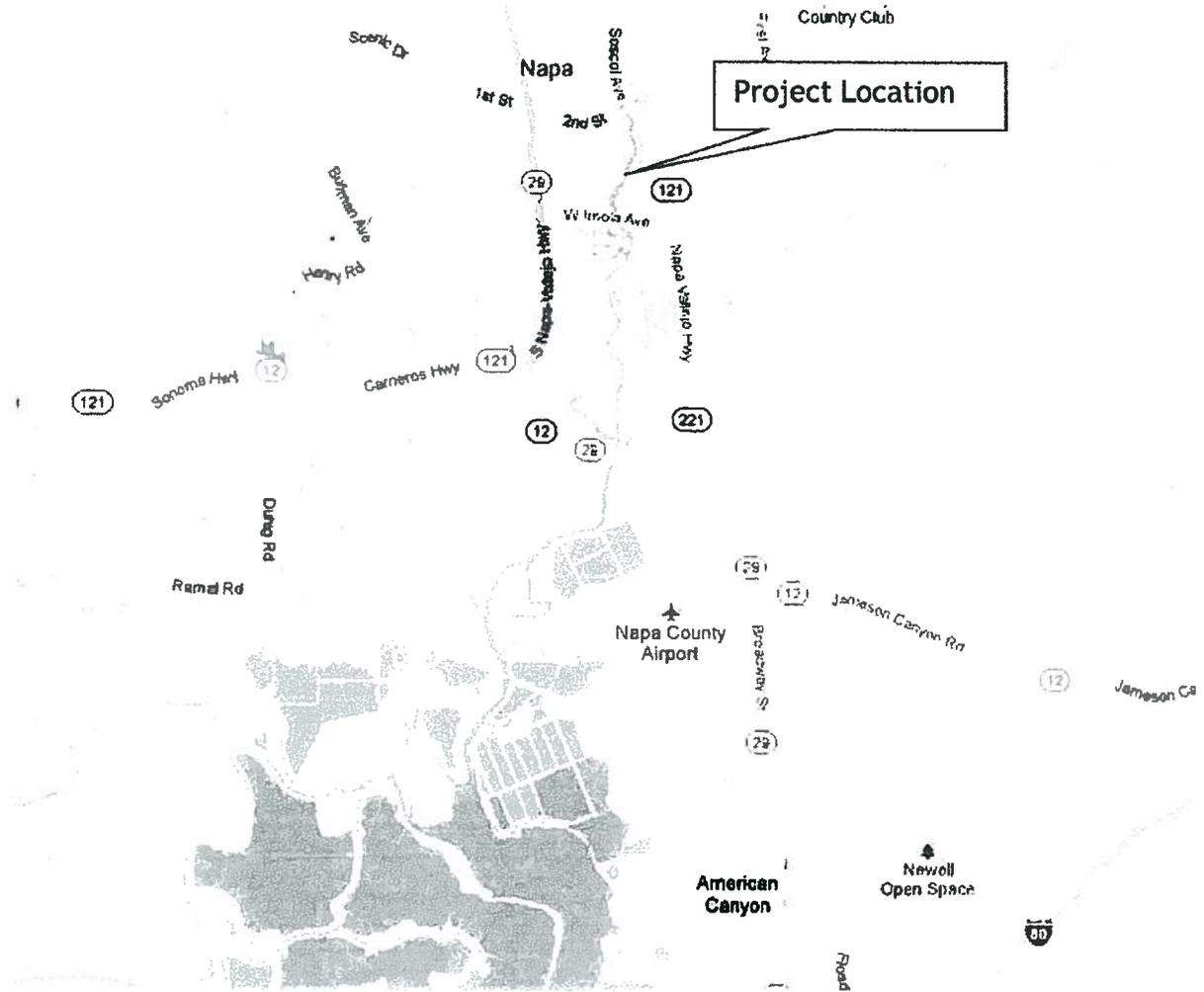
Selection Criteria

The project meets all of the selection criteria for Napa County. The project is listed as a high priority in the City of Napa's Bicycle plan. Environmental Clearance has been secured. This project is part of the Countywide Primary Bikeway Network and \$100,000 in matching funds has been secured.

The project development tasks for this project are relatively straight forward and the project completion can be accomplished within one year of the funding allocation. The bridge will be a pre-fabricated steel structure and the structural engineering will be performed by a specialized bridge fabricator and supplier. Three similar bridge structures have been constructed in Napa since 2005. A gravel trail has already been constructed. The project will place additional base and complete asphalt paving in the existing trail alignment.

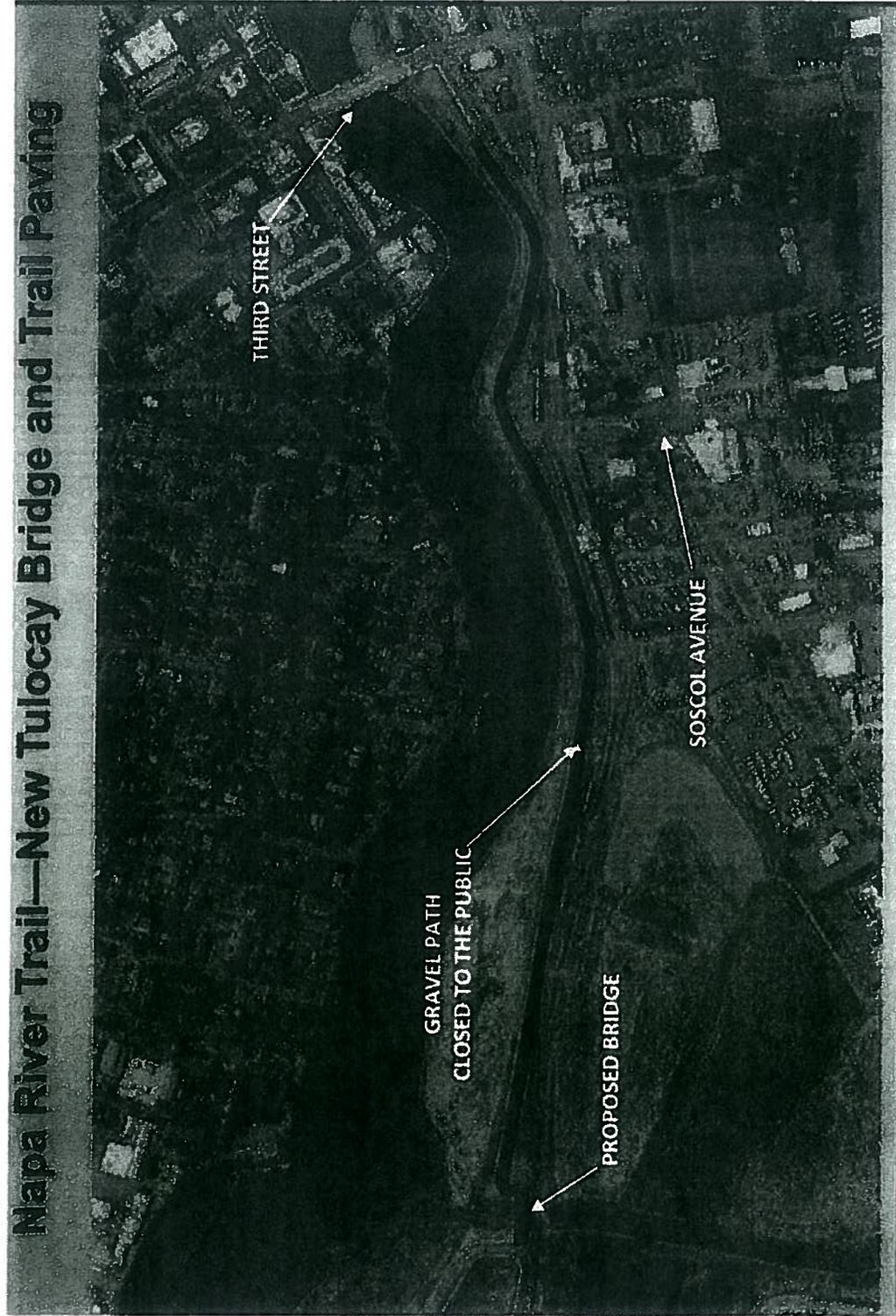
TDA-3 Grant Application
By the City of Napa for New Tulocay Creek Bridge and Trail Completion

