



**RESOURCE
MANAGEMENT AGENCY
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

EDDIE VALERO
District Four

DENNIS TOWNSEND
District Five

AGENDA DATE: October 8, 2019

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
CONTACT PERSON: Celeste Perez PHONE: 559-624-7010				

SUBJECT: Approve Application for FY 2020-21 Caltrans Sustainable Transportation Planning Grant Program

REQUEST(S):

That the Board of Supervisors:

1. Authorize submittal of FY 2020-21 Caltrans Sustainable Transportation Planning Grant Application with minor refinements as necessary in the Amount of \$200,000 to prepare Complete Streets Policy Plans for the following Communities: Matheny Tract, West Goshen, Goshen (update) and East Tulare Villa.
2. Authorize the Chairman of the Board, to sign the completed application and accompanying documents on behalf of the County.

SUMMARY:

The Sustainable Transportation Planning Grant Program was created to support the California Department of Transportation's (Caltrans) Mission: Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability.

The California Legislature passed, and Governor Edmund G. Brown Jr. signed into law, Senate Bill (SB) 1, the Road Repair and Accountability Act of 2017, a transportation funding bill that provides funds to maintain and integrate the State's multi-modal transportation system. In addition to the \$9.5 million in traditional State and federal grants, approximately \$25 million in SB 1 funds for Sustainable Communities Grants is available for the Fiscal Year (FY) 2020-21 grant cycle.

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The SB 1 grant funding is intended to support and implement Regional Transportation Plan (RTP) Sustainable Communities Strategies (SCS) (where applicable) and to ultimately achieve the State's greenhouse gas (GHG) reduction target of 40 and 80 percent below 1990 levels by 2030 and 2050, respectively.

Eligible planning projects must have a transportation nexus per Article XIX Sections 2 and 3 of the California Constitution. Therefore, successful planning projects are expected to directly benefit the multi-modal transportation system. Sustainable Communities Grants will also improve public health, social equity, environmental justice, the environment, and provide other important community benefits.

Sustainable Communities - Competitive Grants

Approximately \$12 million in State Road Maintenance and Rehabilitation Account (RMRA) funds and \$5 million in State Highway Account (SHA) funds, or a combined total of \$17 million will be distributed through a competitive program to Metropolitan Planning Organizations (MPOs) with a sub-applicant(s), Regional Transportation Planning Agencies (RTPAs), cities and counties, transit agencies, and Native American Tribal Governments. MPOs can apply to the Sustainable Communities Competitive Grants only in collaboration with a sub-applicant(s). Up to \$2 million will be set-aside for technical projects such as data acquisition or travel model updates. Funding distribution for the competitive program will depend on the quality and number of applications.

Caltrans supports complete streets and the Smart Mobility Framework (SMF). If applicable, Caltrans encourages applicants to consider the tools and techniques contained in the SMF as well as typical components of complete streets. Specifically, this might include how the project addresses components of community design, regional accessibility, place types, and priority activities to achieve smart mobility outcomes, community transition, and associated multimodal performance measures for the appropriate context of the problem

Grant Proposal

If selected for this grant, Tulare County Resource Management Agency, working in collaboration with TCAG, proposes to develop Complete Streets Policy Plans for the following Communities: Matheny Tract, West Goshen, Goshen (update) and East Tulare Villa.

These Complete Streets Policy Plans for the affected areas can serve (a) as a basis to be awarded construction funding from TCAG to implement these policies, and (b) as a template that could be used to develop future Complete Streets Policies applicable to other unincorporated community planning areas, as well as hamlets. Cities adjacent to these project areas can also benefit from the work produced by the County.

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Beginning in the fall of 2013, through funding from TCAG and intensive community outreach, Resource Management Agency staff has worked diligently to complete 17 Complete Streets Programs, with twenty-six (26) roadways designed to 30% ("Projects"). Previously adopted complete streets policy plans include the communities of Traver, Goshen, Pixley, Strathmore, Earlimart, Tipton, Cutler, Orosi, Ducor, Terra Bella, Alpaugh, Allensworth, East Orosi, Ivanhoe, Poplar, Woodville, and Three Rivers. This proposal would serve as a continuation of that effort.

It is proposed that a grant application be submitted for the Caltrans Sustainable Transportation Planning Grant program. Staff will return to the Board for execution of a funding agreement if the grant application is successfully funded.

