

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 07/28/08	Item Number: <u> A-6 </u>
AGENDA ITEM: FOUR FIFTHS VOTE REQUIREMENT - Acceptance of Grant Funds from Los Angeles County Department of Public Health Policies for Livable Active Communities and Environments (PLACE) Program Grant for Preparation of a Citywide Bicycle and Pedestrian Master Plan and Related City Code and Policy Amendments, and Related Physical Project and Approval of a Related Budget Amendment.	
Contact Person/Dept.: John Rivera, Senior Management Analyst	Phone Number: (310) 253-5616
Fiscal Impact: Yes ☒ No ☐	General Fund: Yes ☒ No ☐
Public Hearing: ☐	Action Item: ☒ Attachments: ☒
Public Notification: Mia Birk and Matt Benjamin, Alta Planning + Design and Jennifer Klausner Los Angeles County Bicycle Coalition by e-mail on July 23, 2008. Master E-Mail Notification List on (07/24/08).	
Department Approval: Charles D. Herbertson (07/02/08)	City Attorney Approval: Carol Schwab (by H. Baker) (07/22/08)
Chief Financial Officer Approval: Jeff Muir (by N. Kimball)(07/23/08)	City Manager Approval: Jerry B. Fulwood (07/23/08)
 <u>RECOMMENDATION:</u> Staff recommends the City Council approve accepting grant funds from the Los County Department of Public Health Policies for Livable Active Communities and Environments (PLACE) Program Grant for preparation of a Citywide Bicycle and Pedestrian Master Plan and related City code and policy amendments, related Physical Project and approve a budget amendment to appropriate the grant funds. A budget amendment requires a 4/5ths vote. <u>BACKGROUND:</u> In August 2005, the Los Angeles County Board of Supervisors, recognizing that chronic disease prevention is a crucial element in protecting the public's health, created a new Division of Chronic Disease and Injury Prevention within the Department of Public Health. At that time, funding was allocated for a new planning and policy development program within the Division, resulting in the creation of the "Policies for Livable Active Communities and Environments" (PLACE) Program in November 2006. The PLACE Program recognizes that a community's environment affects public health. The design of cities, communities, neighborhoods, work sites, schools and streets can impact how much physical activity people get and how we choose to design or improve various aspects of the community plays an important role in preventing chronic health conditions.	

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In August 2007, the PLACE Program released a Request For Initiatives, to address the influence of land use and community design on health. The Grant Program called for submittal of proposals that promote active environments through policy change and accompanying physical projects to improve the built environment. The PLACE Grant was a competitive grant intended to fund up to five grantees over a period of three years, beginning July 1, 2008. Organizations receiving grant awards would be eligible for one-year of funding with two renewals at the sole discretion of the Director of the Department of Public Health (DPH) and based on demonstrated performance, continued availability of funds, and approval by DPH and the County Board of Supervisors. The funds available for each grantee is up to \$310,000 over the term of the grant.

The PLACE Program Grant is primarily intended to fund efforts for pursuing policy changes (i.e. community design, land use, zoning, street standards, general plans, etc.). The grant also allowed limited funding, up to \$20,000, for implementation of physical projects (i.e. bike lanes, sidewalks, trails, traffic calming, green space, etc.) that are related to the policy change.

The grant program also is intended to promote physical activity through the cooperative efforts of governmental agencies and advocacy groups. The PLACE Program requires City applicants to collaborate with non-profit community based organizations conducting programs related to the anticipated policy efforts.

On October 22, 2007 the City Council authorized submittal of the PLACE Grant application for preparation of a Citywide Bicycle and Pedestrian Master Plan and related City code and policy amendments; and entering into a professional services agreement with Alta Planning + Design for PLACE Grant application and implementation of related professional services for a Citywide Bicycle and Pedestrian Master Plan and related City code and policy amendments in the amount provided for pursuant to the approved grant budget, if the grant was awarded to the City.

On July 1, 2008 the Los Angeles County Board of Supervisors approved awarding of a PLACE Grant to the City.

