



# City Council Memorandum

*City of Arts & Innovation*

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**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: DECEMBER 17, 2019**

**FROM: PARKS, RECREATION AND COMMUNITY      WARDS: ALL**  
**SERVICES DEPARTMENT**

**SUBJECT: SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$65,000 FROM THE REGIONAL PARK SPECIAL CAPITAL IMPROVEMENT FUND (413 TRAIL DEVELOPMENT IMPACT FEE ACCOUNT) AND TRANSFER OF FUNDS TO THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENT TO ADD A TRAIL MASTER PLAN UPDATE ONTO THEIR EXISTING CONTRACT WITH ALTA PLANNING + DESIGN FOR THE CITY'S ACTIVE TRANSPORTATION PLAN**

## **ISSUES:**

Authorize a supplemental appropriation in the amount of \$65,000 from the Regional Park Special Capital Improvement fund (413 Trail Development Impact Fee Account) and authorize the transfer of \$65,000 to the Southern California Association of Governments to add a Trails Master Plan Update onto their existing contract with Alta Planning + Design for the City of Riverside Active Transportation Plan.

## **RECOMMENDATIONS:**

That the City Council:

1. Authorize a supplemental appropriation in the amount of \$65,000 from the Regional Park Special Capital Improvement Fund (Trail Development Impact Fee Account) into the Trails Master Plan Account for a Trails Master Plan Update;
2. Authorize the transfer of \$65,000 to the Southern California Association of Governments to add the Trails Master Plan Update scope of work to their existing contract 19-050-C01 with Alta Planning + Design for the City of Riverside Active Transportation Plan; and
3. Authorize the City Manager, or his designee, to execute any and all documents necessary for the Trails Master Plan Update to be added to SCAG's contract number 19-050-C01 for the Riverside Active Transportation Plan.

## **BACKGROUND:**

The Trails Master Plan was adopted by the City Council in 1996, and then updated with the Park and Recreation Park Master Plan in 2003.

Since 1996, when the Trails Master Plan was adopted, Riverside's population and built environment have expanded steadily. The City's Trails Master Plan needs to be re-evaluated and revised to ensure that it meets the needs and priorities of the community, that it conforms to guiding plans and policies adopted by the City, and that it is feasible to implement within the current built environment.

As part of their Regional Transportation Plan/Sustainable Communities Strategy, Southern California Association of Governments (SCAG) has made available a Sustainability Planning Grant to support bicycle and pedestrian planning efforts. Through this grant program, SCAG provided a \$250,000 grant to the City for the collaborative development of a combined Active Transportation Plan and Pedestrian Target Hardening Plan. The City Council accepted the grant award on May 7, 2019 and authorized a local cash match in the amount of \$125,000 from the Active Transportation Plan account (Measure A funds).

SCAG is managing this project and has hired Alta Planning + Design (Consultant) to prepare the Active Transportation Plan (ATP), Pedestrian Target Hardening Plan, and a Complete Streets Ordinance for the City of Riverside. The Consultant was selected through a competitive Request for Proposal process and was awarded a contract by SCAG on June 6, 2019 in the amount of \$374,994 to work directly with the City of Riverside Public Works Department to complete the scope of work.

## **DISCUSSION:**

The Trails Master Plan would benefit from being analyzed and developed in conjunction with the Active Transportation infrastructure network plans, since many of the existing and planned Trails Master Plan routes could also meet the needs of the ATP and vice versa. Though the Trails Master Plan has a recreational foundation and the ATP has a transportation focus, the two plans have a shared goal of providing pedestrian, bike, and in some locations, equestrian routes between key destination points such as parks, open spaces, schools, and retail, commercial and employment centers.

Alta Planning + Design has provided a fee proposal in the amount of \$65,000 to add a Trails Master Plan update as part of their ATP work already under contract with SCAG. Data analysis, community outreach, site assessments, and route network planning and design for the two plans can be performed together, resulting in a cost savings to the City when compared to preparing each of the plans independently. The City will fund this portion of the project and will transfer \$65,000 to SCAG to add the Trails Master Plan Update scope of work to their existing contract with the Consultant.

The Purchasing Services Manager concurs that the recommendations above are in compliance with Purchasing Resolution No. 23256, Section 702 (e) which allows an exception to the competitive procurement process when Cooperative Purchasing is available and undertaken or when Services can be obtained through Federal, State and/or other public entity pricing contracts or price agreements.

The Public Works Department concurs with this action.

**FISCAL IMPACT:**

The fiscal impact of the action is \$65,000. An appropriation in this amount to the Trails Master Plan Account 9909154-440305 is requested from Trail Development Impact Fee reserves, in the Regional Park Special Capital Improvement (413) fund.

Prepared by: Adolfo Cruz, Parks, Recreation and Community Services Director  
Certified as to  
availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer  
Approved by: Rafael Guzman, Assistant City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. Trails Master Plan Update Additional Scope of Work and Fee Proposal
2. SCAG RFP No. 19-050, Riverside Active Transportation Plan
3. Proposal from Alta Planning + Design for RFP 19-050