1994 DART (TAP) TECHNICAL ASSISTANCE PROGRAM

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PUBLIC WORKS DEPARTMENT

Post Office Box 144 Addison, Texas 75001

(214) 450-2871 16801 Westgrove

January 6, 1994

Mr. Tom Ryden Assistant Director Dallas Area Rapid Transit P.O. Box 660163 Dallas, Texas 75266-0163

Re: 1992-93 DART-TAP Report

Proposed 1993-94 DART-TAP Program

Dear Tom:

Attached for your review/approval is a copy of Addison's proposed Technical Assistance Program for the fiscal year 1993-94.

The only programmed expenditure of the 1992-93 TAP funds was the Town of Addison's 1993 city wide traffic counts. Barton-Aschman completed the counts in November of 1993 for a cost of \$9,750. The remaining \$17,046 of the 1992-93 allocation is included in the 1993-94 program.

Please call me if you have any questions or need additional information.

Sincerely,

John R. Baumgartner, P.E. Director of Public Works

JRB/gmk Attachment

PUBLIC WORKS DEPARTMENT

Post Office Box 144 Addison, Texas 75001

(214) 450-2871 16801 Westgrove

February 13, 1995

Mr. Tom Ryden
Assistant Director - Bus Project Development
Dallas Area Rapid Transit
P.O. Box 660163
Dallas, Texas 75266-0163

Re: 1993 - 1994 DART - TAP Report

Proposed 1994 -- 1995 DART - TAP Program

Dear Tom:

Attached for your review/approval is a copy of Addison's proposed Technical Assistance Program for the fiscal year 1994 - 1995.

The only programmed expenditure of the 1993 - 94 TAP funds was the support of the Town's transportation/engineering staff. Both positions were utilized in planning and implementing the DART - LAP work program during the 1993 - 94 fiscal year.

Please call me if you have any questions or need additional information.

Sincerely,

John R. Baumgartner, P.E. Director of Public Works

JRB/amh Attachment

APPLICATION FOR LOCAL ASSISTANCE PROGRAM

TYPE OF SUBMISSION (1)	DATE SUBMITTED (2)	
Comital (C)	February 13, 1995	
Capital (C) X Technical (T)	CATEGORY CODE (see (everse)	
Revision (R)	(3) (4) (5) (6) (8)	
		_
APPLICANT INFORMATION		
LEGAL NAME (9) Town of Addison	ORGANIZATIONAL UNIT (10) Town of Addison-Engineering Department	
ADDRESS P. O. Box 144	CONTACT PERSON	
City <u>Addison</u> (11)		
County <u>Dallas</u> (12)	Name: John Baumgartner	
State <u>Texas</u> (13)		
Zip Code 75001 (14)	Telephone: (<u>214</u>) 450-2886	<u></u>
PROJECT TITLE (15) Technical Assistance	Program City Engineer/Planner Position	<u> </u>
PROJECT DESCRIPTION AND JUSTIFICATION (16)	
	•	
rartial funding of the city Engineer ities of these positions include the follo	and a Civil Engineer position. The	
ictes of chese positions include the folia	wing:	
 Town of Addison DART-LAP coordinates Plan, administer and implement DA NOTE: These funds provide approximates 	ART-LAP program.	
positions.	ely 26% of the funding of the salary of	
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ROPOSED PROJECT		
Start Date(17)	Ending Date (18)
STIMATED FISCAL YEAR FUNDING	CONSTRUCTION COST DISTRIBUTION	
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ity 5 (20)	Right-of-Way \$ (271
tate \$ 77 325,00 (21)	I	28)
ocal \$ (22)		29)
ther 5 (23)		30)
ART \$ 27,675.00 (24)		/
OTAL \$ 1,05,000.00 / [25]		
GNATURE OF AUTHORIZED REPRESENTATIVE	TITLE DATE SIGNEI	o
40 Dangart	Director Public Works 2/13/95	
OR DART USE ONLY		
Date	Date	1
DART Staff	To P&D Committee	1
TASC	P&D Review	
ASC Review	Approved by P&D	
		1

DART

Dallas Area Rapid Transit P.O. Box 660163 Dallas, Texas 75266-0163 **214/749-3278**

November 16, 1994

John Baumgartner, P.E. Director of Public Works Town of Addison P.O. Box 144 Addison, Texas 75001

RE: FY 1995 Technical Assistance Program

Dear Mr. Baumgartner:

The DART Board of Directors has approved its FY 1995 Budget which includes funding for the Local Assistance Program (LAP). As in previous years, Capital Assistance Program (CAP) requests will be reviewed on a case by case basis. Funds will be distributed for each CAP project consistent with the approved LAP Guidelines. The Guidelines are attached for reference. The approved FY 1995 CAP Funding for the Town of Addison is \$869,164.00.

