



Technical Advisory Committee

AGENDA

***** SPECIAL MEETING *****

Thursday, September 13, 2012
2:00 p.m.

NCTPA Conference Room
707 Randolph Street, Suite 100
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, 707 Randolph Street, Suite 100, 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 www.nctpa.net/bod-c/adv-committees/tac.html

ITEMS

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

- Project Monitoring
- Caltrans Report (*Attachment 1*)
- Congestion Management Agency (CMA) Report
- SB 375/Sustainable Communities Strategy (SCS)
- Regional Housing Needs Assessment (RHNA)/Sub-Region Formation
- Housing/SCS Methodology Committee
- Vine Trail Report
- Regional Transportation Improvement Program (RTIP)/State Transportation Improvement Program (STIP)

REGULAR AGENDA ITEMS

RECOMMENDATION

6.	<p>Complete Streets (Eliot Hurwitz) (<i>Pages 3-16</i>)</p> <p>Presentation by Metropolitan Transportation Commission (MTC) staff on regional Complete Streets policies</p>	INFORMATION
7.	<p>OneBayArea Grant (OBAG) Call for Projects (Draft) (Eliot Hurwitz) (<i>Pages 17-29</i>)</p> <p>TAC to review and discuss draft OBAG call for projects, its application and funding criteria</p>	INFORMATION
8.	<p>Transportation for Clean Air (TFCA) – FY12/13 Project List (Danielle Schmitz) (<i>Pages 30-32</i>)</p> <p>TAC to review and recommend approval of the TFCA FY 2012-13 project list</p>	ACTION
9.	<p>NCTPA Board of Directors Agenda for September 19, 2012 (Draft) (Kate Miller) (<i>Pages 33-38</i>)</p> <p>Preview draft version of the NCTPA Board of Directors Agenda for September 19, 2012</p>	INFORMATION
10.	<p>Topics for Next Meeting</p> <ul style="list-style-type: none"> ○ Discussion of topics for next meeting by TAC members 	DISCUSSION
11.	<p>Approval of Next Regular Meeting Date of October 4, 2012 and Adjournment</p>	APPROVE



September 13, 2012
TAC Agenda Item 6
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: Eliot Hurwitz, Program Director for Planning
(707) 259-8782/ Email: ehurwitz@nctpa.net
SUBJECT: Complete Streets

RECOMMENDATION

TAC will receive a presentation by Metropolitan Transportation Commission (MTC) staff on regional Complete Streets policies.

EXECUTIVE SUMMARY

The OneBayArea Grant (OBAG) Complete Streets policy requires agencies to incorporate Complete Streets elements into a council/board of supervisors-adopted resolution by January 31, 2013. MTC staff will present the Complete Streets policy elements and take questions from TAC members.

FISCAL IMPACT

Is there a Fiscal Impact? Information only

BACKGROUND AND DISCUSSION

Jurisdictions are encouraged to develop the best policy that fits within the context of their local area in consultation with affected departments and stakeholders and to go beyond the required Complete Streets policy elements to accommodate all users of the roadway network. Language in the policy elements is general to allow jurisdictions the flexibility to refine and develop their own policy. For example there are no specific exceptions for Complete Streets in the MTC requirements so agencies can define their own. Jurisdictions may also meet this requirement by having adopted a General Plan that complies with the California Complete Streets Act of 2008.

For the next round of OneBayArea Grants (anticipated in 2015), the OBAG program will require jurisdictions to update the circulation element of their general plan consistent with the Complete Streets Act to maintain eligibility for these funds.

To assist agencies in developing their own resolution, MTC with assistance from ChangeLab Solutions, has developed a sample resolution of support. Jurisdictions are encouraged to adapt the elements and language of the sample resolution to meet their own circumstances and plans. This sample resolution is included – see Attachment 1 (Attachment B). As an example of sample language of an adopted Complete Streets policy, the City of Baldwin Park's policy is also included.

SUPPORTING DOCUMENTS

Attachment: (1) MTC Memorandum - OneBayArea Grant: Complete Streets Required Elements



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TRANSPORTATION
COMMISSION

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ATTACHMENT 1
TAC Agenda Item 6
September 13, 2012

Memorandum

TO: Partnership Jurisdictions Expecting to Receive
OBAG Funding

DATE: July 16, 2012

FR: Sean Co

RE: One Bay Area Grant: Complete Streets Required Elements

The One Bay Area Grant (OBAG) Complete Streets requires agencies to incorporate the elements listed in Attachment A into a council/board of supervisors-adopted resolution by January 31, 2013. Jurisdictions are encouraged to develop the best policy that fits within the context of their local area in consultation with affected departments and stakeholders and to go beyond the required elements to accommodate all users of the roadway network. Language in the elements is general to allow jurisdictions the flexibility they need to develop their own policy. For example there are no specific exceptions for complete streets in the MTC requirements so agencies can define their own. Jurisdictions may also meet this requirement by having adopted a General Plan that complies with the California Complete Streets Act of 2008.

For the next round of One Bay Area Grants (anticipated in 2015), the OBAG program will require jurisdictions to update the circulation element of their general plan consistent with the Complete Streets Act to maintain eligibility for these funds.

To assist agencies in developing their own resolution, MTC with assistance from ChangeLab Solutions, has developed a sample resolution of support. Jurisdictions are encouraged to adapt the elements and language of the sample resolution to meet their own circumstances and plans. This sample resolution is included as Attachment B. As an example of sample language of an adopted complete streets policy, the City of Baldwin Park's policy is included as Attachment C.

J:\PROJECT\Ped and Bike\Complete Streets Update\complete streets OBAG reso guidance final.docx

**Attachment A:
Elements Required of a Complete Streets Resolution to Comply with the One Bay Area Grant
(Revised July 1, 2012)**

To receive funding through the OneBayArea Grant (OBAG) program, a jurisdiction must have either updated its General Plan to comply with the Complete Streets Act of 2008 or adopted a Complete Streets Resolution that incorporates all nine of the following elements.

Complete Streets Principles

1. **Serve all Users** - All transportation improvements will be planned, designed, constructed, operated and maintained to support safe and convenient access for all users, and increase mobility for walking, bicycling and transit use, wherever possible while promoting safe and accessible operations for all users.
2. **Context Sensitivity** – The planning and implementation of transportation projects will reflect conditions within and surrounding the project area, whether the area is a residential or business district or urban, suburban or rural. Project planning, design and construction of complete streets projects should include working with residents and merchants to ensure that a strong sense of place is maintained.
3. **Complete Streets in all Departments** – All departments in the jurisdiction whose work affects the roadway must incorporate a complete streets approach into the review and implementation of their projects and activities. Potential Complete Streets opportunities could apply to projects such as, transportation projects, road rehabilitation, new development, utilities, etc.
4. **All Projects/Phases** - The policy will apply to all roadway projects including those involving new construction, reconstruction, retrofits, repaving, rehabilitation, or changes in the allocation of pavement space on an existing roadway, as well as those that involve new privately built roads and easements intended for public use.

Implementation

5. **Plan Consultation** –Any proposed improvements should be evaluated for consistency with all local bicycle, pedestrian and /or trans plans and any other plans that affect the right of way should be consulted for consistency with any proposed improvements.
6. **Street Network/Connectivity** - The transportation system should provide a connected network of facilities accommodating all modes of travel. This includes looking for opportunities for repurposing rights-of-ways to enhance connectivity for cyclists, pedestrians and transit users. A well connected network should include non-motorized connectivity to schools, parks, commercial areas, civic destinations and regional non-motorized networks on both publically owned roads/land and private developments (or redevelopment areas).
7. **BPAC Consultation** - Input shall be solicited from local bicycle and pedestrian advisory committees (BPACs) or similar advisory group in an early project development phase to verify bicycling and pedestrian needs for projects. (MTC Resolution 875 requires that cities of 10,000 or more create and maintain a BPAC or rely on the county BPAC to receive TDA-3 funds.)
8. **Evaluation** – City will establish a means to collect data and indicate how the jurisdiction is evaluating their implementation of complete streets policies. For example tracking the number of miles of bike lanes and sidewalks, numbers of street crossings, signage etc.