PROJECT LOCATION



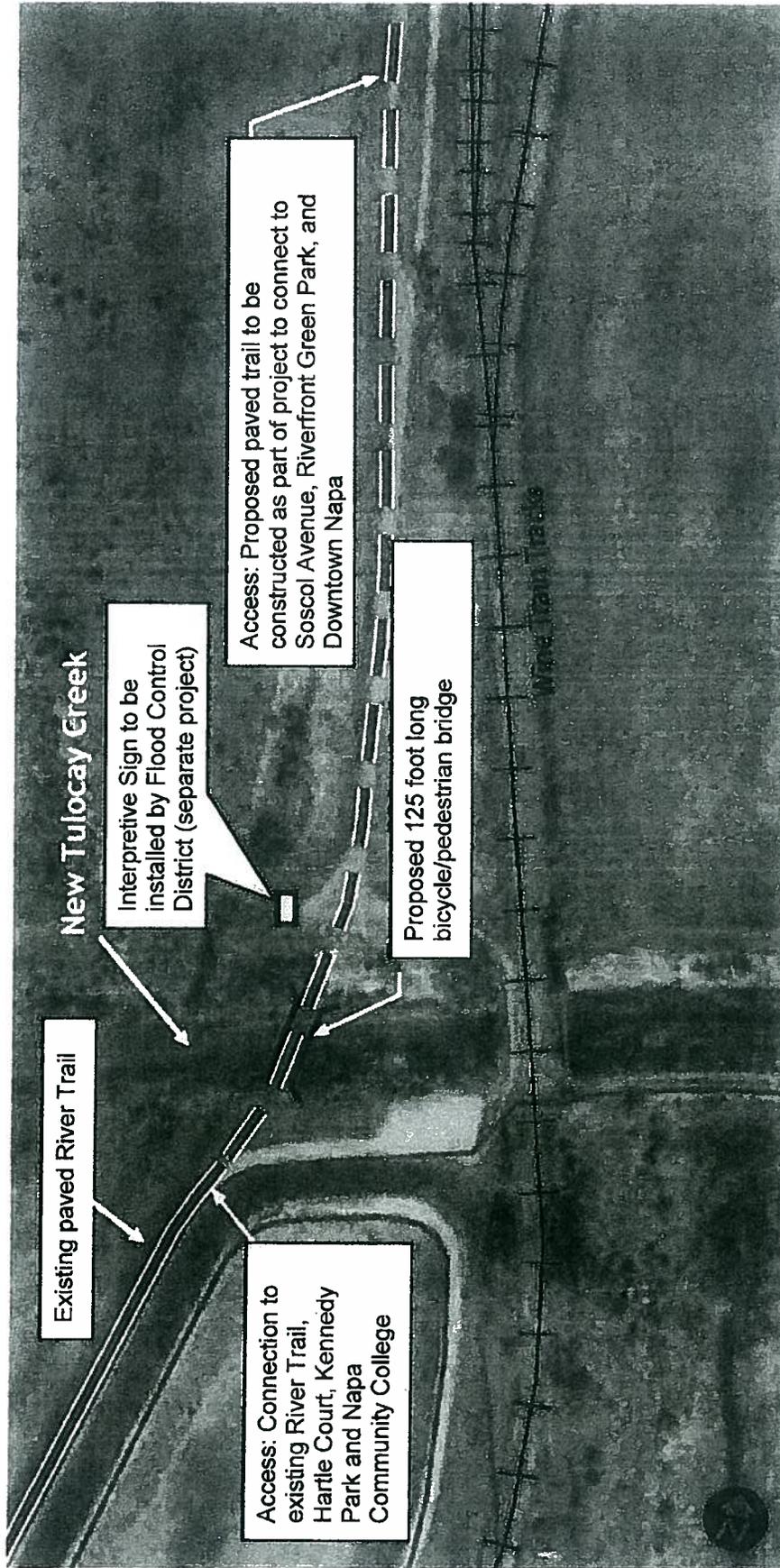
Application for TDA-3 Funding
By the City of Napa for Tulocay Creek Bridge and Trail Paving

AERIAL VIEW WITH APPROXIMATE PROJECT LIMITS



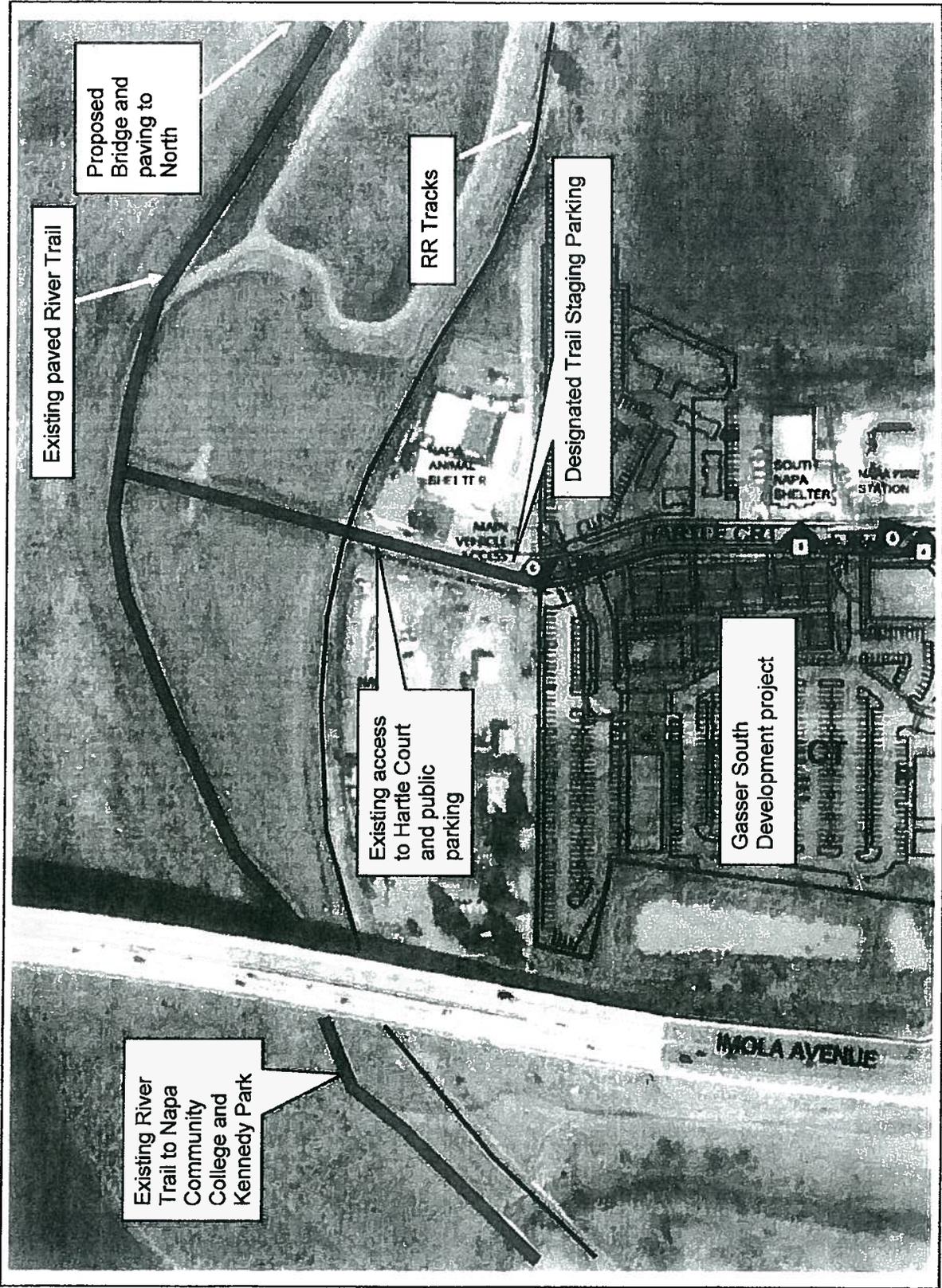
Application for TDA-3 Funding
By the City of Napa for Tulocay Creek Bridge and Trail Paving

SITE PLAN



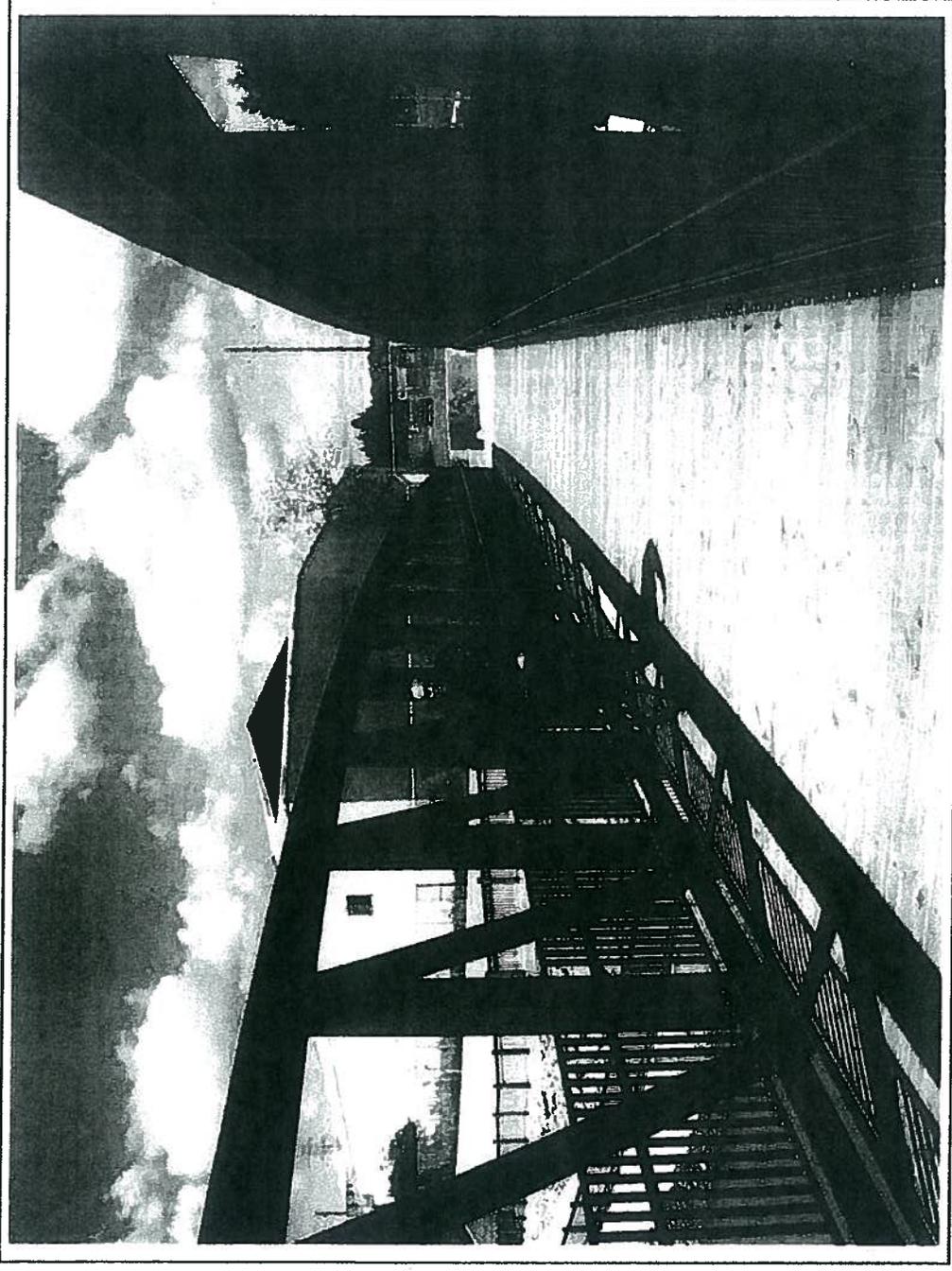
Application for TDA-3 Funding
By the City of Napa for Tulocay Creek Bridge and Trail Paving

