

STAFF REPORT



MEETING DATE:	2/25/14
SUBJECT:	Amend Local Transportation Fund (LTF) Non-Motorized Policies and Allocate Funds
AGENDA ITEM:	9
STAFF CONTACT:	Dave Wallace, Chief Fiscal Officer

STAFF RECOMMENDATION:

It is recommended that the board of directors:

1. Immediately allocate \$70,000 of Local Transportation Funds (LTF) for two projects; and
2. Amend the SRTA Policies and Procedures Section 1307 regarding project eligibility and claims.

DISCUSSION:

The board of directors established a 2% set-aside from LTF revenues for bicycle and pedestrian projects. The SRTA Transportation Development Act Handbook must be updated to include project evaluation and funding criteria (Attachment 1). Approximately \$130,000 is available annually. Typical project costs far exceed this amount so a key goal of the program is to leverage state and federal funds for major bicycle and pedestrian improvements. The program could also fund projects that are too small to justify resources to prepare a grant, but nonetheless provide a key connection to regional facilities. The two projects recommended for funding below are illustrative of these program goals.

The LTF non-motorized program is not intended to augment staff time or fund projects that would otherwise be constructed to meet typical regulatory and design standards. SRTA distributes over \$8 million annually in other funds that could be used for these purposes.

Due to timing needs associated with two local projects, the following allocations are recommended:

1. \$20,000 to the city of Shasta Lake for consultant surveying needed to prepare a state Active Transportation Program grant application for the Churn Creek Trail Project (Attachment 2) between Pine Grove Avenue and the Redding City Limits. A later segment would extend south to Oasis Road.
2. \$50,000 to the city of Anderson to supplement a McConnell Foundation grant. This would result in an eight-foot wide paved path with two-foot shoulders from Balls Ferry Road to the south end of Anderson River Park (Attachment 3). In the event this area is subdivided in the future, Anderson intends to maintain a path that generally meets or exceeds Class 1 Highway Design Manual standards.

The board of directors may further modify the projects and policies, or continue this item.

Approval of the updated policies will have no fiscal impact. Adequate funds have accrued in the SRTA non-motorized account to fund the \$70,000 in projects.



Daniel S. Little, AICP, Executive Director

Attachments: SRTA Transportation Development Act Handbook and Policies and Procedures: Section 1307
Churn Creek Trail Project Map
Anderson River Trail Project Map

1307 Bicycle and Pedestrian Claims

1307.1 Introduction

This section describes the claim process for bicycle and pedestrian projects. Two percent (2%) of the TDA–Local Transportation Fund (LTF) will be apportioned to SRTA each year for facilities provided for the exclusive use of pedestrians and bicyclists. SRTA will administer the distribution of these funds under Article 3. Cities and counties may file claims for bicycle and pedestrian projects under Article 8. (Board Policy)

The SRTA Board has the option, after a certain period of time, to revert funds set-aside for bicycle and pedestrian projects to streets and roads. SRTA is also under no obligation to annually allocate funds and may, at SRTA’s discretion, accumulate funds for specific purposes.

1307.2 TDA Project Eligibility

The law specifies that funds should be allocated according to the regulations adopted by SRTA as the regional transportation planning agency. It also identifies certain categories of eligible projects. ~~These specific project types represent neither an exhaustive list nor are they listed as priorities (PUC Sections 99233.3 and 99234). They are summarized below for reference.~~

~~Construction, including related engineering expenses, of bicycle and pedestrian facilities.~~

~~Maintenance of bicycle trails provided they are closed to motorized traffic.~~

~~Projects serving the needs of commuting bicyclists, including but not limited to, new paths serving major transportation corridors, secure bicycle parking at employment centers, park and ride lots, and transit centers where other funds are not available.~~

~~A comprehensive bicycle and pedestrian facilities plan (no more than once every five years), with an emphasis on bicycle projects intended to primarily accommodate non-recreational bicycle trips.~~

~~Up to 20% of the cost to restripe Class II bicycle lanes.~~

~~Up to 5% of the amount available to a city or the county may be expended in conjunction with other funds to support bicycle safety education programs, so long as the funds are not used to fully fund the salary of any one person.~~

~~Bicycle, pedestrian, and neighborhood safety funds may be expended for all purposes necessary and convenient to the design, right of way acquisition, and construction of facilities intended for use by bicyclists, pedestrians, and neighborhood safety/traffic calming projects. These funds also may be used for programs that help to encourage bicycling and walking, such as secure parking facilities, bicycle/pedestrian promotion programs, and safety programs.~~

