



FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2017 MAR -2 PM 1:45

# AGENDA REPORT

**TO:** Sabrina B. Landreth  
City Administrator

**FROM:** Jeffrey Tumlin  
Interim Director, DOT

**SUBJECT:** Visiting Professional Initiative

**DATE:** February 22, 2017

City Administrator Approval

Date:

3/1/17

## RECOMMENDATION

**Staff Recommends That The City Council Adopt A Resolution Directing The City Administrator To Enter Into A Memorandum of Understanding With The Chicago Transit Authority Regarding The Visiting Professional Initiative.**

## EXECUTIVE SUMMARY

The item is to request City Council adoption of a resolution directing the City Administrator to enter into a memorandum of understanding with the Chicago Transit Authority ("CTA") memorializing a mutually beneficial initiative in which CTA's Senior Manager for Bus Strategic Planning, Ms. Jennifer Henry, will be embedded in Oakland's Department of Transportation (DOT) starting in March, 2017 until March 5, 2018. The creation of the DOT was approved by the City Council in 2015, and it will benefit from Ms. Henry's expertise in transit planning in the implementation of DOT's strategic plan. The CTA, in turn, desires to benefit from Ms. Henry's experience at DOT in planning and coordination of mass transit with other forms of urban transportation. There is no cost to the City to participate in this Initiative.

## BACKGROUND / LEGISLATIVE HISTORY

### ***Initiative Background***

The Oakland Department of Transportation was approached by CTA with the proposed Visiting Professional Initiative in October 2016. The Initiative is a professional development opportunity intended to provide peer learning and knowledge exchange between CTA and other city transportation and transit agencies.

### ***Benefits for Oakland***

Through the Department of Transportation's Strategic Plan, the Department has articulated goals to plan and implement fast, frequent, reliable transit and to improve interagency coordination with partner transit agencies. As a transit planner from Chicago embedded in the Department, Ms. Henry will provide the Department of Transportation with valuable insights

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about transit planning, transit performance assessments, and coordination strategies between transit agencies and departments of transportation.

Approximately one-half of Ms. Henry's time will be spent assisting with and learning from DOT's implementation of the Strategic Plan. This will also include developing peer-exchange relationships with OakDOT and other San Francisco Bay Area agencies such as Alameda-Contra Costa Transit District ("AC Transit") and San Francisco Municipal Transportation Agency ("SFMTA"), for the benefit of CTA. The assignment with respect to the Strategic Plan will have three main components:

- Assisting the DOT with developing projects and approaches that help integrate significant improvements for bus service into the city's transportation priorities and make transit a substantive part of DOT's "Complete Streets" approach as discussed in the Strategic Plan.
- Conducting interviews with key staff at DOT involved with rethinking City of Oakland transportation planning and with implementation of the Strategic Plan, as well as with key staff at AC Transit, SFMTA and other relevant agencies, in order to develop a set of potentially applicable lessons and/or recommendations for CTA and the City of Chicago.
- Facilitating agency-to-agency staff exchange and developing "white papers" on topics of other potential relevance, as determined by CTA.

Approximately one-half of Ms. Henry's time will be dedicated to existing CTA responsibilities, and she will be allowed to perform work related to those responsibilities while at DOT offices.

### **ANALYSIS AND POLICY ALTERNATIVES**

Ms. Henry will be required to submit to a release of liability and acknowledgement of proprietary or confidential information owned or controlled by the City. These terms include City ownership of any work product created by Ms. Henry that is intended to be solely for the benefit of the City while she is detailed to the City.

### **FISCAL IMPACT**

The terms of the MOU stipulate that there is to be no fiscal impact to the City. The CTA will continue to pay Ms. Henry's salary and any federal, state, and/or local taxes on Ms. Henry's salary and benefits. The CTA will indemnify and hold the City harmless from and against any and all liabilities, claims, lawsuits, demands, costs (including reasonable attorneys' fees), judgments, administrative or regulatory fines or penalties related to: (a) the payment of Ms. Henry's salary, and the payment of any federal, state, and/or local taxes on Ms. Henry's salary and/or benefits, and (b) claims against the City arising out of any misconduct by Ms. Henry in her performance of work for the City.

