

## STAFF REPORT

**SUBJECT:** Bicycle Transportation Account

**MEETING DATE:** October 4, 2007

**AGENDA ITEM:** 7

**STAFF CONTACT:** Sarkes Khachek

**RECOMMENDATION:**

Receive information about the schedule for submitting Bicycle Transportation Account applications for the FY 2008/09 funding cycle.

**DISCUSSION:**

The Bicycle Transportation Account (BTA) is a Caltrans administered program that provides state funding for city and county projects in California that improve safety and convenience for bicycle commuters. Projects are selected by Caltrans on an annual basis through a statewide competitive process similar to the Safe Routes to School Program. Caltrans Division 5 Local Assistance announced the call for projects for the FY 2008/09 Grants Cycle on September 12, 2007.

**Who is eligible?**

An applicant must be an incorporated city or a county with an adopted Bicycle Transportation Plan within the State of California. A city or county may apply for funds on behalf of another local agency that is not a city or county. The applicant assumes responsibility for the proper use and expenditure of BTA funds.

To be eligible for BTA funds, a city or county must prepare and adopt a Bicycle Transportation Plan (BTP) that complies with Streets and Highways Code Section 891.2 along with other guidelines identified in the BTP Chapter of the Local Assistance Program Guidelines, Chapter 21. Projects not identified in the local agency's BTP will not be eligible for BTA funds.

Currently, the following jurisdictions have Bicycle Transportation Plans that comply with BTA guidelines and are eligible for funding:

- City of Goleta
- City of Santa Barbara
- County of Santa Barbara

Table 1. Status of Local Bicycle Elements for Santa Barbara County Jurisdictions

	Adopted Bike Plan	Bicycle Policies in Circ. Element	Bike Plan Mandated in Circ. Element	Map in Circ. Element	Date Adopted	Complies w/ BTA Requirement
City of Buellton	X				1993 (Plan)	
City of Carpinteria		X		X	2003 (Circ.)	
City of Goleta	X		X	<i>Draft</i>	2005 (Plan)	X
City of Guadalupe		X			1989 (Circ.)	
City of Lompoc		X	X	X	2005 (Circ.)	
City of Santa Barbara	X		X		2003 (Plan)	X
City of Santa Maria	X				1992 (Plan)	
City of Solvang					1994 (Circ.)	
County of SB	X				2005 (Plan)	X

### Status of SBCAG Countywide Bicycle Transportation Plan

As previously mentioned, not all agencies in Santa Barbara County are currently eligible to submit applications and receive BTA funding. SBCAG is in the process of developing a Countywide Bicycle Transportation Plan, which would include jurisdictions that do not have existing BTPs. If the Countywide BTP is approved by a local jurisdiction's governing body then that jurisdiction would then become eligible to submit an application for a project included in the plan.

### What projects are eligible?

As mentioned, BTA projects are intended to improve safety and convenience for bicycle commuters, and can include, but are not limited to, any of the following:

- a) New bikeways serving major transportation corridors
- b) New bikeways removing travel barriers to potential bicycle commuters
- c) Secure bicycle parking at employment centers, park-and-ride lots, rail and transit terminals, and ferry docks and landings
- d) Bicycle-carrying facilities on public transit vehicles
- e) Installation of traffic control devices to improve the safety and efficiency of bicycle travel
- f) Elimination of hazardous conditions on existing bikeways
- g) Planning

h) Improvement and maintenance of bikeways

Eligible project activities include:

- Project planning
- Preliminary engineering
- Final design
- Right of way acquisition
- Construction and/or rehabilitation

Additional information on project eligibility can be found in Attachment A and at Caltrans' Local Assistance webpage (see webpage below).

**How much funding is available?**

Approximately \$7.2 million will be available statewide for the Fiscal Year 08/09 Funding Cycle. BTA funds pay a maximum of 90 percent of the total cost of an eligible project. Local agencies must provide a minimum of 10 percent of the total project cost from sources other than the BTA. The maximum funding a project can be awarded is \$1.8 million.

**When are applications due?**

Applications are due to Caltrans District 5 by Monday, December 3, 2007 and are available online at the Caltrans' website and SBCAG's Programming and Project Delivery webpage ([www.sbcag.org/programming.html](http://www.sbcag.org/programming.html)).

**Have any projects that have been submitted from Santa Barbara County been awarded funding?**

Yes, with the most recent projects being the Maria Ygnacia Creek Bike Path Improvements and the UCSB Commuter Bike Parking Expansion project submitted by the County of Santa Barbara for the FY 2005/06 Grant Cycle. The County was awarded the \$118,500 in BTA funding to widen Maria Ygnacia Bikeway while the Commuter Bike Parking Expansion, which installed 500 bicycle racks, received \$54,450.

The attached '2008/09 BTA Highlights' sheet includes additional information on application requirements as well as information on Bicycle Transportation Plans. SBCAG and District 5 Local Assistance staffs are available to review applications, at a local agency's request for consistency with eligibility requirements and program emphasis.

Caltrans District 5 Local Assistance has committed to attending an information workshop on the Bicycle Transportation Account on Thursday, October 18<sup>th</sup> in Santa Barbara at SBCAG's Offices.

