



**AGENDA**  
**TRAFFIC AND PEDESTRIAN SAFETY COMMITTEE**  
**OCTOBER 19, 2016**  
**7:00 P.M.**  
**2131 PEAR STREET, PINOLE, CA 94564**  
**COMMUNITY ROOM**

1.	<b>CALL TO ORDER – PLEDGE OF ALLEGIANCE</b>
2.	<b>ROLL CALL</b>
3.	<b>CITIZENS TO BE HEARD – FOR ITEMS NOT ON THE AGENDA</b>
4.	<b>A. OBAG 2 Coordinated Call for Projects</b> Resources: <a href="http://www.ccta.net/_resources/detail/18/1">http://www.ccta.net/_resources/detail/18/1</a> <b>B. Community Outreach Materials</b>
	<b>COMMITTEE MEMBER REPORTS</b> <b>CITY ENGINEER REPORT</b>

POSTED: 10-13-16 @ 4:30 p.m. City Hall

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Ana Morales, Secretary, City of Pinole



## **CITY OF PINOLE TRAFFIC AND PEDESTRIAN SAFETY COMMITTEE**

**OCTOBER 19, 2016**

**TO:           TRAFFIC AND PEDESTRIAN SAFETY COMMITTEE**

**FROM:       TAMARA MILLER; DIRECTOR OF DEVELOPMENT SERVICES**

**SUBJECT:   OBAG 2 COORDINATED CALL FOR PROJECTS**

### **RECOMMENDATIONS**

The Traffic and Pedestrian Safety Committee discuss projects to determine if they are good candidates for a grant through the OBAG 2 Coordinated Call for Projects. Staff feels there is an opportunity to seek grant funds and wishes to receive input from the Committee to forward to the City Council.

### **BACKGROUND**

The committee has recently recommended several projects to the City Council to be included in the Capital Improvement Plan (CIP). These projects include Sharrows in various locations and a Modified HAWK at Appian and Marlesta. The Council included the projects in the CIP, but as unfunded and recommended that grant funding be pursued.

The committee can assist in the pursuit of grant funding by aiding in the completion of components on the grant application process. The role of the Committee is to seek out funding opportunities.

### **CONCLUSIONS**

The Committee should discuss the merit of seeking a grant for each of the projects previously listed. Additionally, the Committee could discuss other opportunities for improvements that may be good candidates for this call for projects.

### **ATTACHMENTS**

Coordinate Call for Projects

Program Guidelines – Pedestrian, Bicycle and Trail Facilities

Program Guidelines – Transportation for Livable Communities

Application Submittal Requirements



## Coordinated Call for Projects

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*Friday, September 23, 2016*

The Authority is pleased to announce a coordinated call for projects for funding available through three programs:

- One Bay Area Grant (OBAG 2)
- Measure J Transportation for Livable Communities (TLC)
- Measure J Pedestrian, Bicycle and Trail Facilities (PBTF)

This call for projects describes the purposes, requirements and types of projects and sponsors eligible for the funding and includes instructions for completing applications. Application forms may be downloaded from Authority's website at [www.ccta.net](http://www.ccta.net).

Completed applications and all other required materials, in electronic format, are due by **2:00 pm on Friday, December 9, 2016** to:

Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597  
*Attn: Diane Bodon,*  
[dbodon@ccta.net](mailto:dbodon@ccta.net)

Sponsors may deliver the completed application and materials by mail, email, delivery service or hand.

## **Funding Available**

About \$91.5 million is available through the three funding programs covered by this coordinated call for projects as shown below:

One Bay Area Grant (OBAG 2)	\$56,136,000
Measure J TLC	\$27,736,000
Measure J PBTF *	\$7,599,000
<b>TOTAL</b>	<b>\$91,471,000</b>

\* Another \$3.6 million in PBTF funds is available to the East Bay Regional Parks District through FY 2022 for the maintenance and improvement of paved regional trails

The funding is available for programming through fiscal year 2022. More details on the funding and the purposes to which it can be put are included in the following sections on each program.

Sponsors may request funding from more than one program for a single project as long as the sponsor completes all portions of the application required for those programs.

## **The Programs**

### **ONE BAY AREA GRANT (OBAG 2) PROGRAM**

The purpose of the OBAG 2 program, as outlined in MTC's Resolution 4202, is to "integrate the region's federal transportation program with California's climate statutes and the Sustainable Communities Strategy (SCS), and to implement the goals and objectives of the Regional Transportation Plan (RTP)." These goals are reflected in the structure of the OBAG program and the factors that Congestion Management Agency's (CMAs) must consider when selecting projects for funding.

In OBAG 1, the Authority, reflecting MTC's direction, used two basic sets of criteria: one that evaluated the project's context and another that evaluated the project itself. The factors that MTC required CMAs to consider in OBAG 1, like

those in OBAG 2, emphasized the context of the project more than the impact of the project itself. The OBAG 2 factors include:

- Projects located in “high impact project areas”, including
  - Priority Development Areas (PDAs) either taking on or having experienced significant housing growth;
  - Dense job centers near transit and housing, especially those with reduced parking standards and Transportation Demand Management (TDM) programs; and
  - Areas providing transportation choices to all incomes, and with quality transit service.
- Projects located in Communities of Concern (COC);
- Investments that are consistent with the Air District’s Planning Healthy Places;
- PDAs that overlap or are co-located with areas near freight transport or where people are exposed to toxic air contaminants.

At its July 2016 meeting, MTC added an additional requirement that CMAs give additional weight in scoring to projects in PDAs or transportation priority areas where the jurisdiction has adopted policies to limit or mitigate housing displacement.

The OBAG 2 funds can fund the following types of projects:

- CMA Planning and Outreach
- Local Streets and Roads Preservation
- Bicycle and Pedestrian Improvements
- Transportation for Livable Communities (TLC)
- Safe Routes to School (SRTS)
- Priority Conservation Areas (PCAs)
- Federal Aid Secondary (FAS)

The OBAG 2 program requires that at least 70 percent of the funding for the first four of these project types to be programmed to projects that are in or with “proximate access to” PDAs. The method for determining proximate access is

included in the OBAG 2 Program Guidelines. Projects funded through the SRTS and FAS sub-programs, however, are not subject to the 70 percent requirement.

