



Item No. 11 Town of Atherton

CITY COUNCIL STAFF REPORT – CONSENT AGENDA

**TO: HONORABLE MAYOR AND CITY COUNCIL
GEORGE RODERICKS, CITY MANAGER**

FROM: MICHAEL KASHIWAGI, COMMUNITY SERVICES DIRECTOR

DATE: JUNE 21, 2017

SUBJECT: ADOPT THE ATTACHED RESOLUTION AUTHORIZING THE FILING OF A GRANT APPLICATION FOR FUNDING TO C/CAG FOR THE BICYCLE AND PEDESTRIAN MASTER PLAN IMPLEMENTATION PROGRAM

RECOMMENDATION

Adopt the attached Resolution No. 17-XX authorizing the filing of the 2017-2018 TDA Article 3 Grant Application for funding of the Bicycle and Pedestrian Master Plan Implementation Program to C/CAG.

BACKGROUND

There are numerous projects within the Town's Bicycle and Pedestrian Master Plan to which TDA Article 3 Funding could be applied. In addition to broader projects identified within the Town's Bicycle and Pedestrian Master Plan, one project area that could benefit from grant funding is El Camino Real in connection with outcomes from the El Camino Real Complete Streets Study.

El Camino Real was designated primarily for vehicular travel, with minimal or no facilities to accommodate pedestrians and cyclists. Walking and cycling to destinations in Town often requires crossing El Camino Real at one of several marked crosswalks with limited opportunity for a controlled crossing. The existing roadway presents significant mobility and safety challenges to pedestrians and bicyclists. Deficiencies include lack of pedestrian and bike paths, lack of facilities to provide safe crossings at intersections, and poor connectivity to transit, schools, and parks.

Since 2013, the Town has submitted several grants for projects on El Camino Real, but none have been successful. Due to the importance of the project, the Council authorized the El Camino Real Complete Streets Study in the FY 2015/16 Capital Improvement Program and on January 20, 2016, City Council approved issuance of a Request for Proposals (RFP) to further study improvements to develop conceptual plans.

In August 2016, W-Trans began work on the Complete Streets Study. The purposes of this study is to develop community and stakeholder supported conceptual plans as well as a process that will serve as the basis for developing and implementing improvements. Included within the study is the possibility of improvements at Selby Lane and El Camino Real. The consultant anticipates Caltrans completion of their technical analysis review of two preferred alternatives by Summer 2017, followed by selecting the preferred project in the fall 2017 during a follow-up Community Workshop.

ANALYSIS

The Transportation Development Act (TDA) Article 3 provides State funds that are distributed by the Metropolitan Transportation Commission (MTC) to the City/County Association of Governments of San Mateo County (C/CAG) each year. C/CAG selects specific projects that encourage and improve bicycling and walking conditions in San Mateo County. Bicycling and walking are considered sustainable forms of transportation and contribute to the overall goals of TDA Article 3 to reduce commute congestion, make regional connections, enhance safety, and meet local mobility needs. The program has funding available for FY 2017/18 in San Mateo County with a maximum grant amount for capital projects of \$400,000 for a maximum of three (3) applications per agency.

Staff anticipates a preferred alternative for the El Camino Real to be finalized in 2017. Upon receipt of the preferred alternative, staff will initiate the CEQA process and develop a Request for Proposal for a design consultant to develop plans, specifications and estimates (PS&E) for the project in 2018 followed by construction in 2019. Funds may be used towards construction of a bicycle or pedestrian capital project (PS&E and construction phases only). Funds must be expended by no later than June 30, 2020. In the event that the awarded funds are not expended before the expiration deadline, TDA funds may be reallocated or extended at the discretion of MTC.

If the Town opts not to move forward with improvements on El Camino Real, the broad application of the grant to the Town's Bicycle and Pedestrian Master Plan may allow other projects to be considered for grant award.

POLICY FOCUS

The Bicycle & Pedestrian Master Plan Implementation Program is identified in the Town's Capital Improvement Program (CIP) and is consistent with the Town's CIP objective of addressing mobility and the safety of roadways. There are no significant policy issues to approval of this study. However, at the completion of the study, there may be policy changes that will be brought to the Town Council for consideration.

