

**Item No. 17
Town of Atherton**



CITY COUNCIL STAFF REPORT – CONSENT AGENDA

**TO: HONORABLE MAYOR AND CITY COUNCIL
GEORGE RODERICKS, CITY MANAGER**

**FROM: MICHAEL KASHIWAGI
COMMUNITY SERVICES DIRECTOR**

DATE: SEPTEMBER 16, 2015

**SUBJECT: AMEND THE FY 2015/16 CAPITAL IMPROVEMENT PROGRAM
TO INCLUDE THE MIDDLEFIELD ROAD/OAK GROVE
AVENUE COMPLETE STREETS IMPROVEMENT PROJECT
AND AUTHORIZE ADVERTISEMENT OF A REQUEST FOR
PROPOSAL TO DEVELOP BID DOCUMENTS FOR THE
PROJECT**

RECOMMENDATION

1. Adopt the attached Resolution No. 15-XX amending the FY 2015/16 Capital Improvement Program to include the Middlefield Road/Oak Grove Avenue Complete Streets Capital Improvement Project.
2. Authorize issuance of a Request for Proposal to develop bid documents for Complete Streets Improvements at the Middlefield Road/Oak Grove Avenue Intersection.

BACKGROUND

At the February 4, 2015 meeting, City Council authorized staff to submit an application for Transportation Development Act (TDA) funds and adopted Resolution No. 15-03 committing matching funds for the referenced project. The Middlefield Road/Oak Grove Avenue Complete Streets intersection improvements were identified and prioritized in the Town's Bicycle and Pedestrian Master Plan. The project focuses on improving access for students, families, residents and visitors walking or biking through this intersection. Specific improvements include providing accessible curb ramps, upgraded pedestrian push buttons, countdown style pedestrian heads, improved pedestrian and bike paths and removing barriers along the pedestrian path.

ANALYSIS

The TDA Program funds projects that encourage bicycling and pedestrian conditions. The TDA money is state funds that are distributed by the Metropolitan Transportation Commission (MTC) to the City/County Association of Governments of San Mateo County (C/CAG) each year. The

program had \$1.5 million available for FY 15/16 in San Mateo County. C/CAG received 14 applications requesting a total of \$3,199,800. In May 2015, the C/CAG Board authorized the adoption of the County's FY 15/16 TDA program, including 6 projects and \$1,500,000. The Middlefield Road/Oak Grove Avenue Completes Streets project was ranked 4th out of the 14 project applications received. The project was recommended by the C/CAG board for funding. The Town received formal approval of the TDA grant funding allocation from MTC on August 5, 2015.

The planning level budget completed as part of the Bicycle and Pedestrian Master Plan estimated that the cost to design and implement the Middlefield Road/Oak Grove Avenue intersection improvements to be \$250,000. While developing the grant application, staff trimmed the estimated project cost to \$248,400. The TDA application was for \$124,200 in TDA funds with a 50% Town match of \$124,200.

Upon receipt of approval from the Council, staff will develop a Request for Proposal for a design consultant to develop plans, specifications and estimates (PS&E) for the project. The Consultant will consider the pedestrian and vehicular traffic growth associated with the adjacent Menlo Atherton High School Master Plan Expansion project while designing the Complete Streets improvements.

POLICY FOCUS

The complete streets improvements project at Middlefield Road and Oak Grove Avenue was identified in the Bicycle and Pedestrian Master Plan and is consistent with the Plans' primary goal of advancing projects that promotes increased safety and levels of non-motorized activity throughout the Town.

FISCAL IMPACT

This project will be funded by the Bike and Pedestrian Master Plan Implementation Program. The Town will be reimbursed by a TDA grant of \$124,200, representing 50% of the estimated costs.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.

ATTACHMENTS

Budget Resolution

RESOLUTION NO. 15-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ATHERTON
AMENDING THE FY 2015/16 CAPITAL IMPROVEMENT PROGRAM TO INCLUDE
THE MIDDLEFIELD ROAD/OAK GROVE AVENUE COMPLETE STREETS
IMPROVEMENT PROJECT**

WHEREAS, the Town of Atherton has programed Bicycle and Pedestrian Master Plan Implementation Program funding within its Fiscal Year 2015-2016 Capital Improvement Budget.

WHEREAS, the Town has been granted \$124,200 in Fiscal Year 2015/2016 San Mateo County Transportation Development Act Article 3 Program Funding to make complete streets intersection improvements to the Middlefield Road/Oak Grove Avenue intersection.

WHEREAS, the Town desires to advance projects that promote increased safety and levels of non-motorized activity throughout the Town.

WHEREAS, the Town's Bicycle and Pedestrian Master Plan, adopted in November of 2014, identified the Middlefield Road/Oak Grove Avenue Complete Streets Improvement Project as a priority project.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the Town of Atherton does hereby amend the FY 2015-16 Capital Improvement Program to include the Middlefield Road/Oak Grove Avenue Complete Streets Intersection Improvement Project as identified on Exhibit A attached hereto.

PASSED AND ADOPTED, at a meeting of the City Council of the Town of Atherton held on the 16th day of September, 2015 by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

Rick DeGolia, Mayor
Town of Atherton

ATTEST:

Theresa N. DellaSanta, City Clerk

APPROVED AS TO FORM:

William B. Conners, City Attorney

EXHIBIT A

Amend the FY 2015/16 Capital Improvement Program to include the Middlefield Road/Oak Grove Avenue Complete Streets Improvement Project

Transfer \$248,400

From: Special Parcel Tax (Specifically the Bicycle & Pedestrian Master Plan Implementation Program)

To: Middlefield/Oak Grove Complete Streets Improvement Project



**Capital Improvement Program
Fiscal Years 2015/16 through 2019/20**

Project Type: Streets & Transportation

Project Name: Middlefield/Oak Grove Complete Streets Improvements

Project Description: This project focuses on providing safe access for students, families, residents and visitors walking or biking through this intersection. Specific improvements include providing safe and accessible curb ramps, upgraded pedestrian push buttons, countdown style pedestrian heads, improved pedestrian and bike paths and removing barriers along the pedestrian path. This project received 50% matching grant funds from the Transportation Development Act (TDA) Program. Up to \$124,200 in project costs will be reimbursed by the TDA program.

Funding Plan and Project Costs

Funding Source	15/16	16/17	17/18	18/19	19/20	Totals
Special Parcel Tax	\$ 248,400					\$ 248,400
Totals	\$ 248,400	-	-	-	-	\$ 248,400

