

COUNTYWIDE BICYCLE ADVISORY COMMITTEE

AGENDA

Tuesday, September 28, 2004

2:00 – 3:30

SCTA Conference room

520 Mendocino Ave, Suite 240, Santa Rosa

ITEM

- I. Introductions and public comment on items not on agenda
- II. Consent Items – DISCUSSION/ACTION
 - A. Approval of the Agenda
 - B. Approval of May 25, 2004 Minutes -
- III. Member Reports – INFORMATION
- IV. Bicycle/Pedestrian Program - Doug Johnson of MTC will present information *
- V. Transportation Planning Land Use Strategy (TPLUS) activities *
- VI. Adjourn – ACTION

* report attached

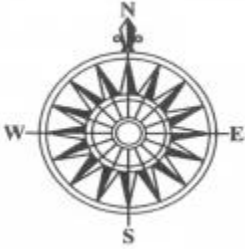
The next **CBAC** meeting is November 23, 2004

The next **SCTA** meeting is October 11, 2004

DISABLED ACCOMMODATION: If you have a disability that requires the agenda materials to be in an alternative format or that requires an interpreter or other person to assist you while attending this meeting, please contact the SCTA at least 72 hours prior to the meeting, to ensure arrangements for accommodation.

Staff: Janet Spilman 565-5373
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**This CBAC agenda packet is available online at
www.sonoma-county.org/scta**



COUNTYWIDE BICYCLE ADVISORY COMMITTEE

MINUTES

March 27, 2004

ATTENDEES

Ken Tam, Regional Parks	Steven Schmitz County of Sonoma
Andy Gustavson, City of Healdsburg	Darrin Jenkins City of Rohnert Park
James Ryan City of Petaluma	Janet Spilman, SCTA
Linda Picton	Larry Hall

ITEM

- I. Introductions were made. Linda Picton distributed correspondence regarding bus service. She also discussed her experience trying to bicycle in the Chicago area.
- II. Consent Items
 - a. Approval of the Agenda - agenda was approved
 - b. Approval of January 27, 2004 Minutes – minutes were approved
- III. Reports
 - a. Jim Ryan – Petaluma – The River Walk project has gone to bid. It is being financed with redevelopment funds.
 - b. Andy Gustavson – Healdsburg – The Foss Creek project is moving forward. They are at Construction design in the downtown segment going to bid in August. Work on the Intermodal facility on the west side of the river is being done in partnership with Sonoma County Transit.
 - c. Steven Schmitz – Sonoma County – The countywide Share the Road campaign is underway. This program is being funded by a grant from the Office of Traffic Safety. Steven requests that discussion of a countywide contribution be put on the next agenda. New 3 capacity bike racks are on order and will be installed this summer.
 - d. Ken Tam – Regional Parks- Class 2 bike lanes on Green Valley Road are complete. The section of Joe Rodota trail on Dutton east to Santa Rosa Creek will be completed in July. A bicycle/pedestrian bridge over the Santa Rosa Creek south of W. 3rd is being constructed with a grant from the Coastal Conservancy.
- IV. TDA Article 3 Review Applicants discussed their projects and answered questions. All projects were approved as presented. TDA3 is often used as a match for larger grants. Staff was asked to present the projects to the SCTA with this additional funding information included in the staff report.
- V. CTP update – was put over to the next meeting.
- VI. Meeting was adjourned at 3:15 pm.

**SONOMA COUNTY TRANSPORTATION AUTHORITY
COUNTYWIDE BICYCLE ADVISORY COMMITTEE**

DATE: September 28, 2004
TO: Countywide Bicycle Advisory Committee (CBAC)
FROM: Janet Spilman, Senior Transportation Planner
SUBJECT: Staff Report Items V and VI

Regional Bicycle/Pedestrian Program

As part of the current RTP update, Transportation 2030 MTC has created the Regional Bicycle and Pedestrian Program. The Program is divided into regional and local components. Attached is a staff report prepared by Doug Johnson, MTC staff. Doug will discuss the Program and answer questions about the upcoming call for projects.