EXISTING RIVER TRAIL AND HARTLE COURT ACCESS SOUTH OF PROJECT

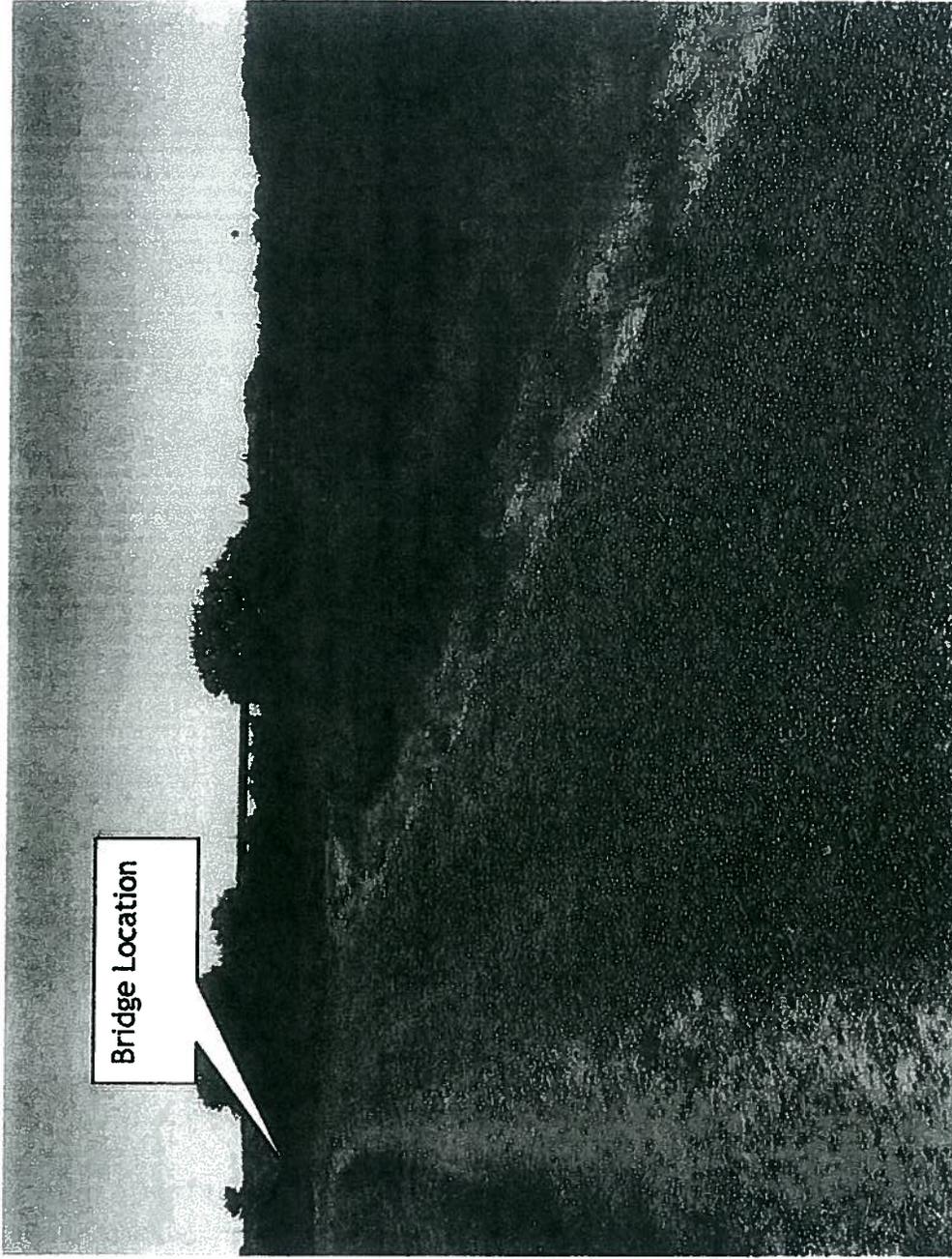


Application for TDA-3 Funding
By the City of Napa for Tulocay Creek Bridge and Trail Paving

SIMILAR PRE-FABRICATED BRIDGE STRUCTURE OVER SANTA ROSA CREEK

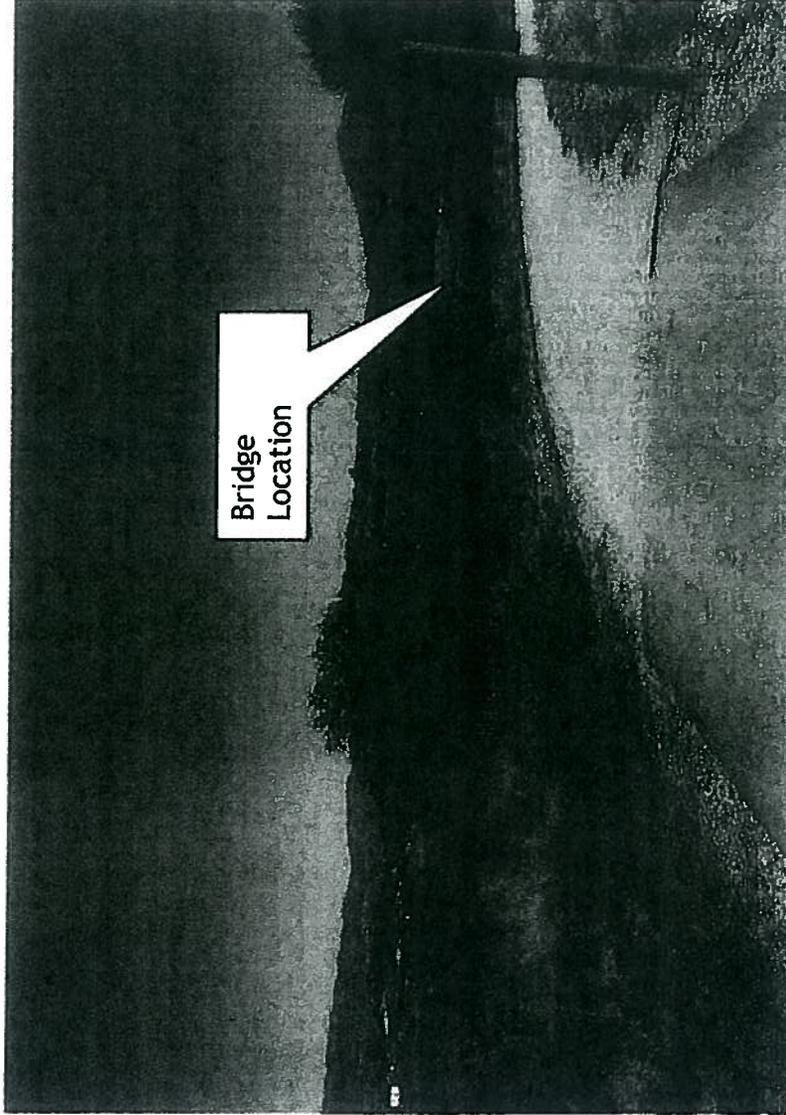


PHOTOS OF PROJECT SITE



Gravel maintenance road (to be paved) north of New Tulocay Creek (view looking south to proposed bridge location)

Application for TDA-3 Funding
By the City of Napa for Tulocay Creek Bridge and Trail Paving

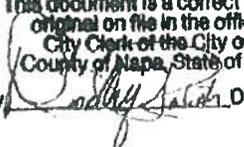


Existing paved pedestrian and bicycle path currently terminates south of New Tulocay Creek (view looking north to proposed bridge location).

Application for TDA-3 Funding
By the City of Napa for Tulocay Creek Bridge and Trail Paving



Pedestrians and bicyclists currently trespass onto the railroad right of way to cross New Tulocay Creek.

ATTEST
This document is a correct copy of the original on file in the office of the City Clerk of the City of Napa, County of Napa, State of California
By  Date 8/12/13

RESOLUTION R2013-72

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NAPA, STATE OF CALIFORNIA, AUTHORIZING A REQUEST TO THE METROPOLITAN TRANSPORTATION COMMISSION FOR THE ALLOCATION OF FISCAL YEAR 2013/2014 TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 PEDESTRIAN/BICYCLE PROJECT FUNDING

WHEREAS, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

WHEREAS, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 875, Revised, entitled "Transportation Development Act, Article 3, Pedestrian/Bicycle Projects," which delineates procedures and criteria for submission of requests for the allocation of "TDA Article 3" funding; and

WHEREAS, MTC Resolution No. 875, Revised requires that requests for the allocation of TDA Article 3 funding be submitted as part of a single, countywide coordinated claim from each county in the San Francisco Bay region; and

WHEREAS, the City of Napa desires to submit a request to MTC for the allocation of TDA Article 3 funds to support the projects described in Attachment B to this resolution, which are for the exclusive benefit and/or use of pedestrians and/or bicyclists; and

WHEREAS, the City Council has considered all information related to this matter, as presented at the public meetings of the City Council identified herein, including any supporting reports by City Staff, and any information provided during public meetings.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Napa, as follows:

1. The City Council hereby finds that the facts set forth in the recitals to this Resolution are true and correct, and establish the factual basis for the City Council's adoption of this Resolution.
2. The City Council hereby determines that the potential environmental effects of the Recommended Action described in this Agenda Report were adequately examined by the Final Environmental Impact Report (FEIR) for the Napa River/Napa Creek Flood Protection Project as certified by the Napa County Flood Control and Water Conservation District on May 4, 1999, pursuant to CEQA Guidelines Sections 15063 and 15162.

