August 17, 2011

Sacramento Area Council of Governments
Attention Gregory Chew
1415 L Street, Suite 300
Sacramento, CA 95814

Re: Cover Memo

Dear Mr. Chew,

Yolo County Transportation District is pleased to submit this request for $100,000 in SACOG Community Design funds to assist with the design, engineering, environmental and construction of the Madison Bus Stop Relocation and Improvement project. The proposed project is in the Category #3 of the SACOG Community Design Funding Program.

The proposed project will accomplish:

- Relocating the Yolobus bus stop to the north-east corner of Railroad and Main in the town of Madison for safer access;
- Enhancing bus stop amenities including addition of bus pad, shelter, bench, garbage can, schedule display, solar lighting, bus turnout, sidewalk, curb and gutter, and ADA ramps;
- Enhancing multi-modal access to bus service which provides a rural to urban connection for a low income community;

Yolo County Transportation District if selected will use the Community Design funds to complete the design, engineering and environmental work need to move this project into the construction phase including the preparation of bid documents and start construction on bus stop improvements.

The proposed project is consistent with the Blueprint Principles, including providing transportation choices and housing options, and is also in line with SACOG’s Rural-Urban Connections Strategy. The proposed project is located in the middle of the town of Madison as described in the Yolo County General Plan. Historically the town of Madison has served the low income housing needs of the employers throughout the rural areas of Yolo County in particular the needs of Cache Creek Casino and Resort and the City of Woodland’s jobs centers. Both of these employment areas are served by Route 215. The proposed project will make mass transit to this rural destination more viable thus increasing transportation and housing options.

Yolo County Transportation District thanks you for your consideration of our request and looks forward to work further with SACOG on this proposed project. If you have any questions regarding this application, please contact Kwai Reitz, Yolo County Transportation District’s Financial Officer and Project Grant Manager at 530-402-2817 or kreitz@yctd.org.
Sincerely,

Terry Bassett
Yolo County Transportation District
Executive Director
Understanding of Conditions of Acceptance
August 17, 2011

Sacramento Area Council of Governments
Attention: Greg Chew
1415 L Street, Suite 300
Sacramento, CA 95814

Re: Understand of Conditions of Acceptance

Dear Mr. Chew

Upon receiving funding through the SACOG Community Design Program for the application in this packet, I, as the authorized signatory for Yolo County Transportation District, understand the following:

- The funding for the awarded project is for federal aid projects and the jurisdiction that I represent accepts the responsibility of undertaking federal aid funding.
- The staff person who is knowledgeable of federal aid requirements has reviewed the contents in this application and will be assigned as the lead person overseeing federal aid requirements throughout the delivery of this project. The jurisdiction acknowledges that if it does not have a qualified staff person or consultant to manage federal transportation funds, SACOG maintains the right to retract committed funding for this project.
- Delivery of the project as conveyed in the application in terms of scope, timeline and deliverables will be used to evaluate the success of this project. If the project is not delivered or completed within three years of receiving authorization by the funding source, this jurisdiction acknowledges that it may be penalized in future funding cycles of SACOG’s four regional funding programs, and in particular the Community Design Program. This will likely mean this project will be de-programmed of any of its unused grant funding, plus this jurisdiction will be prohibited from applying in the next round of funding in this program.
- All awarded projects, regardless of funding source, are required to submit to the SACOG Community Design Program Manager a quarterly update on the status of the project. The responsibility of submitting the 1 or 2 paragraph email to SACOG lies solely with the award recipient. Failure to do so may result in penalties to this jurisdiction in future funding cycles of SACOG’s four regional funding programs, and in particular the Community Design Program. If the awarded jurisdiction’s project manager changes during the course of the project, it is the responsibility of the jurisdiction to convey this Terms of Award Statement to the new project manager.
Sincerely,

Terry Bassett
Yolo County Transportation District
Executive Director
Federal Aid Grant Manager
August 17, 2011

Sacramento Area Council of Governments  
Attention: Greg Chew  
1415 L Street, Suite 300  
Sacramento, CA 95814

Re: Federal Aid Grants Manager

Dear Mr. Chew,

As Yolo County Transportation District’s designated grants manager for the Madison Bus Stop Relocation and Improvements, I will serve as the lead contact for managing federal aid funding for the engineering, environmental and construction of this project. I have reviewed the contents of the application and have determined to the best of my knowledge that this project is eligible to receive federal funds. I understand the project must be completed by September 30, 2015.