Transportation Planning Land Use Strategies (TPLUS)

The SCTA is beginning a series of meetings that will culminate in a Best Practices Toolkit and implementation of a local Transportation for Livable Communities (TLC) and Housing Incentives Program (HIP) funding programs.

These programs may overlap tremendously with bike and ped projects. Please consider attending the meeting on September 29 (9:30am) at the Santa Rosa public library.

See attached invitation for more information.

Bicycle Funding Opportunities

Program	Funding Agency / Contact	Program Description	Funding Levels	Schedule
Regional Bicycle Pedestrian (RBP) Program (Regional Competitive Program)	MTC / Doug Johnson 510.464.7846	25% of RBP program funding reserved for MTC to select projects on a regionally competitive basis. 100% local return to source guarantee over 12 years.	\$8 million total in FY 2005/06 – FY2008/09 for Bay Region	Call for projects will take place end of September 2004, followed by final project selection April 2005.
Regional Bicycle Pedestrian Program (County Program)	MTC / Sonoma County Transportation Authority (SCTA) Janet Spilman 707.565.5371	75% of RBP program funding reserved for CMAs to select projects on a countywide basis. The CMA will develop its own selection guidelines subject to basic MTC eligibility criteria.	\$1.6 million total in FY 2005/06 – FY 08/09 for Sonoma County	MTC is proposing that program funding be deferred until FY 05/06 to give CMAs time to develop local process.
TLC/HIP Program (Regional Competitive Program)	MTC Evelyn Baker 510.464.7753	Bicycle projects are eligible as part of a community's revitalization/development efforts. Bicycle projects are not eligible in the HIP program. Funding levels between the TLC and HIP programs are flexible.	\$63 million over next four fiscal years FY 2005/06 – FY 2008/09 for Bay Area region. This spans two funding cycles.	Next funding cycle call for projects is anticipated Spring 2005.
TLC/HIP Program (County Program)	MTC / SCTA, Janet Spilman 707.565.5371	Bicycle projects are eligible as part of a community's revitalization/development efforts. SCTA will develop its own selection guidelines subject to basic MTC eligibility criteria. Bicycle projects are not eligible in the HIP program. Funding levels between the TLC and HIP programs are flexible.	In FYs 05/06 and 06/07 \$608,000 is available to Sonoma County.	To be determined by the SCTA.
Transportation Development Act (TDA) Article 3	MTC / Marc Roddin 510.464.7827 SCTA, Janet Spilman 707.565.5371	SCTA prioritizes and selects projects, including Bicycle and Pedestrian Projects, Safety Projects, and Bicycle Plans. Jurisdictions are ensured their population share under a banking system.	Approximately \$340,000 to Sonoma County annually depending on sales tax activity	Usually annual call for projects takes place in January. Final project selection follows in April.

Bicycle Transportation Account (BTA)	Caltrans	Provides state funds for city and county projects that improve safety and convenience for bicycle commuters. Projects must be part of a bicycle plan, which complies with state statutes, having been adopted by a local agency and approved by agency and MTC/Caltrans.	\$7.2 million statewide is available annually through FY 2005-06. Subsequent cycles will provide \$5 million annually.	Project applications are typically due to Caltrans District Local Assistance offices by December 1 of each year.
Safe Routes to Schools	Caltrans Rich Monroe 510.286.5226	Provides State funds to city and county projects for bicycle/pedestrian facilities and traffic diversion improvements that benefit school children. The program will sunset January 1, 2005. There is currently legislation underway to extend this program.	\$22,000,000 is made available statewide each year.	Project solicitation begins in February. Final program is adopted by Caltrans in the fall.
State Transportation Improvement Program (STIP)	MTC / Kenneth Folan 510.464-7804 SCTA Pat Siefert 707.565.5377	MTC develops the Regional Transportation Improvement Program (RTIP) in cooperation with the CMAs. The CMAs direct MTC as to its priorities for this funding. Caltrans develops its Interregional Transportation Improvement Program (ITIP) working with MTC and the CMAs.	Varies based on State budget process, and legislative set funding levels both at federal and state levels.	CMAs begin developing proposals during the summer of odd numbered years. Projects are submitted to MTC for inclusion in the Regional Transportation Improvement Program (RTIP). In December MTC submits the RTIP to the California Transportation Commission, which takes final action in April. The ITIP follows the same schedule with Caltrans making its submittal to the CTC.
Transportation Enhancement (TE) Funding in the Regional Transportation Improvement Program (RTIP)	MTC / Kenneth Folan 510.464-7804 SCTA Pat Siefert 707.565.5377	Due to a change in State policy regarding TE, regional TE is now implemented through the STIP process. MTC develops RTIP submittal every two years in cooperation with the CMAs, who direct MTC as to its priorities for this funding. TE is used to fund the County TLC program as well as for projects at the CMA's discretion. Over the next six years (FY 2003-04 through FY 2008-09) the first three years of programming will be made available to the CMAs for their discretion and the second three years will go to the County TLC program.	Varies based on State budget process, and legislative set funding levels both at federal and state levels.	Schedule and use of the local TE funding is determined by the Sonoma County Transportation Agency. Projects may be amended into the STIP at any time at the request of the Sonoma County Transportation Agency.