Exceptions

9. **Process**– Plans or projects that seek exemptions from the Complete Streets approach outlined in prior sections must provide written finding of why accommodations for all modes were not included in the project. The memorandum should be signed off by the Public Works Director or equivalent high level staff person. Plans or projects that are granted exceptions must be made publically available for review.

Federal guidance on exceptions can be found from the Federal Highway Administration (FHWA) Accommodating Bicycle and Pedestrian Travel
http://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/design_guidance/design.cfm

Attachment B:
Sample MTC Complete Streets Sample Resolution
for Bay Area Cities and Counties

ChangeLab Solutions & MTC
<http://changelabsolutions.org/>

Resolution No. _____

**A RESOLUTION OF THE [City Council/Board of Supervisors] OF THE [Jurisdiction] ADOPTING
A COMPLETE STREETS POLICY**

WHEREAS, the term “Complete Streets” describes a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, users and operators of public transportation, seniors, children, youth, and families *[insert other significant local users if desired, e.g. drivers of agricultural vehicles, emergency vehicles, or freight]*;

WHEREAS, [Jurisdiction] acknowledges the benefits and value for the public health and welfare of reducing vehicle miles traveled and increasing transportation by walking, bicycling, and public transportation;

WHEREAS, [Jurisdiction] recognizes that the planning and coordinated development of Complete Streets infrastructure provides benefits for local governments in the areas of infrastructure cost savings; public health; and environmental sustainability;

WHEREAS, the State of California has emphasized the importance of Complete Streets by enacting the California Complete Streets Act of 2008 (also known as AB 1358), which requires that when cities or counties revise general plans, they identify how they will provide for the mobility needs of all users of the roadways, as well as through Deputy Directive 64, in which the California Department of Transportation explained that it “views all transportation improvements as opportunities to improve safety, access, and mobility for all travelers in California and recognizes bicycle, pedestrian, and transit modes as integral elements of the transportation system”;

WHEREAS, the California Global Warming Solutions Act of 2006 (known as AB 32) sets a mandate for the reduction of greenhouse gas emissions in California, and the Sustainable Communities and Climate Protection Act of 2008 (known as SB 375) requires emissions reductions through coordinated regional planning that integrates transportation, housing, and land-use policy, and achieving the goals of these laws will require significant increases in travel by public transit, bicycling, and walking;

WHEREAS, numerous California counties, cities, and agencies have adopted Complete Streets policies and legislation in order to further the health, safety, welfare, economic vitality, and environmental well-being of their communities;

WHEREAS, [Jurisdiction] therefore, in light of the foregoing benefits and considerations, wishes to improve its commitment to Complete Streets and desires that its streets form a comprehensive and integrated transportation network promoting safe, equitable, and convenient travel for all users while preserving flexibility, recognizing community context, and using the latest and best design guidelines and standards;

NOW, THEREFORE, BE IT RESOLVED, by the [City Council/Board of Supervisors] of [Jurisdiction], State of California, as follows:

1. That the [Jurisdiction] adopts the Complete Streets Policy attached hereto as Exhibit A, and made part of this Resolution, and that said exhibit is hereby approved and adopted.

2. That the next substantial revision of the [Jurisdiction] General Plan circulation shall incorporate Complete Streets policies and principles consistent with the California Complete Streets Act of 2008 (AB 1358) and with the Complete Streets Policy adopted by this resolution.

PASSED AND ADOPTED by the [City Council/Board of Supervisors] of the [Jurisdiction], State of California, on _____, 201_, by the following vote:

Attachment: Exhibit A

Exhibit A

This Complete Streets Policy was adopted by Resolution No. _____ by the [City Council/Board of Supervisors] of the [Jurisdiction] on _____, 201_.

COMPLETE STREETS POLICY OF [JURISDICTION]

A. Complete Streets Principles

1. **Complete Streets Serving All Users.** [Jurisdiction] expresses its commitment to creating and maintaining Complete Streets that provide safe, comfortable, and convenient travel along and across streets (including streets, roads, highways, bridges, and other portions of the transportation system) through a comprehensive, integrated transportation network that serves all categories of users, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, users and operators of public transportation, seniors, children, youth, and families *[insert other significant local users if desired, e.g. drivers of agricultural vehicles, emergency vehicles, freight, etc.]*.
2. **Context Sensitivity.** In planning and implementing street projects, departments and agencies of [Jurisdiction] shall maintain sensitivity to local conditions in both residential and business districts as well as urban, suburban, and rural areas, and shall work with residents, merchants, and other stakeholders to ensure that a strong sense of place ensues. Improvements that will be considered include sidewalks, shared use paths, bicycle lanes, bicycle routes, paved shoulders, street trees and landscaping, planting strips, accessible curb ramps, crosswalks, refuge islands, pedestrian signals, signs, street furniture, bicycle parking facilities, public transportation stops and facilities, transit priority signalization, and other features assisting in the provision of safe travel for all users, such as traffic calming circles, transit bulb outs, and road diets *[, as well as other features such as insert other accommodations if desired] [, and those features identified in insert name of Pedestrian/Bicycle Master Plan if it exists]*.
3. **Complete Streets Routinely Addressed by All Departments.** All relevant departments and agencies of [Jurisdiction] shall work towards making Complete Streets practices a routine part of everyday operations, approach every relevant project, program, and practice as an opportunity to improve streets and the transportation network for all categories of users, and work in coordination with other departments, agencies, and jurisdictions to maximize opportunities for Complete Streets, connectivity, and cooperation. The following projects provide opportunities: pavement resurfacing, restriping, accessing above and underground utilities, signalization operations or modifications, and maintenance of landscaping/related features.
4. **All Projects and Phases.** Complete Streets infrastructure sufficient to enable reasonably safe travel along and across the right of way for each category of users shall be incorporated into all planning, funding, design, approval, and implementation processes for any construction, reconstruction, retrofit, maintenance, operations, alteration, or repair of streets (including streets, roads, highways, bridges, and other portions of the transportation system), except that specific infrastructure for a given category of users may be excluded if an exemption is approved via the process set forth in section C. 1 of this policy.

B. Implementation

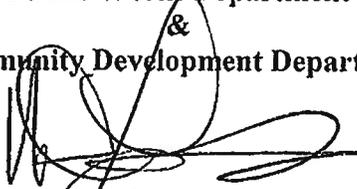
1. **Plan Consultation and Consistency.** Maintenance, planning, and design of projects affecting the transportation system shall be consistent with local bicycle, pedestrian, transit, multimodal, and other relevant plans, except that where such consistency cannot be achieved without negative consequences, consistency shall not be required if the head of the relevant department provides written approval explaining the basis of such deviation. If [Jurisdiction] has a Bicycle and Pedestrian Advisory Committee, such deviations shall be presented to the Bicycle and Pedestrian Advisory Committee early in the planning and design stage, to ensure the Bicycle and Pedestrian Advisory Committee has an opportunity to provide comments and recommendations.