1307.2 TDA Project Eligibility (continued)

~~Certain costs at times associated with bicycle and pedestrian projects are not eligible when the benefit provided is not the exclusive use of bicyclists or pedestrians. These instances are listed below.~~

~~Curb and gutter are part of the roadway drainage system. As such, newly installed curb and gutter cannot be considered an improvement exclusively for the benefit of the sidewalk or bike lane and are not an eligible expense.~~

~~Driveway ramps installed across sidewalks are not for the benefit of pedestrians, and in fact, degrade the pedestrian environment. Claimants may not include the cost of driveway ramps in applications for sidewalk projects. However, the distance across the driveway may be included when computing the per square foot cost of the sidewalk.~~

~~Where roadway design standards require a roadway shoulder width at least as wide as would be required for a standard bike lane, the cost of the shoulder construction will not be eligible. Appropriate bikeway signage is eligible.~~

~~Under some circumstances, it may be necessary to remove and replace curb and gutter, driveway ramps, drainage facilities, and other existing improvements in order to construct a bikeway or sidewalk. In such cases the cost of this work is most likely eligible, but claimants should carefully document why this is so in the claim submittal.~~

1307.3 Evaluation of Proposals Process

~~The evaluation of proposals process for TDA bicycle and pedestrian projects and neighborhood safety projects is consistent with the way SRTA evaluates and prioritizes other components of the transportation system, such as arterial, highway, and transit projects. Transportation project priorities are established in planning documents like the Regional Transportation Plan (RTP).~~

1307.3 Claims Process

SRTA has the authority to establish criteria applicable to analyzing and evaluating claims for non-motorized transportation facilities (PUC Section 99401).

Timetable

In February the SRTA Board approves annual apportionments available for allocation (CCR Section 6644) and advises prospective claimants.

Once sufficient funds have accumulated, SRTA will issue a request for non-motorized claims.

Claims will be due to SRTA by a specified date. Claimants are to use the claim forms, use the check-off list provided, and include it as part of the claim package as found in Appendix B of this Handbook.

Claims will be evaluated by a selection panel determined by SRTA staff.

The board has the authority to establish an advisory committee to review and evaluate claims and the committee may be asked to make recommendations to the Board based on the evaluation criteria below.

All claims must be approved by the SRTA Board of Directors.

Evaluation

The evaluation process for LTF bicycle and pedestrian projects is consistent with the way SRTA evaluates and prioritizes other components of the transportation system, such as arterial, highway, and transit projects. Transportation project priorities are established in planning documents like the Regional Transportation Plan (RTP). Priorities also are used for funding decisions that are programmed in the Regional Transportation Improvement Program (RTIP).

Evaluation criteria are as follows:

General Intent

These funds are intended to result in new regional bike and pedestrian facilities not already required or programmed for funding. Priority should be given to activities necessary to leverage state and federal grants. Due to the limited amount of funds available, these funds should not be used to augment agency staff time. The SRTA board of directors allocates other funds for these purposes. Likewise, SRTA will not charge cost to administer this program to the non-motorized fund.

Required

- The project must conform to the regional transportation plan and be included in a jurisdiction's or regional agency's adopted non-motorized plan (21CCR 6651).
- The project must conform to the general design criteria of the Streets and Highway Code (PUC Sec. 99401).
- The project must meet Americans with Disabilities (ADA) standards.
- The project must be supported by a resolution from a jurisdiction's governing body or be part of a non-motorized plan that has been approved within the last five years.
- The requested funds cannot be used to supplant existing programmed funds.

- Other sources of funding for cooperative projects must be identified. Supporting documentation shall be attached to a claim that shows that matching funds have been secured.
- Projects which are a required element of a larger capital improvement project are not eligible for funding.
- No single agency may submit a claim that is greater than the total available for that fiscal year.
- Claimants are generally responsible for all staff time which can be considered in-kind match.

