

DEPARTMENT OF TRANSPORTATION SERVICES  
CITY AND COUNTY OF HONOLULU

650 SOUTH KING STREET, 3RD FLOOR  
HONOLULU, HAWAII 96813  
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KIRK CALDWELL  
MAYOR

MICHAEL D. FORMBY  
DIRECTOR

MARK N. GARRITY, AICP  
DEPUTY DIRECTOR

March 21, 2016

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The Honorable Ernest Y. Martin  
Chair and Presiding Officer  
and Members  
Honolulu City Council  
530 South King Street, Room 202  
Honolulu, Hawaii 96813

Dear Chair Martin and Councilmembers:

SUBJECT: Draft Resolution Authorizing the Acceptance of Safe Routes to School (SRTS) Special Fund for a SRTS Program in the City and County of Honolulu

Attached for your review and appropriate action is a draft resolution relating to the acceptance of SRTS funds in the amount of \$582,635.29 for a SRTS program in the City and County of Honolulu.

The Department of Transportation Services was selected by the State to administer a county-level SRTS program.

Should there be any questions, please contact Dana Teramoto, Traffic Education Specialist at 768-8395.

Very truly yours,

  
Michael D. Formby  
Director

Attachment

Approved:

  
Roy K. Amemiya Jr.  
Managing Director

DEPT. COM. 218



**RESOLUTION**

AUTHORIZING THE DIRECTOR OF TRANSPORTATION SERVICES OR THE DIRECTOR'S DESIGNEE TO ACCEPT AND EXPEND FUNDS FROM THE SAFE ROUTES TO SCHOOL (SRTS) SPECIAL FUND ADMINISTERED BY THE STATE OF HAWAII DEPARTMENT OF TRANSPORTATION FOR A SRTS PROGRAM IN THE CITY AND COUNTY OF HONOLULU.

WHEREAS, the limited purpose monies which are received by the City but have not been appropriated in the current fiscal year executive operating or capital budget ordinance, including appropriations or grants by the state government, may be received and expended by City Executive agencies subject to Council approval pursuant to the provisions in the Executive Operating Budget for Fiscal Year 2016, Ordinance No. 15-025, Section 12(b), and the Executive Capital Budget for Fiscal Year 2016, Ordinance No. 15-026, Section 10(b); and

WHEREAS, the State and the State Highway Safety Council, pursuant to Chapter 19-109 of the Hawaii Administrative Rules, has selected the City and County of Honolulu, Department of Transportation Services (DTS) to administer a county-level SRTS program, including, without limitation, the cost of equipment and general administrative overhead; and

WHEREAS, SRTS is a national and international movement to create safe, convenient, and fun opportunities for children to walk and bike to school; and

WHEREAS, walking and biking can help enhance the health and overall physical activity of children, improve air quality and the environment, and reduce traffic congestion and speed in and around school zones; and

WHEREAS, the amount to be bestowed upon the City by the State is \$582,635.29, which is available immediately; and

WHEREAS, DTS proposes to allocate \$482,635.29 of the funds to capital budget appropriations and \$100,000 to operating budget appropriations; and

WHEREAS, the obligations of the City with respect to the administration of the SRTS program are set forth in Chapter 19-109, HAR, a copy of which is attached hereto as Exhibit "A"; now, therefore

BE IT RESOLVED by the Council of the City and County of Honolulu, that the Council authorizes the Director of Transportation Services or the Director's Designee to accept and expend said funds from the SRTS special fund, for the authorized purposes described herein; and

BE IT FURTHER RESOLVED that \$482,635.29 of said funds shall be allocated to fiscal year 2016 capital budget appropriations and \$100,000 of said funds shall be allocated to fiscal year 2016 operating budget appropriations; and



## RESOLUTION

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BE IT FINALLY RESOLVED that a copy of the Resolution be transmitted to the DTS Director at the Frank F. Fasi Municipal Building, 650 South King Street, 2<sup>nd</sup> Floor, Honolulu, Hawaii 96813.

INTRODUCED BY:

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DATE OF INTRODUCTION:

\_\_\_\_\_  
Honolulu, Hawaii

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Councilmembers

DEPARTMENT OF TRANSPORTATION

Adoption of Chapter 19-109  
Hawaii Administrative Rules

January 3, 2014

SUMMARY

Chapter 19-109, Hawaii Administrative Rules, entitled "Safe Routes to School Special Fund", is adopted.

HAWAII ADMINISTRATIVE RULES

TITLE 19

DEPARTMENT OF TRANSPORTATION

SUBTITLE 4

HIGHWAYS DIVISION

CHAPTER 109

SAFE ROUTES TO SCHOOL PROGRAM SPECIAL FUND

§19-109-1	Purpose
§19-109-2	Definitions
§19-109-3	Safe routes to school program special fund
§19-109-4	Transfer of funds
§19-109-5	Expenditure of funds
§19-109-6	County safe routes to school program coordinators
§19-109-7	Reporting requirements
§19-109-8	Severability

§19-109-1 Purpose. The purpose of this chapter is to implement HRS section 291C-4 by establishing procedures for the distribution and expenditure of moneys in the safe routes to school program special fund. [Eff **MAR 10 2014** ] (Auth: HRS §291C-4)  
(Imp: HRS §§291C-3, 291C-4)

§19-109-2 Definitions. Unless the context clearly indicates otherwise, as used in this chapter:  
"Counties" means the City and County of Honolulu, and Maui, Hawaii and Kauai counties.

"Department" means the State of Hawaii department of transportation.

"Director" means the director of the department of transportation or an authorized representative.