More information about the Bicycle Transportation Account can be found on the Caltrans Division of Local Assistance website:

<http://www.dot.ca.gov/hq/LocalPrograms/bta/btaweb%20page.htm>

**RECOMMENDATION:** This is an informational item only.

Attachment A – Fiscal Year 2008/09 Bicycle Transportation Account Highlights

**DEPARTMENT OF TRANSPORTATION**

50 HIGUERA STREET  
SAN LUIS OBISPO, CA 93401-5415  
TELEPHONE (805) 549-3111  
TDD (805) 549-3259  
Http://www.dot.gov/dist05

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*Flex your power!  
Be energy efficient!*

September 12, 2007

Santa Barbara County  
Association of Governments

Steve Vandenburg, Deputy Director  
SB County Association of Governments  
260 North San Antonio, Suite B  
Santa Barbara, CA 93110

Dear Mr. Vandenburg:

We are now accepting applications for the Bicycle Transportation Account (BTA) Program for the Fiscal Year 2008/2009. The applications are due to our office by December 3, 2007.

The Bicycle Transportation Account provides State funds for city and county projects that improve safety and convenience for bicycle commuters.

To be eligible for BTA funds, local agencies must have a Bicycle Transportation Plan (BTP) that discusses items (a) through (k) in Section 891.2 of the Streets and Highways Code. The appropriate regional transportation planning agency and the Bicycle Facilities Unit (BFU) must approve the plan. The BTP must have been adopted no earlier than four years prior to July 1 of the fiscal year in which BTA funds are granted (January 1, 2003 or later for FY 2008/2009).

I have enclosed a copy of the BTA Highlights and the December, 2006 letter from Terry Abbott, Chief, Division of Local Assistance, regarding project delivery.

The BTA guidelines and an application form are available on the Local Programs website, <http://www.dot.ca.gov/hq/LocalPrograms/>

If you have any questions, please contact Mikie Wickersham, of my staff, at (805) 549-3074.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael A. Giuliano".

MICHAEL A. GIULIANO  
District Local Assistance Engineer

Enclosures

## 2008/09 BTA Highlights

### Local Agency Responsibilities

#### Due Date:

- Local agency BTA application packages and Bicycle Transportation Plans (BTP) for the 2008/09 BTA cycle are due to District Local Assistance offices Monday, December 3, 2007.

#### Application package:

- The 2008/09 BTA application form is available on the Division of Local Assistance website at: <http://www.dot.ca.gov/hq/LocalPrograms/bta/btaweb%20page.htm>
- The completed BTA application form should be concise and limited to 4-pages.
- The BTA application package must include the following attachments in addition to the 4-page application form:
  1. A project vicinity map detailing the project location, length, limit, and land uses/activity centers served by the proposed project. If the proposed project is an on-street project, include cross-sections showing the roadway prior to and after project implementation. If the proposed project is an off-street project, include a cross section.
  2. A resolution adopted by the local agency's council or local governing board committing to the minimum required 10 percent local match.
  3. Documentation of approved environmental clearance as required under the California Environmental Quality Act (CEQA).
- Additional support items such as letters, brochures, news clippings, and other project related items may be submitted.
- An authorized representative of the applicant agency must sign the application.
- Staple the 4-page application form together with the project vicinity map, cross -sections (if applicable), resolution and documentation of environmental clearance (CEQA). Fasten any additional support items with a removable binder clip.  
Submit one original signed application package and one copy to your District Local Assistance Engineer (DLAE). The following website link provides contact information for the DLAE in your area. <http://www.dot.ca.gov/hq/LocalPrograms/dlae.htm>

### Bicycle Transportation Plan (BTP)

- To be eligible for BTA funds, local agencies must prepare and adopt a BTP that complies with Streets and Highways Code, Section 891.2, items a. - k. The plan must be reviewed and approved by the local agency's regional transportation planning agency (RTPA).
- Local Agencies applying for 2008/09 BTA funds must have a BTP adopted January 1, 2003 or later.

- **Projects not identified in the local agency's BTP will not be eligible for BTA funds.**

## **Funding**

- For fiscal year 2008/09 the BTA will provide \$7.2 million to city and county agencies for projects that improve safety and convenience for bicycle commuters.
- No applicant shall receive more than 25 percent of the total amount transferred to the BTA in a single fiscal year; therefore, the maximum amount an applicant may receive is \$1,800,000.
- BTA funds pay a maximum of 90 percent of the total cost of an eligible project. Local agencies must provide a minimum of 10 percent of the total project cost from sources other than the BTA.
- A city or county may apply for funds on behalf of another local agency that is not a city or county. The city or county assumes responsibility for the BTA application and the proper use and expenditure of BTA funds.
- **Cities and counties with BTA projects subject to the provisions of a Cooperative Work agreement (CWA) will not be eligible to compete for BTA funds until the CWA project is complete and closed out.**

## **Contact**

- Local agency questions should be directed to the respective Caltrans District Local Assistance Engineer (DLAE). The following website link provides contact information for the DLAE in your area.  
<http://www.dot.ca.gov/hq/LocalPrograms/dlae.htm>