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DEPARTMENT OF
PUBLIC WORKS

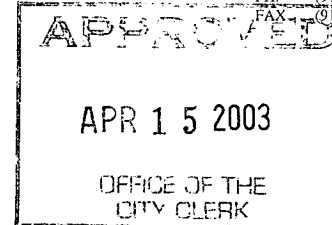
CITY OF SACRAMENTO
CALIFORNIA

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PROJECT DELIVERY DIVISION

March 27, 2003

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City Council
Sacramento, CA

Honorable Members in Session:

**SUBJECT: COMMUNITY PARTICIPATION IN THE TRANSPORTATION
PROGRAMMING GUIDE (TPG) PROCESS**

LOCATION/COUNCIL DISTRICT: Citywide, All Districts.

RECOMMENDATION:

This report recommends that the City Council:

- Adopt the attached Resolution approving the concepts for the Community Outreach Process for the Transportation Programming Guide (Exhibit A); and
- Authorize the City Clerk to open the application period to fill the vacancies currently existing on the Transportation Programming Guide Community Advisory Committee.

CONTACT PERSON: Hector Barron, Supervising Engineer, 264-2669
Nicholas Theocharides, Principal Engineer, 264-5065

FOR COUNCIL MEETING OF: April 15, 2003

SUMMARY:

During preparation of the 2002 Transportation Programming Guide (TPG), several TPG stakeholders, including working group members, City staff, and others, suggested broader community involvement in the process. As a result, staff is recommending a new community outreach process for the development of the TPG and filling the vacancies currently existing on the Transportation Programming Guide Community Advisory Committee.

COMMITTEE/COMMISSION ACTION: None.

BACKGROUND INFORMATION:

The TPG is prepared each year by the Department of Public Works to prioritize the City of Sacramento's transportation programs and projects. In 1995, the City Council adopted Resolution No. 95-566 that established an eleven member TPG Community Advisory Committee (CAC), with appointments by the Mayor and the City Council. The committee members included appointees from the Mayor's office, each City Council District, the Sacramento Area Bicycle Advocates (SABA), and the American Lung Association. The purpose of the CAC was to provide advice during formulation of eligibility and scoring criteria and be involved throughout the development of the TPG. During preparation of the 2002 TPG, several TPG stakeholders, including working group members, City staff, and others, suggested broader community involvement in the process.

On November 7, 2002, staff was directed by the City Council to develop a Community Outreach Process for their consideration. Staff has developed a process (Exhibit A) that is aimed at obtaining broader community outreach. In developing the process, staff met with Neighborhood Services Area staff and interested Councilmembers to gather ideas regarding the most appropriate outreach.

The process involves maximizing the opportunity to provide community input throughout the development of the TPG inclusive of project solicitation, criteria refinement, and project scoring and ranking. The outreach process is comprised of several tasks, which are listed in Exhibit A, and may be repeated throughout the TPG process. Below is a brief description of the purpose of the key tasks within the outreach process:

- Meeting with Councilmembers: These meetings provide for the opportunity for Councilmembers to provide input, review draft deliverables, and hear highlights of input received from the community.
- Interactive Website: The current TPG web page will be modified to be more interactive. It will provide an overview of the TPG, description of the TPG sections, allow input from the community, provide draft deliverables for review, and post meeting dates.
- Press Announcements: Press announcements will be used to announce the kickoff of the TPG, availability of deliverables and review periods, and meeting dates.
- Presentations to BAC & Planning Commission: Presentations will given to the Bicycle Advisory Committee and the Planning Commission for input.
- Presentations/Announcements to Neighborhood Service Area (NSA) Leadership Meetings: With the assistance of the NSA directors, presentations will be given to the NSA Leadership. Announcements will also be made at these meetings regarding availability of deliverables and review periods and meetings dates.
- Public Open House: Two public open houses are expected early in the process. The purpose of the open house is to educate the public on the TPG and solicit input from the community. Announcement of the open houses will be done by utilizing press announcements, NSA mailing lists, and other broadbased outreach mechanisms.

Throughout the process, it is recommended that the Community Advisory Committee (CAC) continue to advise City staff in the development of the TPG. In the past, the CAC was focused

mostly on providing input on the deliverables. Staff is recommending that the CAC's role include participating in the public outreach process. It is also expected that the CAC will advise staff in preparing for public meetings, attend public meetings, and meet with staff to debrief after the meetings. Involving each of the CAC members in the public outreach will require that they attend at minimum eight meetings during the development of the TPG. Their involvement will bring a unique perspective to the TPG development process and ultimately improve the TPG document.

FINANCIAL CONSIDERATIONS:

A change in the TPG community outreach process will require additional staff time. This additional staff time cannot yet be quantified.

ENVIRONMENTAL CONSIDERATIONS:

The proposed action is not considered a "project" as defined by the California Environmental Quality Act (CEQA) because it does not involve an activity that will cause a direct or indirect physical change in the environment and does not require further environmental review.


POLICY CONSIDERATIONS:

The proposed action is consistent with the City's Strategic Plan goal to establish and strengthen community and regional partnerships.

ESBD CONSIDERATIONS:

No goods or services are involved with the proposed action.