As an employee of Yolo County Transportation District, I have had substantial experience in managing Federal-Aid projects, including the successfully completed West Sacramento Transit Center and Yolobus CNG fueling station. I am very familiar with the specifics and procedural requirements associated with federal transportation funding projects.

I can be reached in any of the following ways;  
Phone: 530-402-2817  
Fax: 530-661-1732  
E-mail: kreitz@vctd.org  
Address: 350 Industrial Way  
Woodland, CA 95776

I look forward to completing a SACOG Community Design Grant project. Should you have any questions or need additional information, please feel free to contact me any time.

Sincerely,

Kwai Reitz  
Yolo County Transportation District  
Financial Officer
Project Summary

Table #1
## Yolo County Transportation District

### Community Design Application

#### Project Summary

<table>
<thead>
<tr>
<th>Table #1</th>
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<td><strong>Project Title</strong></td>
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<td><strong>Local Match and other funds</strong></td>
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<td><strong>Minimum Amount to Conduct Project</strong></td>
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<td><strong>Project Description</strong></td>
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Narrative Project Description
INTRODUCTION
The Yolo County Transportation District is requesting $100,000 in Category #3 Community Design Funds for the design, architecture and environmental work to move the Madison Bus Stop Relocation and Improvement Project (MBSRI) into the construction phase including the preparation of bid documents. The MBSRI Project will construct a new bus stop on the east side of Railroad Street at Main Street in the town of Madison. The existing bus stop on Main Street at the Post Office lacks several important amenities, such as sidewalk, ADA ramp, bus shelter, bench, and adequate lighting. The Madison bus stop is served by Yolobus Route 215, which provides 17 round trips between Woodland and Cache Creek Casino Resort, 4:55am to 1:55am, seven days a week. Route 215 provides over 20,000 one-way trips each month.

PROJECT DESCRIPTION
Key features of the Madison Bus Stop Relocation and Improvement Project include:

- Construction of a transit bus turnout
- Construction of a sidewalk (8 foot wide) with curb & gutter
- Installation of bus shelter with interior solar lighting, map display, & waste receptacle
- Installation of exterior area solar lighting
- Design, Engineering and Environmental to Reconstruct existing Railroad Street

USE OF GRANT FUNDS
Yolo County Transportation District if selected will use the Community Design funds to complete the design, engineering and environmental work need to move this project into the construction phase including the preparation of bid documents and start construction on the new bus stop.

PROJECT OUTCOMES
The Project will result in three primary beneficial outcomes:

- Enhance access, safety, and comfort at the transit passenger waiting area
- Rerouting and creating a more efficient bus route, which will significantly decrease noise volume of transit buses within the residential area
- Facilitation of increasing transit ridership & reducing congestion along Highway 16.

PROJECT AREA
The proposed project will be located in the town of Madison situated in the northwest part of Yolo County. The proposed project would make improvements to the vacant lot located on the east side of Railroad Street, as indicated in the attached aerial photo. Currently plans are for all improvements including bus pad, turnout, sidewalk shelter pad, shelter and bench to be within the public right-a-way.

PROJECT BACKGROUND
Yolobus has provided bus service in the town of Madison for over 20 years starting with a rural route which only operated twice a week. In July 2000 the Route 215 (Cache Creek Shuttle) was created as a one year test program by the Yolo County Transportation District to provide job access between Brooks and Woodland. The service was and still is jointly funded by Yocha Dehe Wintun Nation (owner/operator of Cache Creek Casino and Resort), Yolo County Transportation District (YCTD), Yolo County, and the Federal Transit Administration. In 2000 when first implemented Route 215 operated five round
trips between Woodland and Cache Creek Casino. In April 2004 YCTD expanded the Route 215 to alleviate overcrowding; adding three additional round trips bring the total round trips to eight. In 2006 YCTD again expanded the Route 215, this time to coincide with the growth at Cache Creek Casino and Resort. The expanded service incorporated three additional round trips including an 11:55 PM trip. In March of 2008 YCTD again expanded the Route 215 in order to keep up with demand, this time adding six additional trips bringing the total to 17 round trips.