3. The City Council hereby authorizes the Public Works Director to submit a request to the Metropolitan Transportation Commission for the allocation of Fiscal Year 2013/2014 Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding.

4. The City of Napa declares it is eligible to request an allocation of TDA Article 3 funds pursuant to Section 99234 of the Public Utilities Code.

5. There is no pending or threatened litigation that might adversely affect the project or projects described in Attachment B to this resolution, or that might impair the ability of the City of Napa to carry out the project.

6. The City of Napa attests to the accuracy of and approves the statements in Attachment A to this resolution.

7. A certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning agency, or county association of governments, as the case may be, of Napa County for submission to MTC as part of the countywide coordinated TDA Article 3 claim.

8. This Resolution shall take effect immediately upon its adoption.

I HEREBY CERTIFY that the foregoing Resolution was duly adopted by the City Council of the City of Napa at a public meeting of said City Council held on the 6th day of August, 2013, by the following vote:

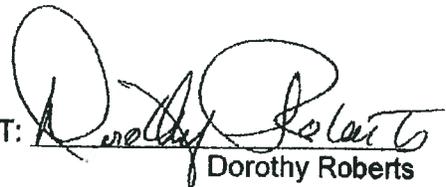
AYES: Mott, Sedgley Inman, Pedroza, Techel

NOES: None

ABSENT: None

ABSTAIN: None

ATTEST:


Dorothy Roberts
City Clerk

Approved as to form:


Michael W. Barrett
City Attorney

Resolution No. R2013-72

Attachment A

Re: Request to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2013/2014 Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding

Findings

Page 1 of 1

1. That the City of Napa is not legally impeded from submitting a request to the Metropolitan Transportation Commission for the allocation of Transportation Development Act (TDA) Article 3 funds, nor is the City of Napa legally impeded from undertaking the project(s) described in "Attachment B" of this resolution.
2. That the City of Napa has committed adequate staffing resources to complete the project(s) described in Attachment B.
3. A review of the project(s) described in Attachment B has resulted in the consideration of all pertinent matters, including those related to environmental and right-of-way permits and clearances, attendant to the successful completion of the project(s).
4. Issues attendant to securing environmental and right-of-way permits and clearances for the projects described in Attachment B have been reviewed and will be concluded in a manner and on a schedule that will not jeopardize the deadline for the use of the TDA funds being requested.
5. That the project(s) described in Attachment B comply with the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.).
6. That as portrayed in the budgetary description(s) of the project(s) in Attachment B, the sources of funding other than TDA are assured and adequate for completion of the project(s).
7. That the project(s) described in Attachment B are for capital construction and/or design engineering; and/or for the maintenance of a Class I bikeway which is closed to motorized traffic; and/or for the purposes of restriping Class II bicycle lanes; and/or for the development or support of a bicycle safety education program; and/or for the development of a comprehensive bicycle and/or pedestrian facilities plan, and an allocation of TDA Article 3 funding for such a plan has not been received by the City of Napa within the prior five fiscal years.
8. That the project(s) described in Attachment B which are bicycle projects have been included in a detailed bicycle circulation element included in an adopted general plan, or included in an adopted comprehensive bikeway plan (such as outlined in Section 2377 of the California Bikeways Act, Streets and Highways Code section 2370 et seq.).
9. That any project described in Attachment B that is a "Class I Bikeway," meets the mandatory minimum safety design criteria published in Chapter 1000 of the California Highway Design Manual.
10. That the project(s) described in Attachment B are ready to commence implementation during the fiscal year of the requested allocation.
11. That the City of Napa agrees to maintain, or provide for the maintenance of, the project(s) and facilities described in Attachment B, for the benefit of and use by the public.

**TOWN OF YOUNTVILLE
PUBLIC WORKS DEPARTMENT**

6550 Yount Street
Yountville, CA 94599

Telephone: (707) 944-8851
Fax: (707)944-9619

TO: Napa County Transportation and
Planning Agency
625 Burnell Street
Napa, CA 94559

LETTER OF TRANSMITTAL

ATTACHMENT 4
TAC Agenda Item 9
September 5, 2013

DATE: August 15, 2013
ATTENTION: Eliot Hurwitz

WE ARE SENDING YOU Attached via _____ the following items:

Prints Change Order # _____ Plans Quantity & Cost Estimates
Descriptions Pay Estimate # _____ Specifications _____

COPIES	DATE	NO.	DESCRIPTION
4	8/15/13	1	TDA-3 Funding Applications
2	8/15/13	2	Model Resolutions
1	8/15/13	3	Prioritized List of Projects

THESE ARE TRANSMITTED as checked below:

For Approval Approved as submitted Resubmit _____ copies for approval
For your file Approved as noted Submit _____ copies for distribution
As requested Returned for corrections Return _____ corrected prints
 For review and comment For your information _____

REMARKS If you have any questions, please call me at 707-494-8580.



Kevin Scott
Management Analyst

Copy: File

Resolution No.
Attachment A

Re: Submittal of Countywide Coordinated Claim to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2013-2014 TDA Article 3 Pedestrian/Bicycle Project Funds to Claimants in Napa County

Prioritized List of Projects

	Short Title Description of Project	TDA Article 3 Amount	Total Project Cost
1.	North Yountville Bike Route	\$65,810	\$161,810
2.	Pedestrian Path from Oak Circle to Mission	\$74,000	\$499,000
3.	Park Paths Program (Mission Street to Hotel Yountville Path)	\$74,700	\$74,700
4.	Sidewalk on East side of Washington Street between Yountville Inn and Catholic Church	\$60,000	\$60,000
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
	Totals	\$274,510	\$795,510

Resolution No.
Attachment B
page 1 of 4

TDA Article 3 Project Application Form

Fiscal Year of this Claim: 2013-2014 Applicant: Town of Yountville

Contact person: Graham Wadsworth

Mailing Address: 6550 Yount Street, Yountville, CA 94599

E-Mail Address: gwadsworth@yville.com Telephone: (707) 944-8851

Secondary Contact (in event primary not available): Kevin Scott

E-Mail Address: kscott@yville.com Telephone: (707) 494-8580

Short Title Description of Project: North Yountville Bike Route

Amount of claim: \$65,810

Functional Description of Project:

This project includes a concrete path from Washington at Lincoln to the Yountville Park Restrooms and a path connecting Webber Ave. to Multiuse Path along Highway 12. Also included in the project is replacement of reflective road markers and re-stripping on Yountville Cross Road and Madison Street.

Financial Plan:

List the project elements for which TDA funding is being requested (e.g., planning, environmental, engineering, right-of-way, construction, inspection, contingency, audit). Use the table below to show the project budget. Include prior and proposed future funding of the project. If the project is a segment of a larger project, include prior and proposed funding sources for the other segments.

Project Elements: Planning, Environmental, Engineering, Right-of-way, Construction, Inspection, Contingency

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$65,810			\$65,810
list all other sources:					
1. Caltrans TE funding		\$85,900			\$85,900
2. CIP Budget		\$10,100			\$10,100
3.					
4.					
Totals		\$161,800			\$161,810

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide the approximate date approval is anticipated).	YES
B. Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on a separate page.	NO
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	YES
D. Has the project been reviewed by a Bicycle Advisory Committee? (If "NO," provide an explanation).	YES
E. Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (required only for projects that include construction).	YES
F. Will the project be completed before the allocation expires? Enter the anticipated completion date of project (month and year) <u>October 2013</u>	YES
G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	YES

Resolution No.
Attachment B
 page 2 of 4

TDA Article 3 Project Application Form

Fiscal Year of this Claim: 2013-2014 Applicant: Town of Yountville

Contact person: Graham Wadsworth

Mailing Address: 6550 Yount Street, Yountville, CA 94599

E-Mail Address: gwadsworth@yville.com Telephone: (707) 944-8851

Secondary Contact (in event primary not available): Kevin Scott

E-Mail Address: kscott@yville.com Telephone: (707) 494-8580

Short Title Description of Project: Pedestrian Path from Oak Circle to Mission

Amount of claim: \$74,000

Functional Description of Project:
 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).

Financial Plan:
 List the project elements for which TDA funding is being requested (e.g., planning, environmental, engineering, right-of-way, construction, inspection, contingency, audit). Use the table below to show the project budget. Include prior and proposed future funding of the project. If the project is a segment of a larger project, include prior and proposed funding sources for the other segments.

Project Elements: Planning, Environmental, Engineering, Right-of-way

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$74,000	\$425,000		\$499,000
list all other sources:					
1.					
2.					
3.					
4.					
Totals					\$499,000

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide the approximate date approval is anticipated).	YES
B. Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on a separate page.	NO
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	N/A
D. Has the project been reviewed by a Bicycle Advisory Committee? (If "NO," provide an explanation).	N/A
E. Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (required only for projects that include construction).	NO
F. Will the project be completed before the allocation expires? Enter the anticipated completion date of project (month and year) <u>December 2015</u>	YES
G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	YES

Resolution No.
Attachment B
page 3 of 4

TDA Article 3 Project Application Form

Fiscal Year of this Claim: 2013-2014 Applicant: Town of Yountville

Contact person: Graham Wadsworth

Mailing Address: 6550 Yount Street, Yountville, CA 94599

E-Mail Address: gwadsworth@yville.com Telephone: (707) 944-8851

Secondary Contact (in event primary not available): Kevin Scott

E-Mail Address: kscott@yville.com Telephone: (707) 494-8580

Short Title Description of Project: Park Paths Program (Mission Street to Hotel Yountville Path)

Amount of claim: \$74,700

Functional Description of Project:
Replace the path at Hotel Yountville, east of Hopper Creek and remove the trees between Mission and the pedestrian bridge, approx 400 lineal feet.