OBAG 2 divides the available funding into several sub-programs as shown in the following table:

Contra Costa OBAG 2 Allocation	\$56,136,000
Safe Routes to School (SRTS)	\$4,088,000
Federal Aid Secondary (FAS)	\$1,343,000
CMA Planning and Outreach	\$4,342,000
Remainder — <i>subject to 70% PDA requirement</i>	\$46,363,000
Minimum 70% share	\$32,454,100

The formula for the SRTS share is based 50 percent on enrollment and 50 percent on population. The FAS share is derived from State requirements. The CMA Planning and Outreach share represents the escalated share from the current allocations to the CMAs plus any additional requests. (Authority staff is not recommending any additional set aside for CMA planning.)

The funds available through OBAG 2 come from two federal programs: the Surface Transportation Program (STP) and the Congestion Mitigation Air Quality (CMAQ) program. The STP funds are the most flexible and can be used for any of the eligible project types. The CMAQ funds, as the name implies, must be used on projects that would have a demonstrable air quality benefit.

Two of the sub-programs in OBAG 2 — CMA Planning and Outreach and Federal Aid Secondary — must be funded with STP funds, while the Safe Routes to School program will be funded through the CMAQ program. The Authority may program the remaining OBAG 2 funds to other eligible uses (local streets preservation, bicycle and pedestrian, etc.) as shown in the following table.

MTC requires that the average grant be at least \$500,000, although individual grants may be as small as \$100,000. Sponsors must also meet a variety of other requirements to be eligible for the OBAG 2 funding. The maximum grant request is \$4.5 million.

The guidelines for the OBAG 2 program, including Resolution 4202, are contained in Attachment A.

	<i>STP</i>	<i>CMAQ</i>	<i>Total</i>
All OBAG 2 Funding	\$34,130,000	\$22,006,000	\$56,136,000
Less required funding set asides			
– Safe Routes to School	—	\$4,088,000	\$4,088,000
– Federal Aid Secondary	\$1,343,000		
– Planning and Outreach	\$4,342,000	—	\$5,685,000
Remaining funding available for other eligible purposes	\$28,445,000	\$17,918,000	\$46,363,000

## **MEASURE J TRANSPORTATION FOR LIVABLE COMMUNITIES (TLC) PROGRAM**

Measure J sets aside five percent of transportation sales tax revenues for the Contra Costa TLC Program with an additional 0.4 percent for TLC projects in West County. According to the measure,

*The TLC Program is intended to support local efforts to achieve more compact, mixed-use development, and development that is pedestrian-friendly or linked into the overall transit system.*

The program funds projects that either:

- Facilitate, support and/or catalyze developments, especially affordable housing, transit-oriented or mixed-use development, or
- Encourage the use of alternatives to the single occupant vehicle and promote walking, bicycling and/or transit usage.

Measure J also noted that “preference would be given to projects that maximize transportation benefits linked to providing affordable housing near transit or in downtown areas.” This suggests that projects that serve affordable housing adjacent to transit or in downtowns should get funded before other projects.

Finally, Measure J explicitly notes that TLC funding “would not be allocated to local jurisdictions on an ‘as-of-right’ formula basis.” That is, it requires the Regional Transportation Planning Committees (RTPCs), which have the responsibility of reviewing and recommending projects to the Authority, to recommend funding allocation on merit and not on a pre-determined allocation of funding to member jurisdictions.

Staff estimates that, based on the *2016 Strategic Plan*, approximately \$27.7 million in Measure J TLC funds will be available for programming for Cycle 2 through FY 2022. The RTPCs are given the responsibility for identifying projects to be funded by the program. Funding is allocated to them based on each subregion’s share of population. The following table shows the estimated funding available for fiscal years 2016–2022. (Note: no TLC funds are available in this funding cycle for East County (TRANSPLAN) jurisdictions because those funds were earlier programmed for the eBART project.)

<i>Subregion</i>	<i>Estimated TLC Funding FY 2016–22</i>
West *	\$11,192,000
Central	\$9,985,000
Southwest	\$6,559,000
Total	\$27,736,000

\* Includes additional TLC funding available through Measure J Program 25b

As part of the coordinated call, RTPCs must submit a prioritized list totaling roughly 125 percent of their estimated share of TLC funding. The Authority will use that list in preparing the proposed coordinated funding program that incorporates the three funding programs.

The guidelines for the TLC program are contained in Attachment B.



## **MEASURE J PEDESTRIAN, BICYCLE AND TRAIL FACILITIES (PBTF) PROGRAM**

Measure J allocated one-and-one-half percent of revenues received to the PBTF program for the construction of pedestrian and bicycle facilities including regional trails throughout Contra Costa. Two-thirds of those funds must be used to complete projects in the Countywide Bicycle and Pedestrian Plan. The following table shows the estimated amount of funding that would be available for programming through the PBTF Program. (Note: the remaining third of the estimated PBTF funds are allocated to the East Bay Regional Park District for maintaining and improving paved regional trails and are programmed through a separate process.)

<i>Component</i>	<i>Share</i>	<i>Estimated PBTF Funding FY 2016–22</i>
Competitive	Two-thirds	\$7,599,000
EBRPD	One-third	\$3,610,000
Total		\$11,209,000

The CBPAC was given the responsibility for developing the guidelines for the PBTF Program, for reviewing and scoring the projects submitted for funding, and for recommending the most highly-rated projects for funding. Attachment C contains the guidelines for the PBTF program.

### **Number of Applications**

Sponsors may submit a single application for the competitive OBAG 2 funding. Contra Costa County and BART, however, may submit two applications for that funding. In addition, sponsors may submit an additional application jointly with one or more partnering agencies. Agencies must play an active and essential role in implementing the project to be considered a partnering agency. Sponsors may submit a single application for the LSRP funding and for each of the sub-regional SRTS sub-programs.

There is no limit on applications for the Measure J TLC and PBTF programs.

