

City of Culver City, California
City Council and Redevelopment Agency Agenda Item Report

Meeting Date: 12/22/08		Item Number: J-1	
AGENDA ITEM: JOINT ITEM: FOUR-FIFTHS VOTE REQUIREMENT - Approval of a Letter of Agreement with the Los Angeles Metropolitan Transportation Authority for the Installation of a Real Time Motorist Information System and Approval of Related Budget Amendments.			
Contact Person/Dept.: Christopher Evans,		Phone Number: (310) 253-5744	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Downtown Business Association (12/17/08); Master E-Mail Notification List (12/17/08).			
Department Approval: Sol Blumenfeld (12/16/08)		Agency Counsel Approval: City Attorney Approval: Carol Schwab (by H. Baker) (12/17/08)	
Chief Financial Officer Approval: Jeff Muir (by N. Kimball) (12/17/08)		Executive Director/City Manager Approval: Jerry B. Fulwood (12/17/08)	
<u>RECOMMENDATION:</u> Staff recommends the Culver City Redevelopment Agency: 1. Approve a budget amendment appropriating \$214,000 from the Tax Exempt Bond Fund (Fund 553) and create the appropriate business unit. Staff recommends the City Council: 1. Approve a Letter of Agreement (the "LOA") with the Los Angeles Metropolitan Transportation Authority ("Metro") for the installation of a Real Time Motorist Information System ("Real Time System"); and, 2. Authorize the City Manager to execute the LOA on behalf of Culver City; and, 3. Approve a budget amendment appropriating \$858,000 from the Grants Capital fund (Fund 423) and create the appropriate business unit. A budget amendment requires a 4/5ths vote. <u>BACKGROUND:</u> On November 7, 2006, Metro issued a Call for Projects to improve regional transportation infrastructure in Los Angeles County. The Call for Projects was a process through which various Federal, State and local transportation funds were			

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awarded to the most regionally significant projects. Caltrans is retaining and authorizing release of Federal funds for the Call for Projects with Metro administering the Call for Projects in Los Angeles County.

On January 26, 2007, staff applied for grant funding through the 2007 Metro Call for Projects and requested funding for a number of needed transportation capital improvement projects. Transportation Department staff in coordination with Community Development Department staff requested grant funding for a Real Time Motorist Parking Information System (RTMPIS) (see Attachment 1, LOA Attachment C for project description, costs and timeline).

The total cost of design and installation of the RTMPIS is estimated to be \$1,072,000. The grant requires applicants to provide 20% of the total cost. Pursuant to this requirement, the Agency's contribution would be \$214,000.

On October 9, 2007, Carol Inge, Chief Planning Officer for Metro informed the City that Metro had approved the RTMPIS project for grant funding subject to the City and Metro entering into an LOA (see Attachment 2). RTMPIS grant funding would cover 80% or \$858,000 (\$1,072,000 - \$214,000) of the cost of development and construction of the RTMPIS. Grant funding would not be directly paid to the City but would be used to reimburse the City for RTMPIS expenses on a quarterly basis. .

DISCUSSION:

RTMPIS are in operation throughout the Los Angeles area. Simple systems provide an electronic monitor at the entrance of a parking structure which communicates to drivers how many spaces are available in the parking structure. More complex systems such as that in use at Century City's Westfield Mall provide information not only as to the number of parking spaces available but also how many spaces are available on a particular parking level.

RTMPIS provide a variety of benefits, including:

- Reducing traffic congestion by providing motorists with real time information as to parking availability via dynamic display boards. Motorists then make informed decisions about where to park rather than circling the block or the parking structure.
- Enhancing economic activity by reducing travel times and time spent by motorists searching for parking. More time will be spent engaging in economic activity and less time searching for parking.
- Reducing the environmental impact of driving. RTMPIS have been shown to reduce vehicle miles travelled thereby reducing emission rates per vehicle trip.
- Enhancing consumer satisfaction by reducing the frustration of searching for parking.

