



<b>CDC Meeting Date:</b>	August 22, 2024	
<b>Name of Agenda Item:</b>	Transpo Group Contract – Transportation Element Update	
<b>Section of Agenda:</b>	Discussion	
<b>Next Steps Proposed by Staff:</b>		<b>Legal Review:</b>
<input type="checkbox"/> Staff revisions	<input type="checkbox"/> Planning Commission	<input type="checkbox"/> Completed
<input type="checkbox"/> Return to CDC	<input type="checkbox"/> Other Committees	<input type="checkbox"/> Recommended
<input checked="" type="checkbox"/> Schedule for full Council	<input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Not Required
<b>Attachments:</b>		
Transpo Scope and Budget		
<b>Summary Statement:</b>		
<p>The 2025 Comprehensive Plan update includes the update to the Transportation Element which appears as an appendix to the Plan. The Element reviews the City’s Transportation goals and polices, reviews existing facilities and conditions, evaluates travel forecasts, outlines the City’s transportation systems plan, and describes the associated financing program. The update, for the first time, as a State requirement, will describe the City’s adopted level of service (LOS) not just for vehicular traffic but also for pedestrian travel within the city.</p> <p>The Planning budget benefits from two other contracts. One is the work that Transpo is already doing with the Public Works Department to review intersections within the city. Secondly, the public outreach that our Comprehensive Plan consultant is doing includes transportation related inquiries – these are found within the community survey, with happen in discussions with the advisory group, and with the focus groups. These overlaps reduced the original budget from approximately \$153,000 to \$120,000.</p> <p>The \$125,000 grant funding the City received from the State to assist in the Comp Plan update does not cover the Transportation update. A small portion of the grant funding related Climate Planning may be allocated to transportation planning as it relates to reduction of miles traveled and other topics where transportation and climate planning overlap.</p> <p>Staff is requesting that the City Council review and approve the Transpo contract in an upcoming Council meeting while keeping in mind that approximately 35% of the tasks will be accomplished in 2024 while a majority will be completed in 2025.</p>		
<b>Recommended Action:</b>		
Discuss contract in light of 2025 Budget. Review ahead of request to full Council.		