

## ITEM 4.9

### **CITY MANAGER'S REPORT JUNE 8, 2020 CITY COUNCIL REGULAR MEETING**

**ITEM: SUBMISSION OF CLAIM FOR MEASURE K BICYCLE, PEDESTRIAN, AND SAFE ROUTES TO SCHOOL PROGRAM FUNDS FOR LOUISE AVENUE REHABILITATION CIP PS 18-01**

**RECOMMENDATION: Adopt Resolution Authorizing the City Manager to Execute and Submit the Cycle One Measure K Bicycle, Pedestrian, and Safe Routes to School Program Funds Claim for the Louise Avenue Pavement Rehabilitation CIP PS 18-01, authorizing the City Manager to Execute and Submit All Future Measure K Claims, and Approving Related Budget Amendment**

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#### **SUMMARY:**

The Measure K Non-Competitive Bicycle, Pedestrian and Safe Routes to School Program (BP-SRTs) is intended to fund bicycle, pedestrian and Safe Routes to School projects. These funds are available based on a formula share outlined in the Measure K Renewal Program.

Staff is requesting Council authorize the City Manager to execute and submit a claim in the amount of \$67,504 for Measure K Bicycle, Pedestrian, and Safe Routes to School Program Funds in application for funding bicycle lane and curb return improvements for the Louise Avenue Pavement Rehabilitation Project CIP PS 18-01 and authorize the City Manager to execute and submit all future Measure K claims.

#### **BACKGROUND:**

The Measure K Non-Competitive Bicycle, Pedestrian and Safe Routes to School Program (BP-SRTs) is intended to fund bicycle, pedestrian and Safe Routes to School projects. These funds are available based on a formula share outlined in the Measure K Renewal Program. The program funds can be used for stand-alone projects that are important to the community or help provide matching funds for competitive grant opportunities. The Measure K Non-Competitive BP-SRTs funds are eligible to be claimed by the City in the amount of \$67,504. Funding claimed will be appropriated for eligible portions of the Louise Avenue Pavement Rehabilitation Project CIP PS 18-01 for bicycle lane striping between Howland Road and Haran Road and for fifteen curb ramps that are included with this project. The San Joaquin Council of Governments requires the claim documents to include a Council resolution authorizing a specific staff member to execute and submit the claim for reimbursement.

**CITY MANAGER’S REPORT** **PAGE 2**  
**JUNE 8, 2020 CITY COUNCIL REGULAR MEETING**  
**SUBMISSION OF CLAIM FOR MEASURE K NON-COMPETITIVE BP-SRT FUNDS**  
**FOR LOUISE AVENUE PAVEMENT REHABILITATION PROJECT CIP PS 18-01**

Staff requests that City Council adopt a resolution authorizing the City Manager to execute and submit a claim in the amount of \$67,504 for the Cycle One Measure K Bicycle, Pedestrian and Safe Routes to School Program Funds in application for funding bicycle lane and curb return improvements for the Louise Avenue Pavement Rehabilitation Project CIP PS 18-01 and authorize the City Manager to execute and submit all future Measure K claims.

**REASON FOR RECOMMENDATION:**

Authorizing the City Manager to submit for the Measure K Funds will allow for the installation of pedestrian and bicycle improvements on Louise Avenue.

**FISCAL IMPACT:**

Upon execution of the Cycle One Measure K Bicycle, Pedestrian, and Safe Routes to School Program Funds Claim, the City will be eligible to receive \$67,504 for the Louise Avenue Pavement Rehabilitation Project CIP PS 18-01. Staff requests the following budget amendment:

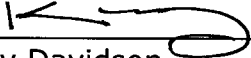
<u>Revenue (Measure K)</u>			
2110-8000-332-0100			\$67,504
 <u>Transfer Out</u>			
2110-9900-990-9010			\$67,504
 <u>Transfer In</u>			
3310-9900-393-0000	PS 18-01		\$67,504
 <u>Appropriation</u>			
3310-8000-420-1200	PS 18-01		\$67,504

