



## City Council Staff Report

Agenda Item:	<u>I.2</u>
Date:	<u>May 21, 2019</u>
Department:	<u>Administration</u>

**AGENDA TITLE:** Update on Private Roads Workshop And Selection of Workshop Date

**RECOMMENDATION:** Receive Update on status of Private Roads Workshop and Select Date for Workshop

**BACKGROUND:**

At the City Council Meeting of March 19, 2019, the Council approved holding a Workshop to discuss the private roads issue. The Council suggested that the City Manager work with Councilmember Fay to identify a facilitator and discuss the workshop format and scope.

**DISCUSSION:**

Councilmember Fay and City Manager Salomon met as suggested. A facilitator, James Bourgart (resume attached) was identified and retained. A scope of work was prepared and is attached to this report.

The City Clerk has been working to identify a date that all Councilmembers, and key staff, can attend. Due to prior obligations and trips planned by both Councilmembers and staff, the earliest date would need to be in mid-July.

The following dates have (so far) been identified as good possibilities:

Tuesday, August 13<sup>th</sup> – 6:30-10:30pm

Tuesday, August 27<sup>th</sup> – 6:30-10:30pm Selected by Council

Tuesday, September 3<sup>rd</sup> – 6:30-10:30pm (in lieu of regular CC mtg.)

The City Clerk has also sent an e-mail to the key private street advocates to see if there are any known conflicts with the above dates. An update will be provided at the meeting as to their availability.

**NEXT STEPS:**

Once a date is secured, the facilitator will meet with various individuals (as listed in the scope of work) prior to developing an agenda and materials for the workshop.

**FISCAL IMPACT:**

Compensation for the facilitation services will be provided at a set price of \$5,000, payable upon satisfactory completion of the assignment. Funding for the workshop will be included in the proposed City Manager Department Operating Budget for Fiscal Year 2019-2020.

**ATTACHMENTS:**

- A. Scope of Work Private Road Workshop
- B. James Bourgart Resume

Respectfully Submitted by:  
Steve Salomon  
City Manager

Prepared By: Sheri Smith, City Clerk

Approved by:

Steve Salomon  
Steve Salomon, City Manager 5/17/2019

## CITY OF ORINDA: PRIVATE ROADS WORKSHOP FACILITATION

### Scope of Work

**Assignment:** Prepare for and conduct a 4-hour Workshop to explore the issue of private roads. After the workshop, prepare a report summarizing the comments, questions, and suggestions made by the Council, private road interests, city staff, and the general public. The Workshop will be a publically noticed meeting Council meeting.

**Anticipated Preparation:** Facilitator will prepare for the workshop by: (1) Becoming familiar with existing staff-prepared materials, including staff memoranda to the Council, meeting minutes, and testimony by residents; (2) Meeting with one City Council member, the City Manager, the City Attorney, and the Assistant City Manager/Public Works Director to gain their perspectives; (3) Meeting with up to five members of the public who are representative of the residents most interested in the issue, as recommended by staff.

**Agenda/Program Definition:** After completing the meetings described previously, the facilitator will draft and refine an agenda. Facilitator will advise city staff about the presentation materials to be used in the course of the workshop. City staff will provide assistance as needed.

**Post-Workshop:** Facilitator will prepare a summary report containing questions, comments, and suggestions made during the workshop. It is not the intent of this workshop for the facilitator to make recommendations or for the Council to make any decisions at the workshop. The City is holding the workshop to discuss a challenging issue in an unbiased environment.

**JAMES BOURGART**

Transportation Planner

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**Education**

M.A., Political Science, Stanford University  
 B.A., Government, Columbia University

**Professional Affiliations**

State appointee to Bay Conservation and Development Commission and Bay Area Joint Policy Committee; Infrastructure Delivery Council; San Francisco Municipal Transportation Agency Board of Directors; American Council of Engineering Companies; Women's Transportation Seminar; Californians for Better Transportation; Coalition for Project Delivery; RIDES for Bay Area Commuters; Association for Commuter Association (former member of Board of Directors for each organization)

**Key Qualifications**

Jim Bourgart, a senior transportation planner and government relations manager with Parsons Brinckerhoff, has over 40 years of government and public policy experience with an emphasis on transportation and environmental issues. At Parsons Brinckerhoff, he was a project manager and performed public education/outreach, meeting facilitation and consensus-building roles on complex and controversial projects.