CURRENT CONDITIONS
The existing bus stop on Main Street at the Post Office lacks several important amenities, such as sidewalk, ADA ramp, bus shelter, bench, and adequate lighting. The Madison bus stop is served by Yolobus Route 215, which provides 17 round trips between Woodland and Cache Creek Casino Resort, 4:55am to 1:55am, seven days a week. Route 215 provides over 20,000 one-way trips each month.

ABILITY TO DELIVER PROJECT
Yolo County Transportation District is confident it will be able to complete the proposed project using federal funds. Current Yolo County Transportation District staff has played major roles in similar bus stop relocation and improvements, including the management of Federal Aid funds. Kwai Reitz, Yolo County Transportation District’s Financial Officer has substantial experience in managing Federal Aid projects, including successfully completing the West Sacramento Transit Center and the Yolobus CNG Fueling Station.

PROMOTION OF BLUE PRINT PRINCIPLES
The proposed project is consistent with the Blueprint Principles, including providing transportation choices and housing options, and is also in line with SACOG’s Rural-Urban Connections Strategy. The proposed project is located in the middle of the town of Madison as described in the Yolo County General Plan. Historically the town of Madison has served the low income housing needs of the employees throughout the rural areas of Yolo County in particular the needs of Cache Creek Casino and Resort and the City of Woodland’s jobs centers. Both of these employment areas are served by Route 215. The proposed project will make mass transit to this rural destination more viable thus increasing transportation and housing options.
Project Maps and Photos
Madison Bus Stop Improvement Plan

August 2011

40’ x 8’ sidewalk includes:
- 13’ Bus Shelter
- 4 Seat Bench
- Interior Solar Lighting
- ADA Curb Cuts

Optional:
- Additional Solar Lighting Poles
Project Timeline

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Project Budget

Table #3
## Yolo County Transportation District
### Community Design Application
#### Project Budget Summary

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**Project Name:** Madison Bus Stop Improvements  
**SACOG ID (if available):** N/A
Pre-submittal Letter and Response Letter
August 15, 2011

Sacramento Area Council of Governments
Attention Gregory Chew
1415 L Street, Suite 300
Sacramento, CA 95814

Re: Pre-Submittal Letter/Community Design Application for Madison Bus Stop Relocation and Improvement Project

Dear Mr. Chew,

Yolo County Transportation District (YCTD) is pleased to announce its intent to submit the Madison Bus Stop Relocation and Improvement Project for funding in Category #3 in Round 5 of the Community Design Grant Program. The project is currently in the planning phase and YCTD is seeking funding for design, engineering, environmental and preparation of bid documents. The purpose of this letter is to answer the key questions SACOG’s Review team will be addressing, with a particular emphasis on project deliverability including YCTD’s ability to manage Federal Aid Funds.

Grant Management
Yolo County Transportation District has assigned Kwai Reitz to be the Grants Manager for Madison Bus Stop Improvement Project. Mrs. Reitz has substantial experience in managing federal aid projects including the specifics administrative and procedural requirements that are associated with federal transportation funds. Mrs. Reitz can be contacted at:

Phone: 530-402-2817
Fax: 530-661-1732
E-mail: kreitz@yctd.org
Address: 350 Industrial Way
Woodland, CA 95776

In the event SACOG requires that Yolo County or another agency or contracting firm with experience on the FhWA side to undertake management activities associated with this grant, YCTD will undertake the necessary steps to procure those services.

The Project/Use of Community Design Funds
The Yolo County Transportation District is requesting $75,000 in Community Design, Category #3 funds for the Madison Bus Stop Relocation and Improvement Project (MBSRI). The MBSRI Project will construct a new bus stop on the east side of Railroad Street at Main Street. The existing bus stop on Main Street at the Post Office lacks several important amenities, such as sidewalk, ADA ramp, bus shelter, bench, and adequate lighting. The Madison bus stop is served by Yolobus Route 215, which provides 17 round trips between Woodland and Cache Creek Casino Resort, 4:55am to 1:55am, seven days a week. Route 215 provides over 20,000 one-way trips each month.

