

March 21, 2006

Board of Supervisors
County of Marin
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Nonmotorized Transportation Pilot Program Approach and Related Staffing

Dear Supervisors:

RECOMMENDATIONS:

1. Approve initiation of Nonmotorized Transportation Pilot Program as outlined.
2. Allocate one (1.0) Principal Transportation Planner to Budget Center 238 effective May 8, 2006, and adjust Revenue Account 102-238-9367 by \$9,850 to recognize 75% grant funding for this position.
3. Authorize the Director of Public Works to submit required documentation to state and federal agencies to access Nonmotorized Pilot program funds.

SUMMARY:

Marin County is one of four communities nationally that has been selected by Congress to participate in a Nonmotorized Transportation Pilot Program under Section 1807 of the federal transportation bill, SAFETEA-LU. Section 1807 provides for \$25 million to each of the four communities for fiscal years 2006 through 2009.

This legislation states that "The Secretary shall establish and carry out a nonmotorized transportation pilot program to construct, in the following 4 communities selected by the Secretary, a network of nonmotorized transportation infrastructure facilities, including sidewalks, bicycle lanes, and pedestrian and bicycle trails, that connect directly with transit stations, schools, residences, businesses, recreation areas, and other community activity centers:

- (1) Columbia, Missouri.
- (2) Marin County, California.
- (3) Minneapolis-St. Paul, Minnesota.
- (4) Sheboygan County, Wisconsin.

The purpose of the program shall be to demonstrate the extent to which bicycling and walking can carry a significant part of the transportation load, and represent a major portion of the transportation solution, within selected communities.”

Following the passage of the Federal bill, a coordination meeting was held with representatives from the four communities, and federal and state staff, from December 13-15, 2005 in Washington D.C. That meeting was attended by Supervisors Kinsey and McGlashan, Craig Tackabery from our staff, and a Marin nonmotorized community representative Deb Hubsmith. During that meeting, it was decided by all that the requirements of the program, notably items like data collection, evaluation, and required reports to Congress should be standardized between the four communities and undertaken by one single consultant team.

It was also decided to create a Working Group with representatives from FHWA and a technical staff member from each pilot community. Deb Hubsmith was invited to participate in the Working Group on behalf of all four communities.

Since that time, staff has participated in conference calls. The goal of the four community representatives and federal staff was to develop program work products by March 15, 2006 including: eligible projects and selection criteria, an evaluation plan, and a national communications plan. A draft of those work program products has been included with this staff report. The funding for implementation of the evaluation and national communication tasks must come out of contributions from the federal allocation from each of the four communities.

An interim report is due to Congress by September 30, 2007, and a final report is due to Congress by September 30, 2010. FHWA will coordinate the submission of these reports through the collection and analysis of data obtained through each of the four pilot communities

Program Eligibility

The following represent eligible expenditures (by staff or consultants/contractors) under this program:

- Administration of all activities for this program.
- Network and project planning.
- Construction plans, estimating costs, required environmental documentation, permits, necessary right-of-way.
- Safety projects to decrease bicycle and pedestrian crashes, and/or conflicts.
- Routes of travel improvements to transit stops for pedestrians, bicyclists and persons with disabilities.
- Infrastructure projects that create a bicycle and pedestrian network, including bike lanes, pathways, sidewalks, bridges and tunnels
- Striping, signing, signalization, bike racks, bike parking, kiosks, lockers, and showers.
- Construction and construction engineering.
- Data collection to assess mode shift, environmental and health benefits of projects and programs; analysis, evaluation, and report preparation.
- Education, promotion, communication, and outreach related to nonmotorized transportation and the pilot program, including preparation of materials, website, printing and distribution.

- It is understood that there is an obligation limitation each year in the appropriating legislation which will subtract from the amount of available funds (approximately 15%) In addition, the national evaluation and coordination plan will also subtract from the amount of available funds. The costs are still being determined.
- All projects will comply with California Building Code Title 24 and the Americans with Disabilities Act.

Recommended Implementation Strategy

- Work with a national consultant and the three other pilot communities on development of a program for data collection, analysis, evaluation and reporting. Marin would pay a pro-rata share of these costs. An initial program plan will be developed by the four communities, United States Department of Transportation/Volpe Center, Rails-to-Trails Conservancy and the Federal Highway Administration. The program plan will include proposed project eligibility and selection criteria; both individual and combined data collection and evaluation plans; and a communication plan. Attached are draft documents provided for comments.
- Retain fulltime staff (Principal Transportation Planner) who, under direction, would be devoted to all aspects of this program.
- Select consultant(s) that would assist us in implementation of this program, including managing the advisory committee process.
- Since the focus of the program is on obtaining mode shift to nonmotorized methods, limit the project area to urbanized Marin for purposes of infrastructure project selection, monitoring and evaluation. Educational efforts and system wide projects could extend into western Marin (such as a signing project to a destination or bike racks).
- Develop an initial list of capital projects for evaluation from the adopted bicycle/pedestrian master plans from the county, cities and towns. Additionally, provide an opportunity for public input on additional projects to be included in the list to be evaluated.
- Develop a local outreach plan and strategy. This will include holding a well publicized County "Kick-Off" meeting for the Pilot Program where the aforementioned list of projects will be discussed, and the plan and purpose of the program will be further explained to the public. Additional projects for consideration can be solicited through the outreach process.
- Develop a network map that includes existing facilities, projects underway, and potential projects.
- Develop a matrix of funding sources that are expected to be available for projects during the pilot program period. In addition, develop a post Pilot program (beyond 2010) strategy (including leveraging additional resources) to implement projects with a goal of build-out of the Marin County bicycle and pedestrian system beyond for the period after 2010.

- Use an advisory committee process to provide input to the Department of Public Works on program elements and capital projects. The advisory committee would be requested to make a recommendation for selection of projects/programs in all the following categories: educational programs; promotion programs; low cost countywide infrastructure projects; planning projects; demonstration projects; primary network projects; network feeder projects; access to transit. Establish a Nonmotorized Pilot Program Advisory Committee who reports to the Public Works Director. Membership of the committee appointed by the Public Works Director will include:

Office of Education (1)
 Bike & Pedestrian (3)
 City Manager (1)
 Public Works Directors (2)
 Planning Director (1)
 Business Representative (1)
 Environmental Representative (1)
 Accessibility Representative (1)
 Marin County Transit District (1)
 Health Representative (1)
 Metropolitan Transportation Commission (1)
 Sonoma Marin Area Rail Transit (1)
 California Department of Transportation (1)
 Transportation Authority of Marin (1)
 Federal Highway Administration (1)

- Duties of the Nonmotorized Pilot Program Advisory Committee will include:
 1. Review and understand the goals of the program.
 2. Recommend a list of projects and programs to be carried out under the pilot program to the Public Works Director.
- For capital projects, the Advisory Committee will develop screening/prioritization criteria, consistent with the FHWA criteria and the goals and timeline of the pilot program to prioritize projects.
- The Public Works Director will consider the recommendation of the Advisory Committee when developing his recommended project list to the Board of Supervisors. The Public Works Director's recommendation will provide a timeline for implementing the programs and projects.
- The Board of Supervisors will hold a public hearing, considering the recommendation from the Public Works Director and public input, and make final decisions on projects and programs. For projects that are selected that are within cities or towns, consultation will be required with the city or town regarding their concurrence on implementing the project, and in determining which agency should be the lead agency to implement the project.
- The Public Works Director will program each project, and project phase, for a specific fiscal year for funding. Each project, program, and activity will have a Project Manager who will have authority from the public agency having jurisdiction over that project.