Transportation Enhancement (TE) Funding in the Interregional Transportation Improvement Program (ITIP)	Caltrans / SCTA Pat Siefert 707.565.5377	Caltrans develops its ITIP proposal to the California Transportation Commission submittal every two years in cooperation with the MTC and the CMAs.	Varies based on State budget process, and legislative set funding levels both at federal and state levels.	The ITIP is developed in parallel with the STIP. Refer to the schedule for the STIP.
TFCA (Regional Funds)	Bay Area Quality Management District (BAAQMD) David Burch 415.749.4641	This is the district's regionally competitive program. Each county is guaranteed Bicycle projects eligible as well as other projects that improve air quality. Projects must be located in Southern Sonoma County (BAAQMD) air basin)	\$10,000,000 annually for Bay Area Region	The Air District issues TFCA Regional Fund application guidelines in April of each year. Applications must be submitted to the Air District by June 30.
TFCA (County Program)	BAAQMD / SCTA, Janet Spilman 707.565.5371	Bicycle projects are eligible as well as other projects that improve air quality. Majority of program historically funds transit projects. Projects must be located in Southern Sonoma County (BAAQMD air basin). This represents the 40% of the TFCA program that is returned to the county of origin.	\$600,000 annually for Sonoma County	Usually annual call for projects takes place in January. Final project selection follows in April.



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Finance Working Group

DATE: August 4, 2004

FR: Doug Johnson

RE: Regional Bicycle and Pedestrian Program – Update and Discussion

Current Status

In December 2003 the Commission created the Regional Bicycle and Pedestrian Program to fund construction of the Regional Bicycle Network and regionally significant pedestrian projects. Furthermore, the Commission committed \$200 million in Phase One of Transportation 2030 to support the regional program over a 25-year period.

In accordance with MTC Resolution No. 3615, a total of \$32 million in Congestion Mitigation and Air Quality Improvement (CMAQ) funds is available for programming regional bicycle and pedestrian funds over a four year period spanning FY 2005-06 through FY 2008-09. Funds are distributed at \$2, \$6, \$12 and \$12 million during the first four years of the program. CMAs will be responsible for programming \$24 million (75%) of these funds, while MTC will program \$8 million (25%). Because of the relatively small amounts of funding, MTC plans to program all four years together.

On July 28th 2004 the Commission adopted guidelines for the Regional Bicycle and Pedestrian Program (attached). The guidelines include screening criteria for both regionally and county selected projects as well as the scoring factors for the regional project evaluation.

Timeline

MTC will release its call for projects at the end of September 2004. After further discussion, we recommend some refinements to the application and evaluation process described in the guidelines to split the application deadlines for the regional and county programs. MTC will issue one call for projects with two deadlines for CMAs to submit project lists back to MTC. The first deadline is for CMAs to submit projects for the competitive regional (25%) portion of the program. The second deadline is for CMAs to submit projects for the county-level (75%) portion.