As you are also aware, the LAP Guidelines describe requirements for Technical Assistance Program (TAP) workplan submittals and fund disbursement. Specifically, these requirements are presented on pages 2 and 3 of the Guidelines.

So that DART can issue TAP funds for your city in the amount of \$27,675.00, please submit your FY 1995 TAP work program and your FY 1994 TAP year end report. Once the work program is approved by the Board, the TAP funds will be issued. If you wish DART to hold these funds for your future use, please let me know.

If you have questions or need additional information, please call me.

Sincerely,

Tom K. Ryden, P.E.

Manager, Project Development

Em Klyslen

TKR/cao

GUIDELINES FOR THE LOCAL ASSISTANCE PROGRAM

As Approved by the DART Board of Directors on June 27, 1989 and Revised on January 23, 1990

BACKGROUND

The draft Transit System Plan presented to the DART Board on April 4, 1989, proposed the implementation of a Local Assistance Program (LAP) consisting of a Capital Assistance Program (CAP) and Technical Assistance Program (TAP). The Board passed a resolution on April 11, 1989 further defining the Local Assistance Program and allocated \$13 million for CAP and \$1 million for TAP per year for seven years. Both programs are proposed to commence on July 1, 1989.

The Capital Assistance Program provides financial assistance, to member cities not scheduled to receive rail service during the first seven years of implementation of the Transit System Plan (all cities except the Cities of Dallas, University Park and Highland Park), for the implementation of projects which would complement and accommodate bus and public transit operations, improve transit service and reduce interference with other traffic as well as make traffic engineering improvements, known as Transportation System Management (TSM) projects.

The Technical Assistance Program is intended to provide financial resources for staff support to all member cities and Dallas County to develop and implement comprehensive local transit plans and programs in concert with DART's regional transit service and plan the projects to be included in the Capital Assistance Program.

The Board of Directors approved these guidelines on June 27, 1989 for incorporation into an Interlocal Agreement with each member jurisdiction.

TECHNICAL ASSISTANCE PROGRAM

PURPOSE

Provides funding to support transportation planning activities to develop and implement comprehensive local transit plans and programs in concert with DART's regional transit service and plan the projects to be included in the Capital Assistance Program.

Eligible jurisdictions include all DART member towns and cities and Dallas County.

Uses of funds may include, but are not limited to:

- 1. Transit Planning, Feasibility and Design Studies.
- Salaries for new or existing city and Dallas County staff time specifically allocated for transportations planning and/ or studies, or interface with the DART staff on activities effecting the subject city and Dallas County.
- 3. Technical assistance seminars.
- 4. Study and implementation of transit-supportive land use planning policies and other policies that benefit the public transit.
- 5. Minor capital support for technical staff.
- 6. Use of funds by Dallas County will be limited to transportation planning within DART member city service area.

Each eligible jurisdiction shall enter into an Interlocal Agreement for use of its share of TAP funds.

At the option of an eligible jurisdiction, it may combine TAP funds with Capital Assistance Program (CAP) funds to increase the CAP account.

TECHNICAL ASSISTANCE WORK PROGRAM

Prior to the beginning of each fiscal year, (July 1 for FY 1989), each eligible jurisdiction shall prepare and submit to the Technical Advisory Staff Committee a "Technical Assistance Work Program" for review and recommendation of approval by the Planning and Development Committee and DART Board. The Technical Assistance Work Program will outline the projects or programs anticipated to be funded with TAP funds for that fiscal year. This effort will be coordinated with DART staff. The total cost shall not exceed the allocated funds for that fiscal year and any unexpended funds from previous years.

In FY 1989, the TAP is proposed to commence on July 1, 1989.

ALLOCATION AND DISTRIBUTION OF FUNDS

Each member city will be allocated funds based on its proportionate share of sales tax contributed the previous fiscal year. Dallas County will be eligible for four percent (4%) of the total yearly allocation. Allocation and distribution to eligible jurisdiction will take place at the beginning of the DART fiscal year (October 1 of each year) with the exception of FY 1989, when 25% of the yearly allocation will be distributed on July 1, assuming approval of the LAP by the Board. See Table 1 for the FY 1989 allocation. In FY 1996, 75% of the yearly allocation will be distributed since the program will end on June 30, 1996. TAP funds will be maintained as separate line items in the DART Annual Budget (along with the investment earnings on each such account) for each eligible jurisdiction.

