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OFFICE OF THE CITY CLERK  
OAKLAND

2013 MAR -6 PM 3:59

# AGENDA REPORT

**TO: DEANNA J. SANTANA  
CITY ADMINISTRATOR**

**FROM: Vitaly B. Troyan, P.E.**

**SUBJECT: Caitrans Grant Application to develop  
Complete Streets Design Guidelines**

**DATE: February 19, 2013**

City Administrator  
Approval

Date

3/5/13

**COUNCIL DISTRICT: City-Wide**

## RECOMMENDATION

Staff recommends that the City Council adopt a resolution authorizing the City Administrator or designee to apply for, accept, and appropriate a grant from the California Department of Transportation (Caitrans), Community-Based Transportation Planning (CBTP) grant program in an amount up to Three Hundred Thousand Dollars (\$300,000.00) to develop a Complete Streets Action Agenda and Design Guidelines; and to commit a ten-percent local match from fund 2211 Measure B for the grant amount actually received for a maximum total of up to Thirty Thousand Dollars (\$30,000).

## REASON FOR URGENCY

To be eligible for this grant, the City needed to have adopted the Complete Streets Resolution, which was approved on February 5, 2013. The City now needs to adopt this resolution approving staff's application for the grant, which is due April 2, 2013. Given the recent changes to the Committee and City Council calendar, staff cannot meet the agenda review timeframe for the March 12, 2013 Public Works Committee meeting. Therefore, staff is requesting full City Council approval for this item on March 19, 2013. Grant applications are due on April 2, 2013.

## EXECUTIVE SUMMARY

The California Department of Transportation (Caitrans) has invited grant applications through its website (<http://www.dot.ca.gov/hq/tpp/grants.html>) for planning studies that will guide the initiation and eventual completion of transportation improvement projects. Adoption of the attached resolution will authorize the City Administrator to apply for, accept, and appropriate \$300,000 in Caitrans CBTP grant funds to develop the Complete Streets Action Agenda and Design Guidelines to support implementation of the City's recently adopted Complete Streets Policy C.M.S. 84204, February 5, 2013.

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Complete streets are generally defined as streets that are safe and convenient for all users of the roadway, including pedestrians, bicyclists, motorists, persons with disabilities, users and operators of public transit, seniors, children, and movers of commercial goods. Complete streets support healthy communities by: making neighborhoods more livable and attractive to businesses; promoting active transportation that improves public health outcomes; and providing mobility choices to all citizens regardless of age, disability, or income.

An Action Agenda will provide critical direction to staff in establishing city-wide Complete Street priorities, performance targets, and specific action items to ensure timely progress on implementing Complete Streets. The accompanying Design Guidelines will complement the Action Agenda through a unified set of design guidelines to ensure that all travel modes are routinely accommodated throughout the wide range of City activities that impact street design (e.g., development review, streetscape design, traffic signal upgrades, bicycle and pedestrian facilities design, etc.). The study will also rely on public engagement to understand and promote a better understanding of how street design can positively impact the livability of Oakland neighborhoods.

### OUTCOME

Adoption of this resolution will allow City staff to submit a competitive grant application to the CBTP program. A funded grant application will assist the City to more rapidly and effectively implement its Complete Streets Policy through a comprehensive action agenda and community-supported street design guidelines. The plan and guidelines will provide detailed direction to staff to effectively support complete streets implementation throughout Oakland, not only in planning, but in development review, streetscape engineering design, traffic signal upgrades, and bicycle and pedestrian facilities design.

### BACKGROUND/LEGISLATIVE HISTORY

Recent mandates by the Alameda County Transportation Commission and Metropolitan Transportation Commission now require jurisdictions to adopt a Complete Streets approach and specific processes in order to be eligible for transportation funding. Caltrans CBTP grants provide funds for cities to pursue key community transportation planning studies that will ultimately spur the revitalization of commercial neighborhoods by facilitating enhanced transit options. Staff sees an opportunity to move the Complete Streets process forward with the application and realization of this grant.