This schedule allows the following:

- Projects not selected for the regional program may be chosen for the county program.

- Allows more time for county program development and coordination with TDA3, TFCA and other local funds.

Staff will attend the October FWG meeting to discuss the call for projects and answer any questions. While MTC proposes separate deadlines for the two portions of the program, we anticipate that CMAs will call for all projects at once in order to identify those with the best chance in the regional program. However, this may not be the case. This is one consideration we have to discuss in developing the schedule.

Staff proposes the following milestones and dates for discussion:

- CMAs submit a list of projects for the regional competition by the end of January 2005.
- Evaluation complete by mid-March 2005 and MTC approves the projects April 2005. Since the programming capacity in the first programming year is just \$2 million and the obligation deadline is more pressing, MTC proposes to assign ready projects in the regional portion to 2005/06. MTC suggests programming the \$2 million in FY 05/06 to projects from the regional pot in order to give the CMAs more time to develop their county lists. MTC may wish to program the \$8 million in regional projects in the first two years (recall \$2M is available in 05/06 & \$6M is available in 06/07), allowing the \$24 million in local funds to all be programmed together in the last two years (\$12M available in 07/08 and 08/09).
- CMAs finalize their four-year county lists and submit them to MTC by June 2005? This will allow CMAs to plan for the programming of future funds in support of their county share projects.
- MTC amends TIP to reflect complete list of projects. Date TBD.

MTC staff welcome the funding group's comments on the proposed timeline and steps. If there are any questions or comments from those unable to attend, please contact Doug Johnson at (510) 464-7846 or Nancy Okasaki at (510) 464-7759.

Regional Bicycle and Pedestrian Program Guidelines Attached

Date: July 28, 2004
W.I.: 1125
Referred by: PAC

Attachment A
MTC Resolution No. 3644
Page 1 of 9

Regional Bicycle and Pedestrian Program Program Guidelines

I. Program Description

The Regional Bicycle and Pedestrian Program was created by the Commission to fund the construction of the Regional Bicycle Network and regionally significant pedestrian projects. The Commission committed \$200 million in Phase One of Transportation 2030 to support the regional program over a 25-year period. These guidelines govern the first four years worth of Federal Congestion Management and Air Quality Mitigation (CMAQ) funding, a total of \$32 million for FY 2005/06 through FY 2008/09.

Sub-Programs: The program funds in the first four years are divided into two portions: 25% of the total funds is designated as the Regional Portion, a competitive program in which projects will be selected based on evaluation criteria in these guidelines; the remaining 75% of the funds is designated as the County Portion which is distributed to county congestion management agencies (CMAs) based on their county population shares. The CMAs, with review of bicycle and pedestrian interests, will select projects for the 75% county portion based on criteria developed by the CMA and will identify projects to submit to MTC for consideration for the 25% regional portion. Consistent with MTC Resolution No. 3615, each county will receive 100% of its population share of funding over a 12-year period. Table 1 shows each county's total four-year 75% program level; annual targets consistent with the programming policies in MTC Resolution 3615 will be provided by MTC in the call for projects. Table 2 shows each county's 100% 12-year population share.

Table 1: Program Funding Levels FY 05/06 – FY 08/09

	Funds Available
Total 4-Year Funding	\$32,000,000
Total Regional Portion (25%)	\$8,000,000
Total County Portion (75%)	\$24,000,000
Alameda	\$5,107,755
Contra Costa	\$3,356,779
Marin	\$874,874
Napa	\$439,682
San Francisco	\$2,747,973
San Mateo	\$2,501,837
Santa Clara	\$5,952,752
Solano	\$1,395,835
Sonoma	\$1,622,513

Table 2: 12-Year 100% County Shares*

County	Population Share	
Alameda	\$20,431,020	21%
Contra Costa	\$13,427,117	14%
Marin	\$3,499,496	4%
Napa	\$1,758,727	2%
San Francisco	\$10,991,894	11%
San Mateo	\$10,007,349	10%
Santa Clara	\$23,811,007	25%
Solano	\$5,583,339	6%
Sonoma	\$6,490,050	7%
Total 12-Year Funding	\$96,000,000	100%

*Subject to availability of funds

Mode-Split Targets: The program has an overall goal to fund bicycle and pedestrian projects equally over a 12-year period. However, to encourage pedestrian projects that may not have other sources of dedicated funding, the Regional portion and each County Portion are expected to direct a minimum of 25% of their respective funds over the 12-year period toward projects predominantly serving pedestrians.