Key features of the Madison Bus Stop Relocation and Improvement Project include:
- Construction of a transit bus turnout
- Construction of a sidewalk (8 foot wide) with curb & gutter
- Installation of bus shelter with interior solar lighting, map display, & waste receptacle
- Installation of exterior area solar lighting
• Reconstruction of existing Railroad Street
• New crosswalk on Railroad Street & Main Street

Yolo County Transportation District if selected will use the Community Design funds to complete the design, engineering and environmental work need to move this project into the construction phase including the preparation of bid documents.

Projects Outcome
The Project will result in three primary beneficial outcomes:
• Enhance access, safety, and comfort at the transit passenger waiting area
• Rerouting and creating a more efficient bus route, which will significantly decrease noise volume of transit buses within the residential area
• Facilitation of increasing transit ridership & reducing congestion along Highway 16.

Project Schedule
Currently, Yolo County Transportation District staff is working with both Yolo County staff and Madison residents to develop a desired location and design for the location for the bus stop improvements. With public approval and an engineering firm already under contract YCTD can quickly complete engineering drawings and move towards environmental review. A tentative project schedule is attached for reference.

Budget and Matching Funds
The design, engineering, and environmental cost associate with getting this project to construction, including the preparation of bid documents are around $100,000. Yolo County Transportation District is requesting $80,000 from the Category 3 Community Design Grant Program, with YCTD providing a match of $20,000. YCTD’s match includes $10,000 in State Transit Assistance Funds and $10,000 in Yolo Indian Gaming Local Community Benefit Committee Funds.

Promotion of Blueprint Principles
The proposed project is consistent with the Blueprint Principles, including providing transportation choices and housing options, and is also in line with SACOG’s Rural-Urban Connections Strategy. The proposed project is located in the middle of the town of Madison as described in the Yolo County General Plan. Historically the town of Madison has served the low income housing needs of the employees throughout the rural areas of Yolo County in particular the needs of Cache Creek Casino and Resort and the City of Woodland’s jobs centers. Both of these employment areas are served by Route 215. The proposed project will make mass transit to this rural destination more viable thus increasing transportation and housing options.

Yolo County Transportation District thanks you for your consideration of our request and looks forward to work further with SACOG on this proposed project and to provide safe transportation options to our low income communities.

Sincerely,

[Signature]
Terry Basset
Executive Director
I am authorized to submit this application.

[Signature]
Kwai Reitz
Financial Officer
I am trained in managing federal aid eligible projects and have reviewed and approve of the content in this pre-submittal letter.
Madison Bus Stop Improvement Plan

August 2011

40' x 8' sidewalk includes:
- 13' Bus Shelter
- 4 Seat Bench
- Interior Solar Lighting
- ADA Curb Cuts

Optional:
- Additional Solar Lighting Poles
August 11, 2011

Ms. Kwai Reitz, PE  
Financial Officer  
Yolo County Transportation District  
350 Industrial Way  
Woodland, CA 95776

Re: Yolo County Transportation District – Madison Bus Stop Relocation and Improvement Project

Ms. Reitz:

Thanks for providing us with Yolo County Transportation District’s pre-submittal letter for initial review for above referenced project as a potential candidate for the Community Design Funding Program under the non-competitive Category #3 ($100,000 project category). The main purpose of the pre-submittal letter is for the SACOG/Caltrans Review Team to help determine if your project meets the objectives of the Program and the requirements for Category #3.

The SACOG/Caltrans Review Team has completed a review of your project, and the following are its comments:

1. The Team understands that your project is seeking $75,000 to be used towards the design, engineering, environmental work needed to move this project into the construction phase of relocating a bus stop in the Madison community.

2. The Review Team believes that this project is fundamentally eligible for Category 3.

3. You may proceed with an application for this project following the Category 3 application guidelines.

If you have any questions about SACOG’s response, please feel free to contact me at (916) 340-6227.

