



HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies
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AGENDA ITEM 8a
TAC Meeting
December 7, 2017

DATE: November 29, 2017
TO: Technical Advisory Committee (TAC)
FROM: Debbie Egger, Fiscal Administrative Officer
SUBJECT: **Revised Transportation Act (TDA) Article 3, Pedestrian & Bicycle 2% Policies and Attachment I**

STAFF REPORT

Contents:

- Staff's Recommended Action
- Staff Summary
- Revised TDA Article 3 Pedestrian & Bicycle Policies

Staff's Recommended Action:

1. Introduce the item as an action item;
2. Allow staff to present the item;
3. Receive public comment;
4. Discuss item and consider making the motion:
"I move that the TAC recommend the HCAOG Board approve revisions to the TDA Article 3 Pedestrian & Bicycle Policies and revisions to Attachment I."

Staff Summary:

Pursuant to the TDA Act Article 3, the money remaining in the fund after allocations to higher purposes, 2% shall be set-aside for pedestrian and bicycle allocations. These funds shall be made available to the county and cities for facilities provided for the exclusive use of pedestrians and bicycles, unless HCAOG finds that the money could be used to better advantage for public transportation or for local street and road purposes to develop a balanced transportation system.

In 2014 the Technical Advisory Committee directed staff to create policies formalizing the process for soliciting and ranking the TDA 2% set-aside. In January of 2015 the HCAOG Board adopted the *HCAOG TDA Article 3 Pedestrian & Bicycle Policies*.

Staff is proposing that “use it or lose it” language be included in the policies, similar to the HCAOG’s adopted State Transit Assistance funds regulations. The *HCAOG Adopted TDA Policies and Guidelines* states that if claimants do not submit claim forms and supporting documentation by the end of the following calendar year, the funds will go back to the regional fund for future allocation.

Staff is recommending a change in the schedule (*Attachment I Allocation Schedule*).

The County Auditor Controller typically receives an allocation of funds from the State Controller's Office during the last week of December each year. Changing the solicitation schedule will allow the final payment received at the end of the calendar year to be included in the funds available when the solicitation is disseminated in January rather than December.

Also, the current policies state that the TAC will rank projects, during a regular scheduled TAC meeting, and forward a recommendation to the HCAOG Board. During the process of creating the policies the TAC reviewed and proposed the ranking system and the scoring sheet which are included in the Policies as Attachments II, and III. However, at the March 2017 TAC meeting, the Committee did not deem it necessary to rank and score the projects. Staff is therefore proposing that the projects be ranked by a Review Committee or by HCAOG Staff prior to the TAC meeting scheduled in April. As an alternative, the TAC may consider recommending that the HCAOG Board delete the scoring matrix. If this is requested, the TAC should provide a good reason for this action.

Staff is requesting the TAC review and provide comments and or revisions for HCAOG Board approval.