

## MEMORANDUM

To: CHAIR AND COMMISSIONERS  
CALIFORNIA TRANSPORTATION COMMISSION

CTC Meeting: March 19-20, 2026

From: STEVEN KECK, Chief Financial Officer

Reference Number: 2.8a.(5), Action Item

Prepared By: Dee Lam, Chief  
Division of Local Assistance

Subject: **REQUEST TO EXTEND THE PERIOD OF PROJECT ALLOCATION FOR  
LOCALLY-ADMINISTERED ACTIVE TRANSPORTATION PROGRAM PROJECTS,  
OFF THE STATE HIGHWAY SYSTEM, PER ATP GUIDELINES  
WAIVER 26-37**

### **ISSUE:**

Should the California Transportation Commission (Commission) extend the period of project allocation for four locally-administered Active Transportation Program (ATP) projects, for the time periods as identified in the attachment?

### **RECOMMENDATION:**

The California Department of Transportation recommends that the Commission extend the period of allocation for four locally-administered ATP projects, for the time periods as identified in the attachment.

### **BACKGROUND:**

The local agencies will not be able to request allocation for funds by the June 30, 2026, deadline. The attachment shows the details of the projects and the explanations for the delays. The respective agencies are requesting an extension, and the regional planning agencies concur.

Current ATP Guidelines adopted by the Commission stipulate that funds programmed for all components of local grant projects are available for allocation only until the end of the fiscal year. The Commission may approve a waiver to the Timely Use of Funds deadline, one-time only, for up to 20 months.

Attachment

**Time Extension/Waiver – Project Allocation  
Active Transportation Program**

Project Number: 1  
Applicant: City of Healdsburg  
County: Sonoma  
District: 04  
PPNO: 2375  
Allocation Amount: \$11,819,000  
Phase: Construction  
Number of Months Requested: 12 Months  
Extended Deadline: 06/30/2027  
Department Recommendation: Support

**Healdsburg Avenue Complete Streets Project**

The City of Healdsburg (City) requests a 12-month time extension for the period of project allocation for the Construction (CON) phase of the Healdsburg Avenue Complete Streets Project. The City is experiencing delays with the Project Approval and Environmental Document (PA&ED) phase.

The project proposes to construct Class IV bicycle lanes and protected pedestrian sidewalks.

The project initially planned for the start of the PA&ED phase in June 2023, however it was delayed three months due to the federal procurement process, completing the financial document review and receiving approval of the Indirect Cost Rate. Due to the 2019 Kincadee wildfire that caused widespread emergency evacuations in the City, some residents were concerned that the lane reduction would slow a future evacuation process. As a result, the City conducted a 6-month public outreach campaign and an evacuation analysis. The project design was paused while the consultant performed an evacuation model analysis, which found no significant increase in evacuation time. In May 2025, City staff presented the update of the model findings to the City Council as it continued project development. In addition to these delays, a field review for the environmental phase occurred at the end of October 2025 and during the subsequent analysis, it was determined that additional unforeseen environmental reports are required for clearance. Currently, the City is preparing documents for the Department to review and approve. It is anticipated to receive clearances before the extended deadline. These unforeseen delays have necessitated the need for additional time to complete the PA&ED phase prior to requesting the CON phase.

Therefore, the City is requesting a 12-month time extension for the period of project allocation for the CON phase from June 30, 2026 to June 30, 2027.

Project Number: 2  
Applicant: City of Twentynine Palms  
County: San Bernardino  
District: 08  
PPNO: 1302  
Allocation Amount: \$3,000,000  
Phase: Construction  
Number of Months Requested: 16 Months  
Extended Deadline: 10/31/2027  
Department Recommendation: Support

**Sullivan Road/Hatch Road Side Path/Bicycle Lanes**

The City of Twentynine Palms (City) requests a 16-month time extension for the period of project allocation for the CON phase of the Sullivan Road/Hatch Road Side Path/Bicycle Lanes project. The City is experiencing delays with the Plans, Specifications, and Estimate (PS&E) phase.

The project proposes to construct paved shoulder to provide Class II bicycle lanes and a pedestrian walking area.