## **Review and Schedule**

By coordinating the calls for projects, the Authority hopes to minimize the time required for project sponsors to apply and take advantage of potential synergies among the programs, including using Measure J funding to serve as the required local match for any federal funding assigned to a project. While the three programs have overlapping purposes, they are not identical. Each program has somewhat different requirements, processes, and time frames that present challenges to creating a coordinated call for projects. The schedule on the following page reflects the effort needed to achieve this coordination.

The schedule gives sponsors 11 weeks to prepare their applications. The initial review and ranking will be completed in January, February and March of 2017. Given the requirements of the programs, the initial review and ranking of projects will be done by three separate groups. A group of local Contra Costa staff will review applications for OBAG 2 funding, while applications for the Measure J TLC program will be reviewed by the Regional Transportation Planning Committees (RTPCs). The Countywide Bicycle and Pedestrian Advisory Committee (CBPAC), which also oversees the development and update of the Countywide Bicycle and Pedestrian Plan, will review applications for the PBTF program.

Call for projects released	September 23, 2016
Workshop for potential sponsors	October, 2017 (TBD)
Applications due	December 9, 2016
Initial review and ranking of projects	January–March, 2017
Sponsor review of initial scoring	Early April, 2017
Prepare coordinated funding program	April, 2017
TCC review of proposed coordinated funding program	May 18, 2017
Planning Committee review of proposed coordinated funding program	June 7, 2017
Authority approval of coordinated funding program	June 21, 2017
Sponsors enter projects into MTC's Fund Management System and adopt Resolutions of Local Support	July, 2017

Following this review, the Working Group will review the scores and forward the scores for OBAG 2 applications to project sponsors for review and comments. The Working Group may adjust the scoring in response to these comments.

Once those recommendations are made, Authority staff will work with the OBAG / Measure J Working Group to prepare the coordinated funding program. This program may shift funding among the three funding sources for several reasons, including:

1. Minimizing the number of projects that need to go through the Caltrans local assistance process,
2. Responding to project readiness and cash flow, and
3. Matching projects to the funding source that best meets a project's characteristics.

The coordinated funding program would then be brought to the TCC and Planning Committee for review and recommendation and then to the Authority for approval.

# Program Guidelines

Measure J sets aside 1.54 percent of sales tax revenues to fund the Pedestrian, Bicycle and Trail Facilities (PBTF) program. The purpose of these revenues is to fund the “construction of pedestrian and bicycle facilities including regional trails throughout Contra Costa.”

The program has three components:

1. **Countywide Share:** One percent will go to “complete projects in the Countywide Bicycle and Pedestrian Plan” (CBPP)
2. **EBRPD Share:** One-half percent will go the East Bay Regional Park District (EBRPD) for the “development and rehabilitation of paved regional trails”
3. **West County Share:** The remaining 0.04 percent will go exclusively for “additional trail/pedestrian/bicycle capital projects, and/or facility maintenance in West County”

The selection of projects to be funded will differ among the three programs but the allocation of funding to those projects for all three will be outlined in the Pedestrian, Bicycle and Trail Facilities component of the Measure J Strategic Plan.

## Countywide Share

### ELIGIBLE SPONSORS

Public agencies that are able to carry out eligible projects including their design, the purchase of right-of-way, requesting bids and constructing the project consistent with the Authority’s policies including Resolution 13–38–P, *Policy on Local Agency*

*Coordination*, are eligible to receive funding through the Countywide Share portion of the PBTF program.

## **ELIGIBLE PROJECTS**

The countywide share of PBTF funds may be used to fund the design and construction of *facilities* that support and encourage walking or bicycling and that are identified in the *Countywide Bicycle and Pedestrian Plan*.

Funds from the countywide share can only be used to fund bicycle or pedestrian facilities. These funds may be used to fund the bicycle and pedestrian components of a roadway improvement project if that project would not substantially increase the capacity of the roadway for vehicular movement.

### **What Projects are in the CBPP?**

To be considered “in the *Countywide Bicycle and Pedestrian Plan*”, a proposed project must be:

- Specifically listed in Appendix E, Local Bicycle and Pedestrian Projects, of the most recent CBPP as a bicycle, pedestrian or TLC project
- A bicycle project identified in Appendix D, Local Bicycle Networks, of the most recent CBPP as either an existing or proposed bicycle facility; while completion of *proposed* facilities are generally a higher priority, improvements to *existing* facilities may also be funded if they would significantly improve the usefulness of a facility
- A pedestrian project located in a priority location as described in the most recent CBPP. There are three types of “pedestrian-priority” locations:
  - Downtowns and other “pedestrian-oriented districts” (areas where walking receives relatively high priority and importance, either by practice or policy);
  - Access routes to transit stations and stops; and
  - Access routes to other activity centers such as significant employment and shopping areas, schools, community centers, public venues, parks and trails.

The PBTF funds may not be used to fund the construction or maintenance of transportation facilities or their components that are intended primarily for vehicular

movement. For example, while the PBTF funds can be used to improve crosswalks or sidewalks on a street, they cannot be used to rehabilitate the portions of the street between crosswalks. Similarly, the funds can be used to add bicycle lanes or cycle tracks to a street, including the restriping of travel lanes necessary to create those bicycle facilities, but not to maintain the travel lanes themselves.

### **Eligible Project Phases**

PBTF funds may be used to fund all phases of constructing a project, including engineering design, right-of-way and construction. As noted above, however, the countywide share of PBTF program must be used to *complete* projects in the CBPP and therefore must result in the completion of a usable bicycle or pedestrian project.

### **Minimum and Maximum Requests**

The **minimum request** of PBTF funds is \$75,000. Setting a minimum request will help limit the cost of project oversight.

To meet the minimum request, project sponsors may combine similar projects at different locations into a single application. The components of a project need not be contiguous but must be related — for example, improvements identified in a jurisdiction's pedestrian plan — capable of being carried out through the same contract.

The **maximum request** is \$1 million.