II. Eligible Applicants

Regional Bicycle and Pedestrian Program grants are available to local governments, transit operators, and other public agencies that are eligible recipients of federal funds. Community-based organizations and nonprofits may be co-partners but cannot receive the funds. Grant recipients will be required to take the capital project through the federal-aid process with Caltrans Local Assistance, and obligate, or commit, the federal funds by the regional obligation deadline specified by MTC. In addition, grant recipients are strongly encouraged to attend a training workshop offered by Caltrans on project implementation and the federal aid process.

III. Eligible Projects

Project activities eligible for funding include: pedestrian and bicycle facilities (including bike parking) that provide access to regional transit, lifeline transit, regional activity centers, or schools; bicycle facilities on the Regional Bicycle Network defined in the Regional Bicycle Plan (December 2001); and regionally significant pedestrian projects. Pedestrian projects are intended to be inclusive of facilities or improvements that accommodate wheelchair use. All projects must meet eligibility criteria and project readiness requirements described below consistent with CMAQ eligibility guidelines.

Project Eligibility Criteria

All projects are required to demonstrate a likely mode shift to bicycling or walking.

Projects must meet all of the following criteria to be eligible for the Regional or County portions of the program:

1. Project falls into one of the following categories:

Bicycle Projects

- Included in the Regional Bicycle Network as defined in the adopted Regional Bicycle Plan (December 2001)

Pedestrian Projects

- Provides access to and within regional activity centers¹

Project Serves Either Bicyclists or Pedestrians

- Provides access to regional transit or lifeline transit²
- Meets Safe Routes to Schools criteria

2. Project is CMAQ eligible under Federal guidelines. The project sponsor must be able to demonstrate the project encourages walking or bicycling as a means of improving air quality. Note that Federal guidelines prohibit the use of CMAQ funds for projects purely intended for safety as well as for basic repair and rehabilitation of bicycle or pedestrian facilities. CMAQ funds *may* be used to fund a limited period of operations for an attended bicycle parking facility (i.e., bikestation)
3. Sponsor assures a local match of at least 11.5% of the total project cost will be available.
4. Funding request is at least \$300,000 and does not exceed \$4 million or the county's 12-year population share of funds, whichever is less. Counties with a four-year share of \$2 million or less may fund projects below the \$300,000 limit. As a general guideline, auxiliary elements (e.g. ADA access improvements, utility trenching, drainage work, fire hydrants, landscaping, cosmetic resurfacing, surface improvements, etc.) that are incidental to the overall project should not exceed 20% of the total project cost. Signage designating a bicycle or pedestrian facility is not considered auxiliary elements for this program. Exceptions may be allowed at the discretion of the CMA (for the County Portion) or MTC (for the Regional Portion). In particular, new sidewalk projects may be exceptions.
5. Project is well-defined and results in a usable segment. MTC defines a usable segment as a section of public improvements that has defined start and end points and allows continuous travel from the start point to the end point.
6. Sponsor agrees to abide by all applicable regulations, including the National Environmental Policy Act (NEPA) and the American with Disabilities Act (ADA).
7. Sponsor understands and agrees to MTC project delivery requirements as described in MTC Resolution No. 3606. Key highlights are shown below:
 - a. Federal funds through the Regional Bicycle and Pedestrian Grants program are fixed at the programmed amount, and therefore any cost increase would not be funded through the Regional Bicycle and Pedestrian Program.
 - b. Projects are to be designed and built consistent with the project description contained

¹ Regional activity centers include universities, hospitals, major commercial districts, major employment centers, central business districts, and major public venues. Priority should be given to projects serving utilitarian trip purposes. Projects providing pedestrian access to or within a regional activity center will be eligible for funding. Projects providing bicycle access to or within a regional activity center are only eligible if the facility is included on the Regional Bicycle Network.