**ATTACHMENTS:**

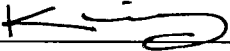
- A. Resolution Authorizing the City Manager to Execute and Submit the Cycle One Measure K Bicycle, Pedestrian, and Safe Routes to School Program Funds Claim for the Louise Avenue Pavement Rehabilitation CIP PS 18 01, authorizing the City Manager to Execute and Submit All Future Measure K Claims, and Approving Related Budget Amendment
- B. Measure K Bicycle, Pedestrian, and Safe Routes to School Non-Competitive Program Guidelines/Claim Form- Cycle 1

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**JUNE 8, 2020 CITY COUNCIL REGULAR MEETING**  
**SUBMISSION OF CLAIM FOR MEASURE K NON-COMPETITIVE BP-SRT FUNDS**  
**FOR LOUISE AVENUE PAVEMENT REHABILITATION PROJECT CIP PS 18-01**

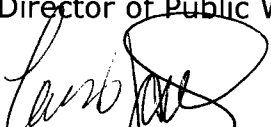
**APPROVALS:**

  
\_\_\_\_\_  
FOR  
Jay Davidson  
Principal Engineer

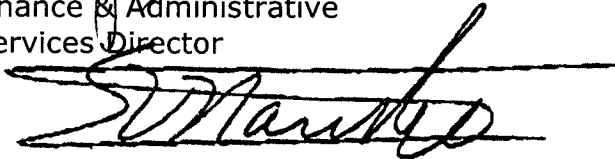
5-28-2020  
Date

  
\_\_\_\_\_  
Michael King  
Director of Public Works

5-27-2020  
Date

  
\_\_\_\_\_  
Cari James  
Finance & Administrative  
Services Director

5-29-2020  
Date

  
\_\_\_\_\_  
Salvador Navarrete  
City Attorney

5/27/2020  
Date

  
\_\_\_\_\_  
Stephen J. Salvatore  
City Manager

6-3-2020  
Date

**RESOLUTION NO. 20 -**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LATHROP AUTHORIZING THE CITY MANAGER TO EXECUTE AND SUBMIT THE CYCLE ONE MEASURE K BICYCLE, PEDESTRIAN, AND SAFE ROUTES TO SCHOOL PROGRAM FUNDS CLAIM FOR THE LOUISE AVENUE PAVEMENT REHABILITATION CIP PS 18 01, AUTHORIZING THE CITY MANAGER TO EXECUTE AND SUBMIT ALL FUTURE MEASURE K CLAIMS, AND APPROVING RELATED BUDGET AMENDMENT**

**WHEREAS**, the Measure K Non-Competitive Bicycle, Pedestrian and Safe Routes to School Program (BP-SRTs) is intended to fund bicycle, pedestrian and Safe Routes to School projects; and

**WHEREAS**, these funds are available based on a formula share outlined in the Measure K Renewal Program; and

**WHEREAS**, the program funds can be used for stand-alone projects that are important to the community or help provide matching funds for competitive grant opportunities; and

**WHEREAS**, the Measure K Non-Competitive BP-SRTs funds are eligible to be claimed by the City in the amount of \$67,504, and funding claimed will be appropriated for eligible portions of the Louise Avenue Pavement Rehabilitation Project CIP PS 18-01 for bicycle lane striping between Howland Road and Harlan Road and for fifteen curb ramps that are included with this project; and

**WHEREAS**, upon execution of the Cycle One Measure K Bicycle, Pedestrian, and Safe Routes to School Program Funds Claim, staff requests the following budget amendment:

Revenue (Measure K)		
2110-8000-332-0100		\$67,504
Transfer Out		
2110-9900-990-9010		\$67,504
Transfer In		
3310-9900-393-0000	PS 18-01	\$67,504
Appropriation		
3310-8000-420-1200	PS 18-01	\$67,504

**WHEREAS**, the San Joaquin Council of Governments requires the claim documents to include a Council resolution authorizing a specific staff member to submit the claim for reimbursement.

**NOW, THEREFORE, BE IT RESOLVED,** that the City Council of the City of Lathrop hereby authorizes the City Manager to execute and submit a claim in the amount of \$67,504 for Measure K Bicycle, Pedestrian, and Safe Routes to School Program Funds in application for funding bicycle lane and curb return improvements for the Louise Avenue Pavement Rehabilitation Project CIP PS 18-01, authorizes the City Manager to execute and submit all future Measure K claims, and approves a budget amendment.