DISCUSSION:

The approved grant proposal is to prepare the City's first ever Citywide Bicycle and Pedestrian Master Plan (BPMP) and implement the BPMP through initiating grant funded programs, review and updating of City's related plans, codes, policies and standards, and the installation of physical bikeway improvements. The following is a basic listing of anticipated activities for each grant identified funding Term:

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Term 1 – 1 year 7/1/08 – 6/30/09 – Funding amount \$105,000

- Begin preparation of a citywide BPMP.
- Begin reviewing City plans, codes, policies and standards and determining which need revising to implement the BPMP.
- Initiate design and planning of priority bikeway physical improvements.
- Participate in City's General Plan update process.
- Staff training.

Term 2 – 1 year 7/1/09 – 6/30/10 – Funding amount \$105,000

- Complete preparation of a citywide BPMP.
- Process amending City plans, codes, policies and standards to implement the BPMP.
- Complete design and planning of priority bikeway physical improvements - EXPO to Downtown Bikeway- Explore possibility of Bike Route along Wesley Street, Higuera Street, Lucerne Avenue and connection to various side streets to Downtown (Depending on funding, explore the possibility of continuing this bikeway to the schools via Duquesne and Farragut and modifying the Jackson/Jasmine pedestrian walkway).
- Participate in review of a proposed private-sector discretionary development project to educate City engineering and planning staffs on implementation of the BPMP.
- Participate in the General Plan Process.
- Prepare grant applications to implement other BPMP identified programs and physical improvements (as budget allows).
- Staff training.

Term 3 – 1 year 7/1/10 – 6/30/11 – Funding amount \$100,000

- Perform review of BPMP and resulting plans, codes, policies and standards to implement the BPMP to determine if they are achieving stated goals, and if needed, identify and process amendment to those that are in need of revision.
- Prepare grant applications to implement other BPMP identified programs and physical improvements (as budget allows).
- Staff training.

Staffing and Partnering

The grant program requires the designation of an "Initiative Coordinator" who will lead the initiative efforts and regularly work with DPH on initiative and grant program implementation, which would be provided In-kind, as follows:

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Full-time City staff – Primary role is to supervise the grant implementation and work with Alta Planning + Design who will be responsible for the day to day implementation of the grant and with Los Angeles County Bicycle Coalition designated representatives who will provide outreach capabilities, knowledge and experience of cycling in the City and region, and educational capabilities.

As stated above, Alta Planning + Design has been contracted to be primarily responsible for implementing the grant program under the supervision of the Initiative Coordinator. Alta would conduct the public outreach process and preparation of the BPMP and the updates process of related plans, codes, policies and standards, schedule meetings, and prepare all notices, minutes, reports, and correspondence.

The City proposed partnering in this initiative with the Los Angeles County Bicycle Coalition (LACBC) as the non-profit community based organization. Founded in 1998, LACBC is a membership-based, non-profit bicycle advocacy organization. LACBC activities are directed to help people of all ages, abilities, and cultures to travel as cyclists, pedestrians, and motorists safely and simultaneously. LACBC's members have experience in cycling and interaction with street and bikeway infrastructure which will be invaluable for this initiative. LACBC also has the ability to promote community involvement and to provide educational resources. These are the roles we envision for their participation in the initiative. LACBC members and board members have participated in various City planning projects from 2000 into 2007.

Public Stakeholders Committee (PSC)

The development of citywide plans benefit from early and consistent participation by the community. In order to help ensure community participation in all steps of the BPMP development it is recommended that the City Council appoint a Public Stakeholders Committee (PSC). The PSC is intended to serve to provide public input on the BPMP in coordination with the public participation process. It is recommended that the PSC consist of residents, business owners, community and homeowners groups, non-profit organizations, and other interested parties. Members of the PSC would be asked to provide input on policy issues, principles, prioritization, design guidelines and standards, and the overall content and format of the BPMP. PSC meetings are anticipated on an as-needed basis. If the City Council authorizes formation of a PSC, staff proposes to work with Alta to develop recommendations for the structure and number of members for the PSC and return to the Council for approval.