FISCAL IMPACT/FINANCING:

No Net County Cost to the General Fund. Grant awards are anticipated for release in spring of 2020. All awarded grant funds must be programmed during the State FY 2020-21. The project start date depends on the method of contracting with Caltrans. Caltrans will contract directly with the primary grant recipients through the Restricted Grant Agreement (RGA) process. For grant recipients that undergo the RGA contracting process, work may begin as early as October 2020, assuming the grantee has received a fully executed contract and has been formally notified by Caltrans district staff to begin work.

The Sustainable Communities and Strategic Partnerships – Transportation grants require the applicant to provide a minimum 11.47 percent local match—any source of funds may be used if the proposed grant work is an eligible activity for the local match fund source. The minimum local match is a percentage of the total project cost (i.e., minimum local match amount plus the grant amount). The local match can be all cash, all third party in-kind contributions, or a combination of the two. Staff time from the primary applicant counts as a cash match. Measure R funds are proposed to fund the required 11.47 percent local match.

The following table illustrates the local match as a percentage of the Total Project Cost:

Grant Amount	-Local Match: Measure R Funds (11.47%)	Total Project Cost
\$200,000.00	\$25,912.12	\$225,912.12

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

This grant activity will promote continued improvement of environmental quality,

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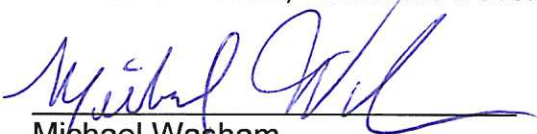
DATE: October 8, 2019

improved infrastructure opportunities from updated planning, and better services for county residents living in the affected communities.

ADMINISTRATIVE SIGN-OFF:



Aaron R. Bock, MCRP, JD, LEED AP
Assistant Director, Economic Development and Planning Branch



Michael Washam
Associate Director



Reed Schenke, P.E.
Director

Cc: County Administrative Office

Attachment(s) A – Grant Application

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE)
APPLICATION FOR FY 2020-21) Resolution No. _____
CALTRANS SUSTAINABLE)
TRANSPORTATION PLANNING)
GRANT PROGRAM)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD OCTOBER 8, 2019,
BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Authorized submittal of FY 2020-21 Caltrans Sustainable Transportation Planning Grant Application with minor refinements as necessary in the Amount of \$200,000 to prepare Complete Streets Policy Plans for the following Communities: Matheny Tract, West Goshen, Goshen (update) and East Tulare Villa.
2. Authorized the Chairman of the Board, to sign the completed application and accompanying documents on behalf of the County.

FY 2020-21
**CALTRANS SUSTAINABLE TRANSPORTATION PLANNING
 SUSTAINABLE COMMUNITIES GRANT APPLICATION**

Check here, if technical project:

PROJECT TITLE	
PROJECT LOCATION (city and county)	

	APPLICANT	SUB-APPLICANT	SUB-APPLICANT
Organization			
Mailing Address			
City			
Zip Code			
Executive Director/designee and title			
E-mail Address			
Contact Person and title			
Contact E-mail Address			
Phone Number			

FUNDING INFORMATION

Use the Match Calculator to complete this section.

Grant Funds Requested	Local Match - Cash	Local Match - In-Kind	Total Project Cost
\$	\$	\$	\$

**Specific Source of Local Match and Name of Provider
(i.e., local transportation funds, local sales tax, special bond measures, etc.)**

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FY 2020-21
**CALTRANS SUSTAINABLE TRANSPORTATION PLANNING
 SUSTAINABLE COMMUNITIES GRANT APPLICATION**

LEGISLATIVE INFORMATION*			
Please list the legislative members in the project area. Attach additional pages if necessary.			
State Senator(s)		Assembly Member(s)	
Name(s)	District	Name(s)	District

*Use the following link to determine the legislators.
<http://findyourrep.legislature.ca.gov/> (search by address)

1A. Project Timeframe (Start and End Dates):
1B. Project Area Boundaries:
1C. Project Description: Briefly summarize project in a clear and concise manner, including major deliverables, parties involved, and any connections to relevant local, regional, and/or State planning efforts. 150 words maximum (15 points):

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2A. Project Justification: Describe the problems or deficiencies the project is attempting to address, as well as how the project will address the identified problems or deficiencies. Additionally, list the ramifications of not funding this project. This section needs to clearly define the existing issues surrounding the project (e.g., transportation issues, inadequate transit services, impacts of heavy trucking on local streets, air pollution, etc.). Competitive applications support the need for the project with empirical data, describe how this project addresses issues raised, define the public benefit, explain how the public was involved with identifying issues, and describe the impact of not funding the project. **Do not exceed the space provided. (10 points):**