² Regional transit is transit serving a regional activity center and is typically a "trunkline" service. Lifeline transit serves low-income, transit-dependent communities.

- in the grant application, and if approved, as programmed in MTC's Transportation Improvement Program (TIP).
- c. A field review with Caltrans Local Assistance will be completed within six (6) months of grant approval.
 - d. The appropriate NEPA document for the project will be certified through the office of Caltrans Local Assistance within twelve (12) months of grant approval.
 - e. Federal funds will be obligated by the fund obligation deadline established by MTC for this grant cycle.
 - f. MTC will be notified immediately to discuss potential project implications that will affect the delivery of the project.
 - g. The project sponsor or a cooperating agency commits to maintaining the project.

Project Readiness Criteria

The following criteria will be used to evaluate whether a project will be able to meet the fund obligation deadline. Projects determined to be unlikely to meet the fund obligation deadline will be considered ineligible.

1. Is the project dependent upon another uncompleted major capital project?
2. Has a PSR or feasibility study been completed?
3. What type of environmental document required by CEQA and NEPA will be (has been) prepared, and when would it be (was it) certified? What environmental issues may require more detailed study?
4. Is the project entirely within the local agency's right-of-way? Are any new right-of-way, permits or easements needed, and when would it be acquired if needed?
5. Is there a utility relocation phase within the project area but implemented separately from the project?
6. Have all affected departments within the local government agency, transit agency, and/or other public agency (1) been involved in the development of the project and (2) reviewed the project to ensure project feasibility?
7. Is there significant local opposition or any pending lawsuits related to the project that may prevent the project from meeting the funding obligation deadline?

IV. Criteria for Project Selection and Prioritization

County Portion (75%)

For the county portions, projects meeting the eligibility criteria outlined in Section III may be selected and recommended for programming based on criteria developed at the discretion of each CMA. CMAs may choose to use scoring factors in table 2 (below) for this purpose. CMAs are welcome but not required to adopt the Regional Portion project selection factors listed below. Project selection factors must be consistent with the Project Eligibility Criteria above and must address both pedestrian and bicycle projects.

Regional Portion (25%)

Projects meeting the Project Eligibility Criteria will be prioritized and recommended for funding based on the degree to which they:

- Provide bike and/or pedestrian access to regional transit / lifeline transit, schools, regional activity centers
- Eliminate major gap or obstacle in a bike or pedestrian facility

- Have community support, as indicated by inclusion in an adopted plan or other document endorsed by community advisory groups
- Address safety concerns
- Provide local matching funds
- Are regionally significant

The basis for scoring in each of these factors is outlined in Table 2.

Table 2: Scoring Basis for Selecting Projects for Regional Portion

Focus Area	Ranking and Description	Points
<p>Gap closures in sidewalk or regional bicycle network serving mobility needs</p> <p>Addresses <u>barrier*</u> to completing trip</p>	<p>High: Project provides means to overcome a barrier e.g. bridge over freeway, expressway, or rail line) or eliminates a gap (e.g. a new bike lane or a new sidewalk in a corridor without facilities) where <u>no</u> nearby facility exists.</p>	8-10
	<p>Med: Project reduces consequences of an existing barrier or gap to provide more direct non-motorized travel where limited or inferior alternatives exist.</p>	4-7
	<p>Low: Project <u>extends</u> an existing pedestrian facility or regional bicycle route (e.g. bike lane or sidewalk), working towards a gap closure, but not eliminating it.</p>	0-3
<p><u>Access</u> to schools, regional transit**, lifeline transit** or to/within regional activity center***</p>	<p>High: Project is specifically designed to significantly improve access to a destination. Project will be within ¼ mile (pedestrian facility) or 1/2 mile (bike facility) in actual walking/biking distance from destination.</p>	8-10
	<p>Medium: Project will generally enhance access to a destination. Project will be within ½ mile (pedestrian facility) or 1 mile (bike facility) in actual walking/biking distance from destination.</p>	4-7
	<p>Low: Project improves upon limited existing access. Project will be beyond 1/2 mile (pedestrian facility) or 1 mile (bike facility) in actual walking/biking distance from destination.</p>	0-3
<p><u>Safety</u></p>	<p>High: Project will address a demonstrated safety issue (e.g. collision statistics are high). Project will address safety concern with a proven or demonstrated counter measure.</p>	8-10
	<p>Med: Project will improve a situation with some safety issues (e.g. some reported collisions, conflicts, near-misses, or evidence of high vehicle traffic volume or speed)</p>	4-7
	<p>Low: Project will generally improve safety, even though there are no known problems.</p>	0-3

