

MEMORANDUM

To: CHAIR AND COMMISSIONERS
CALIFORNIA TRANSPORTATION COMMISSION

CTC Meeting: March 19-20, 2026

From: STEVEN KECK, Chief Financial Officer

Reference Number: 2.8d.(4), Action Item

Prepared By: Dee Lam, Chief
Division of Local Assistance

Subject: **REQUEST TO EXTEND THE PERIOD OF PROJECT DEVELOPMENT
EXPENDITURE FOR LOCALLY-ADMINISTERED ACTIVE TRANSPORTATION
PROGRAM PROJECTS, OFF THE STATE HIGHWAY SYSTEM, PER ATP
GUIDELINES
WAIVER 26-42**

ISSUE:

Should the California Transportation Commission (Commission) extend the period of project development expenditure for two 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 project development expenditure for two locally-administered ATP projects, for the time periods as identified in the attachment.

BACKGROUND:

In March and June 2024, the Commission allocated \$2,085,000 for two locally-administered ATP projects. In accordance with ATP Guidelines (Guidelines), the deadline for expenditures for projects allocated in March and June 2024 is June 30, 2026. The responsible agencies have been unable to complete the project components per the Timely Use of Funds (TUF) policy. The attachment describes the details of the projects and the explanations for the delay.

Current Guidelines, adopted by the Commission, stipulate that the funds programmed for all components of local grant projects are available for expenditure only until the end of the second fiscal year following the year of allocation. The Commission may approve a waiver to the TUF deadline, one-time only, for up to 12 months.

Attachment

**Time Extension/Waiver – Project Development Expenditure
Active Transportation Program**

Project Number: 1
Applicant: Yuba County
County: Yuba
District: 3
PPNO: 5916A
Allocation Amount: \$1,513,000
Remaining Balance: \$171,000
Phase: Plans, Specifications, and Estimate
Allocation Date: 03/22/2024
Allocation Resolution Number: FATP-2324-29
Number of Months Requested: 12 Months
Extended Deadline: 06/30/2027
Department Recommendation: Support

West Linda Comprehensive Safe Routes to School Project

Yuba County (County) requests a 12-month time extension for the period of project development expenditure for the Plans, Specifications, and Estimate (PS&E) phase of the West Linda Comprehensive Safe Routes to School Project. The County has experienced delays with the solicitation process.

The project proposes to construct sidewalks, Class II bicycle lanes, curb ramps, and install Rectangular Rapid Flashing Beacons, striping, signage, and complete drainage systems.

In the summer of 2024, the County notified four affected utilities, the American Telegraph and Telephone (AT&T), Central Valley Independent Network, Pacific Gas and Electric (PG&E), and Comcast of the planned project improvements. To date, the County has not received the necessary relocation plans for final design but is in communication with the utilities. In late 2025, PG&E began designing their relocations. As of January 2026, they were unable to inform the County when utility relocation plans would be complete and relocations could commence. There is a potential for right of way impacts with PG&E and AT&T which could delay the Right of Way (RW) Certification, however the County is working with these utilities to minimize any potential issues. The County currently is at 95 percent design, however, without the completion of the utility relocations the County cannot reach 100 percent design nor receive RW Certification. The County needs additional time to continue working with the utility companies, incorporate the relocation plans into the project's final design, and provide time to begin physical relocations prior to construction of this project.

Therefore, the County is requesting a 12-month time extension for the period of project development expenditure for the PS&E phase from June 30, 2026 to June 30, 2027.

Project Number: 2
Applicant: City of El Cajon
County: San Diego
District: 11
PPNO: 1523
Allocation Amount: \$572,000
Remaining Balance: \$572,000
Phase: Plans, Specifications, and Estimate
Allocation Date: 06/28/2024
Allocation Resolution Number: FATP-2324-35
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 development expenditure for the PS&E phase of the Main Street Green Street Phase 2 Roundabout project. The City has experienced delays with the solicitation process.

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

The PS&E phase was allocated in June 2024. The City is experiencing staffing and workload delays within its Purchasing Department that have contributed to delays in the solicitation and selection of a design consultant. Due to the unforeseen delays, the Request for Proposal package was not finalized until January 2025, and the solicitation was issued in April 2025. The proposal evaluation was completed in July 2025, and a selection was made in August 2025. The City anticipates having the final PS&E package complete by September 2026. The City is requesting additional time to account for any issues that arise during the design process and obtaining clearances prior to requesting the construction allocation. There is a concurrent project allocation time extension request for the Construction phase on this month's Commission agenda.

Therefore, the City is requesting a 9-month time extension for the period of project development expenditure for the PS&E phase from June 30, 2026 to March 31, 2027.