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(2A. Project Justification Continued)

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2B. Disadvantaged Communities Justification: Explain how the project area or portions of the project area are defined as a disadvantaged community, including Native American Tribal Governments and rural communities, as well as how the proposed project addresses the needs of the disadvantaged community. The tools in the Grant Application Guide (Pages 11-14) are intended to help applicants define a disadvantaged community. Please cite data sources, the tools used, and include a comparison to the statewide thresholds that are established in each tool. Also describe how disadvantaged communities will benefit from the proposed planning project.
Do not exceed the space provided. (5 points):

2C. Disadvantaged Communities Engagement: Applicants should describe how the proposed effort would engage disadvantaged communities, including Native American Tribal Governments and rural communities. Include specific outreach methods for involving disadvantaged communities. Also describe how disadvantaged communities will continue to be engaged during the next phases after the proposed planning project is complete, including project implementation. See Grant Application Guide, Pages 25-26, for best practices in community engagement.
Do not exceed the space provided. (5 points):

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3. Grant Specific Objectives: Explain how the proposed project addresses the grant specific objectives of the Sustainable Communities grant program. Applicants should integrate the following Grant Program Considerations (Pages 5-16) in the responses for 3A-G below, as applicable:

- California Transportation Plan (CTP) 2040
- 2017 RTP Guidelines and Promoting Sustainable Communities in California
- Complete Streets and Smart Mobility Framework
- Climate Ready Transportation
- Addressing Environmental Justice and Disadvantaged Communities
- California Sustainable Freight Action Plan
- 2017 Climate Change Scoping Plan Update, Appendix C
- Planning for Housing

3A. Explain how the proposal encourages local and regional multimodal transportation, housing and land use planning that furthers the region's RTP SCS (where applicable). Applicants should demonstrate how the proposed effort would coordinate transportation, housing, and land use planning components of the project to inform one another (i.e., regular coordination meetings between responsible entities, joint community meetings, letters of commitment from all relevant implementing agencies, etc. Also explain how the proposed effort would contribute to shifts in land use towards more sustainable and equitable communities, such as more affordable housing near transit or more compact regional development patterns. See Pages 19-21 for example project types. **Do not exceed the space provided. (5 points):**

3B. Explain how the proposal contributes to the State's GHG reduction targets and advances transportation related GHG emission reduction project types/strategies (i.e., mode shift, demand management, travel cost, operational efficiency, accessibility, and coordination with future employment and residential land use, etc.)
Do not exceed the space provided. (5 points):

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3C. Explain how the proposal supports other State goals, including but not limited to, State planning priorities (Government Code Section 65041.1), climate adaptation goals (Safeguarding California), and the goals and best practices cited in the 2017 RTP Guidelines, Appendices K and L. **Do not exceed the space provided. (5 points):**

3D. Explain how the proposal encourages stakeholder involvement. Applicants should list the stakeholders involved in the planning effort (e.g., first responders, community-based organizations, local housing and public health departments, transit agencies, and partners including State, federal, local agencies), as well as how they will be involved throughout the project. **Do not exceed the space provided. (5 points):**

3E. Explain how the proposal involves active community engagement. Applicants should describe the specific public outreach methods/events that will be employed throughout the project, as well as how public input will inform the project. Also describe how the effort will survey the public at the end of each outreach event to gauge effectiveness of these activities for the planning effort. **Do not exceed the space provided. (5 points):**

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3F. Explain how the proposal assists in achieving the Caltrans Mission and Grant Program Overarching Objectives on Page 4): Sustainability, Preservation, Mobility, Safety, Innovation, Economy, Health, and Social Equity, as applicable.

Do not exceed the space provided. (5 points):

3G. Explain how the proposal ultimately results in funded and programmed multimodal transportation system improvements. Applicants should discuss next steps for project implementation, including timing for programming improvements that would result from the planning effort. **Do not exceed the space provided. 5 points:**

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4. Project Management (30 points): See Scope of Work and Project Timeline samples and checklists for requirements (Grant Application Guide, Pages 54-60), also available upon request.