Jim left Parsons Brinckerhoff in 2006 to serve as a gubernatorial appointee to the position of Deputy Secretary for Transportation and Infrastructure for the State of California. In that position, he was the Business, Transportation and Housing Agency's chief liaison with the Governor's Office on transportation policy. On behalf of the Agency Secretary, he provided oversight and liaison with the California Department of Transportation (Caltrans), an agency with 22,000 employees. Diverse policy areas included transportation funding, public-private partnerships (P3), project development, freight movement, environmental review, small business participation and coordination of regional initiatives. Jim was the staff manager of the Public Infrastructure Advisory Commission, which was created by legislation to facilitate P3s, work with both public agencies and the private sector, and identify and evaluate potential projects. He returned to Parsons Brinckerhoff in October 2009 and worked there until 2016. He is currently working part-time as an advisor for a San Mateo County Supervisor on transportation issues.

**Transportation Planning**

- Board of Directors Meeting Facilitation, Oakland, California. Facilitated annual board retreats of Alameda County Congestion Management Agency (ACCMA). Assignment included working with ACCMA staff to set an agenda and program and to organize presentations. Retreat was typically half-day in length and publicly noticed. Goal was to guide discussion to identifying issues, gaining everyone's perspectives and moving toward a range of solutions or actions. Responsible for producing written summary of results from the retreat.
- Treasure Island Mobility Management Study, San Francisco, California: project manager leading the Parsons Brinckerhoff team to devise an integrated, multi-modal transportation system that maximizes mobility and financial sustainability, while reducing the traffic impacts of the development project. The program includes a tolling system, significantly enhanced transit and other transportation demand management measures.
- Bay Area Express Lane Network, Oakland, California: project manager for an MTC application and subsequent program management to create a 530-mile network of express lanes in the region. Project included project study report (PSR) for Caltrans and application to California Transportation Commission (CTC) for authority to convert existing lanes and construct new express lanes. Analysis included technical, financial and political feasibility. Program

management entails development of first phase of express lane program, including schedule, cost estimating, toll system, environmental documentation and preliminary engineering.

- Transit Sustainability Project, Oakland, California: project manager for an MTC regional study of transit agencies to provide recommendations for long-term sustainability of 27 transit agencies in the region. Jim and his team conducted an analysis of cost structure and cost drivers of transit operations; service optimization; and institutional arrangements, including potential functional consolidations and coordination among operators.
- I-880 and I-680 Value Pricing Feasibility Studies, Oakland, California: project manager for MTC road pricing demonstration project studies for commercial vehicles (I-880) and new high occupancy vehicle (HOV) lanes (I-680). Jim assessed institutional, highway operational, implementation and political issues regarding proposals.
- San Francisco Bay Crossings Study, Oakland, California: managed public outreach and information task for an MTC study of new bay crossing options, including new bridges, tunnels, rail lines, ferries and multimodal bridge widenings.
- U.S. 101 Variable Pricing Study, Santa Rosa, California: project manager for this MTC/Sonoma County Transportation Agency study to add high occupancy toll (HOT) lanes to the existing highway using variable pricing based on time-of-day demand and electronic toll collection. The project included an analysis of highway geometric options, pricing structures, cost estimates and financial feasibility.
- I-880 Corridor Study, Oakland, California: led problem definition task, stakeholder outreach, project selection and strategic planning for the Alameda County Congestion Management Agency (ACCMA) for the 35-mile (56-kilometer) I-880 corridor in a major metropolitan county. Jim was responsible for interviewing stakeholders, defining issues and leading the consensus-building process for the long-term corridor vision and transportation improvement plan. The analysis was based on cost estimates and program packaging considerations.
- Regional Transportation Plan Update—Public Outreach, Oakland, California: planned and facilitated a series of nine public meetings for MTC, in each county within the region, to ascertain public views on regional transportation strategies and relative allocation of funding.
- Alameda County Transportation Task Force, Oakland, California: project manager and facilitator for stakeholder input for Alameda County Economic Development Alliance for Business (EDAB) Transportation Task Force. ACCMA and EDAB convened the task force to build private sector support for a comprehensive transportation plan and to help select projects to be included in a sales tax for transportation finance ballot measure (Measure B reauthorization). Jim provided cost estimates and assessment of project impacts.
- San Francisco Citywide Travel Behavior Survey, San Francisco, California: conducted an outreach program for the San Francisco County Transportation Authority during a survey of over 10,000 employees to determine commute and travel behavior during a typical work week. Jim led the outreach with business associations, news media and selected employers to ensure maximum employee participation.
- Bay Bridge Congestion Pricing Project, Oakland, California: led the outreach effort for this MTC plan to create a differential peak-period higher toll on the San Francisco-Oakland Bay Bridge. The plan's purposes are to reduce traffic congestion, improve air quality and fund transportation options on this major corridor. Jim conducted and analyzed results of meetings of local opinion leaders to shape an effective, acceptable congestion pricing program.