



**SAN RAFAEL**  
THE CITY WITH A MISSION  
*established 1874*

**Agenda Item No: 4.e**

**Meeting Date: May 5, 2025**

## **SAN RAFAEL CITY COUNCIL AGENDA REPORT**

**Department: Public Works**

**Prepared by: Grey Melgard, Associate Civil Engineer,  
April Miller, Public Works Director**

**City Manager Approval:** \_\_\_\_\_

A handwritten signature in blue ink, appearing to be "CM", is written over the line for City Manager Approval.

**TOPIC: METROPOLITAN TRANSPORTATION COMMISSION (MTC) REGIONAL ACTIVE TRANSPORTATION PROGRAM (ATP) CYCLE 7 RESOLUTION OF LOCAL SUPPORT**

**SUBJECT: RESOLUTION OF LOCAL SUPPORT AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDING ASSIGNED TO MTC AND COMMITTING ANY NECESSARY MATCHING FUNDS AND STATING THE ASSURANCE TO COMPLETE THE DOWNTOWN SAN RAFAEL NORTH-SOUTH GREENWAY GAP CLOSURE PROJECT**

### **RECOMMENDATION:**

Staff recommends that the City Council adopt the attached resolution of local support authorizing the execution of the grant application, committing any necessary matching funds, and giving assurance to implement the Downtown San Rafael North-South Greenway Gap Closure Project as described in the Project's Regional Active Transportation Program grant application.

### **BACKGROUND:**

The Downtown San Rafael North-South Greenway Gap Closure Project ("Project") would implement a two-way bike facility, enhanced pedestrian crossings, wider sidewalks, and new signage along Mission Ave. (Tamalpais Ave. to Hetherton St.), Tamalpais Ave. (Mission Ave. to 4<sup>th</sup> St.), and 4<sup>th</sup> St. (Tamalpais Ave. to Grand Ave.) in downtown San Rafael. The Project would close a gap in the Sonoma-Marín Area Rail Transit District's (SMART) Pathway/Great Redwood Trail and complete one of the remaining gaps in the Marín's North-South Greenway. The Project looks to provide more accessible connections for active transportation users wishing to reach the SMART pathway as well as the transit hub in downtown San Rafael, where thousands of people connect to local and regional transit services every day.

The State of California established the Active Transportation Program (ATP) in September 2013. Approximately 40% of the funding is distributed to the large, urbanized area competitive program, which is managed by the ten largest Metropolitan Planning Organizations ("Regional ATP"), including the Metropolitan Transportation Commission (MTC). Cycle 7 program guidelines for the Regional ATP were approved by the California Transportation Commission (CTC) on March 27, 2024, and included \$14.4 million in available funds for the region. MTC received 35 applications

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**FOR CITY CLERK ONLY**

**Council Meeting:**

**Disposition:**

## **SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2**

for the Regional ATP totaling approximately \$324 million, twenty-three times the available amount. In February 2025, MTC staff recommended the Project to CTC for funding as part of the Regional ATP Cycle 7 at the requested amount of \$4,355,000.

### **ANALYSIS:**

The Project was selected for funding recommendation by MTC staff using the scores provided by the CTC from the evaluation process for the state application as a baseline, with a regional score added by MTC staff. Projects could receive a maximum score of 110 points, and the Project received a final score of 96. Final consideration by the full MTC Commission occurred on February 26, 2025, with the adoption of [MTC Resolution No. 4633](#). A requirement ahead of the allocation of funds for the Project is that the City must adopt a Resolution of Local Support in a template format approved by MTC. The Resolution of Local Support authorizes the execution of the grant application, commits required matching funds, and gives assurance that the Project will be implemented as described in the Project's Regional ATP application.

### **COMMUNITY OUTREACH:**

The Project is part of a collaborative effort between the City of San Rafael and SMART concerning the Downtown Transit Center Relocation Project. Ongoing communication between the City and SMART will improve the experience of active transportation users in a high-density, highly complex environment in Downtown San Rafael. The Project was discussed with the Bicycle and Pedestrian Advisory Committee (BPAC) during the March 2024 meeting with the intent of applying for the Regional ATP grant.

The Project will conduct additional outreach to impacted communities and residents as progress is made through the environmental and planning phases.

### **ENVIRONMENTAL DETERMINATION:**

In May 2024, the City filed a notice of exemption (NOE) with the County of Marin for the Downtown San Rafael North-South Greenway Gap Closure Project for categorical exemption based on existing facilities (CEQA Guidelines § 15301). The NOE is included in Attachment 2.

### **FISCAL IMPACT:**

The Regional ATP application requires adopting the Resolution of Local Support. The City is currently positioned to receive \$4,355,000 to fund the Project. Total project costs are estimated at \$5,444,000; the City of San Rafael has committed to funding \$1,088,791 of this cost as a 20% local match and it is anticipated this funding will come from Gas Tax (Fund 206). The City has programmed these funds across fiscal years 2026-27 through 2028-29 to complete the respective phases of the Project.