Over the past four years during prior Caltrans grant cycles, the state has awarded Oakland the following four CBTP grants:

- International Boulevard Transit Oriented Development Plan (\$245,000 – FY 2011/12)
- Harrison Street/Oakland Avenue Community Transportation Plan (\$187,000 – FY 2009/11)

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- Mills MacArthur Community Based Transportation Plan (\$317,000 – FY 2010/11)
- Broadway Urban Circulator Alternatives Analysis (\$250,000 – just awarded)

Each of these successful planning efforts (with the exception of the Broadway Urban Circulator Alternatives Analysis, which has not yet begun) have made good progress in analyzing and promoting Complete Streets. However, there have been many other streetscape planning efforts over the years that have not been able to address all modes. This specific grant application will lay the foundation for the approach and realization of Complete Streets in all future planning and design efforts throughout Oakland.

### ANALYSIS

Oakland, through existing policy documents, plans and practice, has long moved toward a policy of complete streets. In particular, Oakland adopted a comprehensive Complete Streets Policy by Council Resolution C.M.S. 84204 on February 5, 2013. This policy directs staff to implement the policy through several steps, including further stakeholder collaboration, establishing performance targets, and the development of street design guidelines.

Implementing a Complete Streets approach in planning and development will require addressing all elements of design and development that affect the publicly owned areas of the urban network. For example, private development projects are currently analyzed largely on the basis of the impacts to vehicle congestion and parking. In a complete streets approach, the potential impact on all modes would be analyzed, and mitigations would be recommended that could make the entire corridor safer and more attractive to all users, not just drivers. This same principle would apply on a larger scale to all planning and streetscape design development.

### PUBLIC OUTREACH/INTEREST

The adopted City of Oakland Complete Streets Policy was developed through collaboration with numerous stakeholders, including input from the City's Bicycle and Pedestrian Advisory Committee (BPAC), the Commission on Aging, and the Commission on Persons with Disabilities. The anticipated grant funding for the Complete Streets Action Agenda and Design Guidelines will target funds for outreach to additional stakeholders to ensure that the resulting Plan and Guidelines reflect community transportation planning priorities.

### COORDINATION

The proposed grant application has been coordinated and developed in consultation with other relevant City departments, including but not limited to the Office of Planning, Building, and Historic Preservation, Public Works Agency Divisions including Transportation Services and Engineering Design, and the Office of Neighborhood Investment. These departments will continue to be involved in developing the Action Agenda and Guidelines.

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### **COST SUMMARY/IMPLICATIONS**

The CBTP grant program requires a local matching contribution of ten percent. The required match of up to \$30,000 will be covered by the Agency's Measure B Fund 2211 Matching Funds (Project C370010) that are appropriated for this purpose. If the CBTP grant is awarded, the funds would be appropriated to the City's California Department of Transportation Grant Fund (2140); Organization (30275) for use in engaging a consultant team to carry out the work under staff supervision. A new project number will be established. Staff does not have capacity to develop the program, but does have the capacity to supervise the consultant's work.

### **FISCAL/POLICY ALIGNMENT**

The City of Oakland Complete Streets Policy directs staff to implement the policy through several steps, including development of complete streets design guidelines. Council adoption of this resolution will allow staff to pursue the funding necessary to fully implement the Complete Streets Policy.

### **SUSTAINABLE OPPORTUNITIES**

**Economic:** Complete streets that are pedestrian-friendly, safe for bicyclists, and accessible by transit have been shown to improve economic development and create more livable cities. Moreover, consistent street design guidelines will streamline private project development and review.

**Environmental:** The standards are fully coordinated and aligned with Oakland's environmental programs and their goals. Implementation of the Complete Streets Policy will help to reduce pollution and greenhouse gases, offer multiple choices for mobility, and make our streets safer for everyone.

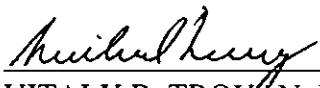
**Social Equity:** The Complete Streets Action Agenda and Design Guidelines will ensure a transportation system in Oakland that works for all modes, including bicycling, walking, transit, and driving. Many residents of Oakland cannot or choose not to drive because of cost, disability, age, and other reasons; creating streets that accommodate all modes of travel afford everyone a chance to reach their destinations safely.

CEQA

A public agency must comply with CEQA when it undertakes an activity defined by CEQA as a "project." A project is an activity which must receive some discretionary approval which may cause either a direct physical change in the environment or a reasonably foreseeable indirect change in the environment. Since this action is only an application for grant funding, it does not meet the CEQA definition of "project", and therefore does not apply in this case.