2. **Street Network/Connectivity.** As feasible, [Jurisdiction] shall incorporate Complete Streets infrastructure into existing streets to improve the safety and convenience of users and to create employment, with the particular goal of creating a connected network of facilities accommodating each category of users, and increasing connectivity across jurisdictional boundaries and for existing and anticipated future areas of travel origination or destination.
3. **Bicycle and Pedestrian Advisory Committee Consultation.** If [Jurisdiction] has a Bicycle and Pedestrian Advisory Committee, transportation projects shall be reviewed by the Bicycle and Pedestrian Advisory Committee early in the planning and design stage, to provide the Bicycle and Pedestrian Advisory Committee an opportunity to provide comments and recommendations regarding Complete Streets features to be incorporated into the project.
4. **Evaluation.** All relevant agencies or departments shall perform evaluations of how well the streets and transportation network of [Jurisdiction] are serving each category of users by collecting baseline data and collecting follow-up data on a regular basis.

C. Exemptions

1. **Leadership Approval for Exemptions.** Projects that seek Complete Streets exemptions must provide written finding of why accommodations for all modes that were not included in the project and signed off by the Public Works Director or equivalent high level staff person. Projects that are granted exceptions must be made publically available for review. Federal guidance on exceptions can be found from the Federal Highway Administration (FHWA) Accommodating Bicycle and Pedestrian Travel
http://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/design_guidance/design.cfm

Attachment C: City of Baldwin Park Complete Streets Policy

<p>City of Baldwin Park Administrative Policy # 027</p>	<p>Date: Approved by: City Council 7/20/11</p>
<p><u>SUBJECT:</u> Complete Streets Policy</p>	<p>Authority: Public Works Department & Community Development Department</p>  <p>Mayor, Manuel Lozano</p>

The objective of this policy is to establish guiding principles and practices so transportation improvements are planned, designed, constructed, operated and maintained to encourage walking, bicycling, and transit use while promoting safe operations for all users.

The City of Baldwin Park will create a safe and efficient transportation system that promotes the health and mobility of all Baldwin Park citizens and visitors by providing high quality pedestrian, bicycling, and transit access to all destinations throughout the city, and will design its streets for people, with beauty and amenities. The City of Baldwin Park will provide for the needs of drivers, transit users, bicyclists, and pedestrians of all ages and abilities in all planning, design, construction, reconstruction, retrofit, operations, and maintenance activities and products.

The City of Baldwin Park will enhance the safety, access, convenience, and comfort of all users of all ages and abilities. The City understands that children, seniors, and persons with disabilities will require special accommodations.

STREET NETWORK / CONNECTIVITY

(A) The City of Baldwin Park will design, operate and maintain a transportation network that provides a connected network of facilities accommodating all modes of travel.

(B) The City will actively look for opportunities to repurpose rights-of-way to enhance connectivity for pedestrians, bicyclists, and transit.

(C) The City will focus non-motorized connectivity improvements to services, schools, parks, civic uses, regional connections and commercial uses.

(D) The City will require large new developments and redevelopment projects to provide interconnected street networks with small blocks.

JURISDICTION

(A) This Complete Streets Policy is intended to cover all development and redevelopment in the public domain and all street improvement assessment districts within Baldwin Park, but will also focus on regional connectivity.

(B) Every City Department including Administration, Public Works, Community Development, Recreation and Community Services, and Police, will follow the policy.

(C) The City requires all developers and builders to obtain and comply with the City's standards.

(D) The City requires agencies that Baldwin Park has permitting authority over, including, but not limited to, water agencies, electrical utilities, gas and petroleum utilities, communications utilities, and service contractors to comply with this policy.

(E) The City will work closely with Los Angeles County, Caltrans, the Los Angeles County Metropolitan Transportation Authority, the Southern California Regional Rail Authority, and the Southern California Association of Governments to promote compliance.

(F) The City encourages agencies not under Baldwin Park's jurisdiction, including, but not limited to, the Baldwin Park Unified School District, to satisfy this policy.

PHASES

The City of Baldwin Park will apply this Complete Streets policy to all roadway projects, including those involving new construction, reconstruction, retrofits, repaving, rehabilitation, or changes in the allocation of pavement space on an existing roadway, as well as those that involve new privately built roads and easements intended for public use. Complete Streets may be achieved through single projects or incrementally through a series of smaller improvements or maintenance and operation activities over time.

EXCEPTIONS

Complete Streets principles and practices will be included in street construction, reconstruction, repaving, and rehabilitation projects, as well as other plans and manuals, except under one or more of the following conditions:

(A) A project involves only ordinary or emergency maintenance activities designed to keep assets in serviceable condition such as mowing, cleaning, sweeping, spot repair, concrete joint repair, or pothole filling, or when interim measures are implemented on temporary detour or haul routes.

(B) The City Council exempts a project due to excessive and disproportionate cost of establishing a bikeway, walkway or transit enhancement as part of a project.

(C) The Director of Public Works and the Manager of Community Development jointly determine the construction is not practically feasible or cost effective because of significant or adverse environmental impacts to waterways, flood plains, remnants of native vegetation, wetlands, or other critical areas, or due to impacts on neighboring land uses, including impact from right of way acquisitions.

(D) Unless otherwise determined by the City Council, the Director of Public Works and the Manager of Community Development jointly determine it is not practically feasible or cost effective to implement the provisions of this policy through public or private project design or manuals or other plans.

Exceptions described in (B) and (C), above, will be documented and be made available for public access at least 21 days prior to decision. Exceptions described in (A) and (D), above, will be documented.

DESIGN

Additionally, Baldwin Park's City Council declares it is the City of Baldwin Park's policy to:

(A) Adopt new Complete Streets Design Guidelines to guide the planning, funding, design, construction, operation, and maintenance of new and modified streets in Baldwin Park while remaining flexible to the unique circumstances of different streets where sound engineering and planning judgment will produce context sensitive designs.

(B) Incorporate the Complete Streets Design Guidelines' principles into all City plans, manuals, rules, regulations and programs as appropriate.

(C) Provide well-designed pedestrian accommodations on all streets and crossings. Pedestrian accommodations can take numerous forms, including but not limited to traffic signals, roundabouts, bulb-outs, curb extensions, sidewalks, buffer zones, shared-use pathways, and perpendicular curb ramps, among others.

(D) Provide well-designed bicycle accommodations along all streets. Bicycle accommodations can take numerous forms, including but not limited to the use of bicycle boulevards, striping, slow streets, low auto volume streets, traffic calming, signs, and pavement markings, among others.

(E) Where physical conditions warrant, landscaping shall be planted whenever a street is newly constructed, reconstructed, or relocated.

CONTEXT SENSITIVITY

(A) The City of Baldwin Park will plan its streets in harmony with the adjacent land uses and neighborhoods.

(B) The City will solicit input from local stakeholders during the planning process.

(C) The City will integrate natural features, such as waterways, and other topography into design of our streets.

(D) The City will design streets with a strong sense of place. We will use architecture, landscaping, streetscaping, public art, signage, etc. to reflect the community and neighborhood.

(E) The City will coordinate street improvements with merchants along retail and commercial corridors to develop vibrant and livable districts.

(F) The City will practice sustainable storm water management strategies.

PERFORMANCE MEASURES

The City will evaluate this Complete Streets Policy using the following performance measures:

1. Total miles of on-street bikeways defined by streets with clearly marked or signed bicycle accommodation
2. Total miles of streets with pedestrian accommodation (goal – all)
3. Number of missing or non-compliant curb ramps along City streets (goal – 0)
4. Number of new street trees planted along City streets
5. Percentage of new street projects that are multi-modal
6. Number and severity of pedestrian-vehicle and bicycle-vehicle crashes
7. Number of pedestrian-vehicle and bicycle-vehicle fatalities (goal – 0)
8. Track Fitnessgram data of Baldwin Park Unified School District students
9. Sales tax revenue

The City will identify funds and create a methodology to collect data related to those performance measures.