Financial Plan:
List the project elements for which TDA funding is being requested (e.g., planning, environmental, engineering, right-of-way, construction, inspection, contingency, audit). Use the table below to show the project budget. Include prior and proposed future funding of the project. If the project is a segment of a larger project, include prior and proposed funding sources for the other segments.

Project Elements: Planning, Environmental, Engineering, Right-of-way, Construction, Inspection, Contingency

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$74,700			\$74,700
list all other sources:					
1.					
2.					
3.					
4.					
Totals					

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide the approximate date approval is anticipated).	YES
B. Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on a separate page.	NO
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	N/A
D. Has the project been reviewed by a Bicycle Advisory Committee? (If "NO," provide an explanation).	N/A
E. Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (required only for projects that include construction).	NO
F. Will the project be completed before the allocation expires? Enter the anticipated completion date of project (month and year) <u>December 2015</u>	YES
G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	YES

Resolution No.
Attachment B
page 4 of 4

TDA Article 3 Project Application Form

Fiscal Year of this Claim: 2013-2014 Applicant: Town of Yountville

Contact person: Graham Wadsworth

Mailing Address: 6550 Yount Street, Yountville, CA 94599

E-Mail Address: gwadsworth@yville.com Telephone: (707) 944-8851

Secondary Contact (in event primary not available): Kevin Scott

E-Mail Address: kscott@yville.com Telephone: (707) 494-8580

Short Title Description of Project: Sidewalk on the east side of Washington Street between Yountville Inn and Catholic Church

Amount of claim: \$60,000

Functional Description of Project:

Design and construction of a sidewalk from the south end of the sidewalk at Yountville Inn Expansion Project (south of Champagne) to the Town limit to provide access to the Catholic Church

Financial Plan:

List the project elements for which TDA funding is being requested (e.g., planning, environmental, engineering, right-of-way, construction, inspection, contingency, audit). Use the table below to show the project budget. Include prior and proposed future funding of the project. If the project is a segment of a larger project, include prior and proposed funding sources for the other segments.

Project Elements: Planning, Environmental, Engineering, Right-of-way, Construction, Inspection, Contingency

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$60,000			\$60,000
list all other sources:					
1.					
2.					
3.					
4.					
Totals					

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide the approximate date approval is anticipated).	YES
B. Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on a separate page.	NO
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	N/A
D. Has the project been reviewed by a Bicycle Advisory Committee? (If "NO," provide an explanation).	N/A
E. Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (required only for projects that include construction).	NO
F. Will the project be completed before the allocation expires? Enter the anticipated completion date of project (month and year) <u>December 2015</u>	YES
G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	YES

Resolution No.
Abstract [Optional]

This resolution approves the request to the Metropolitan Transportation Commission by the **Town of Yountville** for an allocation of Transportation Development Act Article 3 Pedestrian and Bicycle Project funding for fiscal year **2013-2014**.

Resolution No.

Re: Request to the Metropolitan Transportation Commission for the allocation of fiscal year 2013-2014 Transportation Development Act Article 3 Pedestrian/Bicycle project funding

WHEREAS, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

WHEREAS, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 875, Revised, entitled "Transportation Development Act, Article 3, Pedestrian/Bicycle Projects," which delineates procedures and criteria for submission of requests for the allocation of "TDA Article 3" funding; and

WHEREAS, MTC Resolution No. 875, Revised requires that requests for the allocation of TDA Article 3 funding be submitted as part of a single, countywide coordinated claim from each county in the San Francisco Bay region; and

WHEREAS, the **Town of Yountville** desires to submit a request to MTC for the allocation of TDA Article 3 funds to support the projects described in Attachment B to this resolution, which are for the exclusive benefit and/or use of pedestrians and/or bicyclists; now, therefore, be it

RESOLVED, that the **Town of Yountville** declares it is eligible to request an allocation of TDA Article 3 funds pursuant to Section 99234 of the Public Utilities Code, and furthermore, be it

RESOLVED, that there is no pending or threatened litigation that might adversely affect the project or projects described in Attachment B to this resolution, or that might impair the ability of the **Town of Yountville** to carry out the project; and furthermore, be it

RESOLVED, that the **Town of Yountville** attests to the accuracy of and approves the statements in Attachment A to this resolution; and furthermore, be it

RESOLVED, that a certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning agency, or county association of governments, as the case may be, of **Napa County** for submission to MTC as part of the countywide coordinated TDA Article 3 claim.

The Town of Yountville adopted this resolution on **INSERT DATE**.

AYES:

NAYS:

Certified to by (signature): _____
TYPE NAME OF CERTIFYING INDIVIDUAL HERE

Resolution No.
Attachment A

Re: Request to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2013-2014 Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding

Findings
Page 1 of 1

1. That the **Town of Yountville** is not legally impeded from submitting a request to the Metropolitan Transportation Commission for the allocation of Transportation Development Act (TDA) Article 3 funds, nor is the **Town of Yountville** legally impeded from undertaking the project(s) described in “Attachment B” of this resolution.
2. That the **Town of Yountville** has committed adequate staffing resources to complete the project(s) described in Attachment B.
3. A review of the project(s) described in Attachment B has resulted in the consideration of all pertinent matters, including those related to environmental and right-of-way permits and clearances, attendant to the successful completion of the project(s).
4. Issues attendant to securing environmental and right-of-way permits and clearances for the projects described in Attachment B have been reviewed and will be concluded in a manner and on a schedule that will not jeopardize the deadline for the use of the TDA funds being requested.
5. That the project(s) described in Attachment B comply with the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.).
6. That as portrayed in the budgetary description(s) of the project(s) in Attachment B, the sources of funding other than TDA are assured and adequate for completion of the project(s).
7. That the project(s) described in Attachment B are for capital construction and/or design engineering; and/or for the maintenance of a Class I bikeway which is closed to motorized traffic; and/or for the purposes of restriping Class II bicycle lanes; and/or for the development or support of a bicycle safety education program; and/or for the development of a comprehensive bicycle and/or pedestrian facilities plan, and an allocation of TDA Article 3 funding for such a plan has not been received by the **Town of Yountville** within the prior five fiscal years.
8. That the project(s) described in Attachment B which are bicycle projects have been included in a detailed bicycle circulation element included in an adopted general plan, or included in an adopted comprehensive bikeway plan (such as outlined in Section 2377 of the California Bikeways Act, Streets and Highways Code section 2370 et seq.).
9. That any project described in Attachment B that is a “Class I Bikeway,” meets the mandatory minimum safety design criteria published in Chapter 1000 of the California Highway Design Manual.
10. That the project(s) described in Attachment B are ready to commence implementation during the fiscal year of the requested allocation.
11. That the **Town of Yountville** agrees to maintain, or provide for the maintenance of, the project(s) and facilities described in Attachment B, for the benefit of and use by the public.

Resolution No.

Re: Submittal of Countywide Coordinated Claim to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2103-2014 TDA Article 3 Pedestrian/Bicycle Project Funds to Claimants in Napa County

WHEREAS, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

WHEREAS, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 875, Revised, which delineates procedures and criteria for submission of requests for the allocation of TDA Article 3 funds; and

WHEREAS, MTC Resolution No. 875, Revised requires that requests from eligible claimants for the allocation of TDA Article 3 funds be submitted as part of a single, countywide coordinated claim, composed of certain required documents; and

WHEREAS, the Napa County Transportation Planning Agency has undertaken a process in compliance with MTC Resolution No. 875, Revised for consideration of project proposals submitted by eligible claimants of TDA Article 3 funds in **Napa County**, and a prioritized list of projects, included as Attachment A of this resolution, was developed as a result of this process; and

WHEREAS, each claimant in **Napa County** whose project or projects have been prioritized for inclusion in the fiscal year **2013-2014** TDA Article 3 countywide coordinated claim, has forwarded to the Napa County Transportation Planning Agency a certified copy of its governing body resolution for submittal to MTC requesting an allocation of TDA Article 3 funds; now, therefore, be it

RESOLVED, that the Napa County Transportation Planning Agency approves the prioritized list of projects included as Attachment A to this resolution; and furthermore, be it

RESOLVED, that the Napa County Transportation Planning Agency approves the submittal to MTC, of the **Napa County** fiscal year **2013-2014** TDA Article 3 countywide, coordinated claim, composed of the following required documents:

- A. transmittal letter
- B. a certified copy of this resolution, including Attachment A;
- C. one copy of the governing body resolution and required attachments, for each claimant whose project or projects are the subject of the coordinated claim;
- D. a description of the process for public and staff review of all proposed projects submitted by eligible claimants for prioritization and inclusion in the countywide, coordinated claim;
- E. confirmation that each project meets Caltrans' minimum safety design criteria and is ready to implement within the next fiscal year.

This resolution was adopted by Napa County Transportation Planning Agency on **INSERT DATE.**

AYES:

NAYS:

Certified to by (signature): _____
TYPE NAME OF CERTIFYING INDIVIDUAL HERE



CITY OF AMERICAN CANYON

August 16, 2013

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

RE: FY2013-14 Transportation Development Act-Article 3 (TDA-3) Grant Application

Dear Ms. Miller:

On behalf of the City of American Canyon, attached please find the project description and location map for the Transportation Development Act-Article 3 (TDA-3) to conduct a feasibility study for a Vine Trail gap closure between Silver Oak Drive and Silver Oak Park project application form.