For questions regarding this report, please contact Iris Starr, AICP Division Manager, at 510-238-6229.

Respectfully submitted,

*fw*   
VITALY B. TROYAN, P.E.  
Director, Public Work Agency

Reviewed by:  
Michael J. Neary, P.E., Assistant Director  
Department of Engineering and Construction

Iris Starr, AICP, Division Manager  
Transportation Planning and Funding

Prepared by:  
Jamie Parks, AICP Complete Streets Program Manager  
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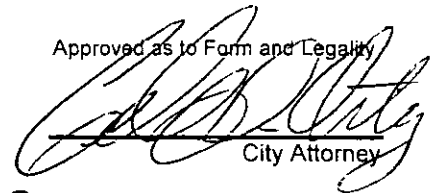
Attachment: Resolution

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# OAKLAND CITY COUNCIL

Approved as to Form and Legality



City Attorney

2013 MAR -6 PM 3: ~~RES~~OLUTION No. \_\_\_\_\_ C.M.S.

Introduced by Councilmember \_\_\_\_\_

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**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OR DESIGNEE TO APPLY FOR, ACCEPT, AND APPROPRIATE A GRANT FROM THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS), COMMUNITY-BASED TRANSPORTATION PLANNING (CBTP) GRANT PROGRAM IN AN AMOUNT UP TO THREE HUNDRED THOUSAND DOLLARS (\$300,000.00) TO DEVELOP A COMPLETE STREETS ACTION AGENDA AND DESIGN GUIDELINES; AND TO COMMIT A TEN-PERCENT LOCAL MATCH FROM FUND 2211 MEASURE B FOR THE GRANT AMOUNT ACTUALLY RECEIVED FOR A MAXIMUM TOTAL OF UP TO THIRTY THOUSAND DOLLARS (\$30,000.00)**

**WHEREAS**, the term "Complete Streets" describes a comprehensive, integrated transportation network, with roadways designed and operated to enable safe, attractive, and comfortable access and travel for all users, including: pedestrians, bicyclists, persons with disabilities, seniors, children, motorists, movers of commercial goods, operators of public transportation, public transportation users of all abilities, and emergency responders; and

**WHEREAS**, the City of Oakland, through its "Complete Streets Policy" (Resolution No. 84204 C.M.S.), acknowledges the benefits and value for the public health and welfare of reducing vehicle miles traveled and improving opportunities transportation by walking, bicycling, and public transportation; and

**WHEREAS**, the City of Oakland Complete Streets Policy directs staff to implement complete streets through several specific actions, including establishing performance targets and the development of street design guidelines; and

**WHEREAS**, the City wishes to submit an application to the California Department of Transportation (Caitrans), Community-Based Transportation Planning (CBTP) grant program for up to \$300,000 in funding for a Complete Streets Action Agenda and Design Guidelines; and

**WHEREAS**, Caitrans requires a matching contribution of at least ten percent above the amount of the grant request to qualify for the CBTP grant; and

**WHEREAS**, Caitrans requires a resolution authorizing the City Administrator to enter into a contract with Caitrans to administer the CBTP grant; now, therefore be it

**RESOLVED**, that the City of Oakland hereby authorizes the City Administrator or designee to execute and file an application with Caitrans for a grant from the CBTP program in an amount up to \$300,000, to accept such funding if awarded, and to appropriate such funding for requisite planning activities for the Complete Streets Action Agenda and Design Guidelines (the "Project"); and be it

**FURTHER RESOLVED**, that the City Administrator or designee is authorized to negotiate and enter into contract with Caitrans to administer the Caitrans CBTP grant; and be it

**FURTHER RESOLVED**, that the City of Oakland hereby authorizes a contribution from Measure B fund 2211 to the Project in the amount of up to \$30,000 in Fiscal Year 2013/2014 to be used as matching funds for the CBTP grant; and be it

**FURTHER RESOLVED**, that a copy of this resolution will be transmitted to Caitrans in conjunction with the filing of the CBTP grant application.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_

PASSED BY THE FOLLOWING VOTE:

AYES – BROOKS, GALLO, GIBSON MCELHANEY, KALB, KAPLAN, REID, SCHAAF and PRESIDENT KERNIGHAN

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_

LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California