Eligible jurisdictions wishing to accumulate funds over several years may do so, or they may choose not to participate in the program. Allocated funds may be carried over to succeeding years.

No later than one month after the close of each fiscal year, each eligible jurisdiction shall prepare and submit to the Technical Advisory Staff Committee an accounting of the expenditure of Technical Assistance Program funds for the prior fiscal year.

CAPITAL ASSISTANCE PROGRAM

PURPOSE

The purpose of the Capital Assistance Program (CAP) is to return to each member city not scheduled to receive light rail service during first seven years of new service plan, a portion of the 1% sales tax revenues collected in that member city for TSM-type projects, as well as projects which would improve bus and public transit services and reduce interference with other traffic.

CATEGORIES OF CAPITAL ASSISTANCE PROJECTS

Each city shall enter into an Interlocal Agreement for use of its share of CAP funds. This agreement will include a list of "Categories of Transit Related Projects" to be used as a guide for the cities in developing a list of potential projects. Projects shall be consistent with projects presently authorized by DART's enabling statute, Article 1118y V.A.C.S. See "Categories of Transit Related Projects" at the close of this section.

Each city should use the funds in the manner they believe will have the most impact on improving transit and traffic flow within and through their boundaries. All project justifications will be the sole responsibility of the city requesting the project.

Prior to the beginning of each fiscal year (October 1), (July 1 for FY 1989), each city shall prepare and submit to the Technical Advisory Staff Committee a "Program of Capital Assistance Projects" for review and recommendation of approval by the Planning and Development Committee and DART Board. This effort will be coordinated with DART staff. The total cost of these projects shall not exceed the allocated funds for that fiscal year and any unexpended funds from previous years.

"Categories of Transit Related Projects"

- 1. Intersection Improvements
 - A. Additional Row
 - B. Additional right and left turn lanes
 - C. Increased Radii
 - D. Bus turn out areas
 - E Other capacity improvements
- 2. Roadway Capacity Improvements with transit services

- 3. Computerized Traffic Signal System
- 4. Midblock bus turn out areas
- 5. Small park and ride lots
- 6. Grade separation construction
- 7. Curb ramps (HandiRide)
- 8. Sidewalks at transit facilities
- 9. Traffic Surveillance and Control Equipment
- 10. Vehicles and support equipment directly related to the provision of transit service
- 11. Employer Side Assistance (subsidy, additional service)
- 12. Additional Technical Assistance Service
- 13. Project enhancing the flow of multi-occupant vehicles
- 14. Final Engineering and Design of CAP projects
- 15. Support of State Department of Highways and Public Transportation projects that directly benefit eligible jurisdictions such as Principal Arterial Street System (PASS) and Federal Aid Urban Systems (FAUS) programs and other locally-funded projects.

REVIEW OF PROJECTS

All programmed projects shall be submitted to the DART staff for review, comment and operational approval.

Each city will report quarterly on the progress of approved projects.

All improvements and/or facilities constructed with CAP funds become the property of the constructing city and maintenance of the facility becomes the responsibility of the city.

ALLOCATION AND DISTRIBUTION OF FUNDS

Each eligible city will be allocated funds based on its proportionate share of sales tax contributed the previous fiscal year. This allocation will be calculated no later than one month prior to the beginning of the fiscal year and transmitted to the member jurisdiction. For FY 1989, 25% of the yearly allocation will be available on July 1, 1989. See Table 1 for the FY 1989 allocation. In FY 1996, 75% of the yearly allocation will be available since the program will end on June 30, 1996. CAP funds will be maintained as separate line items in the DART Annual Budget (along with the investment earnings on each such account) for each eligible member jurisdiction. Cities wishing to accumulate funds over several years may do so, or they may choose not to participate in the program. Allocated funds may be carried over to

succeeding years. There will be no competition for these funds among the cities.

CAP funds will be distributed to a city for an approved projects according to the following schedule.

Project cost of less than \$100,000 90% of the cost upon approval by the City Council. 10% at the closeout of the project by the city.

Project cost of over \$100,000
20% of the cost upon approval by the City Council.
70% of the cost upon Notice To Proceed by the city.
10% at the closeout of the project by the city.

INTERCITY COOPERATION AND COORDINATION

Adjacent cities are encouraged to select projects which will facilitate the flow of intercity transit and traffic. Cities may undertake cooperative projects with other DART cities under this program.

WITHDRAWAL OF A MEMBER CITY AND ADDITION OF NEW MEMBER CITIES

If a city withdraws from DART, the annual CAP and TAP fund total will be reduced by that cities' annual allocation, thereby keeping remaining cities with the same funding level. (With the withdrawal of Flower Mound, the CAP total is \$12,946,700 and the TAP total is 998,500.) Individual projects for which construction contracts have been executed by the city and a construction company prior to withdrawal of a city will be funded and permitted to proceed to completion. Upon withdrawal, all remaining funds revert to DART.