### **INELIGIBLE PROJECTS**

The PBTF program can fund only those projects that directly serve pedestrians and bicyclists; no other types of projects may be funded through this program. For example, projects that make walking or bicycling to connect to transit safer and more convenient are eligible, while projects that improve transit operations are not. Similarly, if the purpose of the project is primarily to improve vehicular movement, the project would not be eligible for PBTF funds. In addition, the Countywide Share of the PBTF program will not fund:

- Planning studies such as, the development of pedestrian plans or alignment studies,
- Operations, (for example, the operation of a bike stations), or
- Maintenance of facilities. (The EBRPD and West County shares of PBTF funds may, however, be used for maintenance of regional trails or bicycle and pedestrian facilities.)

## **East Bay Regional Park District Share**

### **ELIGIBLE SPONSORS**

Only the East Bay Regional Park District (EBRPD) is eligible for this portion of the PBTF funds.

### **ELIGIBLE PROJECTS**

The funding available to the EBRPD through the half-percent portion of the PBTF program must be spent on the improvement or maintenance of paved regional trails. Eligible projects could include improving and maintaining the trails themselves, trail crossings, lighting and signage.

### **MAINTENANCE OF EFFORT**

Measure J states that the Authority, in conjunction with EBRPD, will develop a maintenance-of-effort (MOE) requirement for funds under the PBTF category. The following MOE requirement, which is based upon the MOE requirement for Measure C/J Local Street Maintenance and Improvement funds, shall apply to the EBRPD portion of PBTF funds:

*EBRPD shall not redirect monies currently being used for the development and maintenance of regional trail facilities to other uses, and then replace the redirected funds with PBTF dollars from Measure J. To demonstrate compliance with this requirement, EBRPD shall document for the Authority that, for each fiscal year during which PBTF funds were expended, that it has continued to fund the budgets of the Contra Costa County and East Contra Costa County operational units from its general fund and*

*property tax revenues at a level equal to or greater than the budget for those units during fiscal year 2010 . EBRPD may petition the Authority for a lower base for the MOE requirement where general fund and property tax revenues fall substantially. EBRPD must supply evidence for the need for any lower base amount.*

## **FORMULA FOR DISTRIBUTING EBRPD FUNDS AMONG SUBREGIONS**

Measure J requires that the half-percent EBRPD share of PBTF funds be spent “equally in each subregion”. The EBRPD shall use the formula used in Measure J to allocate funding to the four subregions — each subregion’s share of county population in the year 2020 — to determine subregional allocations. The EBRPD may adjust any of the subregional allocations by no more than five percent, subject to Regional Transportation Planning Committee (RTPC) approval, to better match funding available to the cost of the improvement or maintenance project(s) proposed. Any adjustments shall be considered in determining subregional allocations in each following update to the PBTF component of the Measure J Strategic Plan.

The subregional allocations shall be for the whole programming period, not for each programming year.

## **RTPC REVIEW AND APPROVAL**

As part of the development and updating of the PBTF component to the Measure J Strategic Plan, the EBRPD shall develop a program of projects to develop or rehabilitate regional trails grouped by subregion. The EBRPD shall present this program of projects to each RTPC for its review. To be incorporated into the PBTF component, the projects proposed for a subregion must be approved by that subregion’s RTPC.

## **West County Share**

The West Contra Costa Transportation Advisory Committee (WCCTAC) will recommend how the PBTF funds available through Program 26b, Additional Bicycle, Pedestrian and Trail Facilities. Recommendations will be based on the criteria established in the most recent CBPP. The Authority will send the applications received



for projects requesting PBTF funding in West County to WCCTAC for review and recommended priorities for using this portion of PBTF funding.

## **ELIGIBLE SPONSORS**

Public agencies that are able to carry out eligible projects including their design, the purchase of right-of-way, requesting bids and constructing the project consistent with the Authority's policies including Resolution 13–38–P, *Policy on Local Agency Coordination*, are eligible to receive funding through the West County Share portion of the PBTF program.

## **ELIGIBLE PROJECTS**

The 0.04 percent of Measure J funds available to West County may be allocated both to construct and maintain bicycle or pedestrian facilities.

## **INELIGIBLE PROJECTS**

The Additional Bicycle, Pedestrian and Trail Facilities program can fund only those projects that directly serve pedestrians and bicyclists; no other types of projects may be funded through this program. For example, while projects that make pedestrian or bicycle connections to transit safer and more convenient are eligible, projects that improve transit operations are not. Similarly, if the purpose of the project is primarily to improve vehicular movement, the project would not be eligible for these Additional Bicycle, Pedestrian and Trail Facilities funds.

## **Project Selection**

### **COUNTYWIDE SHARE**

Sponsors of projects asking for PBTF program funds must complete an application that provides detailed information on the project, including contacts, project description, cost estimates and funding plan, and an assessment of how well that project meets the criteria for selection.

The Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) will review and rank project applications using the criteria established in the most recently adopted CBPP. The CBPAC and Authority may refine and clarify the criteria, including adjusting the weight of each criterion in the review process, as part of the preparation of each call for projects for the PBTF program funds. Site visits may be conducted as necessary to resolve questions that may arise about applications or to help decide between closely ranked projects. The criteria are included in Exhibit A, attached.

### **EAST BAY REGIONAL PARK DISTRICT SHARE**

As part of the update of the PBTF component of the Measure J Strategic Plan, Authority staff will estimate the amount of funding available to the EBRPD over the programming period for the update. This estimate will allocate the funding among the four subregions.

The EBRPD will then prepare a program of projects that it proposes to be funded with these funds. The proposed list of projects will be organized by subregion and identify the estimated cost and proposed programming year for the construction and maintenance activities.

Each RTPC will review and approve the construction and maintenance activities identified for their subregion and forward its recommendation to the Authority for incorporation into the update of the PBTF component of the Measure J Strategic Plan.

### **WEST COUNTY ADDITIONAL PEDESTRIAN, BICYCLE AND TRAIL FACILITIES SHARE**

The Authority will ask WCCTAC, as part of the update of the PBTF component of the Measure J Strategic Plan, to prepare a list of additional trail, pedestrian, or bicycle capital improvements or facility maintenance projects in West County.