IMPLEMENTATION

(A) *Advisory Group.* The City will establish an inter-departmental advisory committee to oversee the implementation of this policy. The committee will include members of Public Works, Community Development, Recreation and Community Services, and the Police Departments from the City of Baldwin Park. The committee may include representatives from the Los Angeles County Metropolitan Transportation Authority, representatives from the bicycling, disabled, youth and elderly community, and other advocacy organizations, as relevant. This committee will meet quarterly and provide a written report to City Council evaluating the City's progress and advise on implementation.

(B) *Inventory.* The City will maintain a comprehensive inventory of the pedestrian and bicycling facility infrastructure integrated with the City's database and will prioritize projects to eliminate gaps in the sidewalk and bikeways networks.

(C) *Capital Improvement Project Prioritization.* The City will reevaluate Capital Improvement Projects prioritization to encourage implementation of bicycle, pedestrian, and transit improvements.

(D) *Revisions to Existing Plans and Policies.* The City of Baldwin Park will incorporate Complete Streets principles into: the City's Circulation Element, Transportation Strategic Plan, Transit Plan, Traffic Safety Master Plan, Specific Plans, Urban Design Element; and other plans, manuals, rules, regulations and programs.

(E) *Other Plans.* The City will prepare, implement, and maintain a Bicycle Transportation Plan, a Pedestrian Transportation Plan, a Safe Routes to School Plan, an Americans with Disabilities Act Transition Plan, and a Street Tree and Landscape Master Plan.

(F) *Storm Water Management.* The City will prepare and implement a plan to transition to sustainable storm water management techniques along our streets.

(G) *Staff Training.* The City will train pertinent City staff on the content of the Complete Streets principles and best practices for implementing the policy.

(H) *Coordination.* The City will utilize inter-departmental project coordination to promote the most responsible and efficient use of fiscal resources for activities that occur within the public right of way.

(I) *Street Manual.* The City will create and adopt a Complete Streets Design Manual to support implementation of this policy.

(J) *Funding.* The City will actively seek sources of appropriate funding to implement Complete Streets.



September 13, 2012
TAC Agenda Item 7
Continued From: August 2012
Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY TAC Agenda Letter

TO: Technical Advisory Committee (TAC)
FROM: Kate Miller, Executive Director
REPORT BY: Eliot Hurwitz, Program Director for Planning
(707) 259-8782 / Email: ehurwitz@nctpa.net
SUBJECT: OneBayArea Grant (OBAG) – Call for Projects (Draft)

RECOMMENDATION

TAC review the OneBayArea Grant (OBAG) draft call for projects materials.

EXECUTIVE SUMMARY

The One Bay Area Grant (OBAG) Program is a new funding approach introduced by the Metropolitan Transportation Commission (MTC) as part of the Regional Transportation Plan (RTP) currently under development. The OBAG program will allocate approximately \$6 million to Napa county jurisdictions for the 4-year cycle FY 2012-13 through FFY 2015-16. The OBAG program will require that Napa County Transportation and Planning Agency (NCTPA) program at least 50% of the countywide OBAG funds in Priority Development Areas (PDAs) or to projects that provide "proximate access" to PDAs. All OBAG funds will be contingent on a series of requirements, including the establishment of a local "Complete Streets" program as well as having a General Plan housing element approved by the State Housing and Community Development Department. NCTPA has been tasked by MTC to ensure that jurisdictions are in compliance of these requirements.

FISCAL IMPACT

Is there a Fiscal Impact? Information Only

BACKGROUND AND DISCUSSION

The OBAG Program is MTC's new funding approach and is as part of the Regional Transportation Plan (RTP) currently under development in order to better integrate the region's federal transportation program with California's climate law (Senate Bill 375

(Steinberg)) and the Sustainable Communities Strategy mandated by that legislation. According to the Metropolitan Transportation Commission (MTC), funding distribution to the nine Bay Area counties will consider progress toward achieving local land-use and housing policies by:

- Rewarding jurisdictions that accept housing allocations through the Regional Housing Need Allocation (RHNA) process and produce housing using transportation dollars as incentives.
- Supporting the Sustainable Communities Strategy for the Bay Area by promoting transportation investments in Priority Development Areas (PDAs) and by initiating a pilot program that will support open space preservation in Priority Conservation Areas (PCA).
- Providing a higher proportion of funding to local agencies and additional investment flexibility by eliminating required program investment targets (the OBAG program allows each county the flexibility to invest in transportation categories such as Transportation for Livable Communities, bicycle and pedestrian improvements, local streets and roads preservation, and planning activities, while also providing specific funding opportunities for Safe Routes to School (SR2S) and PCAs.

The OBAG Program establishes program commitments and policies for investing roughly \$320 million over Cycle 2, a 4-year period (FFY 2012-13 through FFY2015-16), funded through the new federal transportation legislation, known as "Moving Ahead for Progress in the 21st Century" or "MAP-21" and subsequent federal transportation authorization legislation.

Discussion with TAC will review the details of the draft OBAG application and funding criteria.

SUPPORTING DOCUMENTS

Attachments: (1) Napa County Funding Breakdown for Cycle 2 Funds
(2) NCTPA Draft Application for OBAG
(3) NCTPA Instructions to Draft OBAG Application

Cycle 2 funds

All Cycle 2 Funds FFY 2012-13 through FFY 2015-16:

SR2S	STP	TE	CMAQ	TOTAL
\$420,000	\$3,549,000	\$431,000	\$1,880,000	\$7,073,000

*This does not include PCA funds which is a \$5 million dollar competitive program for 4 North Bay Counties

One Bay Area Funds:

Napa County	STP/CMAQ	RTIP TE	Total
Specific Projects TBD by Napa	\$3,549,000	\$431,000	\$3,980,000
CMA Planning Activities (NCTPA)	\$2,673,000	\$0	\$2,673,000
Total	\$6,222,000	\$431,000	\$6,653,000

Planning Funds (NCTPA) – STP \$\$

	FY 12-13	FY 13-14	FY 14-15	FY 15-16	STP TOTAL
NCTPA	\$638,000	\$658,000	\$678,000	\$699,000	\$2,673,000

STP/CMAQ split

	STP - 65%	CMAQ - 28%	TE – 7%	Total
Napa County	\$4,342,000	\$1,880,000	\$431,000	\$6,653,000

PDA Minimum Requirement

	OBAG funds	PDA/Anywhere split	PDA	Anywhere
Napa County	\$6,653,000	50/50	\$3,326,500	\$3,326,500

*50% of NCTPA planning funds (\$1,336,500) can count toward the PDA minimum requirement

OBAG funds: STP/CMAQ/TE after planning funds are taken off the top

	FY 12-13	FY 13-14	FY 14-15	FY 15-16	TOTAL
Napa County	\$995,000	\$995,000	\$995,000	\$995,000	\$3,980,000

*\$1,990,000 dollars has to be spent in a PDA or in "proximate access" to a PDA

Cycle 2 Funds Criteria:

STP Funds: \$1,669,000 – subject to OBAG requirements

Eligible projects include any project on any federal aid highway, including the national highway system; bridges on any public highway; transit capital projects; and inter-city/intra-city bus terminals and facilities.

Eligible project types (Title 23 USC, Chapter 1, Section 133) include:

- Construction, reconstruction, rehabilitation, resurfacing, restoration and operational improvements for highway and bridge projects, including bridge seismic retrofit, painting and application of calcium magnesium acetate, sodium acetate/formate, or other environmentally

acceptable, minimally corrosive anti-icing and de-icing compositions; also included are the necessary engineering, right-of-way and environmental mitigation for these activities.