### **OPTIONS:**

The City Council has the following options to consider regarding this matter:

1. Adopt the resolution of local support authorizing filing an application for funding assigned to MTC, committing any necessary matching funds, and stating the assurance to complete the Downtown San Rafael North-South Greenway Gap Closure Project.
2. Do not adopt the resolution of local support as described.

### **RECOMMENDED ACTION:**

Staff recommends that the City Council adopt the attached resolution of local support authorizing the execution of the grant application, committing any necessary matching funds, and giving assurance to implement the Downtown San Rafael North-South Greenway Gap Closure Project as described in the Project's Regional Active Transportation Program grant application.

**ATTACHMENTS:**

1. Resolution of Local Support Downtown San Rafael North-South Greenway Gap Closure Project
2. Notice of Exemption

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF LOCAL SUPPORT AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDING ASSIGNED TO MTC AND COMMITTING ANY NECESSARY MATCHING FUNDS AND STATING THE ASSURANCE TO COMPLETE THE DOWNTOWN SAN RAFAEL NORTH-SOUTH GREENWAY GAP CLOSURE PROJECT**

**WHEREAS**, the City of San Rafael (herein referred to as APPLICANT) is submitting an application to the Metropolitan Transportation Commission (MTC) for \$4,355,000 in funding assigned to MTC for programming discretion, which includes federal funding administered by the Federal Highway Administration (FHWA) and federal or state funding administered by the California Transportation Commission (CTC) such as Surface Transportation Block Grant Program (STP) funding, Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding, Carbon Reduction Program (CRP) funding, Transportation Alternatives (TA) set-aside/Active Transportation Program (ATP) funding, and Regional Transportation Improvement Program (RTIP) funding (herein collectively referred to as REGIONAL DISCRETIONARY FUNDING) for the Downtown San Rafael North-South Greenway Gap Closure Project (herein referred to as PROJECT) for the Regional Active Transportation Program (ATP) Cycle 7 (herein referred to as PROGRAM); and

**WHEREAS**, the United States Congress from time to time enacts and amends legislation to provide funding for various transportation needs and programs, (collectively, the FEDERAL TRANSPORTATION ACT) including, but not limited to the Surface Transportation Block Grant Program (STP) (23 U.S.C. § 133), the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149), the Carbon Reduction Program (CRP) (23 U.S.C. § 175), and the Transportation Alternatives (TA) set-aside (23 U.S.C. § 133); and

**WHEREAS**, state statutes, including California Streets and Highways Code §182.6, §182.7, and §2381(a)(1), and California Government Code §14527, provide various funding programs for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

**WHEREAS**, pursuant to the FEDERAL TRANSPORTATION ACT, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal or state funds for a regionally-significant project shall submit an application first with the appropriate MPO, or RTPA, as applicable, for review and inclusion in the federal Transportation Improvement Program (TIP); and

**WHEREAS**, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

**WHEREAS**, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of REGIONAL DISCRETIONARY FUNDING; and

**WHEREAS**, APPLICANT is an eligible sponsor for REGIONAL DISCRETIONARY FUNDING; and

**WHEREAS**, as part of the application for REGIONAL DISCRETIONARY FUNDING, MTC requires a resolution adopted by the responsible implementing agency stating the following:

- the commitment of any required matching funds; and
- that the sponsor understands that the REGIONAL DISCRETIONARY FUNDING is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
- that the PROJECT will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and
- the assurance of the sponsor to complete the PROJECT as described in the application, subject to environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and
- that the PROJECT will have adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and
- that the PROJECT will comply with all project-specific requirements as set forth in the PROGRAM; and
- that APPLICANT has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective County Transportation Agency (CTA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and
- in the case of an RTIP project, state law requires PROJECT be included in a local congestion management plan, or be consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the County Transportation Agency (CTA); and

**WHEREAS**, that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and

**WHEREAS**, there is no legal impediment to APPLICANT making applications for the funds; and

**WHEREAS**, there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and

**WHEREAS**, APPLICANT authorizes its Executive Director, General Manager, or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and

**WHEREAS**, MTC requires that a copy of this resolution be transmitted to the MTC in conjunction with the filing of the application.