## **Programming of PBTF Funds**

The Authority will program the PBTF funds through the *Pedestrian, Bicycle and Trail Facilities Component of the Measure J Strategic Plan*. The PBTF component will build on the

revenue estimates and implementation policies included in the Measure J Strategic Plan as well as the policies in the most recent CBPP. It will contain:

1. **Introduction:** The purpose and contents of the plan
2. **The PBTF Program:** What Measure J says and providing an overview of how the program is defined in Measure J and the kinds of projects that it would fund
3. **Goals and Policies:**
  - a. Goals and policies from the Measure J Strategic Plan that would affect the allocation of PBTF funds
  - b. Goals and policies that would apply specifically to the PBTF, including the criteria used to select projects and project development requirements
4. **Funding:** Estimated amount of PBTF funding available during the allocation period based on adopted estimates from the Measure J Strategic Plan.
5. **Programming of Funds:** Matrix of projects recommended for funding through the PBTF program and funding allocated by fiscal year. The PBTF component will track the EBRPD share to ensure that these funds are allocated equally among the four subregions, consistent with the requirements of Measure J.
6. **Project Fact Sheets:** Descriptions of each plan or project to be funded through the PBTF program comparable to the project fact sheets in the Measure J Strategic Plan

## **PROGRAMMING PERIOD AND UPDATE SCHEDULE**

### **Programming Period**

The PBTF funds will use the same programming period used in the most recent Measure J Strategic Plan.

### **Update Schedule**

The Authority will update the PBTF component of the TLC/PBTF Programming Plan as part of or following the updating of the funding estimates in the Measure J Strategic Plan or at least every two years, whichever is earlier. It is also the Authority's intent, if possible, to release the PBTF call for projects as part of or immediately following an update of the projects or policies of the CBPP.

## Project Development

Project sponsors must comply with all Authority requirements for implementation of projects funded through Measure J, including the requirements of Resolution 13-38-P, *Policy on Local Agency Coordination*.

### Exhibit A Criteria for Project Selection

<i>Criteria</i>	<i>To what extent would the project...</i>	<i>Maximum Score</i>
<b>Safety</b>	Project addresses a documented or commonly recognized safety deficiency, especially conflicts with motor vehicles	15
<b>Destinations served</b>	Project increases access to key existing and planned activity centers such as shopping areas, employment centers, civic buildings, parks, schools, libraries and other community facilities within normal walking and bicycling distances (one-half to three miles, respectively) of the project	15
<b>Improved connectivity</b>	Project would eliminate gaps in existing pedestrian or bicycle facilities, remove barriers to access, and increase the directness or capacity of the bicycle/pedestrian network (including alternatives to trails that are closed overnight), especially where they facilitate connections to work, school or transit	15
<b>Range and number of users</b>	Project would serve a wide range of users — children, transit riders, bicycle commuters, shoppers — and increase the number of pedestrians and bicyclists within the project area	10
<b>Countywide or regional significance</b>	Project is located in a pedestrian priority location, on the countywide bicycle network or on the regional bicycle network designated by MTC	10
<b>Transit ridership:</b>	Project would support increased transit ridership by improving access to bus stops and transit stations, including bicycle parking at transit access points, with an emphasis on “last mile” improvements.	10
<b>Matching funds</b>	Project would leverage funds from other sources that are or would be committed to the project	10
<b>Latent demand</b>	Project would be more likely to generate walking and bicycling trips given other characteristics of the project area — for example, greater population and employment density, mix of land uses, percentage of zero-vehicle households, location in a Community of Concern, or relative lack of car parking	5

<i>Criteria</i>	<i>To what extent would the project...</i>	<i>Maximum Score</i>
<b>Feasibility</b>	Project sponsor has demonstrated project feasibility, can complete the project development process — design, environmental clearance, right-of-way purchase, and PS&E — and resolve any outstanding issues	5
<b>Local and policy support</b>	Project would implement policies in local plans, integrate with other local efforts, and have support from the general public, the RTPCs and other relevant agencies	5
<b>TOTAL</b>		100

## Program Guidelines

The Measure J Transportation for Livable Communities (CC-TLC) program will fund plans and facilities that support walkable, mixed-use, transit-supportive communities or that encourage more walking, bicycling and transit use. Measure J allocates five percent of revenues received to the program. (An additional 0.4 percent is set aside exclusively for eligible projects and sponsors in West County.) Measure J limits these funds to specific transportation projects that encourage the use of alternatives to the single occupant vehicle such as: pedestrian, bicycle and streetscape facilities, traffic calming and transit access improvements.

The CC-TLC program has six goals:

1. Help create walkable, pedestrian-friendly neighborhoods and business districts;
2. Promote innovative solutions, including compact building design and context-sensitive site planning that is integrated with the transportation system;
3. Help create walkable, pedestrian-friendly access linking housing and job centers to transit;
4. Help create affordable housing;
5. Encourage a mixture of land uses and support a community's development or redevelopment activities; and
6. Provide for a variety of transportation choices to enhance a community's mobility, identity, and quality of life.

## **What Projects and Sponsors Are Eligible?**

The CC-TLC program will fund plans, studies and transportation improvements that either:

1. Facilitate, support or catalyze more compact, mixed-use development that includes affordable housing, and development that is pedestrian-friendly or integrated into transit networks, or
2. Encourage the use of alternatives to the single occupant vehicle and promote walking, bicycling and/or transit usage.

This type of development provides residents with a broad range of housing choices, easy access to public facilities, and alternatives to the use of the automobile for commuting, shopping or recreation.

### **ELIGIBLE PLANS AND STUDIES**

The CC-TLC program can fund local plans and studies that are intended to lead to the development of compact, mixed-use, walkable and transit-supportive areas, especially those that include affordable housing, or encourage walking, bicycling or transit use. Plans could include General Plan Amendments, Specific Plans, station area plans and master plans consistent with the goals and objectives of the CC-TLC program. Studies could include corridor plans to identify bicycle, pedestrian and transit access projects within a corridor or district and feasibility studies to determine realistic improvements.

### **ELIGIBLE PROJECTS**

The following table lists projects that are eligible for CC-TLC funding. Additional improvements may be eligible but must help achieve the program's goals.