- Transit capital projects under Chapter 53 of 49 USC including vehicles and facilities, whether publicly or privately owned, that are used to provide inter-city passenger service by bus
- Carpool projects, fringe and corridor parking facilities, bicycle facilities and non-construction projects, pedestrian walkways, and modification of public sidewalks to comply with the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.)
- Highway and transit safety infrastructure projects, hazard eliminations, projects to mitigate hazards caused by wildlife, and railway-highway grade crossing elimination or improvement
- Highway and transit research and development and technology transfer programs
- Capital and operating costs for traffic monitoring, management and control facilities and programs
- Surface transportation planning programs
- Transportation enhancement activities
- Transportation control measures listed in Section 108(f)(1)(A) of the Clean Air Act excluding clause (xvi)
- Development and establishment of management systems under Title 23 USC, section 303
- Wetlands mitigation and natural habitat efforts related to projects funded under Title 23 USC
- Capital improvements for infrastructure-based intelligent transportation systems
- Environmental restoration and pollution abatement projects, including retrofit or construction of stormwater treatment facilities (limited to 20% of the total cost of reconstruction, rehabilitation, resurfacing, or restoration projects)

CMAQ: \$1,880,000 – subject to OBAG requirements

zGeneral eligibility for CMAQ-funded projects includes projects that reduce carbon monoxide, ozone precursor, or PM emissions.

Eligible Project Types:

- Transportation Control Measures (TCMs)
- Extreme Low-Temperature Cold Start Programs
- Alternative Fuels and Vehicles
- Congestion Reduction & Traffic Flow Improvements
- Transit Improvements
- Bicycle and Pedestrian Facilities and Programs
- Travel Demand Management
- Public Education and Outreach Activities
- Transportation Management Associations
- Carpooling and Vanpooling
- Freight/Intermodal
- Diesel Engine Retrofits & Other Advanced Truck Technologies
- Idle Reduction
- Training for Transportation Workforce
- Inspection/Maintenance (I/M) Programs
- Experimental Pilot Projects

TE: \$431,000 – subject to OBAG requirements

Transportation Enhancement activities must have a direct relationship – by function, proximity or impact – to the surface transportation system. Activities must be over and above normal projects, including mitigation.

This list is exclusive. Only these activities are eligible to be accounted for as Transportation Enhancement activities. They are:

1. Provision of facilities for pedestrians and bicycles
2. Provision of safety and educational activities for pedestrians and bicyclists
3. Acquisition of scenic easements and scenic or historic sites (including historic battlefields)
4. Scenic or historic highway programs (including the provision of tourist and welcome center facilities)
5. Landscaping and other scenic beautification
6. Historic preservation
7. Rehabilitation and operation of historic transportation buildings, structures or facilities (including historic railroad facilities and canals)
8. Preservation of abandoned railway corridors (including the conversion and use thereof for pedestrian or bicycle trails)
9. Inventory, control and removal of outdoor advertising
10. Archaeological planning and research
11. Environmental mitigation to address water pollution due to highway runoff or reduce vehicle-caused wildlife mortality while maintaining habitat connectivity
12. Establishment of transportation museums

SR2S: \$420,000 –

Eligible projects include infrastructure and non-infrastructure projects that facilitate reduction in vehicular travel to and from schools. SR2S is CMAQ funded and therefore has an emphasis on air quality improvement rather than children's health and safety. Nevertheless CMAQ can fund all specific improvements that are eligible in the State and Federal SR2S Programs with the following exceptions: walking audits and other planning activities, crossing guards and vehicle speed feedback devices, traffic control that is primarily oriented to vehicular traffic rather than bicyclists and pedestrians, and material incentives that lack an educational message or exceeding a nominal cost. Refer to the following link for detailed examples of eligible projects: <http://www.mtc.ca.gov/funding/STPCMAQ>

PCA: Competitive –

This is a \$10 million dollar grant of which the first \$5 million is only available to the 4 North Bay counties: Marin, Sonoma, Napa, and Solano. Eligible projects would include planning, land/easement acquisition, open space access projects, and farm-to-market capital projects.

Napa County Transportation and Planning Agency Draft One Bay Area Grant Application

Required Attachments:

- General Plan Circulation Element Amendment or Complete Streets Policy Resolution
- Housing & Community Development (HCD) Approval for General Plan Housing Element
- Complete Streets Checklist
- Project Map (Including Priority Development Area (PDA) boundaries)

Please complete the requested fields below:

Project Sponsor:

Single Point of Contact:

Email/Phone:

Project Title:

Project Location/Description:

Project Type: *Check all that apply; indicate percentage of each if there is more than one element*

- Transit Improvements _____ %
- Bicycle and Pedestrian Improvements¹ _____ %
- Local Streets and Roads Preservation² _____ %
- Safe Routes to Schools or Transit¹ _____ %
- Transportation for Livable Communities¹ _____ %
- Priority Conservation Areas _____ %

¹ Is project within the Bay Area Air Quality Management District (BAAQMD) Y N

² Roads must be eligible for federal aid

RTP ID#

- Transportation for Livable Communities
- Regional Bicycle Program
- Local Streets and Roads Maintenance
- Other

RTP Goals: *Please describe the relationship of project to meeting goals of the MTC Proposed Regional Transportation Plan (RTP): Can be found at*

http://www.onebayarea.org/plan_bay_area/transportation.htm

Check which goals apply:

- Climate Protection
- Reduce Premature Death from Particulate Matter
- Increase Average Daily Walking and Biking for Transportation by 60%
- Equitable Access
- Adequate Housing
- Reduce number of Injuries and Fatalities from Collisions
- Open Space and Agricultural Preservation
- Equitable Vitality

Napa County Transportation and Planning Agency

Draft One Bay Area Grant Application

Decrease Average Per Trip Travel Time

Maintain the Transportation System in a State of Good Repair

Please answer the following questions regarding the proposed project:

1. Does Sponsor have Complete Streets Act of 2008 compliant General Plan (GP)? (attach reference or resolution)	Y <input type="checkbox"/>	N <input type="checkbox"/>
2. Does Sponsor have a Housing and Community Development (HCD) approved GP or Housing Element? <i>In order to waive the above requirement GP Housing element must already be submitted to HCD for consideration. Date submitted to HCD:</i>	Y <input type="checkbox"/>	N <input type="checkbox"/>
3. Is there a Complete Streets Checklist attached to this application?	Y <input type="checkbox"/>	N <input type="checkbox"/>
4. Has the sponsor failed to comply with regional or state delivery milestones in the past 3 years?	Y <input type="checkbox"/>	N <input type="checkbox"/>
5. Is there a Project Map attached to the current application?	Y <input type="checkbox"/>	N <input type="checkbox"/>
6. Is the proposed project inside the boundaries of an approved PDA?	Y <input type="checkbox"/>	N <input type="checkbox"/>
7. Is the project directly connected to a PDA?	Y <input type="checkbox"/>	N <input type="checkbox"/>
8. Does the project provide proximate access to a PDA? <i>If the project provides proximate access to a PDA please explain how.</i>	Y <input type="checkbox"/>	N <input type="checkbox"/>
9. Does the project serve a Community of Concern?	Y <input type="checkbox"/>	N <input type="checkbox"/>
10. Did sponsor do public outreach to develop this project specifically? <i>Please provide documentation of the public outreach process including dates and times of meetings help, notification process, etc.</i>	Y <input type="checkbox"/>	N <input type="checkbox"/>

11. Funding Estimates: Round to the nearest thousand from programming purposes

Project Cost:

Grant Request:

Total Project Cost:

Phase	FY 13/14		FY 14/15		FY 15/16	
	Federal Fund	Local Match	Federal Fund	Local Match	Federal Fund	Local Match
Preliminary Engineering	\$	\$	\$	\$	\$	\$
Right-of-Way	\$	\$	\$	\$	\$	\$
Construction	\$	\$	\$	\$	\$	\$
Construction Engineering	\$	\$	\$	\$	\$	\$

Indicate source(s) of matching funds here:

Source						
Amount	\$	\$	\$	\$	\$	\$

Napa County Transportation and Planning Agency

Draft One Bay Area Grant Application

12. Complete Streets Components: *Please indicate all the complete street elements proposed as part of this project:*

12a. Choose an item.	12f. Choose an item.
12b. Choose an item.	12g. Choose an item.
12c. Choose an item.	12h. Choose an item.
12d. Choose an item.	12i. Choose an item.
12e. Choose an item.	12j.