4A. Scope of Work in required Microsoft Word format (15 points)
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4B. Project Timeline in required Microsoft Excel format (15 points)
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SUSTAINABLE COMMUNITIES GRANT APPLICATION

Application Signature Page

If selected for funding, the information contained in this application will become the foundation of the contract with Caltrans.

To the best of my knowledge, all information contained in this application is true and correct. If awarded a grant with Caltrans, I agree that I will adhere to the program guidelines.

Signature of Authorized Official (Applicant)

Print Name

Title

Date

Signature of Authorized Official (Sub-Applicant)

Print Name

Title

Date

Signature of Authorized Official (Sub-Applicant)

Print Name

Title

Date

Scope of Work Checklist

The Scope of Work is the official description of the work that is to be completed during the contract. **The Scope of Work must be consistent with the Project Timeline. Applications with missing components will be at a competitive disadvantage.** Please use this checklist to make sure your Scope of Work is complete.

The Scope of Work must:

- Use the Fiscal Year 2020-21 template provided and in Microsoft Word format.
- List all tasks and sub-tasks using the same title as stated in the project timeline.
- Include the activities discussed in the grant application.
- Include task and sub-task numbers in accurate and proper sequencing; consistent with the project timeline.
- List the responsible party for each task and subtask and ensure that it is consistent with the project timeline (i.e. applicant, sub-applicant, or consultant).
- Include a thorough Introduction to describe relevant background, related planning efforts, the project and project area demographics, including a description of the disadvantaged community involved with the project, if applicable.
- Include a thorough and accurate narrative description of each task and sub-task.
- Include a task for a kick-off meeting with Caltrans at the start of the grant.
- Include a task for procurement of consultants, if consultants are needed.
- Include a task for invoicing.
- Include a task for quarterly reporting to Caltrans.
- Include detailed public participation and services to diverse communities.
- Include project implementation/next steps.
- List the project deliverable for each task in a table following each task and ensure that it is consistent with the project timeline.
- EXCLUDE environmental, complex design, engineering work, and other ineligible activities.

Scope of Work

Grantee: Tulare County Resource Management Agency

Project Title: County of Tulare Complete Street Policy Plans

Introduction

Tulare County Resource Management Agency, working in collaboration with TCAG, proposes to develop Complete Streets Policy Plans for the following Communities: Matheny Tract, West Goshen, Goshen (update) and East Tulare Villa. These Complete Streets Policy Plans for the affected areas can serve (a) as a basis to be awarded construction funding from TCAG to implement these policies, and (b) as a template that could be used to develop future Complete Streets Policies applicable to other unincorporated community planning areas, as well as hamlets and Legacy Communities.

Responsible Parties: Tulare County Resource Management Agency, working in collaboration with TCAG.

Overall Project Objectives

To create an integrated and connected transportation network that supports transportation choices and sustainable growth. To ensure that all transportation modes are accommodated to the extent possible in all public roadway facilities in the County. To develop and use the latest design standards and guidelines in the design of Complete Streets. To provide flexibility in the implementation of this policy so that streets chosen for implementation of Complete Streets elements can be developed to fit within the context of their principal purpose and surroundings without compromising the safety of users and needs of larger vehicles.

1. Project Planning and Coordination

Task 1.1 County staff will conduct a kickoff meeting with all affected community groups to discuss progress reports, grant procedures, and establish overall project expectations.

Task 1.2 County staff will assemble a contact list of public officials and agency staff, service organizations, businesses, neighborhood leaders, residents, property owners, and other interest groups. This will be done to ensure that information gathered properly reflects the demographics and perspectives of the community.

Task 1.3 The project partners will work with key representatives from the list to determine the work schedule and accessible locations for the events.

Task 1.4 County staff will collect and organize available information for the study area. Data collected will be from traffic volumes, crash data, regional transportation plans, state route planning and construction plans, aerial and base maps, General Plan and other policy documents, development standards, regulations, and other relevant material.

Task 1.5: County staff will meet with the community and selected stakeholders, tour the region, and photograph the area to asses existing conditions. During this time, two walkability audits will be performed using Caltrans guidelines.

Task 1.6: County staff will hold the following workshops for the community and stakeholders: 1 initial meeting, 1 walkability audit, 1 closing workshop

Task 1.7: Mapping. County will obtain right-of-way information and plot the information on an aerial photo background.