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<b>Bicycle improvements</b>	<ul style="list-style-type: none"><li>▪ Multi-purpose (Class I) trails, Class II bike lanes and Class III bike routes including bicycle boulevards</li><li>▪ Class I overcrossings of roadways and waterways</li><li>▪ Bicycle parking</li><li>▪ Signage and wayfinding</li></ul>
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<b>Pedestrian improvements</b>	<ul style="list-style-type: none"><li>▪ New or upgraded sidewalks, crosswalks and pathways, including bulb-outs, mid-block crossings, and pedestrian refuges</li><li>▪ Public plazas</li><li>▪ Pedestrian-scaled wayfinding signage</li><li>▪ Street furniture and landscaping that comfort and attractiveness of pedestrian facilities, including pedestrian-scale lighting, bus shelters, tree grates, bollards, benches and street trees</li></ul>
<b>Transit Improvements</b>	<ul style="list-style-type: none"><li>▪ Bus stops and shelters</li><li>▪ Improvements at transit stations that provide or improve pedestrian or bicycle access</li><li>▪ Signage for wayfinding, schedules and route maps</li></ul>
<b>Other Eligible Improvements</b>	<p>Other transportation improvements that support and are necessary for the development of compact, mixed-use, walkable districts or encourage walking, bicycling and transit use, including but not limited to:</p> <ul style="list-style-type: none"><li>▪ Roadway improvements that enhance traffic flow consistent with creating areas that encourage walking, bicycling and transit use and locally adopted plans and policies</li><li>▪ Traffic calming</li><li>▪ Signals that better accommodate pedestrians and bicyclists, including bike and pedestrian detection loops</li></ul>

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## **INELIGIBLE PROJECTS AND PLANS**

Any project that does not help achieve the goals of the CC-TLC program would not be eligible for CC-TLC funding. Ineligible projects include:

- Roadway or other transportation improvements that do not support compact, mixed-use development and workforce housing



- Roadway or other transportation improvements that detract from the walkability of the surrounding area
- Operations, including transit operations and bike stations whether or not the facilities necessary for these operations is eligible for funding
- Incentive programs including transit subsidies

## **ELIGIBLE PHASES AND PROJECT COMPONENTS**

The CC-TLC program may be used to fund any project phase or component allowed in Measure J, with the following restrictions:

### **Plans and Studies**

CC-TLC funds may be used to fund plans and studies that would further the goals of the CC-TLC program. Specifically, the CC-TLC program may fund plans designed to create more compact, walkable and transit-supportive neighborhoods and districts and studies that would identify and define infrastructure improvements that encourage more walking, bicycling and transit use within a corridor or district. Plans could include the preparation of General Plan Amendments, Specific Plans, station area plans and other similar plans. These plans must include policies, guidelines or standards for the creation of connected pedestrian or bicycle networks that serve adjoining land uses and transit networks. Studies could include corridor plans or feasibility studies to define needed bicycle, pedestrian or related transit access improvements along a corridor or within a district and to identify feasible alignments and designs for those improvements.

The CC-TLC program can be used to fund environmental clearance for an eligible plan or study.

The minimum request for plans and studies is \$50,000 and the maximum is \$200,000.

### **Projects**

CC-TLC funds may be used for all phases of project development, from design, right-of-way and environmental clearance through construction, consistent with Authority policies. No CC-TLC funds, however, shall be allocated to projects solely for design, right-of-way and environmental clearance; each project funded must include lead to the

construction of the project and include funding, whether with CC-TLC funds or other secured and committed funding, for project construction.

The minimum request for projects is \$75,000 and the maximum will equal the amount available for allocation by the RTPC.

### **Staff Time**

CC-TLC funds may not be used to fund staff time provided by the sponsor agency or agencies.

### **ELIGIBLE SPONSORS**

Measure J limits CC-TLC funding to two types of recipients:

1. Local jurisdictions that are in compliance with the Measure J Growth Management Program (GMP) at the time the grant is approved by the Authority, and
2. Transit agencies

Other project sponsors would be eligible for CC-TLC funding only if they partner with a local jurisdiction or transit agency.

## **Selecting Projects**

### **RTPC ROLE**

Measure J gives the RTPCs the responsibility of reviewing project proposals and determining which projects applying for CC-TLC funds would best meet the goals of Measure J and the criteria in the CC-TLC guidelines. Measure J relies on the RTPCs to use their knowledge of local needs and conditions to decide how best to apply these criteria in their subregion. Measure J also prohibits the allocation of CC-TLC funds to local jurisdictions on an “as-of-right” formula basis.

Measure J also requires the RTPCs to recommend projects “based on a three- or five-year funding cycle.” The intent of this restriction was to allow the RTPCs to reserve some of their share of the CC-TLC funds until the next programming period so that the RTPC

can fund larger projects. Building on that intent, these guidelines allow the RTPCs to allocate all of the funds available for the programming period or to reserve the funding available in the final two years of the programming period to be allocated in the next update of the CC-TLC component.

An RTPC, solely at its discretion, may set aside up to 25 percent of the total available CC-TLC funds in any one programming period allocated to its subregion exclusively for plans and studies. While an RTPC may set aside up to 25 percent of the total available, it may recommend allocating more than 25 percent of the funds available during any programming period to fund plans and studies.

## **CRITERIA**

To ensure that the projects recommended best achieve the program's goals and reflect context of its subregion, each RTPC must evaluate the projects submitted against the following criteria and recommend only those projects that score highest. RTPCs must establish a scoring system whose weighting reflects the best way to achieve the program's goals given the character and needs of the subregion's communities. Consistent with Measure J, however, the scoring system must give preference to "projects that maximize transportation benefits linked to providing affordable housing near transit or in downtown areas."

