



SAN RAFAEL
THE CITY WITH A MISSION

Agenda Item No: 4.h

Meeting Date: February 5, 2024

SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Public Works

**Prepared by: Nhat Phan, Traffic Engineer
April Miller, Public Works Director**

City Manager Approval: _____

A handwritten signature in blue ink, appearing to be 'AJ', written over a horizontal line.

TOPIC: CROSSWALK FUNDING AGREEMENTS

SUBJECT: RESOLUTIONS RELATED TO THE METROPOLITAN TRANSPORTATION COMMISSION (MTC) FUNDING AGREEMENTS

RECOMMENDATION:

1. Adopt the resolution accepting and authorizing the City Manager to enter into a funding agreement with MTC for \$38,000 in TDA funds for the Crosswalk Safety Improvement Project.
2. Adopt the resolution approving and authorizing the City Manager to enter into a funding agreement with MTC for \$25,000 in TDA funds for the Francisco Boulevard East Mid-Block Crossing Enhancement Project.

BACKGROUND:

Article 3 of the Transportation Development Act (TDA), Public Utilities Code Section (PUC) Section 99200 et sequitur, authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists. The Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 4108, Revised, which delineates procedures and criteria for submission of requests for the allocation of TDA Article 3 funds. Per MTC Resolution 4108, each agency is notified of available TDA funds and is required to submit project applications in a countywide coordinated effort. Eligible projects may include sidewalk improvements, pedestrian and bicycle crossing improvements, on-street or off-street bicycle facilities, and the development of bicycle safety education programs or plans. Each year, MTC allocates approximately \$600,000 in state TDA funds for project awards among the various agencies within Marin County. The City submitted two applications in 2023 to the Transportation Authority of Marin (TAM) for TDA funds. MTC requires a supporting Resolution from the City Council to be eligible for grant funds.

ANALYSIS:

The Capital Improvement Program currently budgets \$50,000 annually for specific crosswalk improvements. Typically, this only allows the City to add pedestrian-actuated rectangular rapid-flashing beacons (RRFBs) to crosswalks in two locations to enhance safety for pedestrians at uncontrolled and marked crosswalks. The City receives more requests from the community and Safer Routes to Schools than can be funded annually in this program. The City applied for additional funding through TAM for TDA and other funding sources to be able to install more RRFBs for fiscal year 2024-25. The fiscal year 2023-2024 Crosswalk Safety Improvement Project includes the installation of RRFBs at the following five crosswalk locations: 1) Fifth Avenue and Happy Lane, 2) Nova Albion Way and Don Timoteo Court, 3) Woodland Avenue and Seibel Avenue, 4) Las Pavadas and Arias Street, and 5) Mission Avenue and Wilkins Street. The City in conjunction with TAM are in the process of receiving additional funding to completely fund these five intersection projects.

The Francisco Boulevard East Mid-Block Crossing Enhancement project includes the installation of a midblock crossing with bulb-out and a pedestrian hybrid beacon where Francisco Blvd connects to Grand Avenue. The following installation would provide access for pedestrians and cyclists to and from the Canal neighborhood to 711 Grand Avenue, which will be home to the new Canal Alliance facilities in the summer of 2024. The City and Canal Alliance are working on a funding agreement and plan to return to the City Council at a future date to request appropriations for construction of the project.

COMMUNITY OUTREACH:

The City of San Rafael coordinates with the San Rafael School District, Safer Routes to Schools, and community residents to seek their input on safety improvements for pedestrians. The intersections selected for TDA funds are focused on crosswalks that surround San Rafael schools. The City is currently working on creating prioritization criteria for crosswalks and other bicycle and pedestrian projects, through a citywide equity lens. This will be included in the outreach process and documentation of the Bicycle and Pedestrian Master Plan update. Further discussions are anticipated regarding that master plan with the Bicycle and Pedestrian Advisory Committee and Safer Routes to Schools technical committee.