Likewise, if a city joins DART, the CAP and TAP annual fund total will be increased by that cities' annual percentage contribution to the DART tax base.

ADDITIONAL FEATURES OF THE LAP PROGRAM

Assuming approval of the Transit System Plan on June 27, 1989, LAP will commence on July 1, 1989 with a three month program at 25% of yearly allocation (through September 30, 1989) then continuing through June 30, 1996, a period of seven years. On July 1, 1989, \$3,236,675 in CAP funds and \$249,625 in TAP funds will be allocated for FY 1989.

Cities and DART will develop a simple project programming, application, review and approval, reporting and invoicing process.

DART will develop a programming document for LAP and assemble a quarterly progress report based on input from the member cities.

Each construction project will display at least one sign on each approach to the site indicating funding for that project is provided through the DART Local Assistance Program.

TABLE 1

DALLAS AREA RAPID TRANSIT

LOCAL ASSISTANCE PROGRAM

JULY 1 TO SEPTEMBER 30, 1989

JURISDICTION	TECHNICAL ASSISTANCE PROGRAM	CAPITAL ASSISTANCE PROGRAM	TOTAL LOCAL ASSISTANCE PROGRAM
Dallas	\$147,888	NA	\$ 147,888
Irving	20,664	\$ 756,275	776,939
Plano	16,416	600,600	617,016
Garland	12,984	475,150	488,134
Richardson	12,576	460,200	472,776
Dallas County	9,985	NA	9,985
Carroliton	9,384	343,200	352,584
Farmers Branch	9,048	331,175	340,223
Addison	5,832	212,875	218,707
University Park	2,040	NA	2,040
Highland Park	1,248	NA	1,248
Rowlett	792	28,925	29,717
Coppell	528	19,175	19,703
Cockrell Hill	120	4,550	4,670
Glenn Heights	96	3,575	3,671
Buckingham	24	975	999
TOTAL	\$249,625	\$3,236,675	\$3,486,300

NA - Not Available to this jurisdiction.

06/28/89

Dallas Area Rapid Transit P.O. Box 660163 Dallas, Texas 75266-0163 **214/749-3278**

DART

August 2, 1996

Mr. John Baumgartner, P.E. Director of Public Works
Town of Addison
P. O. Box 144
Addison, TX 75001

Re: LAP: TAP

Dear Mr. Baumgartner:

In response to your request for programming of the TAP FY 96 (Resolution #960130), enclosed is a check in the amount of \$20,811.00. This amount includes interest accrued up to June 30, 1996.

If you have any questions or if we may be of further assistance, please call me at 749-2913.

Sincerely,

Tom K. Ryden, P.E.

Sr. Manager Project Development

on Xyplew

TKR:jr

Attachment

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DART

Dallas Area Rapid Transit P.O. Box 660163 Dallas, Texas 75266-0163 214/749-3278

March 31, 1995

John Baumgartner, P.E. Director of Public Works Town of Addison P.O. Box 144 Addison, Texas 75001

RE: Payment for 1995 TAP Funds

Dear Mr. Baumgartner:

On March 14, 1995 the DART Board authorized the projects proposed by your city under the LAP Program. A copy of the signed resolution and "application" forms for the project is enclosed for your files along with a DART check in the amount of \$28,243.15 for TAP funds.

If you need any additional information, please call me at 749-2913.

Sincerely,

Tom K. Ryden

Manager, Project Development

TKR/cao

Enclosure



RESOLUTION

950064

of the

RESOLUTION

DALLAS AREA RAPID TRANSIT Executive Committee

FY 1995 Local Assistance Program (LAP) Requests from Addison, Dallas, Farmers Branch, Irving, Richardson, Plano and University Park

WHEREAS, the cities of Addison, Dallas, Farmers Branch, Irving, Richardson, Plano and University Park are eligible for participation in DART Local Assistance Program (LAP) projects; and

WHEREAS, the activities requested are consistent with the intent of the LAP program guidelines; and

WHEREAS, the activities requested are within current budget and financial plan allocations.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that:

Section 1:

The FY1995 Local Assistance Program requests for Technical Assistance from

Addison, Dallas, Farmers Branch, Irving, Richardson and University Park are

approved for funding as contained in Attachment 1.

Section 2:

The FY 1995 Local Assistance Program requests for Capital Assistance from

Farmers Branch, Irving and Plano are approved for funding as contained in

Attachment 2.