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



TDA Article 3 Project Application Form

Fiscal Year of this Claim: FY13-14 Applicant: City of American Canyon

Contact person: Cheryl Braulik

Mailing Address: 4381 Broadway, Suite 201

E-Mail Address: cbraulik@cityofamericancanyon.org Telephone: 707-647-4588

Secondary Contact (in event primary not available) Bent Cooper

E-Mail Address: bcooper@cityofamericancanyon.org Telephone: 707-647-4335

Short Title Description of Project: Vine Trail Gap Closure Project

Amount of claim: \$45,000

Functional Description of Project:

The City's bicycle master plan identifies a proposed Class 1 Vine Trail bicycle route along the north side of the American Canyon Creek between Silver Oak Drive and Newell Drive. A segment between Newell Drive and Silver Oak Park currently exists. Funding from this grant would allow for a feasibility study that includes preliminary engineering, community outreach and biological surveys to extend the trail west from Silver Oak Park to Silver Oak Drive.

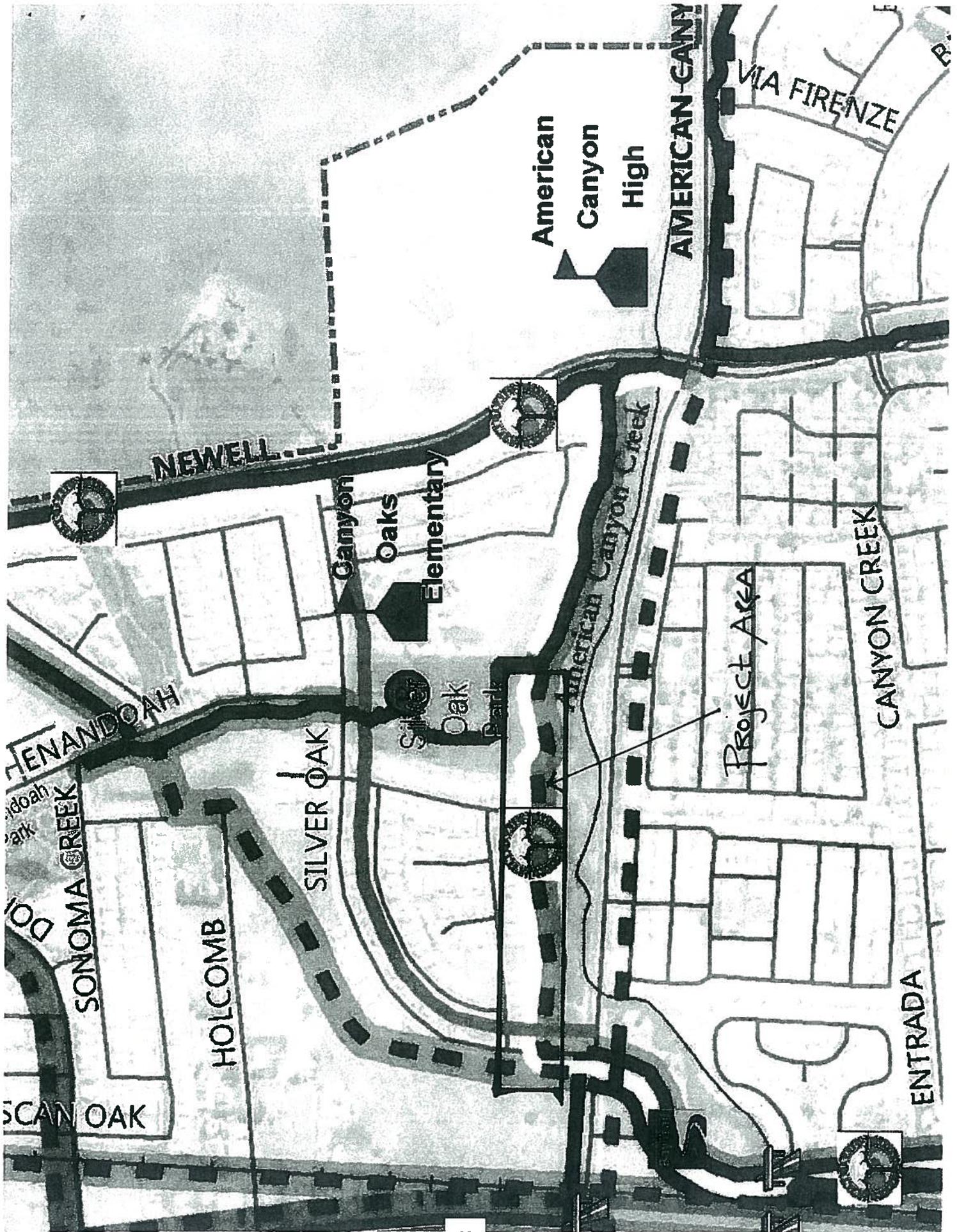
Financial Plan:

List the project elements for which TDA funding is being requested (e.g., planning, environmental, engineering, right-of-way, construction, inspection, contingency, audit). Use the table below to show the project budget. Include prior and proposed future funding of the project. If the project is a segment of a larger project, include prior and proposed funding sources for the other segments.

Project Elements: Feasibility study, including preliminary engineering, community outreach and biological surveys

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$45,000			\$45,000
list all other sources:					
1.					
2.					
3.					
4.					
Totals					

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide the approximate date approval is anticipated).	Yes
B. Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on a separate page.	No
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	Yes
D. Has the project been reviewed by a Bicycle Advisory Committee? (If "NO," provide an explanation).	Yes
E. Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (required only for projects that include construction).	N/A
F. Will the project be completed before the allocation expires? Enter the anticipated completion date of project (month and year) <u>12/2013</u>	Yes
G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	N/A



Date: June 26, 2013
W.I.: 1514
Referred By: PAC

ABSTRACT

Resolution No. 4108

This resolution establishes policies and procedures for the submission of claims for Article 3 funding for pedestrian and bicycle facilities as required by the Transportation Development Act in Public Utilities Code (PUC) Section 99401.(a). Funding for pedestrian and bicycle projects is established by PUC Section 99233.3.

This resolution supersedes MTC Resolution No. 875, Revised commencing with the FY2014-15 funding cycle.

Further discussion of these procedures and criteria are contained in the Programming and Allocations Summary Sheet dated June 12, 2013.

Date: June 26, 2013
W.I.: 1514
Referred By: PAC

RE: Transportation Development Act, Article 3. Pedestrian and Bicycle Projects.

METROPOLITAN TRANSPORTATION COMMISSION

RESOLUTION NO. 4108

WHEREAS, the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., requires the Transportation Planning Agency to adopt rules and regulations delineating procedures for the submission of claims for funding for pedestrian and bicycle facilities (Article 3, PUC Section 99233.3); state criteria by which the claims will be analyzed and evaluated (PUC Section 99401(a); and to prepare a priority list for funding the construction of pedestrian and bicycle facilities (PUC Section 99234(b)); and

WHEREAS, the Metropolitan Transportation Commission (MTC), as the Transportation Planning Agency for the San Francisco Bay Region, adopted MTC Resolution No. 875 entitled "Transportation Development Act, Article 3, Pedestrian/Bicycle Projects", that delineates procedures and criteria for submission of claims for Article 3 funding for pedestrian and bicycle facilities; and

WHEREAS, MTC desires to update these procedures and criteria commencing with the FY2014-15 funding cycle, now therefore be it

RESOLVED, that MTC adopts its policies and procedures for TDA funding for pedestrian and bicycle facilities described in Attachment A ; and be it further

RESOLVED, that the prior policy governing allocation of funds contained in Resolution No. 875 is superseded by this resolution, effective with the FY 2014-15 funding cycle.

METROPOLITAN TRANSPORTATION COMMISSION

Amy Rein Worth, Chair

The above resolution was approved by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California, on June 26, 2013.

Date: June 26, 2013
W.I.: 1514
Referred By: PAC

Attachment A
Resolution No. 4108
Page 1 of 7

TRANSPORTATION DEVELOPMENT ACT, ARTICLE 3,
PEDESTRIAN/BICYCLE PROJECTS
Policies and Procedures

Eligible Claimants

The Transportation Development Act (TDA), Public Utilities Code Sections 99233.3 and 99234, makes funds available in the nine-county Metropolitan Transportation Commission (MTC) Region for the exclusive use of pedestrian and bicycle projects. MTC makes annual allocations of TDA Article 3 funds to eligible claimants after review of applications submitted by counties or congestion management agencies.

All cities and counties in the nine counties in the MTC region are eligible to claim funds under TDA Article 3. Joint powers agencies composed of cities and/or counties are also eligible provided their JPA agreement allows it to claim TDA funds.

Application

1. Counties or congestion management agencies will be responsible for developing a program of projects not more than annually, which they initiate by contacting the county and all cities and joint powers agencies within their jurisdiction and encouraging submission of project applications.
2. Claimants will send one or more copies of project applications to the county or congestion management agency (see "Priority Setting" below).
3. A project is eligible for funding if:
 - a. The project sponsor submits a resolution of its governing board that addresses the following six points:
 1. There are no legal impediments regarding the project.
 2. Jurisdictional or agency staffing resources are adequate to complete the project.
 3. There is no pending or threatened litigation that might adversely affect the project or the ability of the project sponsor to carry out the project.
 4. Environmental and right-of-way issues have been reviewed and found to be in such a state that fund obligation deadlines will not be jeopardized.
 5. Adequate local funding is available to complete the project.
 6. The project has been conceptually reviewed to the point that all contingent issues have been considered.