13. Schedule: Please provide project development schedule:

Phase	Begin MO/YR	End MO/YR
Scoping		
ENV		
PSE		
R/W		
CON		

Please indicate the dates sponsor anticipates achieving the following milestones:

- a. Resolution of Local Support for project:
 - b. FMA Application:
 - c. Filed Review:
 - d. Disadvantaged Business Enterprise Local Assistance Procedures Manual Form 9-B:
 - e. Request for Authorization: (Please indicate both PE and CON Phases if seeking funding for both):
 - f. Recipient of Authorization (E-76):
14. If a local Street and Roads Preservation (LSRP) project, please indicate the federal aid classification of each road proposed:
15. If a LSRP, please indicate the number of lane miles to be improved (include street name, length and Pavement Condition Index [PCI] of each segment):
16. If LSRP project, what type?
- Pavement Rehabilitation (<70 PCI)
 - Preventative Maintenance (≥ 70 PCI)
 - Non-pavement
17. Does the sponsor have a current, certified Pavement Management Program?
- a. Please indicate the date of last certification:

Napa County Transportation and Planning Agency One Bay Area Grant Application (OBAG): Instructions

Required Attachments: *If an agency is submitting multiple applications, an application for each project should be submitted, however, it is not necessary to provide multiple copies of the required elements. Please submit ONE copy of required elements.*

Project Sponsor: Please indicate the Agency sponsoring the project. Agency must have a master agreement with Caltrans to be eligible to receive federal transportation funds.

Single Point of Contact: Agencies must choose ONE single point of contact for all Federal Highway Administration (FHWA) funded projects, per MTC project and delivery monitoring requirements.

Email/Phone: Please provide the email address and primary phone number for the single point of contact listed above.

Project Title: Please provide the project title. If project is a local streets and road project (LSRP) please use "Rehabilitation of Various Streets in X jurisdiction" for the title. Use the expanded project location category below to outline street names and segments. When projects are programmed into MTC's Fund Management System (FMS) this will facilitate minor scope changes to project without the need for a full Federal Transportation Improvement Program (FTIP) amendment.

Project Location/Description: Please provide an expanded project description of your proposed project, including if applicable, street names, PDA name, how project focuses growth of PDA and proposed improvements.

Project Type: Please indicate the Project Type by checking the appropriate box listed. Please also indicate the percentage of each project type if you are applying for more than one. The fund sources available are Surface Transportation Program (STP), Congestion Mitigation and Air Quality Improvement Program (CMAQ), and Transportation Enhancement Funds (TE). If applying for a project to be funded with CMAQ, please indicate if the project is located within the Bay Area Air Quality Management District (BAAQMD) boundaries. If applying for STP/CMAQ funds for roadway improvements, projects must be Federal Aid eligible roadways. Bicycle and Pedestrian improvements do not need to be located on federal aid eligible roadways; however, they must be included in the Countywide Bike Plan. CMAQ funds may NOT be used for routine maintenance of bicycle and pedestrian facilities. CMAQ funds may be used if substantially upgrading bicycle and pedestrian facilities where improvements will substantially increase use (dirt path to paved pathway, etc). TE funds may be used for maintenance of existing bicycle and pedestrian facilities in addition to other eligible uses listed in the link below. Please see these links for more information on STP, CMAQ, and TE eligibility criteria:

STP: http://www.dot.ca.gov/hq/LocalPrograms/lam/prog_g/g04stp.pdf

CMAQ: http://www.dot.ca.gov/hq/LocalPrograms/lam/prog_g/g05cmaq.pdf

Napa County Transportation and Planning Agency One Bay Area Grant Application (OBAG): Instructions

TE: http://www.dot.ca.gov/hq/transprog/ocip/stip2008_te.html

RTP ID#: Please identify the RTP identification number. See this link:

http://www.onebayarea.org/plan_bay_area/transportation.htm Technical Appendix A (July 27 2012)

RTP Goals: Please identify the relationship of the proposed project to meeting the goals of the MTC Regional Transportation Plan (Plan Bay Area). Also please check all the boxes of the listed RTP goals that apply to the proposed project.

Guidance to questions 1-18

1. Please indicate (Yes or No) if sponsor jurisdiction has a Complete Streets Act of 2008 compliant General Plan. If yes, please attach the page number and reference of the Complete Streets Act compliant General Plan Circulation element to this application. The answer to this question may be "no" only if a Council/Board approved Complete Streets Policy Resolution is attached to this application in place of the above referenced GP Circulation Element. Also acceptable is a legal counsel opinion that sponsor jurisdiction's General Plan is compliant with the Complete Streets Act of 2008. A Complete Streets Policy Resolution from sponsor's governing body will commit sponsor jurisdiction to implementing Complete Streets in planning, designing, operating and maintaining safe mobility for all users, including bicyclists, pedestrians, transit vehicles, truckers, and motorists, appropriate to the function and context of its' facilities.
2. Please indicate (Yes or No) if sponsor jurisdiction has a Housing and Community Development approved General Plan Housing Element. Please provide a copy of the approval letter from HCD for sponsor jurisdiction's General Plan Housing Element. If sponsor jurisdiction has not yet received approval from HCD on its' GP Housing Element, please provide the date the Housing Element was submitted to HCD for consideration. In the latter case, sponsor jurisdiction will need to apply for a waiver from MTC to this project screening criteria. If sponsor jurisdiction does not have an HCD approved GP Housing Element or the ability to obtain a waiver, it is not eligible to receive OBAG funds.
3. Please indicate (Yes or No) if a Complete Streets Checklist is attached to the current OBAG application. Complete Streets Checklists can be found here <http://completestreets.mtc.ca.gov/projects>. Attach a printed copy of the completed checklist to this application.
4. Please indicate (Yes or No) if sponsor agency has failed to meet regional delivery deadlines (as defined in MTC Resolution 3606) in the last three years.
5. Please indicate (Yes or No) if a Project Map is attached to the current OBAG application. Project Map (including Priority Development Area (PDA) boundaries) should show the project location,

Napa County Transportation and Planning Agency One Bay Area Grant Application (OBAG): Instructions

including street names and boundaries of any PDA, if being served. Applications without a project map will be rejected.