Norma Stanton

Secretary

Kaphy Ingle

Chairman

APPROVED AS TO FORM:

ATTEST:

DART Counsel

Roger Snoble

President/Executive Director

March 14, 1995

Date

Attachment 1

FY 1995 Technical Assistance Program Requests Addison, Dallas, Farmers Branch, Irving, Richardson and University Park



FEB1 6 1995

PROJECT DEVELOPMENTAL 49 450-2871

February 13, 1995

Mr. Tom Ryden Assistant Director - Bus Project Development Dallas Area Rapid Transit P.O. Box 660163 Dallas, Texas 75266-0163

Re: 1993 - 1994 DART - TAP Report

Proposed 1994 -- 1995 DART - TAP Program

Dear Tom:

Attached for your review/approval is a copy of Addison's proposed Technical Assistance Program for the fiscal year 1994 - 1995.

The only programmed expenditure of the 1993 - 94 TAP funds was the support of the Town's transportation/engineering staff. Both positions were utilized in planning and implementing the DART - LAP work program during the 1993 - 94 fiscal year.

Please call me if you have any questions or need additional information.

Sincerely,

John R. Baumgarmer, P.E. Director of Public Works

JRB'amh Attachment

TYPE OF SUBMISSION (1)			MITTED (2) 13, 1995	
Capital (C)		CATEGORY	CODE (see reverse)	
x ⁻ Technical (T)			(4)	(8)
Revision (R)		(4)	(7)	(*)
APPLICANT INFORMATION				
LEGAL NAME (6) Town of Add	dison		MONAL UNIT (10)	Department
ADDRESS P. O. Box 144 City Addison		CONTACT		
County <u>Dellas</u>		Name:	John Baumgartner	
Texas	(14)	Yelephone:	(214) 450-2886	
PROJECT TITLE (18) Technica	l Assistance P	royram City	Engineer/Planner Pos	ition
ROJECT DESCRIPTION AND JU	STIFICATION (1)	}}		
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 Town of Addison DART Plan, administer and NOTE: These funds provide positions. 	implement DAR	T-LAP program	m. The funding of the	salary of th
2.) Plan, administer and NOTE: These funds provid positions.	implement DAR	T-LAP program		**************************************
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Date Date To DART Staff To TASC TASC Review To PAD Committee P&D Review Approved by P&D



PUBLIC WORKS DEPARTMENT

Post Office Box 144 Addison, Texas 75001

February 13, 1995

Mr. Tom Ryden
Assistant Director - Bus Project Development
Dallas Area Rapid Transit
P.O. Box 660163
Dallas, Texas 75266-0163

Re: 1993 - 1994 DART - TAP Report

Proposed 1994 -- 1995 DART - TAP Program

Dear Tom:

Attached for your review/approval is a copy of Addison's proposed Technical Assistance Program for the fiscal year 1994 - 1995.

The only programmed expenditure of the 1993 - 94 TAP funds was the support of the Town's transportation/engineering staff. Both positions were utilized in planning and implementing the DART - LAP work program during the 1993 - 94 fiscal year.

Please call me if you have any questions or need additional information.

Sincerely,

John R. Baumgartner, P.E. Director of Public Works

JRB/amh Attachment

APPLICATION FOR LOCAL ASSISTANCE PROGRAM

TYPE OF SUBMISSION (1)		February 13, 1995 May 7, 199	6
Capital (C)		CATEGORY CODE (see reverse)	
X Technical (T)		(3) (4) (5)	
Revision (R)		(6) (7) (8)	······································
APPLICANT INFORMATION			· · · · · · · · · · · · · · · · · · ·
LEGAL NAME (9)		ORGANIZATIONAL UNIT (10)	
Town of Addi	son	Town of Addison-Engineering Departm	nent
ADDRESS P. C. Box 144		CONTACT PERSON	
City <u>Addison</u> County <u>Dallas</u>	(11) (12)	Name: John Baumqartner	
Slate Texas	(13)		
Zip Code 75001	(14)	Telephone: (214) 450-2886-450-2	87/
PROJECT TITLE (15) Technical	Assistance	Program City Engineer/Planner Position	
PROJECT DESCRIPTION AND JUS	TIFICATION (1	(6) 2 LA Quiente ascuração	
Partial funding of the Ci	tv Engineer	and a civil Engineer position. The	
ties of these positions includ	de the follow	wing:	
1.) Town of Addison DART-L	AD coordinat	tor	
2.) Plan, administer and i			
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NOTE: These funds provide positions.	approximate	17, aly 20% of the funding of the salary	of the
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