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CITY OF SACRAMENTO

DEPARTMENT OF PUBLIC WORKS

ENGINEERING

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Architecture, Rm. 302	(916) 449-5307
Civil Engineering, Rm. 207	(916) 449-5281
Construction, Rm. 207	(916) 449-5281
Electrical Engineering, Rm. 304	(916) 449-5287
Real Estate, Rm. 300	(916) 449-5307
Traffic Engineering, Rm. 300	(916) 449-5307

November 20, 1984

CITY MANAGER'S OFFICE
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City Council
Sacramento, California

APPROVED
 BY THE CITY COUNCIL

Honorable Members In Session:

SUBJECT: Bicycle Coordinator/TSM Coordinator

NOV 20 1984

OFFICE OF THE
 CITY CLERK

SUMMARY:

This report discusses the action of the Budget and Finance committee concerning the addition of a Junior Civil Engineer position to serve as a Bicycle Coordinator/TSM Coordinator.

BACKGROUND:

Attached for your information is a copy of the staff report to the Budget and Finance Committee outlining the duties and responsibilities of this proposed new position. In approving the report, the Committee members expressed a preference to have the position funded and filled by January 1, 1985.

After reviewing the recommendation of the Budget and Finance Committee, the City Manager's office recommends position funding be deferred until after the City Council takes a final position on existing City revenue sources.

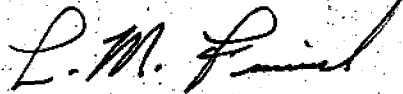
FINANCIAL DATA:

Sixteen thousand dollars would be required to fund the position for the remainder of fiscal year 1984/85. The total cost for fiscal year 85/86 is estimated to be \$30,000.

RECOMMENDATION:

It is recommended that the Budget and Finance Committee action be reviewed by the full City Council and that implementation of the Committee's recommendation be deferred until the City Council takes a final position on existing City revenue sources.

Respectfully submitted,



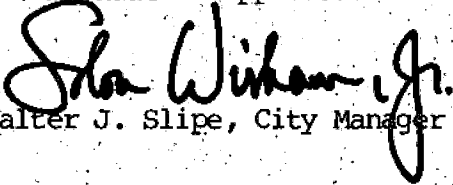
L. M. FRINK
Deputy Director of Public Works

Approved:



MELVIN H. JOHNSON
Director of Public Works

Recommendation Approved:



for:

Walter J. Slipes, City Manager

LMF:JB:bb

November 20, 1984
ALL DISTRICTS

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October 8, 1984

Budget and Finance Committee
Sacramento, California

Honorable Members in Session:

SUBJECT: Bicycle Coordinator/TSM Coordinator

SUMMARY

At the August 6 meeting, the Committee requested that staff report on the status of a Bicycle Coordinator position. The report was requested to assess recommended staffing level, responsible Departments, and recommended duties.

BACKGROUND

Bicycle Coordinator:

Public Works has reviewed this issue with the Community Development Department, Parks and Community Services, and the Public Works Department of the County of Sacramento. We have discussed the possibility of a shared position between Departments and Agencies and the general consensus of these Departments was that a split staffing position is not recommended. Coordination, control, and supervision become difficult.

The Community Development Department is currently using student interns to update the Bicycle Master Plan adopted in 1976. They estimate the updating will be completed by Spring of 1985. After that time, they believe that current staff can perform routine updating. They believe that a new permanent or part-time position is not justified for these activities.

Public Works recommends that if a Bicycle Coordinator position is funded, it should be assigned to the Traffic Engineering Section. Within that Section the individual would be responsible for the coordination of the bicycle program, including implementation of the Master Plan, liaison with cycling groups, coordination of bicycle projects, development of new projects, and development of bicycle funding. Project priorities would be evaluated and updated. The individual would also be responsible for the review of development of plans to assure that adequate bicycle and pedestrian facilities are provided.

While some of these tasks are being performed on a routine basis by other staff, the appointment of a Coordinator would add focus and emphasis to this program.

It is our belief that the above efforts for a Bicycle Coordinator would occupy approximately one-half of a full-time staff position.

TSM Coordinator:

A second program which needs focus is Transportation Systems Management (TSM). As development continues in the City and County the need for additional transportation facilities becomes greater. TSM coordination would be an appropriate task for the remaining one-half-full time employee.

TSM is a method which, instead of recommending costly Capital Improvements, attempts to make better and more efficient use of existing facilities by encouraging alternative modes of transportation other than the single occupant automobile. TSM has been recognized by the City by the adoption of the trip reduction ordinance as a condition for new developments. The TSM program, however, currently does not have a clear focus or staff support to encourage successful implementation and continued operation.

If the Council were to fund a Bicycle Coordinator, we would recommend the remaining one-half full time employee be allocated as a TSM Coordinator. The TSM Coordinator would work with the public and private sectors to develop, implement and sustain effective TSM measures. This would include stronger liason with the Sacramento Regional Transit District and other agencies.

The functions of the Bicycle Coordinator/TSM Coordinator are compatible. Approval of this position would also provide a specific contact person for these two key programs; programs which will help Sacramento area residents personal mobility in the future.

FINANCIAL DATA

If approved, it is recommended that the position be either a Junior Civil Engineer or an Administrative Assistant. We believe that an engineer with the appropriate background would be preferable because of the opportunity to develop a career potential within the Public Works Department. The total cost for either classification would be about \$32,000 per year.

RECOMMENDATION

If the Budget and Finance Committee determines that a Bicycle Coordinator/TSM Coordinator is necessary, it is recommended that the Public Works Department's Budget be augmented by \$ 16,000 for Fiscal Year 1984-85, and that an additional Junior Civil Engineer position be authorized to allow for the appointment of a Bicycle/TSM Coordinator.

This position should be subject to periodic review to determine if it is meeting the community need previously expressed.

Respectfully submitted,

L. M. Frink
Deputy Director of Public Works

Approved:

MELVIN H. JOHNSON
Director of Public Works

RECOMMENDATION APPROVED:

Solon Wiseman, Jr,
Assistant City Manager

LMF:IM:yg

cc: Bob Thomas, Director of Community Services
cc: Marty Van Duyn, Director of Planning