



CALIFORNIA TRANSPORTATION COMMISSION

STATE ROUTE 710 LOCAL ALTERNATIVE TRANSPORTATION IMPROVEMENT PROGRAM GUIDELINES

Adopted October 17, 2024

Resolution G-24-74

TABLE OF CONTENTS

Section 1.	Authority and Purpose.....	3
Section 2.	Funding.....	3
Section 3.	Eligible Projects.....	4
Section 4.	Program of Projects.....	4
Section 5.	Program Amendments	4
Section 6.	Allocations	5
Section 7.	Timely Use of Funds.....	6
Section 8.	Project Cost Savings	6

1. Authority and Purpose

Government Code Section 54237.7, added by SB 416 (Chapter 468, Statutes of 2013) and Amended by SB 381 (Chapter 362, Statutes of 2021), authorized the California Transportation Commission (Commission) to adopt guidelines that establish a process for programming and allocating funds resulting from the sale of surplus property as specified in Government Code Sections 54235 through 54239.5.

These guidelines describe the policy, standards, criteria and procedures for the development, adoption and management of the State Route 710 Local Alternative Transportation Improvement Program (710 LATIP). These guidelines were developed in consultation with the Los Angeles County Metropolitan Transportation Authority and representatives from the cities of Pasadena, South Pasadena, Alhambra, La Cañada Flintridge, and postal zip code 90032 within the City of Los Angeles.

The Commission may amend these guidelines at any time after first giving notice of the proposed amendments.

2. Funding

The California Department of Transportation (Caltrans) shall deposit proceeds from the sale of State Route 710 surplus properties into the SR-710 Rehabilitation Account. The total funds maintained in the account shall not exceed \$1,200,000. Funds exceeding \$1,200,000, less any reimbursements due to the federal government, shall be transferred to the State Highway Account. Funds transferred to the State Highway Account will be available for allocation by the Commission, through the 710 LATIP Program, to fund projects located in the cities of Pasadena, South Pasadena, Alhambra, La Cañada Flintridge, and the 90032 postal ZIP Code within the City of Los Angeles. The funds available for the 710 LATIP Program are not guaranteed and are contingent upon the availability of the funds at the time of project programming.

Annually, by August Caltrans shall report to the Commission the funds available for the 710 LATIP Program from the prior fiscal year. Annually by December 31, the eligible jurisdictions, in consultation with Los Angeles County Metropolitan Transportation Authority, shall determine the best method to distribute the funding available for programming, and nominate projects according to the funding distribution. The Los Angeles County Metropolitan Transportation Authority shall submit the program of nominated projects to the Commission, requesting adoption by the following June Commission meeting. If the eligible jurisdictions do not agree upon a method for distributing the funding and nominate projects by December, the funds shall stay within the 710 LATIP and become available again the following August. After all State Route 710 surplus properties are sold and all funds transferred from the SR-710 Rehabilitation

Account to the State Highway Account have been distributed and disbursed to the eligible jurisdictions, the 710 LATIP will be closed out.

3. Eligible Projects

Proposed projects must be exclusively located in the cities of Pasadena, South Pasadena, Alhambra, La Cañada Flintridge, and the 90032 postal ZIP Code within the City of Los Angeles. Projects must be consistent with an adopted Regional Transportation Plan. Eligible projects may include, but are not limited to: soundwalls; transit and rail capital improvements; bikeways; pedestrian improvements; signal synchronization; left turn signals; and major street resurfacing, rehabilitation and reconstruction. Projects that advance or construct any proposed North State Route 710 tunnel are not eligible for this program.

The 710 LATIP may fund any of the following phases of a capital project:

- Project approval and environmental document
- Plans, specifications, and estimate
- Right-of-way
- Construction

4. Program of Projects

Eligible jurisdictions may nominate projects for funding when funds become available and there is sufficient funding for the proposed project(s). The Los Angeles County Metropolitan Transportation Authority shall submit the proposed project(s) and the Commission shall approve the project(s) at a regularly scheduled meeting, if it finds the projects are statutorily eligible. The project(s) may be included in a combined list from all eligible jurisdictions or individual lists from each of the eligible jurisdictions. The submittal to the Commission for approval shall at a minimum include:

- A brief overview of the coordination and cooperation of the eligible jurisdictions.
- The process implemented by each jurisdiction to arrive at the priorities and selection of projects proposed for funding, including a summary of community engagement efforts and community support for the proposed project(s).
- A list, or lists, of projects in priority order that, for each project, includes the nominating agency, the implementing agency, location of the project, scope of work, phases to be funded, proposed funding from the 710 LATIP program, and total project cost.