- **Responsible Party:** County of Tulare Resource Management Agency

Task	Deliverable
1.1	<i>Kickoff Meeting.</i>
1.2	<i>Identify community stakeholders, Lists of contacts.</i>
1.3	<i>Draft Schedule and Final Agenda</i>
1.4	<i>Collect Information and list of Planning Data.</i>
1.5	<i>Meeting and Field Visits, Agenda, Participant List, Digital Photos.</i>
1.6	<i>1 initial meeting, 1 walkability audit, 1 closing workshop.</i>
1.7	<i>Produce aerial and plan view maps, Large (3'x4') maps.</i>

2. Outreach and Publicity

Task 2.1 County staff will produce flyers publicizing the workshop for community-wide distribution. Flyers will also be produced in Spanish to reach predominantly Spanish-speaking households.

Task 2.2 The County, local businesses, religious, and service organizations will be asked to distribute flyers an information about the workshop through their communication networks. County staff will distribute flyers to neighborhood residents through community churches and other identified channels.

Task 2.3 Announcements and press releases will be distributed to local media. The project partners will work on setting up changeable roadside message boards or banners announcing events. Information will be posted on project specific websites directed from the County website.

Task 2.4 A second advisory group meeting will be held approximately one month before the workshop to assist with outreach. At that meeting the project partners will identify stakeholder groups in the subject areas to be invited to participate in focus meetings as part of the workshop. (e.g. government agencies, community service providers, multifamily residents, emergency responders, school students, etc.)

- **Responsible Party:** County of Tulare Resource Management Agency

Task	Deliverable
2.1	<i>Outreach materials and activities, (media announcements, flyers, invitations, posters, etc.)</i>
2.2	<i>Copies of materials and modes of outreach, and distribution summary</i>
2.3	<i>PowerPoint™ presentations and Copies of presentations. Meeting notes.</i>
2.4	<i>Summary of meetings process and results.</i>

3. Draft and Final Report

Task 3.1 County staff will prepare an outline of the report and a list of any additional questions, concerns, and critical or controversial issues that might have emerged during or after the workshop. These documents will be circulated to select stakeholders and the advisory group for comment.

Task 3.2 Two weeks to four weeks after circulating the outline and list of pending issues, County staff will meet for 2-3 hours with key stakeholders and the advisory group to discuss the outline, resolve any issues that might still be pending. They will also review proposed concepts that were developed during and after the workshop.

Task 3.3 Within three to six months after the workshop, County staff will prepare and circulate an administrative draft report for review by members of the advisory group. The report will include recommendations to make each selected street more complete in terms of multi-modal transportation capacity; a complete street increases the potential use of the corridor by pedestrians, bicyclists, transit, and motor vehicles. The report will include conceptual designs, recommendations, and development standards for improved road safety and operations, pedestrian, bicycle, and transit facilities, enhanced streetscapes, and community entry features and focal points. The report will also contain a record of the workshop process, proposed timing, and prioritization for implementing the recommendations and potential funding sources. Staff will discuss these findings with community groups for comments and public input.

Task 3.4 County staff will circulate the draft report to the advisory committee for feedback. County staff will collect and reviews all comments and provide a comprehensive set of consistent comments to the project team.

Task 3.5 County staff will present the report at a Board of Supervisors meeting to consider for adoption by reference or amendment to other policy documents, land use, and/or transportation regulations, as well as incorporation into work program of projects.

- **Responsible Party: County of Tulare Resource Management Agency**

Task	Deliverable
3.1	<i>Documentation, Prepare report outline, Copy of outline.</i>
3.2	<i>Finalize report outline, Copy of final outline report.</i>
3.3	<i>Prepare Conceptual Design(s), Prepare and circulate administrative draft (including conceptual designs), Copy of administrative draft report, Circulate draft report.</i>
3.4	<i>Revise and finalize draft report, Copy of final draft Report.</i>
3.5	<i>Present plan to Board of Supervisors, Copy of presentation to Board of Supervisors, Print and Circulate Final Report, Produce Final Report (4 hardcopies and 4 CDs).</i>

4. Fiscal Management and Administration

Task 4.1 The County will be responsible for keeping all the necessary accounting records for the projects and will submit invoices to Caltrans a quarterly basis.

Task 4.1 Quarterly Reports.

- **Responsible Party: County of Tulare Resource Management Agency**

Task	Deliverable
4.1	<i>The County will be responsible for keeping all the necessary accounting records for the projects and will collaborate with the Tulare county Association of Governments and Caltrans on a quarterly basis.</i>
4.2	<i>Quarterly Reports.</i>