For the Francisco Blvd East mid-block crossing, the City has been coordinating with Canal Alliance on their future development and use of the building, and looking for ways to collaborate on securing additional funding for this project.

FISCAL IMPACT:

The fiscal impact of staff's recommendation to receive the grant funds is that the City will be able to utilize \$38,000 in TDA funds for the Crosswalk Safety Improvement Project and \$25,000 for the Francisco Boulevard East Mid-Block Crossing Enhancement Project.

OPTIONS:

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

1. Adopt the resolution accepting and authorizing the City Manager to enter into a funding agreement with MTC for a total of \$38,000 of TDA funds for the Crosswalk Safety Improvement Project.
2. Adopt the resolution approving and authorizing the City Manager to enter into a funding agreement with MTC for a total of \$25,000 of TDA funds for the Francisco Boulevard East Mid-Block Crossing Enhancement Project.
3. Adopt both resolutions, accepting and authorizing the City Manager to enter into a funding agreement with MTC for a total of \$38,000 of TDA funds for the Crosswalk Safety Improvement Project and approving and authorizing the City Manager to enter into a funding agreement with MTC for a total of \$25,000 of TDA funds for the Francisco Boulevard East Mid-Block Crossing Enhancement Project
4. Do not adopt the resolutions, resulting in the City declining the opportunity to receive grant funds from MTC.

RECOMMENDED ACTION:

1. Adopt the resolution accepting and authorizing the City Manager to enter into a funding agreement with MTC for a total of \$38,000 of TDA funds for the Crosswalk Safety Improvement Project.
2. Adopt the resolution approving and authorizing the City Manager to enter into a funding agreement with MTC for a total of \$25,000 of TDA funds for the Francisco Boulevard East Mid-Block Crossing Enhancement Project.

ATTACHMENTS:

1. Resolution for the Crosswalk Safety Improvement Project
2. TDA Resolution Attachments for the Crosswalk Safety Improvement Project
3. Resolution for the Francisco Boulevard East Mid-Block Crossing Enhancement
4. TDA Resolution Attachments for the Francisco Boulevard East Mid-Block Crossing Enhancement

RESOLUTION NO.

**RESOLUTION OF THE SAN RAFAEL CITY COUNCIL AUTHORIZING
THE CROSSWALK SAFETY IMPROVEMENT PROJECT FUNDING
AGREEMENT**

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

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

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

WHEREAS, the City of San Rafael desires to submit a request to MTC for the allocation of TDA Article 3 funds to support the projects described in Attachment B to this resolution, which are for the exclusive benefit and/or use of pedestrians and/or bicyclists; now, therefore, be it

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

RESOLVED, that the City of San Rafael declares it is eligible to request an allocation of TDA Article 3 funds pursuant to Section 99234 of the Public Utilities Code, and furthermore, be it

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

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

RESOLVED, that a certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning agency, or county

association of governments, as the case may be, of Marin County for submission to MTC as part of the countywide coordinated TDA Article 3 claim.

NOW, THEREFORE BE IT RESOLVED, that the City Council hereby authorizes the acceptance and appropriation of \$38,000 in TDA grant funds for the Crosswalk Safety Improvements Project.

I, **LINDSAY LARA**, City 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 held on the 5th day of February 2024 by the following vote, to wit:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

Lindsay Lara, City Clerk

Re: Request to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2023/2024
Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding

Findings

Page 1 of 1

1. That the City of San Rafael is not legally impeded from submitting a request to the Metropolitan Transportation Commission for the allocation of Transportation Development Act (TDA) Article 3 funds, nor is the City of San Rafael legally impeded from undertaking the project(s) described in "Attachment B" of this resolution.
2. That the City of San Rafael has committed adequate staffing resources to complete the project(s) described in Attachment B.
3. A review of the project(s) described in Attachment B has resulted in the consideration of all pertinent matters, including those related to environmental and right-of-way permits and clearances, attendant to the successful completion of the project(s).
4. Issues attendant to securing environmental and right-of-way permits and clearances for the projects described in Attachment B have been reviewed and will be concluded in a manner and on a schedule that will not jeopardize the deadline for the use of the TDA funds being requested.
5. That the project(s) described in Attachment B comply with the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.).
6. That as portrayed in the budgetary description(s) of the project(s) in Attachment B, the sources of funding other than TDA are assured and adequate for completion of the project(s).
7. That the project(s) described in Attachment B are for capital construction and/or final design and engineering or quick build project; and/or for the maintenance of a Class I bikeway which is closed to motorized traffic and/or Class IV separated bikeway; and/or for the purposes of restriping Class II bicycle lanes; and/or for the development or support of a bicycle safety education program; and/or for the development of a comprehensive bicycle and/or pedestrian facilities plan, and an allocation of TDA Article 3 funding for such a plan has not been received by the City of San Rafael within the prior five fiscal years.
8. That the project(s) described in Attachment B which are bicycle projects have been included in a detailed bicycle circulation element included in an adopted general plan, or included in an adopted comprehensive bikeway plan (such as outlined in Section 2377 of the California Bikeways Act, Streets and Highways Code section 2370 et seq.) or responds to an immediate community need, such as a quick-build project.
9. That any project described in Attachment B bicycle project meets the mandatory minimum safety design criteria published in the California Highway Design Manual or is in a National Association of City and Transportation Officials (NACTO) guidance or similar best practices document.
10. That the project(s) described in Attachment B will be completed in the allocated time (fiscal year of allocation plus two additional fiscal years).
11. That the City of San Rafael agrees to maintain, or provide for the maintenance of, the project(s) and facilities described in Attachment B, for the benefit of and use by the public.

Attachment B**TDA Article 3 Project Application Form**

1. Agency	City of San Rafael		
2. Primary Contact	Nhat Phan		
3. Mailing Address	111 Morphew Street, San Rafael, CA 94901		
4. Email Address	Nhat.phan@cityofsanrafael.org	5. Phone Number	(415) 485-2641
6. Secondary Contact (in the event primary is not available)	Joanna Kwok		
7. Mailing address (if different) N/A <input type="checkbox"/>			
8. Email Address	Joanna.kwok@cityofsanrafael.org	9. Phone Number	(415) 720-4957
10. Send allocation instructions to (if different from above):			
11. Project Title	San Rafael School Crosswalk Safety Improvements Project		
12. Amount requested	\$38,000	13. Fiscal Year of Claim	FY 2023/2024

14. Description of Overall Project:

Implement School Crosswalk Safety Improvements Project in five locations in San Rafael.

15. Project Scope Proposed for Funding: (Project level environmental, preliminary planning, and ROW are ineligible uses of TDA funds.)

Improve Safe Routes to School (SR2S) for students and pedestrians at uncontrolled and marked crosswalks through installation of pedestrian-actuated rectangular rapid-flashing beacons (RRFBs) at five crosswalk locations within the City of San Rafael.

16. Project Location: A map of the project location is attached or a link to a online map of the project location is provided below:

RRFBs would be installed at the following five locations: 1) Fifth Avenue and Happy Lane, 2) Nova Albion Way and Don Timoteo Court , 3) Woodland Avenue and Seibel Avenue, 4) Las Pavadas and Arias Street, and 5) Mission Avenue and Wilkins Street.

Project Relation to Regional Policies (for information only)

17. Is the project in an [Equity Priority Community](#)? Yes No

18. Is this project in a [Priority Development Area](#) or a [Transit-Oriented Community](#)? Yes No

19. Project Budget and Schedule

Project Phase	TDA 3	Other Funds	Total Cost	Estimated Completion (month/year)
Bike/Ped Plan				
ENV				
PA&ED				
PS&E				
ROW				
CON	\$38,000	TFCA	\$52,000	March 2024
Total Cost	\$38,000		\$52,000	