The foregoing resolution was passed and adopted this 8<sup>th</sup> day of June 2020, by the following vote of the City Council, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Sonny Dhaliwal, Mayor

**ATTEST:**

\_\_\_\_\_  
Teresa Vargas, City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Salvador Navarrete, City Attorney

# **MEASURE K BICYCLE, PEDESTRIAN, AND SAFE ROUTES TO SCHOOL NON-COMPETITIVE PROGRAM GUIDELINES**

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## **CYCLE ONE (2017-2021)**

### **I. INTRODUCTION: PURPOSE AND ELIGIBLE APPLICANTS**



The Measure K Non-Competitive Bicycle, Pedestrian, and Safe Routes to School (BP-SRtS) Program is intended to fund bicycle, pedestrian and Safe Routes to School projects to provide matching funds for competitive grant opportunities and to fund smaller projects that may not be competitive but are still important to a community. This is the first cycle in the 30-year Measure K Renewal program. Forty percent of the Measure K BP-SRtS Program estimated revenues is allocated to the Non-Competitive Program. The total amount for Cycle 1: 2017-2021 is estimated to be \$2,566,786. Eligible applicants include the Cities and County of San Joaquin. This form explains the procedures for claiming and using Non-Competitive Bicycle, Pedestrian, and Safe Routes to School funds.

### **II. ELIGIBLE PROJECTS AND COSTS**

- Class I Bikeway (Bicycle Path or Trail) with exclusive right-of-way for bicycles and pedestrians
- Class II Bikeways (Bike Lanes) within the paved area of roadways
- Class III Bikeways (Bike Routes) established along through routes not served by Class I or II bikeways, or connecting discontinuous segments of bikeway
- Class IV Separated Bikeways (Cycle Tracks) within the paved area of roadways that provides an on-street pathway with a physical separation between bicycles and vehicle traffic
- Safe Routes to School needs assessments
- New planning, implementation studies, or educational programs.
- Auxiliary facilities including but not limited to: bicycle lockers or other storage facilities, bicycle-actuated traffic signals, traffic calming, landscaping, signage, lighting, bicycle-related roadway widening, restriping, parking removal, bridges
- Within a 2-mile radius of a school, Class I, II, III, IV, and auxiliary facilities projects that clearly support safely walking and biking to and from school
- Up to 10% of funds claimed may be used for administration and other in-house costs

### **III. PROGRAM REQUIREMENTS**

Jurisdictions claiming funds must comply with the following:

1. A Governing Board Resolution must accompany any claim. It should authorize the contact person identified in the Assurances section to act on behalf of the project.
2. All projects (except for planning efforts) must be in a pending or adopted local or regional bicycle plan, pedestrian plan, Safe Routes to School plan, or Active Transportation plan. Projects must lie entirely within the San Joaquin County.
3. No Maintenance: Measure K BP-SRtS funds cannot be used for maintenance or rehabilitation efforts.

# MEASURE K BICYCLE, PEDESTRIAN, AND SAFE ROUTES TO SCHOOL NON-COMPETITIVE PROGRAM GUIDELINES

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## CYCLE ONE (2017-2021)

4. Developer Funds: Measure K funds may not substitute for developer funds.
5. Transportation Development Act (TDA): Jurisdiction using TDA pedestrian/bike money for other than pedestrian/bike project **cannot** claim BP-SRtS funds. If TDA pedestrian/bike monies are spent on road and street projects in any year after funds have been claimed, the jurisdiction **cedes its next Non-Competitive Program cycle** funds for the other jurisdictions to claim.
6. Final Report: After the project is complete, the recipient will report to SJCOG the completion date and the final cost. Future allocations will be made only after reports on completed projects have been submitted.
7. Jurisdictions should attempt to leverage Measure K funds to match federal, state, and other funds as much as possible. SJCOG staff is happy to provide information on other funding opportunities. Competitive BP-SRtS funds may be used to match Non-Competitive funds and vice versa.