5. Program Amendments

At the request of an eligible agency, Los Angeles County Metropolitan Transportation Authority may propose to amend the program of projects to replace, delete, or change

scope of a project at any time at a regularly scheduled Commission meeting. The request for a program amendment must include concurrence from all the cities: Pasadena, South Pasadena, Alhambra, La Cañada Flintridge, and Los Angeles for the 90032 postal ZIP Code.

6. Allocations

When an implementing agency is ready to implement a project or project phase, the agency, with the concurrence of Los Angeles County Metropolitan Transportation Authority, must submit an allocation request to Caltrans. The typical time required, after receipt of the request, to complete Caltrans review and recommendation and Commission allocation is 60 days.

The Commission will consider the allocation of funds for a project when it receives an allocation request with a recommendation from Caltrans, the request is consistent with the approved projects, and funds are available to implement the project. The recommendation must include a determination of project readiness and the availability of funding designated for the 710 LATIP.

For projects where only construction phase is being requested and are ready to advertise, the Commission expects Caltrans to certify that a project's plans, specifications and estimate (PS&E) are complete, environmental and right of way clearances are secured, and all necessary permits and agreements are executed. Projects not ready for advertisement will not be placed on the Commission's agenda for allocation approval.

In compliance with Section 21102 and 21150 of the Public Resources Code, the Commission may not allocate funds to state or local agencies for design, right-of-way, or construction prior to documentation of environmental clearance under the California Environmental Quality Act (CEQA). As a matter of policy, the Commission will not allocate funds for design, right-of-way, or construction of a federally funded project prior to documentation of environmental clearance under the National Environmental Policy Act (NEPA).

The Commission will approve the allocation in whole thousands of dollars if the funds are available and the allocation is necessary to implement the project as included in the 710 LATIP.

Where a project is funded from both 710 LATIP funds and other fund sources, proportional spending is not required; 710 LATIP funds may be spent first followed by the other funds.

Supplemental funds to cover cost increases may be requested from the 710 LATIP. The request must include the reason for the cost increase and concurrence from all the cities and Los Angeles County Metropolitan Transportation Authority. If funds are available to cover the supplemental request, Los Angeles County Metropolitan Transportation Authority will submit the request to the Commission and the Commission will consider the request at a regularly scheduled meeting.

7. Timely Use of Funds

Funds allocated for project development or right of way costs must be expended by the end of the second fiscal year following the fiscal year in which the funds were allocated.

All construction allocations are valid for award for six months from the date of allocation approval unless the Commission approves an extension.

After award of the contract, the implementing agency has up to 36 months to complete (accept) the contract. At the time of fund allocation, the Commission may extend the deadline for completion of work and the liquidation of funds if necessary to accommodate the proposed expenditure plan for the project.

The Commission may extend the deadline if it finds that an unforeseen and extraordinary circumstance beyond the control of the responsible agency has occurred that justifies the extension. The extension will not exceed the period of delay directly attributed to the extraordinary circumstance.

All requests for extensions shall be submitted directly to Caltrans for processing prior to the expiration date. The extension request should describe the specific circumstance that justifies the extension and identifies the delay directly attributable to the circumstance. Caltrans will review and prepare a written analysis of the proposed extension request and forward the written analysis and recommendation to the Commission for action. A time extension not approved by the Commission will result in the funding lapsing. Lapsed funds will be returned to the fund and made available to other projects in the program.

Projects must complete construction within 10 years of receiving their first allocation of funding through the 710 LATIP Program, or the implementing agency must repay the funds. Repaid funds will be returned to the fund and made available for other projects in the program.

8. Project Cost Savings

Project cost savings at project completion will be de-allocated from the project at a regularly scheduled Commission meeting. The savings will be returned to the agency the funding was originally allocated from. The agency will have those funds available for other projects in the program.