Respectfully submitted:


Francesca Lee Halbakken
Project Delivery Manager

RECOMMENDATION APPROVED:


ROBERT P. THOMAS
City Manager

Approved:


Thomas V. Lee
Deputy City Manager

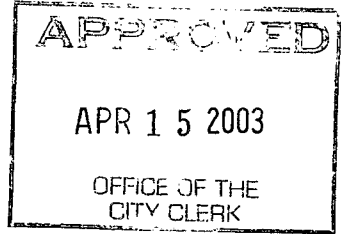
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RESOLUTION NO. 2003-175

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____



**RESOLUTION APPROVING THE COMMUNITY OUTREACH PROCESS FOR THE
TRANSPORTATION PROGRAMMING GUIDE**

THE COUNCIL OF THE CITY OF SACRAMENTO RESOLVES THAT:

- The concepts for the Community Outreach Process for the Transportation Programming Guide (Exhibit A) are approved; and
- The City Clerk is authorized to open the application period to fill the vacancies currently existing on the Transportation Programming Guide Community Advisory Committee.

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

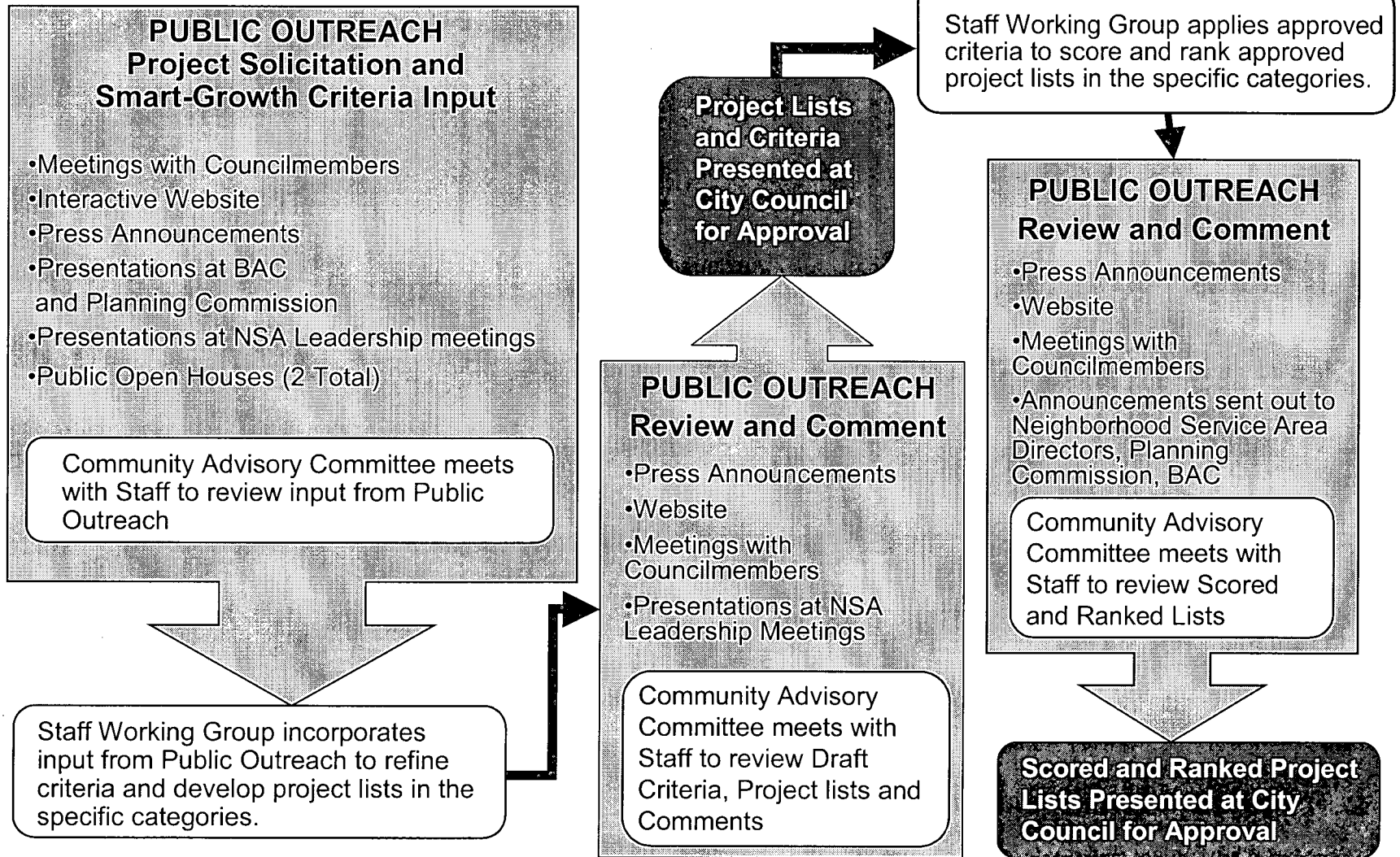
RESOLUTION NO.: _____

DATE ADOPTED: _____

Transportation Programming Guide Community Outreach Process

Project Solicitation and Criteria Refinement

Project Scoring & Ranking



Resolution Number: _____