* Barriers include major arterials, freeways, major transit facilities, railroad tracks, creek/streams, etc. A substandard or deficient facility is generally considered a “medium” gap.

** Regional transit is transit serving a regional activity center. Lifeline transit serves low-income, transit-dependent communities.

*** Regional activity centers include universities, hospitals, major commercial districts, major employment centers, , central business districts and major public venues. Priority should be given to projects serving utilitarian trip purposes when possible. Pedestrian access to or within a regional activity center will be eligible for funding. Bicycle access to or within a regional activity center is only eligible if it is included on the regional bicycle network.

Table 2: Scoring Basis for Regional Prioritization Factors cont.

Focus Area	Ranking and Description	Points
<u>Community Support</u>	High: Project has strong documented community <u>and</u> neighborhood support. Letters of support OR minutes indicating actions taken in support of project provided. Projects are included in a local, county or community-based plan.	8-10
	Med: Project has <u>some</u> community & neighborhood support. Projects are included in a local, county or community-based plan.	4-7
	Low: Community outreach will be completed as part of the project, but little or none done to date.	0-3
<u>Other Funds</u> with a copy of local resolution	Project can commit over 35% of total project cost (includes 11.47% required match) from other sources	5
	Project can commit 30% to 34.9% of total project cost (includes 11.47% required match) from other sources	4
	Project can commit 25% to 29.9% of total project cost (includes 11.47% required match) from other sources.	3
	Project can commit 20% to 24.9% of total project cost (includes required 11.47% required match) from other sources.	2
	Project can commit 15 to 19.9% of total project cost (includes 11.47% required match) from other sources.	1
<u>Regional Significance Bonus</u>	Demonstrates multi-jurisdictional cooperation****; project is innovative; has potential to be replicated elsewhere; demonstrates regional significance	0-5

**** Jurisdictions include city/county public agencies, special districts, non-profit organizations, transit, etc.

V. Application and Evaluation Process

Step 1: MTC issues a “call for projects” to the CMAs. The call for projects will include a form for submitting projects for the Regional Portion.

Step 2: CMAs solicit projects within their counties

- a. CMAs screen projects based on the adopted eligibility criteria.
- b. With review from their bicycle and pedestrian committees (or other committees with bicycle and pedestrian interests represented³) CMAs select projects for the County Portions based on criteria developed at the discretion of each CMA and identify projects for submittal to MTC for the competitive Regional Portion.

Step 3: CMAs submit to MTC:

- Board approved, prioritized list of projects for the County portion with recommended programming years for each project. MTC staff will review county lists for consistency with the adopted eligibility criteria. The amount of funds requested by a CMA in any year may not exceed the annual county target provided by MTC with the call for projects. A CMA may choose to defer selection of specific projects for FY 07/08 and FY 08/09 until early 2006, when the remainder of the STP and CMAQ funds will be programmed in preparation for the 2007 Transportation Improvement Program (TIP).
- Project applications for those projects to be considered for the Regional Portion.
- Documentation that the projects recommended for the County portion and those submitted for consideration for the Regional Portion were reviewed with both bicycle and pedestrian interests, as described under Step 2.

Step 4: MTC evaluates projects submitted by CMAs for consideration for the Regional Portion. The evaluation will be conducted with a committee of representatives from the Regional Bicycle Working Group, Regional Pedestrian Committee , Bay Area Partnership and MTC staff.