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Environmental Review

Pursuant to the California Environmental Quality Act (CEQA) the adoption of policy documents and the construction of the physical project are anticipated to require adoption of a Negative Declaration or Mitigated Negative Declaration. The adoption of the CEQA action will occur as part of the approval process of the Citywide Bicycle and Pedestrian Master Plan.

FISCAL ANALYSIS:

As stated previously, the grant award is for one-year with two one-year renewals at the sole discretion of the Director of DPH and based on the demonstrated performance, continued availability of funds, and approval by DPH and the County Board of Supervisors. The fund available for each grantee is up to \$310,000 over the term of the grant. Staff is requesting a budget amendment to appropriate the first year's grant funds of \$105,000. Subsequent year funding will be appropriated as the funding is approved by the Director of DPH and County Board of Supervisors.

The grant funds would primarily be used to fund all the cost of Alta's professional services and LACBC outreach and initial educational efforts. No City matching funds are required. However, in addition to Public Works Department staff, staff support from the following City departments will be needed to implement the grant: Police, Fire, Community Development and Parks, Recreation & Community Services.

Any ongoing programs resulting from this effort are anticipated to be funded through future grant opportunities that would be available to the City once the proposed Citywide Bicycle and Pedestrian Master Plan were adopted.

Because the PLACE Program is a reimbursable grant, the City will be required to provide the initial funding for each of the three Terms.

<u>Term:</u>	<u>Time Period:</u>	<u>Maximum Funding Amount:</u>
1	7/1/08 – 6/30/09	\$105,000
2	7/1/09 – 6/30/10	\$105,000
3	7/1/10 – 6/30/11	\$100,000

The grant program allows for funding to be allocated for conferences and training to support professional development related to the initiative. The funding may be allocated at a rate of \$5,000 in each of the 3 Terms. The grant initiative training funding will be used for City staff training.

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ATTACHMENT:

1. PLACE 2007-01 Sample Agreement, Exhibit, Additional Provisions

MOTIONS:

That the City Council:

1. Authorize acceptance of the Los County Department of Public Health Policies for Livable Active Communities and Environments (PLACE) Program Grant in the amount of \$310,000 for preparation of a Citywide Bicycle and Pedestrian Master Plan and related City code and policies amendments, and \$20,000 for design and construction of the associated Physical Project;
2. Approve a budget amendment to appropriate \$105,000 of grant funds in the fiscal year 2008-09 Capital Improvement Program budget (**A budget amendment requires a 4/5th vote**);
3. Authorize City staff to develop recommendations for composition, criteria and role for future City Council consideration regarding the formation of the Citywide Bicycle and Pedestrian Master Plan Public Advisory Committee;
4. Authorize the City Manager to execute on behalf of the City all documents required for the Los County Department of Public Health Policies for Livable Active Communities and Environments (PLACE) Program Grant for preparation of a Citywide Bicycle and Pedestrian Master Plan and related City code and policy amendments;
5. Authorize necessary revisions to the professional services agreement with Alta Planning + Design required for the PLACE Grant agreement and implementation of related professional services for a Citywide Bicycle and Pedestrian Master Plan and related City code and policy amendments in the amount provided for pursuant to the approved grant budget;
6. Authorize the City Attorney to review/prepare the necessary revised documents for the Alta Planning + Design contract and authorize the City Manager to execute such documents;
7. Authorize entering into a professional services agreement with Los Angeles County Bicycle Coalition for their participation in the PLACE Grant agreement and implementation of related professional services for a Citywide Bicycle and Pedestrian Master Plan and related City code and policy amendments in the amount provided for pursuant to the approved grant budget; and,

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8. Authorize the City Attorney to review/prepare the necessary documents for the Los Angeles County Bicycle Coalition contract and authorize the City Manager to execute such documents.