### **PUBLIC OUTREACH / INTEREST**

No public outreach was necessary for this report.

### **COORDINATION**

This report and resolution was coordinated with the Office of the City Attorney and the Controllers' Bureau.

### **SUSTAINABLE OPPORTUNITIES**

**Economic:** Transit is a lifeline for many Oakland workers in lower-income jobs. Finding ways to make transit faster, more accessible, and more reliable for every sector of the city's workforce will benefit the entire economy.

**Environmental:** Transit is an energy-efficient transportation mode. Improved transit service and increased transit ridership will help Oakland achieve its Energy and Climate Action Plan goals.

**Social Equity:** Improving transit is a vital strategy for achieving social equity and for ensuring that communities at risk of displacement can reduce household transportation costs.

### **ACTION REQUESTED OF THE CITY COUNCIL**

Staff recommends that the City Council approve the resolution directing the City Administrator to enter into a memorandum of understanding with the Chicago Transit Authority regarding the CTA's Visiting Professional Initiative.

For questions regarding this report, please contact Sarah Fine, Senior Transportation Planner, at 510-238-6241.

Respectfully submitted,



JEFF TUMLIN  
Interim Director, Department of Transportation

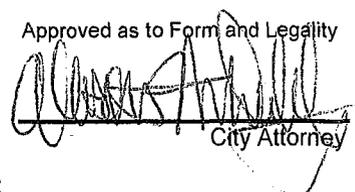
Reviewed by:  
Wladimir Wlassowsky, P.E.,  
Interim Assistant Director, Department of  
Transportation

Prepared by:  
Sarah Fine, Senior Transportation Planner  
Department of Transportation

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

# OAKLAND CITY COUNCIL

Approved as to Form and Legality



City Attorney

2017 MAR -2 PM 1:45 RESOLUTION No. \_\_\_\_\_ C.M.S.

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

**ADOPT A RESOLUTION DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE CHICAGO TRANSIT AUTHORITY REGARDING THE VISITING PROFESSIONAL INITIATIVE.**

**WHEREAS**, the City of Oakland Department of Transportation was approached by the Chicago Transit Authority (CTA) with a Visiting Professional Initiative (Initiative) in October 2016; and

**WHEREAS**, the CTA's Initiative is a professional development opportunity intended to provide peer learning and knowledge exchange between CTA and other city transportation and transit agencies; and

**WHEREAS**, through the Department of Transportation's Strategic Plan, the City has articulated goals to plan and implement fast, frequent, reliable transit and to improve interagency coordination with partner transit agencies; and

**WHEREAS**, the CTA's Visiting Professional Initiative offers an opportunity for the City of Oakland to benefit from the expertise of a Senior Manager for Business Strategic Planning at the Chicago Transit Authority to implement these goals; and

**WHEREAS**, the Initiative will have no fiscal impact on the City; and

**WHEREAS**, the MOU shall not result in the loss of employment or salary by any person having permanent status in the competitive service; now, therefore be it

**RESOLVED:** That the City Council directs the City Administrator to enter into a memorandum of understanding with the Chicago Transit Authority regarding the Visiting Professional Initiative; and be it

**FURTHER RESOLVED:** That the term of this Initiative will be from March 6, 2017 to March 5, 2018; and be it

**FURTHER RESOLVED:** That the City Administrator, or designee, is hereby authorized to approve any subsequent amendments to or extensions of said Memorandum, provided that such amendments or extensions shall be approved for form and legality by the City Attorney.

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

**PASSED BY THE FOLLOWING VOTE:**

AYES - BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCELHANEY, GUILLEN, KALB, KAPLAN,  
AND PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

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

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