In June 2023, the project received approval for programming for the Cycle 6 Active Transportation Program (ATP) Metropolitan Planning Organization Component for Nine of Ten Large Metropolitan Planning Organizations, under Resolution G-23-49. In August 2023, the project received approval for a technical change, under Resolution G-23-60, to move the originally programmed PS&E phase from Fiscal Year 2023-24 to 2024-25. The PS&E phase was allocated in June 2025. Due to the technical change, the City needs additional time to adjust the CON phase schedule to align with the PS&E phase.

Therefore, the City is requesting a 16-month time extension for the period of project allocation for the CON phase from June 30, 2026 to October 31, 2027.

Project Number: 3  
Applicant: City of Menifee  
County: Riverside  
District: 08  
PPNO: 1315  
Allocation Amount: \$2,747,000  
Phase: Construction  
Number of Months Requested: 12 Months  
Extended Deadline: 06/30/2027  
Department Recommendation: Support

### **Harvest Valley Elementary Safe Routes to School**

The City of Menifee (City) requests a 12-month time extension for the period of project allocation for the CON phase of the Harvest Valley Elementary Safe Routes to School project. The City is experiencing delays with coordinating design and construction impacts.

The project proposes to construct sidewalks, crosswalks, Class II bicycle lanes and curb ramps along Watson Road and Briggs Road.

In July 2025, the City submitted the Relocation Claim Letter to Southern California Edison (SCE) which included conflict maps and 30 percent design plans of the project. All SCE facilities within the project limits were overhead poles and the City felt that a 30 percent design plans was acceptable for SCE to begin their relocation. SCE responded to the Relocation Claim Letter stating that they could not approve the submittal and begin their relocation design until the project was at an 80 percent design level, and would not perform a rights check in advance of that level. The City and design consultant advanced project design and submitted a revised Relocation Claim Letter to SCE in early January 2026. This revised letter included updated project plans at the required 80 percent design level. SCE is currently working on their rights check and will begin working on their relocation design. The City expects the rights check to involve an existing easement and needs additional time to coordinate and secure an easement for SCE use in the utility's relocation. The right of way process cannot begin until the City receives confirmation from SCE on their existing rights and to verify easement widths.

Secondly, the Riverside County Flood Control and Water Conservation District (RCFCWCD) is planning to construct storm drain infrastructure that will impact the Harvest Valley Elementary Safe Routes to School (SRTS) project. Based on recent coordination with RCFCWCD, the City's design team determined that RCFCWCD is currently designing a project within the project limits of the improvements associated with the SRTS project. To reduce construction and schedule impacts, the RCFCWCD improvements must be installed prior to the SRTS improvements and require coordination between the agencies. The City is requesting additional time to coordinate with SCE and RCFCWCD regarding construction schedules and right of way impacts. The City anticipates all required activities will be completed by the extended deadline.

Therefore, the City is requesting a 12-month time extension for the period of project allocation for the CON phase from June 30, 2026 to June 30, 2027.

Project Number: 4  
Applicant: City of El Cajon  
County: San Diego  
District: 11  
PPNO: 1523  
Allocation Amount: \$5,409,000  
Phase: Construction  
Number of Months Requested: 9 Months  
Extended Deadline: 03/31/2027  
Department Recommendation: Support

### **Main Street Green Street Phase 2 Roundabout**

The City of El Cajon (City) requests a 9-month time extension for the period of project allocation for the CON phase of the Main Street Green Street Phase 2 Roundabout project. The City is experiencing delays completing the design phase.

The project proposes to construct Class II, Class III, and Class IV bicycle facilities, and install a roundabout sidewalk and traffic calming improvements.

The PS&E phase was allocated in June 2024. However, the City experienced workload issues within its Purchasing Department after the allocation that has contributed to delays in the solicitation and selection of a design consultant. The Request for Proposal package was delayed and not finalized by the department staff until January 2025, and the solicitation was issued in April 2025. The proposal evaluation was completed in July 2025, and a selection was not made until August 2025. The design kick-off meeting was held in September 2025, and the City anticipates completing the PS&E phase by September 2026, and Right of Way Certification by January 2027. The City is requesting additional time to account for any issues that arise during the design and right of way process prior to requesting CON allocation by March 2027. There is a concurrent project development expenditure time extension request for the PS&E phase on this month's Commission agenda.

Therefore, the City is requesting a 9-month time extension for the period of project allocation for the CON phase from June 30, 2026 to March 31, 2027.