Project Eligibility

- A. Has the project been reviewed by the Bicycle and Pedestrian Advisory Committee? Yes No
 If "YES," identify the date and provide a copy or link to the agenda.
 If "NO," provide an explanation).
- B. Has the project been approved by the claimant's governing body? Yes No
 If "NO," provide expected date: _____
- C. Has this project previously received TDA Article 3 funding? Yes No
 (If "YES," provide an explanation on a separate page)
- D. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to [Chapter 1000 of the California Highway Design Manual](#)? Yes No
- E. 1. Is the project categorically exempt from CEQA, pursuant to CCR Section 15301(c), Existing Facility? Yes No
 2. If "NO" above, is the project is exempt from CEQA for another reason? Yes No
 Cite the basis for the exemption. _____
 If the project is not exempt, please check "NO," and provide environmental documentation, as appropriate.
- F. Estimated Completion Date of project (month and year): _____
- G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility, please identify below and provide the agreement. Yes No
- H. Is a Complete Streets Checklist required for this project ? Yes No
 If the amount requested is over \$250,000 or if the total project phase or construction phase is over \$250,000, a Complete Streets checklist is likely required. Please attach the Complete Streets checklist or record of review, as applicable. More information and the form may be found here: <https://mtc.ca.gov/planning/transportation/complete-streets>

RESOLUTION NO.

**RESOLUTION OF THE SAN RAFAEL CITY COUNCIL AUTHORIZING
THE FRANCISCO BOULEVARD EAST MID-BLOCK CROSSING
ENHANCEMENT PROJECT FUNDING AGREEMENT**

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

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

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

WHEREAS, the City of San Rafael desires to submit a request to MTC for the allocation of TDA Article 3 funds to support the projects described in Attachment B to this resolution, which are for the exclusive benefit and/or use of pedestrians and/or bicyclists; now, therefore, be it

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

RESOLVED, that the City of San Rafael declares it is eligible to request an allocation of TDA Article 3 funds pursuant to Section 99234 of the Public Utilities Code, and furthermore, be it

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

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

RESOLVED, that a certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning agency, or county

association of governments, as the case may be, of Marin County for submission to MTC as part of the countywide coordinated TDA Article 3 claim.

NOW, THEREFORE BE IT RESOLVED, that the City Council hereby authorizes the acceptance and appropriation of \$25,000 in TDA grant funds for the Francisco Blvd East Mid-Block Crosswalk Enhancement Project.

I, **LINDSAY LARA**, City 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 held on the 5th day of February 2024 by the following vote, to wit:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

Lindsay Lara, City Clerk

Re: Request to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2023/2024 Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding

Findings

Page 1 of 1

1. That the City of San Rafael is not legally impeded from submitting a request to the Metropolitan Transportation Commission for the allocation of Transportation Development Act (TDA) Article 3 funds, nor is the City of San Rafael legally impeded from undertaking the project(s) described in "Attachment B" of this resolution.
2. That the City of San Rafael has committed adequate staffing resources to complete the project(s) described in Attachment B.
3. A review of the project(s) described in Attachment B has resulted in the consideration of all pertinent matters, including those related to environmental and right-of-way permits and clearances, attendant to the successful completion of the project(s).
4. Issues attendant to securing environmental and right-of-way permits and clearances for the projects described in Attachment B have been reviewed and will be concluded in a manner and on a schedule that will not jeopardize the deadline for the use of the TDA funds being requested.
5. That the project(s) described in Attachment B comply with the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.).
6. That as portrayed in the budgetary description(s) of the project(s) in Attachment B, the sources of funding other than TDA are assured and adequate for completion of the project(s).
7. That the project(s) described in Attachment B are for capital construction and/or final design and engineering or quick build project; and/or for the maintenance of a Class I bikeway which is closed to motorized traffic and/or Class IV separated bikeway; and/or for the purposes of restriping Class II bicycle lanes; and/or for the development or support of a bicycle safety education program; and/or for the development of a comprehensive bicycle and/or pedestrian facilities plan, and an allocation of TDA Article 3 funding for such a plan has not been received by the City of San Rafael within the prior five fiscal years.
8. That the project(s) described in Attachment B which are bicycle projects have been included in a detailed bicycle circulation element included in an adopted general plan, or included in an adopted comprehensive bikeway plan (such as outlined in Section 2377 of the California Bikeways Act, Streets and Highways Code section 2370 et seq.) or responds to an immediate community need, such as a quick-build project.
9. That any project described in Attachment B bicycle project meets the mandatory minimum safety design criteria published in the California Highway Design Manual or is in a National Association of City and Transportation Officials (NACTO) guidance or similar best practices document.
10. That the project(s) described in Attachment B will be completed in the allocated time (fiscal year of allocation plus two additional fiscal years).
11. That the City of San Rafael agrees to maintain, or provide for the maintenance of, the project(s) and facilities described in Attachment B, for the benefit of and use by the public.