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RTMPIS will be installed in the Watseka, Cardiff and Ince Parking Structures and the planned Washington/National Transit Oriented Development ("TOD").

In addition to the locations above, dynamic message signs will be located on Washington and Culver Boulevards. The signs will communicate with the parking structures via telephone lines and provide motorist with real time information as to the availability of parking as they enter Downtown.

Letter of Agreement (LOA)

Metro has requested that Culver City comply with specific terms and conditions in order to obtain grant funding. The terms and conditions are outlined in a LOA prepared by Metro in coordination with staff (Attachment 1). Metro is requesting that the City Manager or his designee sign the agreement signifying the City's understanding and acceptance of the terms and conditions. To memorialize the City's acceptance of the terms, the LOA must be executed and returned to Metro no later than December 31, 2008.

The LOA sets forth such items as:

1. The description of the project as funded through the 2007 Call for Projects
2. Project funding sources
3. Project timeline and scope of work
4. Reporting and expenditure guidelines
5. Quarterly Reporting requirements
6. Terms of grant reimbursement

Next Steps

Should the City Council approve the LOA, the following next steps will be commenced:

- The project will commence in January 2009. At that time staff will submit a request to Caltrans through Metro to begin designing the project and developing bid specifications.
- Following design and development of bid specifications and with the authorization of the Agency and Caltrans the project will be bid out in September 2009 with award of construction.
- Development and construction of the RTMPIS at the three Downtown structures (Watsaka, Cardiff and Ince) are scheduled to occur from December 2009 to May 2010.
- Development and construction of the RTMPIS at the TOD site is anticipated to occur from June 2010 to November 2010. Should there be an unexpected delay the City can apply for and receive grant extensions through 2013.

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FISCAL ANALYSIS:

The RTMPIS is estimated to cost \$1,072,000, which includes project design, construction, administrative costs and construction management.

Funds were included in the Agency's 2009-10 approved budget in Property Management – General as a placeholder. However, the project is now ready to move forward, so staff would like to move funding for the project up a year. Since this is an infrastructure improvement, tax exempt bond funds may be used to fund the local match. Therefore, staff recommends appropriating \$214,000 (20% local match) from the Agency's tax exempt bond fund (Fund 553) and \$858,000 in the City's Grants Capital fund (Fund 423) in the FY 2008-09 budget and removing it from the Agency's approved FY 2009-10 budget.

Maintenance costs for the RTMPIS have been estimated by CBM at approximately \$41,000 for three (3) years for all locations. This is the estimated cost of a 3 year service contract with a qualified firm. Maintenance costs are not eligible for grant funding reimbursement and will be paid for as an operational cost by the Agency.

In addition, utility costs (electricity, internet, telephone) for the RTMPIS have been estimated by CBM at approximately \$14,000 for 3 years for all locations. Utility costs are not eligible for grant funding reimbursement and will be paid for as an operational cost by the Agency. The total ongoing annual cost to maintain and operate this system is approximately \$55,000. There is sufficient funding for these costs in the adopted budget for Property Management – General (55091000).

ATTACHMENT:

1. Letter of Agreement
2. Metro letter dated October 9, 2007

MOTION:

That the Culver City Redevelopment Agency:

1. Approve a budget amendment. Appropriating \$214,000 from Tax Exempt Bond funds (Fund 553) and create the appropriate business unit.

That the City Council:

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1. Approve a Letter of Agreement (the "LOA") with the Los Angeles Metropolitan Transportation Authority ("Metro") for the installation of a Real Time Motorist Information System ("Real Time System"); and,
2. Authorize the City Attorney to review the LOA and approve as to form; and
3. Authorize the City Manager to execute the LOA on behalf of the City; and,
4. Approve a budget amendment appropriating \$858,000 from the Grants Capital fund (Fund 423) and create the appropriate business unit.

A budget amendment requires a 4/5ths vote.