"HRS" means Hawaii Revised Statutes.

[Eff **MAR 10 2014** ] (Auth: HRS §291C-4)

(Imp: HRS §§291C-3, 291C-4)

§19-109-3 Safe routes to school program special fund. (a) The following shall be deposited into the fund:

- (1) Assessments collected for speeding in a school zone pursuant to HRS section 291C-104; and
- (2) Safe routes to school program surcharges collected in accordance with HRS sections 291-16 and 291C-5.

(b) The director shall determine a portion of moneys in the fund to be distributed to the respective counties to expend. [Eff **MAR 10 2014** ]  
(Auth: HRS §291-4) (Imp: HRS §§291C-3, 291C-4)

§19-109-4 Transfer of funds. (a) The director shall determine on not less than an annual basis the amount of moneys to be distributed to counties, and distribute funds to each county in accordance with the following formula:

- (1) One-half shall be distributed evenly among the counties; and
- (2) The other half shall be distributed among the counties in proportion to their respective number of public school students in grades K-8 that live within walking distance from the school they attend.
  - (A) Walking distance shall be considered to be within a 1-mile radius for students in grades K-5 or 1.5 mile radius for students in grades 6-8.

(B) The department shall obtain the most current data as made available from the State of Hawaii Department of Education.

(b) For any county, unspent funds in excess of the total amount of funds received from the safe routes to school program special fund during the previous three years shall be returned to the safe routes to school program special fund.

(c) The department shall not distribute funds to any county which has failed to comply with the conditions set forth in HRS section 291C-3 and this chapter.

(d) Unspent funds that are returned to the safe routes to school program special fund by counties and funds that are not distributed to non-compliant counties will be distributed evenly among remaining counties. [Eff MAR 10 2014 ] (Auth: HRS §291C-4)  
(Imp: HRS §§291C-3, 291C-4)

§19-109-5 Expenditure of funds. (a) Moneys in the safe routes to school program special fund shall be available for use by the department to administer a state safe routes to school program including, without limitation, the cost of equipment and general administrative overhead.

(b) Moneys distributed from the safe routes to school program special fund shall be used by the counties to administer a county-level safe routes to school program, including, without limitation, the cost of equipment and general administrative overhead.

(c) Projects funded in part or whole by moneys from the safe routes to school program special fund shall:

- (1) Primarily benefit elementary or middle school children; and
- (2) Achieve at least one of the following of the following goals:

- (A) Enable and encourage children, including those with disabilities, to walk or bicycle to school;
- (B) Make walking and bicycling to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age; and
- (C) Facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption and air pollution in the vicinity of schools. [Eff MAR 10 2014 ]  
(Auth: HRS §291C-4) (Imp: HRS §§291C-3, 291C-4)

§19-109-6 County safe routes to school program coordinators. (a) Each county shall:

- (1) Designate a safe routes to school program coordinator; and
- (2) Develop a county-level safe routes to school program which includes a process to identify and implement safe routes to school infrastructure and non-infrastructure projects.

(b) The county safe routes to school coordinator shall either manage or oversee projects funded in whole or in part by moneys received from the safe routes to school program special fund to ensure compliance with applicable federal and state requirements. [Eff MAR 10 2014 ] (Auth: HRS §291C-4) (Imp: HRS §§291C-3, 291C-4)

§19-109-7 Reporting requirements. (a) Each county safe routes to school coordinator shall:

- (1) Submit to the department by July 1 of each year a mid-year progress report on the

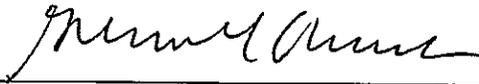
- status of its county-level safe routes to school program; and
- (2) Submit to the department by November 1 of each year an annual report on the status and progress of its safe routes to school program.
- (b) The reports required by subsection (a) shall:
- (1) Cover the period from January of the current calendar year;
  - (2) Include an accounting of all grants provided by the program; and
  - (3) Include a timeline for future grant awards.
- (c) The department shall:
- (1) Prepare an annual report based on information received from the counties; and
  - (2) Submit the report to the legislature no later than twenty days prior to the convening of each regular session.
- [Eff MAR 10 2014 ] (Auth: HRS §291C-4)  
(Imp: HRS §§291C-3, 291C-4)

§19-109-8 Severability. The provisions of this chapter are declared to be severable and if any portion or the application thereof to any person or property is held to be invalid for any reason, the validity of the remainder of this chapter shall not be affected. [Eff MAR 10 2014 ] (Auth: HRS §291C-4)  
(Imp: HRS §§291C-3, 291C-4)

DEPARTMENT OF TRANSPORTATION

Chapter 19-109, Hawaii Administrative Rules, on the Summary Page dated January 3, 2014, was adopted on January 3, 2014, following a public hearing held on November 21, 2013, after public notice was given in the Honolulu Star-Advertiser, Maui News, West Hawaii Today, Garden Island and Hawaii Tribune-Herald on October 22, 2013.

The adoption of Chapter 19-109, Hawaii Administrative Rules, shall take effect ten days after filing with the Office of the Lieutenant Governor.



GLENN M. OKIMOTO, Ph.D.  
Director of Transportation

APPROVED:

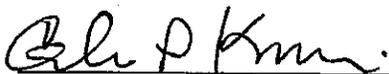


NEIL ABERCROMBIE  
Governor  
State of Hawaii

Date: 2-28-14

Filed

APPROVED AS TO FORM:



Deputy Attorney General

14 FEB 28 P 3:03

LIEUTENANT GOVERNOR'S  
OFFICE