Attachment B

TDA Article 3 Project Application Form

1. Agency	City of San Rafael		
2. Primary Contact	Nhat Phan		
3. Mailing Address	111 Morpew Street, San Rafael, CA 94901		
4. Email Address	Nhat.phan@cityofsanrafael.org	5. Phone Number	(415) 258-2641
6. Secondary Contact (in the event primary is not available)	Joanna Kwok		
7. Mailing address (if different) N/A <input type="checkbox"/>			
8. Email Address	Joanna.kwok@cityofsanrafael.org	9. Phone Number	(415) 720-4957
10. Send allocation instructions to (if different from above):			
11. Project Title	Francisco Blvd East Mid-Block Enhancement Project		
12. Amount requested	\$25,000	13. Fiscal Year of Claim	FY 2023/2024

14. Description of Overall Project:

Implement a Mid-Block Crossing Enhancement Project in San Rafael.

15. Project Scope Proposed for Funding: (Project level environmental, preliminary planning, and ROW are ineligible uses of TDA funds.)

Installation of a Mid-Block Crossing with bulbout and pedestrian hybrid beacon.

16. Project Location: A map of the project location is attached or a link to a online map of the project location is provided below:

Francisco Blvd, where it connects near Grand Avenue.

Project Relation to Regional Policies (for information only)

- 17. Is the project in an [Equity Priority Community](#)? Yes No
- 18. Is this project in a [Priority Development Area](#) or a [Transit-Oriented Community](#)? Yes No

19. Project Budget and Schedule

Project Phase	TDA 3	Other Funds	Total Cost	Estimated Completion (month/year)
Bike/Ped Plan				
ENV				
PA&ED				
PS&E				
ROW				
CON	\$25,000	TAM	\$175,000	December 2024
Total Cost	\$25,000		\$175,000	

Project Eligibility

- A. Has the project been reviewed by the Bicycle and Pedestrian Advisory Committee? Yes No
 If "YES," identify the date and provide a copy or link to the agenda.
 If "NO," provide an explanation).
- B. Has the project been approved by the claimant's governing body? Yes No
 If "NO," provide expected date: _____
- C. Has this project previously received TDA Article 3 funding? Yes No
 (If "YES," provide an explanation on a separate page)
- D. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to [Chapter 1000 of the California Highway Design Manual](#)? Yes No
- E. 1. Is the project categorically exempt from CEQA, pursuant to CCR Section 15301(c), Existing Facility? Yes No
 2. If "NO" above, is the project is exempt from CEQA for another reason? Yes No
 Cite the basis for the exemption. _____
 If the project is not exempt, please check "NO," and provide environmental documentation, as appropriate.
- F. Estimated Completion Date of project (month and year): _____
- G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility, please identify below and provide the agreement. Yes No
- H. Is a Complete Streets Checklist required for this project ? Yes No
 If the amount requested is over \$250,000 or if the total project phase or construction phase is over \$250,000, a Complete Streets checklist is likely required. Please attach the Complete Streets checklist or record of review, as applicable. More information and the form may be found here: <https://mtc.ca.gov/planning/transportation/complete-streets>