RTPCs must use the following criteria to evaluate requests for CC-TLC funding:

<b>Criteria</b>	<b>Scoring *</b>
<b>1) Achievement of CC-TLC Goals:</b> Describe how well the proposed project achieves the six goals of the CC-TLC program	
a. Help create walkable, pedestrian-friendly neighborhoods and business districts	TDB
b. Promote innovative solutions, including compact building design and context-sensitive site planning that is integrated with the transportation system	TDB
c. Help create walkable, pedestrian-friendly access linking housing and job centers to transit	TDB

d. Help create affordable housing	TDB
e. Encourage a mixture of land uses and support a community's development or redevelopment activities	TDB
f. Provide for a variety of transportation choices to enhance a community's mobility, identity, and quality of life	TDB
2) <b>Feasibility:</b> describe where the sponsor is in the project development process — design, environmental clearance, right-of-way purchase, and PS&E — and any outstanding issues	TDB
3) <b>Local and policy support:</b> identify policies in local plans that support the projects, the integration of the project with other local efforts, and other support from the general public, the RTPCs and other relevant agencies	TDB
4) <b>Matching funds:</b> identify funds from other sources that are or would be committed to the project	TDB
* Each RTPC shall establish scoring tailored to the needs of its subregion although, as noted above, RTPCs must give preference to projects that help create affordable housing.	

The emphasis in the review and ranking is on how well the proposed projects would help realize the six goals of the CC-TLC program. Measure J also requires RTPCs to give preference to projects that maximize transportation benefits linked to providing affordable housing near transit or in downtown areas (criterion 1.d). Proposed projects that are part of an adopted plan or would fill in and connect to an established pedestrian, bicycle, or transit network shall also be given greater weight in the ranking.

## **APPLICATION**

The application form for the CC-TLC program will ask applicants to provide the following information:

1. Project information (name of project, sponsor, contact information and a summary of the requested funding, schedule, and proposed plan for maintain and operating the project)
2. Project description, including purpose, location and design features

3. Ability to meet criteria outlined above

## **Programming of CC-TLC Funds**

The Authority will program the CC-TLC funds through the *Transportation for Livable Communities Component of the Measure J Strategic Plan*. The CC-TLC component will build on the revenue estimates and implementation policies included in the Measure J Strategic Plan. It will contain:

1. **Introduction:** The purpose and contents of the plan
2. **The CC-TLC Program:** What Measure J says and providing an overview of how the program is defined in Measure J and the kinds of projects that it would fund
3. **Goals and Policies:**
  - a. Goals and policies from the
  - b. Measure J Strategic Plan that would affect the allocation of CC-TLC funds
  - c. Goals and policies that would apply specifically to the CC-TLC, including the criteria used to select projects and project development requirements
4. **Funding:** Estimated amount of CC-TLC funding available during the allocation period based on adopted estimates from the Measure J Strategic Plan.
5. **Programming of Funds:** Matrix of projects recommending for funding through the CC-TLC program and funding allocated by fiscal year. The CC-TLC component will track the shares of these funds that are allocated among the four subregions, consistent with the requirements of Measure J.
6. **Project Fact Sheets:** Descriptions of each plan or project to be funded through the CC-TLC program comparable to the project fact sheets in the Measure J Strategic Plan.

## **PROGRAMMING PERIOD AND UPDATE SCHEDULE**

### **Programming Period and Update Schedule**

The CC-TLC component will use the same programming period used in the most recent Measure J Strategic Plan. This period corresponds to the five-year programming period for CC-TLC set in Measure J. A RTPC may choose to withhold up to two years of its share of CC-TLC funds in reserve to be programmed in subsequent updates of the CC-

TLC component. This is consistent with the Measure J provision that allows each RTPC the option of setting a three-year allocation of its share of these funds.

The Authority will update the CC-TLC component as part of or as soon as possible after the updating of the funding estimates in the Measure J Strategic Plan or every two years, whichever is earlier.

## Coordinated Call for Projects

*One Bay Area Grant (OBAG 2) and Measure J TLC and PBTF Programs*

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# Application Submittal Requirements

To be considered for funding through the Coordinated Call for Projects for the One Bay Area Grant (OBAG 2) and Measure J TLC and PBTF Programs, each applicant must complete the attached application. Applicants may apply for funding through any or all of the three funding programs or for the different OBAG sub-programs: the competitive share, Local Streets and Roads Preservation (LSRP), or Safe Routes to School (SRTS). Only Contra Costa County, however, may apply for the Federal Aid Secondary (FAS) program.

The application consists of 12 forms:

1.1	General Information	2.3	Relationship to PDAs
1.2	Project Description	2.4	Responses to OBAG Criteria
1.3	Project Readiness	3.1	Measure J Only Funding Plan
1.4	Development Milestones	3.2	Responses to Measure J TLC Criteria
2.1	OBAG 2 Screening Criteria	3.3	Responses to Measure J PBTF Criteria
2.2	OBAG 2 Funding Plan	4.0	Additional Information

## GUIDELINES FOR SUBMITTALS

The Coordinated Call for Projects includes guidelines for the three main programs — OBAG 2, Measure J TLC and Measure J PBTF — as well as the schedule and description of the process.

### Number of Submittals

The different programs and sub-programs have different limits on the number of applications that a sponsor may submit:

- **Competitive OBAG 2** Individual sponsors, except Contra Costa County and BART, are limited to one application for the competitive OBAG 2 program; Contra Costa County and BART may submit up to two individual applications. Sponsors may submit one additional application if submitted jointly with one or more partnering agency. Partnering agencies must play an active and essential role in implementing the project.

- **Local Streets and Roads Preservation (LSRP)** Each city or town, and the County may submit only one application for the LSRP funding.
- **Safe Routes to School (SRTS)** Cities, towns, and the County may submit only one application for SRTS.
- **Federal Aid Secondary (FAS)** The County may submit only one application for FAS funding.
- **Measure J TLC and PBTF** There is no limit on number of applications per jurisdiction for the Measure J TLC and PBTF programs.

Applicants should submit one application for each project.

### Required Forms

The table on the following page outlines which forms applicant must submit for which funding programs.