Step 5: MTC’s Executive Director will make a funding recommendation to the Commission. The recommendation for the Regional Portion will be based on the evaluation in Step 4. The recommendation for the County Portion, will be based on the prioritized lists of projects submitted to MTC in Step 3. County priorities will be adhered to up to the 4-year county funding amount shown in Table 1. Projects with higher local match would receive priority for programming in the early years.

Step 6: Following Commission’s approval, grant recipients will submit to MTC a board-approved resolution demonstrating commitment to fund and build the project and an opinion of legal counsel. The recipient will attend a workshop on implementation and the federal-aid process. Grant recipients will be required to take the project through the federal-aid process with Caltrans Local Assistance.

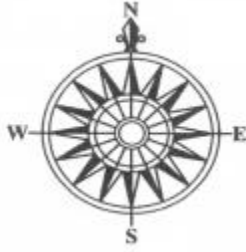
³ Pedestrian representatives can include advocates, public works staff, parks and recreation staff, or other agency staff with responsibility for planning and implementing pedestrian improvements.

Funds returned from the County portion may be reprogrammed to another project based on the recommendations from the CMA. Funds returned to the Regional Portion will be reprogrammed according to Commission policy.

Crediting of Sales Tax funds

Consistent with Resolution 3615, a CMAQ crediting option is available to counties with existing sales tax measures that commit a minimum of 5% of the sales tax measure funds to bicycle and pedestrian projects. Alameda and San Francisco counties meet this threshold and are eligible to exercise this crediting option. These counties can receive a CMAQ credit (of up to 60% of their 75% population-share funding distribution in the Regional Bicycle and Pedestrian Program) for county sales tax measure funds dedicated to regional bicycle and pedestrian projects eligible under these guidelines. The credited amount can be used for other CMAQ eligible projects in the county.

Credit will be given at the start of each cycle. As a condition for receiving credit in the next four-year programming cycle, CMAs must report back to MTC at the end of each cycle with evidence that local sales tax funds were spent to implement eligible bike/pedestrian projects meeting the eligibility criteria in these guidelines. No credit will be allowed during the first two fiscal years of the program (FY 2005/06 and FY 2006/07).



SCTA

Sonoma
County
Transportation
Authority

Keeping Sonoma County Moving

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August 10, 2004

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Dear Community Leaders:

The Sonoma County Transportation Authority invites you to become a part of the Transportation Planning Land Use Strategy (TPLUS) Steering Committee. The TPLUS work program will result in the preparation of a Transit-Oriented Development 'Best Practices' Toolkit for Sonoma County and the development and implementation of two new funding programs: a local level Transportation for Livable Communities (TLC) and the Housing Incentive Program (HIP).

The 'Best Practices' Toolkit for Sonoma County will provide guidelines for the design and planning of public and private development that support Transit Oriented Development generally and the TLC/HIP programs specifically.

The development of a local TLC/HIP Program will provide guidance for locally controlled funding to support projects that meet the program's goals. Through the TPLUS Steering Committee, it is our intent to generate an informed and active local constituency that will contribute perspective on program goals, draft program elements and toolkit contents, and engage other residents and community members on the elements of the plan and toolkit.

The Committee will include a diverse membership representing interests in housing and transportation issues in Sonoma County and the region, including:

- City and County Planning Commissioners
- City and County Planning and Public Works Department staff
- Transit Operators (including SMART)
- Neighborhood representatives
- Affordable housing advocates
- Environmental advocates
- Bicycle and pedestrian advocates
- Representatives from development and business

The first meeting of the Steering Committee will be at 9:30 am on September 29 at the Santa Rosa Public Library.

To indicate your interest in joining this important committee, or to nominate potential candidates, please contact Janet Spilman at 565-5371 or jspilman@sonoma-county.org. Please be sure to include all contact information.

Thank you in advance for your participation and interest in an issue that involves us all – effectively linking the transportation system with the varied land use patterns throughout our communities. The SCTA looks forward to working with you and the committee.

Sincerely,


Paul Kelley
Chair, SCTA