6. Please indicate (Yes or No) if the proposed project is located within an Association of Bay Area Governments (ABAG) approved Priority Development Area (PDA) boundary. If yes, skip to #10.
7. If the proposed project is not within an approved PDA boundary, please indicate (Yes or No) if the project is directly connected to a PDA.
8. If the project is not within an approved PDA boundary, please indicate (Yes or No) if the proposed project would provide proximate access to an approved PDA. If no, skip to #9.
 - a. If yes, explain how the project provides proximate access.
9. Please indicate if the project serves a Community of Concern.
10. Please indicate (Yes or No) per Title VI, if any public outreach was done as part of project development by sponsor agency specifically for the proposed project. Please attach documentation in the form of a MS Word document or Adobe pdf that include dates of any meetings held, the number of participants that attended the meetings, whether alternative language services were included and what the public notification process entailed (local newspaper public notice, web posting, radio spots, bus advertisements etc.).
11. **Funding Estimates:** please provide project total cost (rounded to the nearest thousand dollars). Please indicate the federal fiscal year (FFY) and phase in which sponsor jurisdiction is requesting the funding be programmed (in the appropriate column). The FFY runs from October 1 through September 30. Please note that ONLY Preliminary Engineering funds will be programmed in FFY 2013-14 unless a jurisdiction can demonstrate federal environmental compliance and 100% completed Design and Right-of-Way phases. See number 14 below for more on phases. For FFY 2013-14 the deadline for completing a field review with Caltrans Local Assistance is October 30, 2013. Preliminary Engineering consists of scoping, environmental and design (or Project Specifications and Estimates (PS&E)) phases. Right-of-Way, and Construction/Construction Engineering are programmed separately. Field reviews should be completed or scheduled with Caltrans in 2013 even if funding is not programmed until subsequent fiscal years. This is to allow adequate time for project development and completion of the environmental process. The deadline for submitting a COMPLETE request for authorization (RFA) package to Caltrans Local Assistance is December 1, 2013. The deadline for receiving authorization to proceed (E-76) from the Federal Highway Administration (FHWA) is March 31, 2014. For FFY 2014-15 the deadline for submitting a COMPLETE request for authorization package to Caltrans Local Assistance is December 1, 2014. The deadline for receiving authorization to proceed from the Federal Highway Administration (FHWA) is March 31, 2015. For FFY 2015-16 the deadline for submitting a COMPLETE request for authorization package to Caltrans Local Assistance is December 1,

Napa County Transportation and Planning Agency One Bay Area Grant Application (OBAG): Instructions

2015. The deadline for receiving authorization to proceed from the FHWA is March 31, 2016. Please also note that all OBAG projects will require a minimum 11.47% local match. In order to determine the amount of federal funding requested and the amount of match, please estimate the total project cost, then multiply by 11.47% to determine the minimum match amount. ONLY funds expended AFTER federal authorization to proceed is received are eligible for reimbursement*.

**Unless "Advanced Construction" is secured. See Local Assistance Procedures Manual for details*

2013 Deadlines:

- Field Review October 31, 2013*
- Submit RFA to Caltrans December 1, 2013
- Receive Authorization to Proceed (E-76) March 31, 2014

2014 Deadlines

- Submit RFA to Caltrans December 1, 2014
- Receive Authorization to Proceed (E-76) March 31, 2015

2015 Deadlines

- Submit RFA to Caltrans December 1, 2015
- Receive Authorization to Proceed (E-76) March 31, 2016

*Regardless of program year, all NCTPA approved projects will need Field Review by this deadline.

Please also indicate the amount of matching funds per source. Be specific about the source of matching funds (EXAMPLE: Flowerfield Apartment Mitigation Funds \$20K, or General Fund allocation \$500K).

12. a. through j. **Complete Streets Components:** Please use the pull down menus to indicate all the applicable complete streets elements included as part of your proposed project. Options include sidewalks, ADA ramps, crosswalks, bulb outs, bike lanes, signage, signals, street furniture, bus stops, bus pull outs, bus routes, truck routes. Use box 12j to indicate "other" and 11j to list other elements not listed in the above pull-down menu.

Napa County Transportation and Planning Agency One Bay Area Grant Application (OBAG): Instructions

13. **Schedule:** Please indicate the month and year beginning and end of each developmental phase Preliminary Engineering (Scoping, Environmental or ENV, Design or PSE), Right-of-Way or R/W, and Construction or CON (and Construction Engineering) of proposed project. If proposed project does not conform to the standard infrastructure milestones, please use the Construction phase (CON) to indicate your project implementation beginning and end.
 - a. through f. Please indicate the dates that your agency anticipates achieving the listed milestones: Resolution of Local Support (must be completed by the time the FMS application is submitted to MTC), FMS application (to be submitted after NCTPA approval of Program of Projects for OBAG), Field Review (see deadlines listed above in number 10), Request for Authorization (see deadlines listed above in number 10), Receipt of Authorization to Proceed or E-76 (see deadlines listed above in number 10).
14. If the proposed project is a Local Streets and Roads Preservation project, please indicate the federal classification of each road proposed. If not LSRP project skip to number 18.
15. If a LSRP project, please indicate the number of lane miles of each road segment to be improved, including street name, length, and Pavement Condition Index of each segment.
16. If a LSRP project, please check the appropriate box to indicate which type of LSRP project is being proposed.
17. *Transit Districts and Non-infrastructure projects may skip this question.* Please indicate (Yes or No) if sponsor agency has an approved certified Pavement Management Program (PMP). Proposed LSRP projects from agencies without a certified PMP are ineligible for OBAG funding. Please provide the date of the last MTC certification of the PMP.



September 13, 2012
TAC Agenda Item 8
Continued From: August 2012
Action Requested: ACTION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY TAC Agenda Letter

TO: Technical Advisory Committee (TAC)
FROM: Kate Miller, Executive Director
REPORT BY: Danielle Schmitz, Associate Program Planner
(707) 259-5968 / Email: dschmitz@nctpa.net
SUBJECT: Transportation for Clean Air (TFCA) - FY 2012-13 Project List

RECOMMENDATION

That the TAC recommend to the NCTPA Board the approval of the TFCA FY 2012-13 project list.

EXECUTIVE SUMMARY

Annually the Napa County Transportation and Planning Agency (NCTPA) adopts a list of projects for the TFCA Program Manager funds generated under AB 434. The funds come from a four-dollar vehicle license fee imposed by the Bay Area Air Quality Management District (BAAQMD) and are known as Transportation Fund for Clean Air (TFCA). Forty percent of these funds are returned to the NCTPA for distribution to local projects. Projects must have an air quality benefit and be cost effective. The remaining sixty percent is allocated by the BAAQMD on an area-wide competitive basis. Generally, the BAAQMD rules and statutes only allow funds to be retained for two years unless an extension is requested.

FISCAL IMPACT

Is there a Fiscal Impact? Yes. TFCA funds for FY 2012-13 - \$192,532.

BACKGROUND AND DISCUSSION

Annually the NCTPA adopts a list of projects for the TFCA Program Manager funds. Napa County has approximately \$192,532 in Program Manager Funds for FY 2012-13. This amount includes \$9,301 set aside for Administration costs for NCTPA in the FY 2012-13 Expenditure Plan, leaving \$183,231 for eligible projects.

On March 21, 2012 the NCTPA Board opened a call for projects for the TFCA Program Manager Funds. NCTPA held a public workshop on March 23, 2012 to review the program guidelines and process. The call for projects was closed on April 27, 2012. Due to the lack of eligible projects, the NCTPA Board extended the call for projects at their June 20th meeting until an eligible project was received.

The result of the 2012-2013 call for projects is the final list of projects for FY 2012-13 shown in Attachment 1. All projects have been run through cost effective analysis and are eligible to receive funds. Once the NCTPA Board approves the projects at their September 19, 2012 meeting they will be submitted to the BAAQMD.