#### IV. OBLIGATION OF MEASURE K FUNDS

Funds are allocated by population with a \$5,000 minimum per jurisdiction. The total allocation for each jurisdiction for Fiscal Years 2016/17 through Fiscal Year 2020/21 are as follows:

**Measure K Bicycle, Pedestrian, and Safe Routes to School  
Apportionment of Non-Competitive Funds  
First Funding Cycle: FY 2016/17 through FY 2020/2021**

Jurisdiction	2010 Census Population	%	Apportionment
Escalon	7,132	1.04%	\$26,713
Lathrop	18,023	2.63%	\$67,504
Lodi	62,134	9.07%	\$232,720
Manteca	67,096	9.79%	\$251,305
Ripon	14,297	2.09%	\$53,549
Stockton	291,707	42.57%	\$1,092,577
Tracy	82,922	12.10%	\$310,581
SJ County	141,995	20.72%	\$531,837
<b>Total</b>	<b>685,306</b>	<b>100%</b>	<b>\$2,566,786</b>

SJCOG staff advise that claims be submitted before a project commences to avoid questions of eligibility.

**Allocation must be claimed within three years.** This means a recipient has a full funding cycle plus a one-year grace period to claim the funds by June 30, 2020. Any Non-Competitive funds that are not claimed by a jurisdiction within three years are forfeited and shifted to the Competitive Program unless an extension is granted by SJCOG. Approved claims will be paid with 30 days of receipt.



# MEASURE K BICYCLE, PEDESTRIAN, AND SAFE ROUTES TO SCHOOL NON-COMPETITIVE PROGRAM GUIDELINES

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## CLAIM FORM - CYCLE 1 (2017 –2021) Claims for this cycle must be made before June 30, 2020

1. Project Title: Louise Avenue Pavement Rehabilitation CIP # 18-01

2. Applicant Agency City of Lathrop

3. Agency Address 390 Towne Centre Drive, Lathrop, CA 95330

4. Project Manager Jay Davidson Title: Principal Engineer

Email: j davidson@ci.lathrop.ca.us Phone Number: (209) 941-7430

5. Project Description. Briefly describe the project location(s), existing conditions, scope, and expected benefits. If the project is a component within a larger or multi-phase project, describe the “parent” project as well:  
The parent project is the Louise Avenue Pavement Rehabilitation that is part of the Citywide Road Maintenance and Repair Program, CIP PS 18-01. This project is needed to address structurally deficient pavement conditions. The Measure K funds will be used for bicycle lane striping between Howlan Road and Harlan Roads, and to construct fifteen (15) curb ramp improvements.

6. Please attach a copy of the page from a local or regional plan that identifies this project.

7. Non-Competitive Measure K funds claimed: \$ 67,504

8. Total Project Cost: \$ 6,300,000

9. Schedule

	Start Date	Completion	
Environmental	<u>4/6/20</u>	<u>6/8/20</u>	*Please provide a schedule for non-infrastructure projects as needed
Design	<u>3/9/20</u>	<u>6/29/20</u>	
ROW	<u>N/A</u>	<u>N/A</u>	
Construction	<u>8/17/20</u>	<u>12/11/20</u>	

Approved:

By: \_\_\_\_\_  
 Andrew T. Chesley  
 Executive Director  
 San Joaquin Council of Governments

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

By: \_\_\_\_\_  
 Steve Dial  
 Deputy Executive Director/CFO  
 San Joaquin Council of Governments

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

# MEASURE K BICYCLE, PEDESTRIAN, AND SAFE ROUTES TO SCHOOL NON-COMPETITIVE PROGRAM GUIDELINES

## CLAIM FORM - CYCLE 1 (2017 –2021)

### Infrastructure Type (only intended for Infrastructure projects)

Note: do not double-count the improvements that benefit both Bicyclists and Pedestrian (i.e. new RRFB/Signal should only show as a Pedestrian or Bicycle Improvement).

#### Bicycle Improvements

New Bike Lanes/Routes:	Class 1: _____ Linear Feet	Class 2: <u>9800</u> Linear Feet	Class 4: _____ Linear Feet
	Class 3: _____ Linear Feet		
Signalized Intersections:	New Detection/Bike Boxes: _____ Number	Timing Improvements: _____ Number	
Un-Signalized Intersections:	New RRFB/Signal: _____ Number	Crossing-Surface Improvements: _____ Number	
Mid-Block Crossing:	New RRFB/Signal: _____ Number	Crossing-Surface Improvements: _____ Number	
Lighting:	Intersection: _____ Number	Roadway Segments: _____ Linear Feet	
Bike Share Program:	New Bike Share Station: _____ Number	New Bike Share Bikes: _____ Number	
Bike Racks/Lockers:	New Racks: _____ Number	New Lockers: _____ Number	
Other Bicycle Improvements	#1: _____ #:	#2: _____ #:	