**NOW, THE CITY COUNCIL OF THE CITY OF SAN RAFAEL RESOLVES** as follows:

**RESOLVED** that the APPLICANT is authorized to execute and file an application for funding for the PROJECT for REGIONAL DISCRETIONARY FUNDING under the FEDERAL TRANSPORTATION ACT or continued funding; and be it further

**RESOLVED** that APPLICANT will provide any required matching funds; and be it further

**RESOLVED** that APPLICANT understands that the REGIONAL DISCRETIONARY FUNDING for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the APPLICANT from other funds, and that APPLICANT does not expect any cost increases to be funded with additional REGIONAL DISCRETIONARY FUNDING; and be it further

**RESOLVED** that APPLICANT understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and APPLICANT has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation and transit projects, and has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective County Transportation Agency (CTA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and be it further

**RESOLVED** that PROJECT will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP; and be it further

**RESOLVED** that APPLICANT has reviewed the PROJECT and has adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and be it further

**RESOLVED** that PROJECT will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the PROGRAM; and be it further

**RESOLVED** that, in the case of a transit project, APPLICANT agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution No. 3866, revised; and be it further

**RESOLVED** that, in the case of a highway project, APPLICANT agrees to comply with the requirements of MTC's Traffic Operations System (TOS) Policy as set forth in MTC Resolution No. 4104; and be it further

**RESOLVED** that, in the case of an RTIP project, PROJECT is included in a local congestion management plan, or is consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the County Transportation Agency (CTA); and be it further

**RESOLVED** that APPLICANT is an eligible sponsor of REGIONAL DISCRETIONARY FUNDING funded projects; and be it further

**RESOLVED** that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and be it further

**RESOLVED** that there is no legal impediment to APPLICANT making applications for the funds; and be it further

**RESOLVED** that there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and be it further

**RESOLVED** that APPLICANT authorizes its Executive Director, General Manager, City Manager, or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and be it further

**RESOLVED** that a copy of this resolution will be transmitted to the MTC in conjunction with the filing of the application; and be it further

**RESOLVED** that the MTC is requested to support the application for the PROJECT described in the resolution, and if approved, to include the PROJECT in MTC's federal TIP upon submittal by the project sponsor for TIP programming.

**I, LINDSAY LARA**, Clerk of the City of San Rafael, hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of said City on Monday, the 5<sup>th</sup> day of May 2025, by the following vote, to wit:

**AYES:**           **Councilmembers:**  
**NOES:**          **Councilmembers:**  
**ABSENT:**       **Councilmembers:**

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**Lindsay Lara, City Clerk**

## Notice of Exemption

21-2024-101

Appendix E

To: Office of Planning and Research  
P.O. Box 3044, Room 113  
Sacramento, CA 95812-3044

County Clerk

County of: Marin

3501 Civic Center Drive, Room 234

San Rafael, CA 94903

From: (Public Agency): City of San Rafael  
111 Morphew Street  
San Rafael, CA 94901

(Address)

FILED

MAY 30 2024

SHELLY SCOTT  
MARIN COUNTY CLERK  
BY: SC, Deputy

Project Title: Downtown San Rafael North-South Greenway Gap Closure ProjectProject Applicant: City of San Rafael Valley Department of Public Works

Project Location - Specific:

Mission Avenue, Tamalpais Avenue, Fourth StreetProject Location - City: San Rafael, CA Project Location - County: Marin

Description of Nature, Purpose and Beneficiaries of Project:

This is a public project with the City of San Rafael acting as the applicant and Lead Agency. The work consists of construction of a separated bikeway along Mission Avenue between Heatherton Avenue and Tamalpais Avenue, along Tamalpais Avenue between Mission Avenue and Fourth Street, and along Fourth Street from Tamalpais Avenue to Grand Avenue. This initiative aims to bridge an existing gap in the regional North-South Greenway, as well as connect to other existing bicycle facilities. All work will take place in the City of San Rafael.

Name of Public Agency Approving Project: City of San Rafael Department of Public WorksName of Person or Agency Carrying Out Project: City of San Rafael Department of Public Works

Exempt Status: (check one):

- ☐ Ministerial (Sec. 21080(b)(1); 15268);  
☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));  
☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));  
☒ Categorical Exemption. State type and section number: Section 15301(c), Existing Facilities  
☐ Statutory Exemptions. State code number: \_\_\_\_\_

Reasons why project is exempt:

This project will add separated bicycle facilities within the existing right-of-way of roadways in San Rafael. These facilities are in accordance with the description of the Existing Facilities Categorical Exemption (Sec. 15301(c)), which includes "existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities...and other alterations such as the addition of bicycle facilities...and other similar alterations that do not create additional automobile lanes." This project does not involve expansion of the City's roadway network.

Lead Agency

Contact Person: April Miller, Public Works Director Area Code/Telephone/Extension: 415-485-3409

If filed by applicant:

1. Attach certified document of exemption finding.  
 2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: Mariana S. Date: 05/28/2024 Title: Junior Engineer

▪ Signed by Lead Agency      Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.  
 Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: \_\_\_\_\_

POSTED 5/30/2024 TO 6/29/2024