- **All Applications:** Every applicant must complete Forms 1.1–1.4 and provide the material outlined in Form 4.0 whichever program is being applied for
- **OBAG 2 Funding:** All applicants requesting OBAG 2 funds must complete Forms 2.1 and 2.2
- **OBAG 2 LSRP Funding:** All applicants requesting OBAG 2 funds for local street and road preservation must also complete Form 2.3, Relationship to PDAs
- **Competitive OBAG 2 Funding:** All applicants requesting competitive OBAG 2 funds must complete Form 2.3, Relationship to PDAs as well as Form 2.4, Responses to OBAG Criteria
- **Measure J TLC Funding:** All applicants requesting Measure J TLC funds — whether as a match for OBAG 2 funds or not — must complete Form 3.2, Responses to Measure J TLC Criteria



- **Measure J PBTF Funding:** All applicants requesting Measure J PBTF funds — whether as a match for OBAG 2 funds or not — must complete Form 3.3, Responses to Measure J PBTF Criteria

If a sponsor requests Measure J TLC or PBTF funds as a match for OBAG 2 funds, especially for a LSRP project, the project description must identify which components of the proposed project are eligible for the Measure J funding.

Program Funding	Forms											
	1.1	1.2	1.3	1.4	2.1	2.2	2.3	2.4	3.1	3.2	3.3	4.0
<b>OBAG 2 Only — No Measure J Funds Requested</b>												
Competitive	×	×	×	×	×	×	×	×				×
LSRP	×	×	×	×	×	×	×					×
SRTS or FAS	×	×	×	×	×	×						×
<b>OBAG 2 with Measure J Funds Requested as Local Match</b>												
Competitive + TLC	×	×	×	×	×	×	×	×		×		×
Competitive + PBTF	×	×	×	×	×	×	×	×			×	×
SRTS + TLC	×	×	×	×	×	×				×		×
SRTS + PBTF	×	×	×	×	×	×					×	×
<b>Measure J Only — No OBAG 2 Funds Requested</b>												
TLC	×	×	×	×					×	×		×
PBTF	×	×	×	×					×		×	×

## Funding Plans

All applications must include a plan for how the requested funding will be used. The application contains two forms in which sponsors can outline their proposed funding plan.

- **Complete Form 2.2** when requesting OBAG 2 funding from any sub-program: competitive, LSRP, SRTS or FAS. If requesting Measure J funds to provide the required matching funds, include them in the TLC or PBTF columns under requested funding and outline in the project description the parts of the project that are eligible for the Measure J funds.

- **Complete Form 3.1** when applying for Measure J TLC or PBTF funding with no OBAG 2 funds. If sponsors wish to be considered for funding through both the TLC and PBTF programs, please check both the “Transportation for Livable Communities” and “Pedestrian, Bicycle and Trail Facilities” boxes on page 1 of the application under “Program Funding Requested”.

If the project is eligible for both sources, a sponsor may ask to be considered both for funding through OBAG 2 and for funding through Measure J with no OBAG 2 funds. In that case, the sponsor must complete both Form 2.2 and Form 3.1.

## **Attachments**

As shown in Form 4, applicants must, at a minimum, attach the following to the application:

1. A map of project location,
2. Drawings or plans of the conceptual project design,
3. Detailed budget and estimated cost,
4. Evidence of sponsor’s policy-level support for the project,
5. Documentation of outreach related to the project, and
6. Completed Complete Streets Checklist (if applying for OBAG 2 funds).

Completed project applications and all accompanying materials are to be submitted in electronic format and received at the Authority offices no later than:

**2:00 pm on Friday, December 9, 2016.**

Delivery by e-mail: [dbodon@ccta.net](mailto:dbodon@ccta.net) or [www.hightail.com/u/DianeBodon](http://www.hightail.com/u/DianeBodon).

Delivery of electronic media (CD, DVD, jumpdrive) by US Mail, delivery service, or by hand:

Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597  
Attn: Diane Bodon

Upon receipt of each application, an e-mail confirmation will be sent to the Project Contact indicating the date and time of receipt. Late applications will not be considered.



## **CITY OF PINOLE TRAFFIC AND PEDESTRIAN SAFETY COMMITTEE**

**OCTOBER 19, 2016**

**TO:           TRAFFIC AND PEDESTRIAN SAFETY COMMITTEE**  
**FROM:       TAMARA MILLER; DIRECTOR OF DEVELOPMENT SERVICES**  
**SUBJECT:   COMMUNITY OUTREACH MATERIALS**

### **RECOMMENDATIONS**

Review and comment on suggested language for community outreach materials.

### **BACKGROUND**

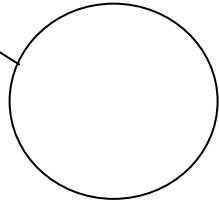
The committee has recently discussed the use of low technology based but neighborhood friendly outreach materials that could be made available to neighborhoods that want to use a community based approach to notifying neighbors of issues of concern.

There are currently two options for language to consider. Additional outreach materials can be developed for specific needs as they arises.

### **ATTACHMENTS**

Speeding door hanger

Generic door hanger



Dear Resident:

Pinole is an amazing place to live. It is small city amidst a large metropolis. But Pinole still feels like a small town with neighbors helping neighbors.

It has been noted that speeding on our neighborhood street(s), listed below, has become a concern.

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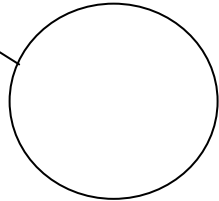
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Because this is a neighborhood street we are reaching out to each neighbor and ask that everyone be more respectful of the posted speed limit and be attentive to children playing, vehicles maneuvering in and out of driveways, and pets.

We together can retain the small town values that contribute to harmonious neighborhoods.

This message has been approved by the City of Pinole and by the Traffic and Pedestrian Safety Committee.

Date: \_\_\_\_\_



Dear Resident:

Pinole is an amazing place to live. It is small city amidst a large metropolis. But Pinole still feels like a small town with neighbors helping neighbors.

It has been noted that \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

in our neighborhood has become a concern.

Because this is our neighborhood we are reaching out to each neighbor and ask that everyone be more respectful of the safety and beauty of our neighborhood and do their part to address the concern listed above.

We together can retain the small town values that contribute to harmonious neighborhoods.

This message has been approved by the City of Pinole and by the Traffic and Pedestrian Safety Committee.

Date: \_\_\_\_\_