- b. The funding requested is for one or more of the following purposes:
 - 1. Construction and/or engineering of a bicycle or pedestrian capital project
 - 2. Maintenance of a multi-purpose path which is closed to motorized traffic
 - 3. Bicycle safety education program (no more than 5% of county total).
 - 4. Development of a comprehensive bicycle or pedestrian facilities plans (allocations to a claimant for this purpose may not be made more than once every five years).
 - 5. Restriping Class II bicycle lanes.Refer to Appendix A for examples of eligible projects.
- c. The claimant is eligible to claim TDA Article 3 funds under Sections 99233.3 or 99234 of the Public Utilities Code.
- d. If it is a Class I, II or III bikeway project, it must meet the mandatory minimum safety design criteria published in Chapter 1000 of the California Highway Design Manual (Available via Caltrans headquarters' World Wide Web page); or if it is a pedestrian facility, it must meet the mandatory minimum safety design criteria published in Chapter 100 of the California Highway Design Manual (Available via Caltrans headquarters' World Wide Web page).
- e. The project is ready to implement and can be completed within the three year eligibility period.
- f. *If the project includes construction, that it* meets the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.) and project sponsor submits an environmental document that has been stamped by the County Clerk within the past three years.
- g. A jurisdiction agrees to maintain the facility.
- h. The project is included in a locally approved bicycle, pedestrian, transit, multimodal, complete streets, or other relevant plan.

Priority Setting

- 1. The county or congestion management agency (CMA) shall establish a process for establishing project priorities in order to prepare an annual list of projects being recommended for funding.
- 2. Each county and city is required to have a Bicycle Advisory Committee (BAC) to review and prioritize TDA Article 3 bicycle and pedestrian projects and to participate in the development and review of comprehensive bicycle plans. BACs should be composed of both bicyclists and pedestrians.

A city BAC shall be composed of at least 3 members who live or work in the city. More members may be added as desired. They will be appointed by the City Council. The City or Town Manager will designate staff to provide administrative and technical support to the Committee.

An agency can apply to MTC for exemption from the city BAC requirement if they can demonstrate that the countywide BAC provides for expanded city representation.

A county BAC shall be composed of at least 5 members who live or work in the county. More members may be added as desired. The County Board of Supervisors or Congestion Management Agency (CMA) will appoint BAC members. The county or congestion management agency executive/administrator will designate staff to provide administration and technical support to the Committee.

3. All proposed projects shall be submitted to the County or congestion management agency for evaluation/prioritization. Consistent with the county process, either the Board of Supervisors or the Congestion Management Agency (CMA) will adopt the countywide list and forward it to MTC for approval.
4. The county or congestion management agency will forward to MTC a copy of the following:
 - a) Applications for the recommended projects, including a governing body resolution, stamped environmental document, and map for each, as well as a cover letter stating the total amount of money being claimed; *and confirmation that each project meets Caltrans' minimum safety design criteria and can be completed before the allocation expires.*
 - b) The complete priority list of projects with an electronic version to facilitate grant processing.
 - c) A Board of Supervisors' or CMA resolution approving the priority list and authorizing the claim.

MTC Staff Evaluation

MTC Staff will review the list of projects submitted by each county. If a recommended project is eligible for funding, falls within the overall TDA Article 3 fund estimate level for that county, and has a completed application, staff will recommend that funds be allocated to the project.

Allocation

The Commission will approve the allocation of funds for the recommended projects. The County Auditor will be notified by allocation instructions to reserve funds for the approved projects. Claimants will be sent copies of the allocation instructions and funds should be invoiced in accordance with the “Disbursement” section below.

Eligible Expenditures

Eligible expenditures may be incurred from the start of the fiscal year of award plus two additional fiscal years. Allocations expire at the end of third fiscal year following allocation. For example, if funds are allocated to a project in October 2014, a claimant may be reimbursed for eligible expenses that were incurred on or after July 1, 2014. The allocation expires on June 30, 2017 and all eligible expenses must be incurred before this date. All disbursement requests should be submitted by August 31, 2017.

Disbursement

1. The claimant shall submit to MTC the following, no later than two months after the grant expiration date:
 - a) A copy of the allocation instructions along with a dated cover letter referring to the project by name, dollar amount and allocation instruction number and the request for a disbursement of funds;
 - b) Documents showing that costs have been incurred during the period of time covered by the allocation.
 - c) With the final invoice, the claimant shall submit a one paragraph summary of work completed with the allocated funds. This information may be included in the cover letter identified in bullet “a” above and is required before final disbursement is made. If the project includes completion of a Class I, II or III bicycle facility, this information should be added to Bikemapper or a request should be made to MTC to add it to Bikemapper.
2. MTC will approve the disbursement and, if the disbursement request was received in a timely fashion and the allocation instruction has not expired, been totally drawn down nor been rescinded, issue an authorization to the County Auditor to disburse funds to the claimant.

Rescissions and Expired Allocations

Funds will be allocated to claimants for specific projects, so transfers of funds to other projects sponsored by the same claimant may not be made. If a claimant has to abandon a project or cannot complete it within the time allowed, it should ask the county or congestion management

agency to request that MTC rescind the allocation. Rescission requests may be submitted to and acted upon by MTC at any time during the year. Rescinded funds will be returned to the county's apportionment.

Allocations that expire without being fully disbursed will be disencumbered in the fiscal year following expiration. The funds will be returned to county's apportionment and will be available for allocation.

Fiscal Audit

All claimants that have received an allocation of TDA funds are required to submit an annual certified fiscal and compliance audit to MTC and to the Secretary of Business and Transportation Agency within 180 days after the close of the fiscal year, in accordance with PUC Section 99245. Article 3 applicants need not file a fiscal audit if TDA funds were not expended (that is, costs incurred) during a given fiscal year. However, the applicant should submit a statement for MTC's records certifying that no TDA funds were expended during the fiscal year. Failure to submit the required audit for any TDA article will preclude MTC from making a new Article 3 allocation. For example, a delinquent Article 4.5 fiscal audit will delay any other TDA allocation to the city/county with an outstanding audit. Until the audit requirement is met, no new Article 3 allocations will be made.

TDA Article 3 funds may be used to pay for the fiscal audit required for this funding.

Appendix A: Examples of Eligible Projects

1. Projects that eliminate or improve an identified problem area (specific safety hazards such as high-traffic narrow roadways or barriers to travel) on routes that would otherwise provide relatively safe and direct bicycle or pedestrian travel use. For example, roadway widening, shoulder paving, restriping or parking removal to provide space for bicycles; a bicycle/pedestrian bridge across a stream or railroad tracks on an otherwise useful route; a segment of multi-purpose path to divert young bicyclists from a high traffic arterial; a multi-purpose path to provide safe access to a school or other activity center; replacement of substandard grates or culverts; adjustment of traffic-actuated signals to make them bicycle sensitive. Projects to improve safety should be based on current traffic safety engineering knowledge.
2. Roadway improvements or construction of a continuous interconnected route to provide reasonably direct access to activity centers (employment, educational, cultural, recreational) where access did not previously exist or was hazardous. For example, development of Multi-purpose paths on continuous rights-of-way with few intersections (such as abandoned railroad rights-of-way) which lead to activity centers; an appropriate combination of Multi-purpose paths, Class II, and Class III bikeways on routes identified as high demand access routes; bicycle route signs or bike lanes on selected routes which receive priority maintenance and cleaning.
3. Secure bicycle parking facilities, especially in high use activity areas, at transit terminals, and at park-and-ride lots. Desirable facilities include lockers, sheltered and guarded check-in areas; self-locking sheltered racks that eliminate the need to carry a chain and racks that accept U-shaped locks.
4. Other provisions that facilitate bicycle/transit trips and walk/transit. For example, bike racks on buses, paratransit/trailer combinations, and bicycle loan or check-in facilities at transit terminals, bus stop improvements, wayfinding signage.
5. Maintenance of multiple purpose pathways that are closed to motorized traffic or for the purposes of restriping Class II bicycle lanes (provided that the total amount for Class II bicycle lane restriping does not exceed twenty percent of the county's total TDA Article 3 allocation).
6. Funds may be used for construction and plans, specification, and estimates (PS&E) phases of work. Project level environmental, planning, and right-of-way phases are not eligible uses of funds.
7. Projects that enhance or encourage bicycle or pedestrian commutes, including Safe Routes to Schools projects.

8. Intersection safety improvements including bulbouts/curb extensions, transit stop extensions, installation of pedestrian countdown or accessible pedestrian signals, or pedestrian signal timing adjustments. Striping high-visibility crosswalks or advanced stop-back lines, where warranted.
9. Purchase and installation of pedestrian traffic control devices, such as High-intensity Activated crossWalk (HAWK) beacons, rectangular rapid flashing beacons (RRFB), or pedestrian safety “refuge” islands, where warranted.
10. Projects that provide connection to and continuity with longer routes provided by other means or by other jurisdictions to improve regional continuity.
11. The project may be part of a larger roadway improvement project as long as the funds are used only for the bicycle and/or pedestrian component of the larger project.
12. Bicycle Safety Education Programs. Up to five percent of a county's Article 3 fund may be expended to supplement monies from other sources to fund public bicycle safety education programs and staffing.
13. Comprehensive Bicycle and Pedestrian Facilities Plan. Funds may be allocated for these plans (emphasis should be for accommodation of bicycle and walking commuters rather than recreational uses). A city or county may not receive allocations for these plans more than once every five years. Environmental documentation and approval necessary for plan adoption is an eligible expense.

Date: June 26, 2013
W.I.: 1514
Referred By: PAC

ABSTRACT

Resolution No. 4108

This resolution establishes policies and procedures for the submission of claims for Article 3 funding for pedestrian and bicycle facilities as required by the Transportation Development Act in Public Utilities Code (PUC) Section 99401.(a). Funding for pedestrian and bicycle projects is established by PUC Section 99233.3.

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Attachment A
Resolution No. 4108
Page 1 of 7

TRANSPORTATION DEVELOPMENT ACT, ARTICLE 3,
PEDESTRIAN/BICYCLE PROJECTS
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Application

1. Counties or congestion management agencies will be responsible for developing a program of projects not more than annually, which they initiate by contacting the county and all cities and joint powers agencies within their jurisdiction and encouraging submission of project applications.
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3. A project is eligible for funding if:
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 4. Environmental and right-of-way issues have been reviewed and found to be in such a state that fund obligation deadlines will not be jeopardized.
 5. Adequate local funding is available to complete the project.
 6. The project has been conceptually reviewed to the point that all contingent issues have been considered.