#### Pedestrian Improvements

Sidewalks:	New (4' to 8' wide): _____ Linear Feet	New (Over 8' wide): _____ Linear Feet	Reconstruct/Enhance Existing: _____ Linear Feet
	Widen Existing: _____ Linear Feet	Reconstruct Ramp to Standard: <u>15</u> Number	Enhance Existing Crosswalk: _____ Number
ADA Ramp Improvements:	New Ramp (none exist): _____ Number	Shorten Crossing: _____ Number	
Signalized Intersections:	New Crosswalk: _____ Number		
	Pedestrian signal heads: _____ Number		
	Timing Improvements: _____ Number		
Un-Signalized Intersections:	New Traffic Signal: _____ Number	New Roundabout: _____ Number	
	New RRFB/Signal: _____ Number	Crossing-Surface Improvements: _____ Number	
	Shorten Crossing: _____ Number		
Mid-Block Crossing:	New RRFB/Signal: _____ Number	Crossing-Surface Improvements: _____ Number	
Lighting:	Intersection: _____ Number	Roadway Segments: _____ Linear Feet	
Pedestrian Amenities:	Benches: _____ Number	Trash Cans: _____ Number	
	Shade Trees: _____ Number	Shade Tree Type: _____	
Other Ped Improvements	#1: _____ #:	#2: _____ #:	

#### Multi-use Trail Improvements

Class 1 Trails:	New (8' or less wide): _____ Linear Feet	New (Over 8' wide): _____ Linear Feet	Widen Existing: _____ Linear Feet
	Widen Existing: _____ Linear Feet		
Non-Class 1 Trails:	New _____ Linear Feet		
Other Trail Improvements	#1: _____ #:	#2: _____ #:	

#### Vehicular-Roadway Traffic-Calming Improvements

Road Diets:	Remove Travel Lane: _____ Linear Feet	Remove Right-Turn Pocket: _____ Number	New Roundabout: _____ Number
Speed Feedback Signs:	Speed Feedback Signs: _____ Number		
Signalized Intersections:	Timing Improvements: _____ Number		
Un-Signalized Intersections:	New Traffic Signal: _____ Number		
Other Traffic-Calming:	#1: _____ #:	#2: _____ #:	

# **MEASURE K BICYCLE, PEDESTRIAN, AND SAFE ROUTES TO SCHOOL NON-COMPETITIVE PROGRAM GUIDELINES**

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## **ASSURANCES**

I hereby certify, and am authorized to make, the following assurances on behalf of the agency claiming Measure K Bicycle, Pedestrian, and Safe Routes to School Program (BP-SRtS) Non-Competitive funds.

This project lies entirely within San Joaquin County, and does not duplicate an existing bicycle facility and that the project is, or will be, contained in an adopted local or regional bicycle plan, pedestrian plan, Safe Routes to School plan, or Active Transportation plan.

The claim for the project has been authorized by the governing board of my agency in a resolution that includes all stipulated understandings and assurances as defined in this claim.

The project is not by nature a maintenance or rehabilitation project, and this agency certifies that it will bear responsibility for the maintenance and operation of the facility presented in the claim.

Measure K funds identified in this claim are not being used in place of developer funds.

This agency, as a condition of eligibility for BP-SRtS funds for this project and can finance, acquire, and construct it.

The agency will cause work to be commenced on the project within a reasonable time after approval of a Measure K Non-Competitive BP-SRtS Program claim form. The claim form will be used in lieu of a contract. Successful claimants will encumber allocated (claim approved) BP-SRtS funds by June 30, 2020. Extensions for unclaimed funds must be requested in writing by the end of the grace period.

The agency will comply where applicable with provisions of the California Environmental Quality Act, the American with Disabilities Act, and any other applicable federal, state and/or local laws and/or regulations.

I certify that the information contained in the BP-SRtS claim, including attachments, is accurate to the best of my knowledge that I have read and understand the information contained in the claim, and agree to the assurances on this form.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Printed (Name and Title) Stephen J. Salvatore, City Manager

Agency City of Lathrop

Project Title Louise Avenue Pavement Rehabilitation, CIP PS 18-01

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