Sincerely,

Gregory R. Chew  
SACOG Community Design Program Manager
Letters of Support
July 26, 2011

Terry Bassett  
Executive Director  
Yolo County Transportation District  
350 Industrial Way  
Woodland, CA  95776

Dear Mr. Bassett,

As Executive Director of Yolo County Housing (YCH), I am writing in support of the planned improvements to the bus stop located in Madison.

YCH manages the Madison Migrant Center comprised of 88 agricultural housing units including an on-site child care center that houses over 300 residents on Highway 16 close to I-505. Members of this community use public transportation to access services in Woodland and Esparto along this busy highway.

For improved safety of our residents and the local community, YCH supports the Yolo County Transportation District (YCTD) efforts to access funding to improve the bus stop and surrounding pathways located in Madison.

Recently, YCH and YCTD have successfully worked together to improve access to public transportation within our properties located in Woodland and will continue to work in partnership if this project is funded.

We urge you to support this proposal.

Best Regards,

Lisa A. Baker  
Executive Director  
LB/jrh
August 17, 2011

Greg Chew
Sacramento Area Council of Governments
1415 L Street, Suite 300
Sacramento, CA 95814

RE: Yolo County Transportation District Community Design Application

Dear Mr. Chew:

The Yolo County Board of Supervisors supports the Yolo County Transportation District’s application for $100,000 from SACOG’s Community Design program under Category #3 for the relocation and improvement of the Yolobus stop in the low-income, unincorporated community of Madison in western Yolo County. These funds will be matched with available local funding sources and state Indian gaming mitigation funds already awarded through a competitive grant process to the Yolo County Transportation District.

Madison already enjoys a very high level of bus service, with Yolobus Route 215 connecting the community to jobs and community services in Esparto and Brooks to the west and to county government services and employment centers in Woodland to the east. Route 215 runs from 4:55 AM to 1:55 AM seven days a week with one-hour headways for much of the day. This service is an essential component of implementing Blueprint principles in Madison, including providing real transportation choices to the community’s primarily low-income population.

Upgrading the Madison Yolobus stop to improve accessibility and safety will increase the attractiveness of public transit. Furthermore, the proposed stop relocation and re-routing of bus traffic and construction of a bus pad in Madison will reduce road damage caused by buses at the existing location, helping to conserve limited funding available to maintain Yolo County’s rural roads.

The Board of Supervisors is glad to support this funding application and thanks SACOG staff, the selection committee and the Board of Directors for their thoughtful consideration of the Yolo County Transportation District’s application.

Sincerely,

Matt Rexroad
Chair
Yolo County Board of Supervisors

cc: Terry Bassett, Executive Director, Yolo County Transportation District
August 17, 2011

Greg Chew
Sacramento Area Council of Governments
1415 L Street, Suite 300
Sacramento, CA 95814

RE: Yolo County Transportation District Community Design Application

Dear Mr. Chew:

The Yolo County Board of Supervisors supports the Yolo County Transportation District’s application for $100,000 from SACOG’s Community Design program under Category #3 for the relocation and improvement of the Yolobus stop in the low-income, unincorporated community of Madison in western Yolo County. These funds will be matched with available local funding sources and state Indian gaming mitigation funds already awarded through a competitive grant process to the Yolo County Transportation District.

Madison already enjoys a very high level of bus service, with Yolobus Route 215 connecting the community to jobs and community services in Esparto and Brooks to the west and to county government services and employment centers in Woodland to the east. Route 215 runs from 4:55 AM to 1:55 AM seven days a week with one-hour headways for much of the day. This service is an essential component of implementing Blueprint principles in Madison, including providing real transportation choices to the community’s primarily low-income population.

Upgrading the Madison Yolobus stop to improve accessibility and safety will increase the attractiveness of public transit. Furthermore, the proposed stop relocation and re-routing of bus traffic and construction of a bus pad in Madison will reduce road damage caused by buses at the existing location, helping to conserve limited funding available to maintain Yolo County’s rural roads.

The Board of Supervisors is glad to support this funding application and thanks SACOG staff, the selection committee and the Board of Directors for their thoughtful consideration of the Yolo County Transportation District’s application.

Sincerely,

Matt Rexroad, Chair
Yolo County Board of Supervisors

cc: Terry Bassett, Executive Director, Yolo County Transportation District