Enhanced Considerations of Project Proposals

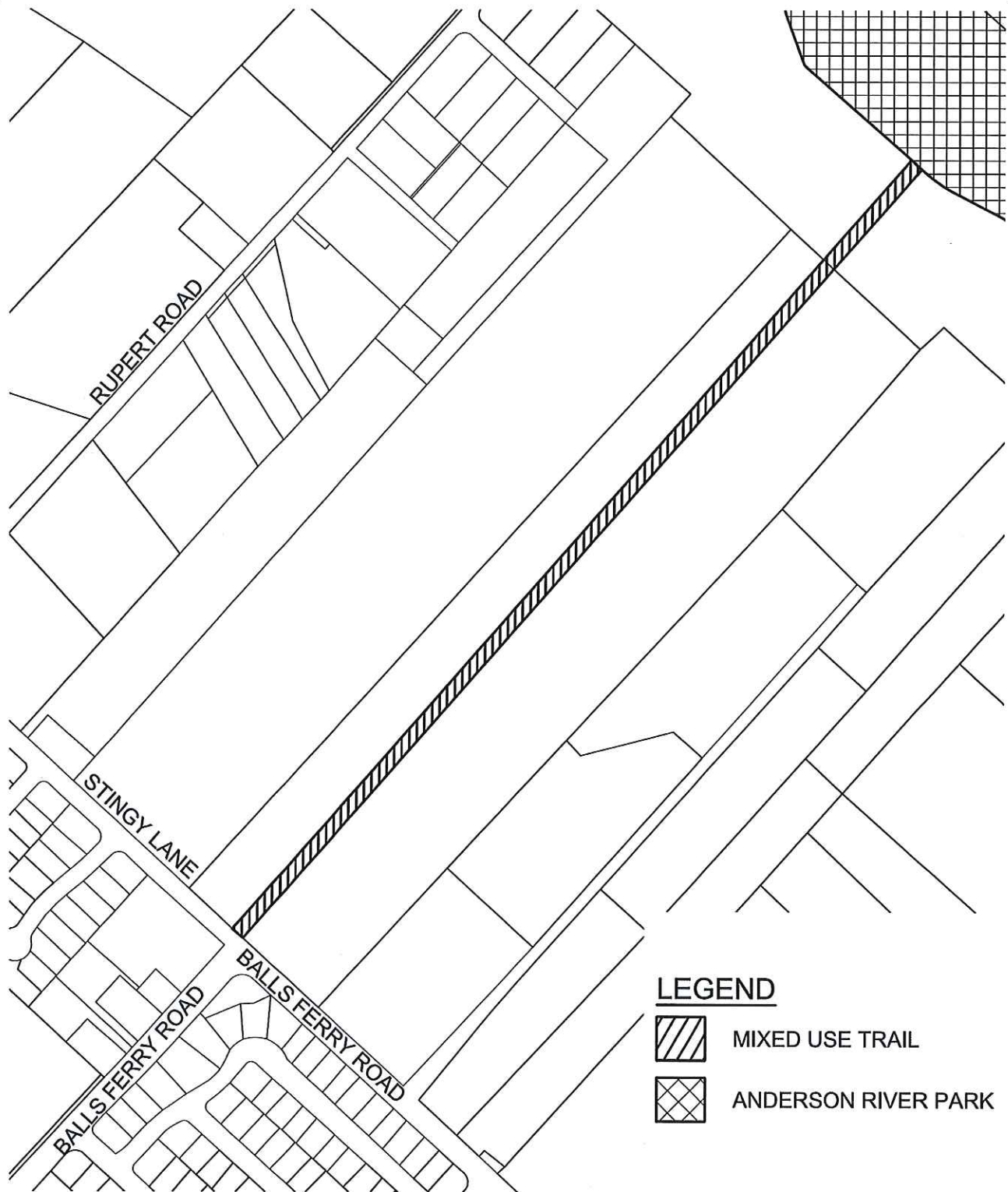
- The project contains matching funds or in-kind contributions.
- Increases retail and recreational economic activity.
- Cost/size is such that it would not effectively compete in state and federal grant programs.
- Is in, or connects to, a regional activity center or strategic growth area.
- Connects to, or is part of, a regional or multi-jurisdictional corridor.
- Directly connects to a transit hub, bicycle facility, or pedestrian facility.
- Completes a connection in an existing regional network.
- Readiness of the project.
- Leverage funds from other programs.
- Safety improvements.
- Funds a project development component needed to effectively compete for a state or federal non-motorized grant.

1307.3 Claims Process

Upon SRTA's acceptance of a claim, the claimant will enter into a formal contract or sub-recipient cooperative agreement with SRTA for project completion.

Claims will be paid on a reimbursement basis only. Claimant will provide sufficient documentation to support any claim. Unused funds will be made available for other projects in the region.

Claimants will abide with all applicable federal and state regulations.



MIXED USE PATH FROM BALLS FERRY RD TO ANDERSON RIVER PARK