SUPPORTING DOCUMENTS

Attachments: (1) TFCA Final Project List for FY 2012-13

TFCA Final Project List FY2012-13

FY 12/13 Expenditures	Amount
Administration Costs for FY 2012-13	9,301
California Boulevard Class II Bike Lane Gap Closure (City of Napa)	112,600
American Canyon Signal Interconnect (City of American Canyon)	25,987
Light Duty Hybrid Vehicles Purchase (County of Napa)	11,990
Bicycle Rack Purchase (City of St. Helena)	1,500
Saratoga Drive Class II Bike Lane (City of Napa)	31,154
TOTAL	\$192,532

Project Descriptions

- NCTPA Administration Costs (12NAP00)
- California Class II Bike Lane Gap Closure (12NAP01) – the City of Napa will construct class II bike lanes on California between Pueblo and Permanente Way.
- American Canyon Signal Interconnect (12NAP02) – the City of American Canyon will link traffic signals along Broadway (SR 29), American Canyon Road, and Flosden Road.
- Light Duty Hybrid Vehicle Purchase (12NAP03) – The County of Napa will purchase 11 light-duty hybrid vehicles for various county department fleets.
- Bicycle Rack Purchase (12NAP04) – The City of Calistoga will purchase four bicycle racks to be placed around the city.
- Saratoga Drive Class II Bike Lane (12NAP05) – City of Napa will construct class II bike lanes on the Saratoga Drive road extension.

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

AGENDA

**Wednesday, September 19, 2012
1:30 p.m.**

**NCTPA/NVTA Conference Room
707 Randolph Street, Suite 100
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/m_a.cfm 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, 707 Randolph Street, Suite 100, 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/bod-c/bod/curr-am.html

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
Michael Dunsford	City of Calistoga
Jack Gingles, Mayor	City of Calistoga
Jim Krider	City of Napa
Jill Techel, Mayor	City of Napa
Keith Caldwell, BOS Chair	County of Napa
Bill Dodd	County of Napa
Del Britton, 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, Board Members' and Metropolitan Transportation Commission (MTC) Update
6. Directors Update
7. Caltrans Update

8. **CONSENT ITEMS (8.1 – 8.15)**

- | | | |
|-----|--|---------|
| 8.1 | Approval of Meeting Minutes of July 18, 2012
(Karrie Sanderlin) <i>(Pages xx-xx)</i> | APPROVE |
| 8.2 | Resolution No. 12-24 Approving FY 12/13
Salary Ranges for NCTPA Job Classification for
(Karrie Sanderlin) <i>(Pages xx-xx)</i> | APPROVE |

Board action will adopt Resolution No. 12-24 approving the FY 12/13 Salary Ranges for NCTPA Job Classifications based upon the Bay Area Consumer Price Index (CPA) ending December 2011 of 2.6%.

- 8.3 Approval of Resolution No 12-25 Adopting the Transportation for Clean Air (TFCA) Program Manager Projects List for FY 12/13 (Danielle Schmitz) *(Pages xx-xx)* APPROVE

Board action will approve the Resolution No 12-25 adopting the list of projects for the TFCA FY 12/13 Program Manger Funds allocating \$192,532 of available funds.

- 8.4 Settlement Agreement between the Napa County Transportation and Planning Agency (NCTPA) and the City of Napa (Antonio Onorato) *(Pages xx-xx)* APPROVE

Board action will authorize an agreement between the City of Napa and the NCTPA which establishes an obligation from NCTPA for \$236,731.70 for costs incurred during the construction of the VINE Bus Yard Expansion project.

- 8.5 Disposal of Agency Surplus Property (Antonio Onorato) *(Pages xx-xx)* APPROVE

Board action will authorize the disposal of fixed and non-fixed assets as surplus property items according to NCTPA Financial Policies, Practices, and Procedures Section 2 - Fixed Asset Management.

- 8.6 Letter of No Prejudice (LONP) to Caltrans for the Farebox Modernization Project (Antonio Onorato) *(Pages xx-xx)* APPROVE

Board action will approve Resolution No. 12-26 requesting Caltrans to issuance a Letter of No Prejudice granting approval to use Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Bond Program revenues for the VINE Transit farebox project.

- 8.7 Proposed Improvements to Transit Service in Yountville (Tom Roberts) *(Pages xx-xx)* APPROVE

Board action will approve the proposed service modification to the Yountville Trolley to expand service days and hours throughout the week.

- 8.8 Approval of Amendment #6 to the NCTPA/Veolia Agreement No. 10-01 for Transit Services Contract (Tom Roberts) *(Pages xx-xx)* APPROVE

Board action will approve an amendment to Agreement No 10-01 with Veolia Transportation Inc. establishing a vehicle maintenance and cleaning rate for fleet vehicles in the Shared Vehicle Program and agency staff cars.

- 8.9 Proposed Improvements to the VINE Route 29 Service to BART (Tom Roberts) *(Pages xx-xx)* APPROVE

Board action will approve the proposed route modifications to the VINE Route 29 service.

- 8.10 Approval of Supplement No. 5 to Work Authorization No. 1 of the Professional Services Agreement No. 10-23 with Mark Thomas & Company, Inc. for Engineering and Design Support Work on the Soscol Gateway Transit Center Project (Lawrence Gawell) *(Pages xx-xx)* APPROVE

Board action will approve Supplement No. 5 to Work Authorization No. 1 of the Professional Services Agreement No. 10-23 with Mark Thomas & Company, Inc. in the amount not to exceed \$12,338.00 for engineering and design support work to be performed for the Soscol Gateway Transit Center Project.

- 8.11 Request for Proposal (RFP) 2012-02 for Advertising Services (Lawrence Gawell) *(Pages xx-xx)* APPROVE

Board action will approve the issuance of a RFP for Advertising services on NCTPA vehicles and facilities.

- 8.12 Approval of Task Order Contracts in Response to RFQ 2012-01 for On-call Planning Services (Lawrence Gawell) *(Pages xx-xx)* APPROVE

Board action will authorize the Executive Director to execute up to ten (10) task order contracts for on-call planning services, each for a term not to exceed three (3) years.

- 8.13 Agreement with Napa Valley Wine Train (Lawrence Gawell) *(Pages xx-xx)* APPROVE

Board action will approve an agreement with the Napa Valley Wine Train for the construction of a crosswalk granting access to Napa Valley Wine Train passengers to cross the Trancas Park and Ride Facility as part of the Napa Valley Wine Train's Union Station project.

- 8.14 SR 29 Gateway Corridor Improvement Plan Study Steering Committee (Eliot Hurwitz) *(Pages xx-xx)* APPROVE

Board action will establish a three-member Project Steering Committee for the SR29 Gateway Corridor Improvement Plan Study, to be made up of the Mayors of the City of Napa and the City of American Canyon, the City of Vallejo, and the Chairperson of NCTPA.

- 8.15 VINE/VINE Go Transit Services Ridership Report (Tom Roberts) *(Pages xx-xx)* INFORMATION

Provided for Board review is the monthly transit services ridership data.

9. **PUBLIC HEARING**

RECOMMENDATION

- 9.1 Public Hearing on Proposed Fare Changes for VINE Regional Routes 10, 11, 29 and VINE Go (Tom Roberts) *(Pages xx-xx)* APPROVE

Board action will hold a Public Hearing and approve the new fare structure for the VINE Transit service.

10. **REGULAR AGENDA ITEMS**

RECOMMENDATION

- 10.1 Unaudited FY 11/12 Financial Reports for NCTPA (Antonio Onorato) (*Pages xx-xx*)

INFORMATION/
ACTION

The Board will review the unaudited financial statements of NCTPA and receive a budget update.

11. **INTERJURISDICTIONAL ISSUES FORUM**

RECOMMENDATION

- 11.1 Interjurisdictional Issues Discussion Forum and Information Exchange

INFORMATION/
ACTION

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

12. **CLOSED SESSION**

- 12.1 **CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)**

- 12.2 **PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)**

Title: Executive Director

13. **ADJOURNMENT**

RECOMMENDATION

- 13.1 Approval of Meeting Date of October 17, 2012 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, 707 Randolph Street Suite 100 Napa CA, by 5:00 p.m., Friday September 14, 2012.

Karalyn E. Sanderlin, NCTPA Board Secretary