FISCAL IMPACT

This project is currently seeking funding through the TDA Article 3 Grant. The ECR Complete Streets Study is part of the Town's Capital Improvement Program for FY 2017/18. If the project is selected by C/CAG, the Town will be reimbursed by TDA Article 3 grant in the construction

phase for \$400,000. During the planning level budget completed as part of the Bicycle and Pedestrian Master Plan, the cost to design plans and specifications for the El Camino Real Complete Streets Project was estimated to be \$206,000 and construction was estimated to be \$1,460,000.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.

ATTACHMENTS

Attachment A: TDA Article 3 Resolution

RESOLUTION NO. 17-xx

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF
ATHERTON REQUESTING THE METROPOLITAN TRANSPORTATION COMMISSION FOR THE
ALLOCATION OF FISCAL YEAR 2017-2018 TRANSPORTATION DEVELOPMENT ACT ARTICLE 3
PEDESTRIAN/BICYCLE PROJECT FUNDING**

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

WHEREAS, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No.4108, entitled “Transportation Development Act, Article 3, Pedestrian and Bicycle Projects,” which delineates procedures and criteria for submission of requests for the allocation of “TDA Article 3” funding; and

WHEREAS, MTC Resolution No. 4108 requires that requests for the allocation of TDA Article 3 funding be submitted as part of a single, countywide coordinated claim from each county in the San Francisco Bay region; and

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

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

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

RESOLVED that the project has been reviewed by the Bicycle Advisory Committee (BAC) of Town of Atherton; and furthermore, be it

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

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

PASSED AND ADOPTED at a meeting of the City Council of the Town of Atherton held on the 21st day of June, 2017 by the following vote:

AYES: Council members:
NOES: Council members:
ABSENT: Council members:

Michael Lempres, MAYOR
Town of Atherton

ATTEST:

Judi Herren, Deputy City Clerk

APPROVED AS TO FORM:

William B. Conners, City Attorney

Resolution No. **17-XX**

Attachment A

Re: Request to the Metropolitan Transportation Commission for the Allocation of Fiscal Year **2017-2018** Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding

Findings

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

Resolution No. 17-XX
Attachment B
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TDA Article 3 Project Application Form

Fiscal Year of this Claim: 2017-2018 Applicant: Town of Atherton

Contact person: **Marty Hanneman**

Mailing Address: **Town of Atherton, Department of Public Works, 91 Ashfield Road, Atherton, CA 94027**

E-Mail Address: **mhanneman@ci.atherton.ca.us** Telephone: **650-752-0532**

Secondary Contact (in event primary not available): **Nadia Bosan**

E-Mail Address: **nbosan@interwestgrp.com** Telephone: **916-273-4690**

Short Title Description of Project: Bicycle & Pedestrian Master Plan Implementation Program

Amount of claim: \$ 400,000

Functional Description of Project:
Improvements identified in the Town of Atherton's Bicycle and Pedestrian Master Plan accepted by the Council in November of 2014. The Master Plan identifies priority Bicycle and Pedestrian improvement projects throughout Town. This program funds improvements identified in the Master Plan.

Financial Plan:
List the project elements for which TDA funding is being requested (e.g., planning, engineering, construction, contingency). Use the table below to show the project budget for the phase being funded or total project. Include prior and proposed future funding of the project. Planning funds may only be used for comprehensive bicycle and pedestrian plans. Project level planning is not an eligible use of TDA Article 3.

Project Elements:
Engineering design, construction, inspection, project administration and contingency

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$400,000			\$400,000
list all other sources:					
1. Town Local Match			\$225,000	\$770,000	\$995,000
2.					
3.					
4.					
Totals		\$400,000	\$225,000	\$770,000	\$1,395,000

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide the approximate date approval is anticipated).	YES
B. Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on a separate page.	NO
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	YES
D. Has the project been reviewed by a Bicycle Advisory Committee (BAC)? (If "NO," provide an explanation). Enter date the project was reviewed by the BAC: <u>The projects were reviewed and recommended within the Town Bicycle and Pedestrian Master Plan.</u>	YES
E. Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (required only for projects that include construction). <u>CEQA will be completed after the preferred alternative has been selected in Fall 2017</u>	NO
F. Will the project be completed before the allocation expires? Enter the anticipated completion date of project (month and year) <u>June 30, 2020</u>	YES
Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	YES