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Allocation

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Eligible Expenditures

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TDA Article 3 funds may be used to pay for the fiscal audit required for this funding.

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September 5, 2013
TAC Agenda Item 10
Continued From: NEW
Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY TAC Agenda Letter

TO: Active Transportation Advisory Committee (ATAC)
REPORT BY: Eliot Hurwitz, Program Manager for Planning
(707) 259-8782 / Email: ehurwitz@nctpa.net
SUBJECT: Safe Routes to Transit (SR2T) Grant Program

RECOMMENDATION

The TAC review SR2T program and make recommendations.

EXECUTIVE SUMMARY

The Safe Routes to Transit (SR2T) program awards grants to improve facilities and encourage walking and bicycling to regional transit in and around the bridge corridors. The program is funded by Regional Measure 2 (RM2), and is administered by the Metropolitan Transportation Commission (MTC), TransForm, and the East Bay Bicycle Coalition.

FISCAL IMPACT

Is there a Fiscal Impact? \$4M in grant funds will be available for competitive awards throughout the Bay Area.

BACKGROUND AND DISCUSSION

Bicycling and walking are cost-effective and sustainable ways to reach regional transit stations, yet many commuters cite safety as the main reason they drive instead. SR2T promotes bicycling and walking to transit stations by funding projects and plans that make non-motorized feeder trips easier, faster, and safer. Improvements in the safety and convenience of bicycling and walking to regional transit provides alternative transportation and encourages commuters to leave their cars at home.

SR2T funds may be used for:

- Secure bicycle storage at transit stations/stops/pods.
- Safety enhancements for ped/bike station access to transit stations/stops/pods.
- Removal of ped/bike barriers near transit stations.

- System-wide transit enhancements to accommodate bicyclists or pedestrians.

2013 is the final year of a five (5) year funding cycle.

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.

The SR2T is a unique program that builds a nexus between walking/biking and transit. 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. 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, could receive high scores.

Project Evaluation

The SR2T Advisory Committee will evaluate and score each application. Proposals will be evaluated using a variety of criteria which include:

- 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

APPLICATION DUE DATE

Applications are ***due to TransForm NLT 3:00 PM on Monday - September 30, 2013.***

SUPPORTING DOCUMENTS

Attachments: (1) Frequently Asked Questions About the SR2T Program

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;

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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?

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\$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>

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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 Renzi < marcella.renzi@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

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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.

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- *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 1/2" 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

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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:

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



September 5, 2013
TAC Agenda Item 11
Continued From: NEW
Action Requested: INFORMATION

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

AGENDA

Wednesday, September 18, 2013
1:30 p.m.

NCTPA/NVTA Conference Room
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 NCTPA Board of Directors are posted on our website at www.nctpa.net/agendas-minutes/12 at least 72 hours prior to the meeting and will be available for public inspection, on and after at the time of such distribution, in the office of the Secretary of the NCTPA Board of Directors, 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 the present members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the NCTPA Board 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 Board on any item at the time the Board 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 Board Secretary. Also, members of the public are invited to address the Board 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 Karrie Sanderlin, NCTPA Board Secretary, at (707) 259-8631 during regular business hours, at least 48 hours prior to the time of the meeting.

This Agenda may also be viewed online by visiting the NCTPA website at www.nctpa.net, click on Minutes and Agendas – NCTPA Board or go to www.nctpa.net/agendas-minutes/12

Note: Where times are indicated for agenda items they are approximate and intended as estimates only, and may be shorter or longer, as needed.

Action Requested: INFORMATION

ITEMS

1. Call to Order – Chair Keith Caldwell
2. Pledge of Allegiance
3. Roll Call

Members:

Joan Bennett	City of American Canyon
Leon Garcia, Mayor	City of American Canyon
Chris Canning, Mayor	City of Calistoga
James Barnes	City of Calistoga
Scott Sedgley	City of Napa
Jill Techel, Mayor	City of Napa
Keith Caldwell	County of Napa
Bill Dodd	County of Napa
Ann Nevero, Mayor	City of St. Helena
Peter White	City of St. Helena
Lewis Chilton	Town of Yountville
John F. Dunbar, Mayor	Town of Yountville
JoAnn Busenbark	Paratransit Coordinating Council

4. Public Comment
5. Chairperson's, Board Members' and Metropolitan Transportation Commission (MTC) Commissioner's Update
6. Director's Update
7. Caltrans' Update

Note: Where times are indicated for agenda items they are approximate and intended as estimates only, and may be shorter or longer, as needed.

8. <u>CONSENT ITEMS (8.1 – 8.X)</u>	<u>RECOMMENDATION</u>	<u>TIME</u>
8.1 Approval of Meeting Minutes of July 17, 2013 (Karrie Sanderlin) <i>(Pages 8-13)</i>	APPROVE	1:35 PM
8.2 Resolution No. 13-13 Approving the FY 2013-14 Salary Ranges for NCTPA Job Classifications (Karrie Sanderlin) <i>(Pages 14-19)</i>	APPROVE	
<p>Board action will approve the FY 2013-14 Salary Ranges for NCTPA Job Classifications based upon the Bay Area Consumer Price Index (CPI) ending December 2012 of 2.7%.</p>		

- 8.3 Resolution No. 13-14 Approval of NCTPA FY 2013-14 Budget Adjustments (Antonio Onorato) **(Pages 14-19)** APPROVE

Board action will approve amending the FY 2013-14 Budget to increase appropriation of Public Transit services by \$319,102.

- 8.4 Approval of Resolution No. 13-15 Delegating Authority to the Executive Director to Sign and Record Notices of Completion (Janice Killion) **(Pages 14-19)** APPROVE

Board action will adopt Resolution No. 13-14 delegating authority to the Executive Director to sign and record Notices of Completion.

- 8.5 Approval to Remove and Dispose of Obsolete Fareboxes from NCTPA Fixed Asset Inventory List (Antonio Onorato) **(Pages 14-19)** APPROVE

Board action will approve the removal of thirty-three (33) obsolete transit fareboxes from the fixed asset inventory and dispose of the assets according to NCTPA policy.

- 8.6 Memorandum of Understanding (MOU) between the Napa County Transportation and Planning Agency (NCTPA) and the City of St. Helena (Tom Roberts) **(Pages 14-19)** APPROVE

Board action will approve a MOU between NCTPA and the City of St. Helena for the provisions of transit services.

**Action Requested: INFORMATION
APPROVE**

- 8.7 Approval of Resolution No. 13-16; Resolution No. 13-17, and Resolution No. 13-18, Authorizing the Executive Director to Execute Fund Transfer Agreements with the State of California Department of Transportation (Caltrans) for FY 2012-13 and FY 2013-14, State Transportation Improvement Program (STIP) Planning, Programming and Monitoring (PPM) Program (Antonio Onorato) *(Pages 14-19)*

Board action will approve of Resolution No. 13-16; Resolution No. 13-17; and Resolution No. 13-18, Authorizing the Executive Director to Execute Fund Transfer Agreements with the State of California Department of Transportation (Caltrans) for FY 2012-13 and FY 2013-14 State Transportation Improvement Program (STIP) Planning, Programming and Monitoring (PPM) Program in the total amount of \$207,000.

- 8.8 Agreement with the Napa Valley Wine Train (Lawrence Gawell)

APPROVE

Board action will authorize the Executive Director to execute, and make minor modifications to an agreement with the Napa Valley Wine Train to allow access to Wine Train passengers to cross and to construct a crosswalk across the Trancas Park and Ride Facility as part of the Napa Valley Wine Train's Union Station project.

Action Requested: INFORMATION APPROVE

- 8.9 Approval of NCTPA Agreement No. 13-XX Hub Signage (Lawrence Gawell) *(Pages 14-19)*

Board action will approve an agreement with XXXXXXXX for XXXXX In an amount not to exceed XXXXX.

- 8.10 Notice of Completion Soscol Gateway Transit Center (SGTC) (Lawrence Gawell) *(Pages 14-19)*

APPROVE

Board action will authorize the filing of a Notice of Completion with the Recorder-County Clerk for NCTPA Contract 11-20, the Soscol Gateway Transit Center.

9. REGULAR AGENDA ITEMS

RECOMMENDATION TIME

- 9.1 Legislative Update and State Bill Matrix (Kate Miller) *(Pages 34-48)*

APPROVE 1:40 PM

Board action will receive the monthly Legislative Update and approve staff recommendations on pending state bills.

10. INTERJURISDICTIONAL ISSUES FORUM

RECOMMENDATION TIME

- 10.1 Interjurisdictional Issues Discussion Forum and Information Exchange

2:00 PM

Board Members are encouraged to share specific new projects with interjurisdictional impacts.

11. CLOSED SESSION

TIME

- 11.1 **CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54946.8)**

2:05 PM

Property: (address)
Agency Negotiator: (Name)
Negotiating Parties: (Name of owner agent)
Under Negotiation: (Price and terms

of Payment)

- | | | | |
|------------|--|------------------------------|---------|
| 12. | <u>FUTURE AGENDA ITEMS</u> | | 2:40 PM |
| 13. | <u>ADJOURNMENT</u> | <u>RECOMMENDATION</u> | 2:45 PM |
| 13.1 | Approval of Meeting Date of October 16, 2013 and Adjournment | APPROVE | |

I hereby certify that the agenda for the above stated meeting was posted at a location freely accessible to members of the public at the NCTPA offices, 625 Burnell Street, Napa, CA, by 5:00 p.m., Friday September 13, 2013.

Karalyn E. Sanderlin, NCTPA Board Secretary