

Public Records Request #6187

Community and Economic Development Department (CEDD)

SEEKING PUBLIC RECORDS WITH ATP GRANTS BIKE SAFE PROGRAM WITH INCLUDING THE GGPD AND THE completion of the Environmental Phase of the "First Mile" project permitted the commencement of the Educational Activities/Outreach programming of the ATP Cycle 2 grant. This was named "BikeSafe Garden Grove" and includes the development of bike events, bike rodeos, ride-alongs, bike-to-school events, bike repair workshops/ training through a Police facilitated bike repair Trailer.

Requester: Craig Durfey

- a. Attachment 1: CM Memo Update of Active Transportation Projects (yellow)
- b. Attachment 2: CEDD Active Transportation Grant History chart (yellow)
- c. Attachment 3: List of Events and Dates for the BikeSafe Grant Program
- d. Attachment 4: CC Staff Report for the approval of the BikeSafe funds
- e. Attachment 5: Task A and Task B detailed list with Deliverables and Goals

Please see attached CM Memo from June 25, 2020. The memo provides an update of the City's Active Transportation grant projects currently in process and those that are complete. In the last six (6) years the City has made efforts to apply and were awarded grants to conduct research and analysis, develop Plans, coordinate educational programs, and for implementation opportunities for new Bike and Pedestrian projects.

The Caltrans ATP grant for bike education and safety training was applied for in 2015, awarded \$74,000 in 2016. The City spent from its General Fund \$15,000 to a consultant to write the application. In 2017-18 the City spent an additional \$5,000 to help meet all the Caltrans grant management requirements to apply for the E-76 for Authorization to Proceed with the action items and events. The City partnered with the Office of Traffic and Safety at the Police Department and the Community Services Department to hold various educational booths and activities at community events. As well as at Bike and Walk to School Day events, and partnering with external groups such as the Boys and Girls Club, the OC Health Care Agency, and the GGUSD.

Staff is also working with the Office of Community Relations and IT on a new webpage that is coming soon. This webpage will have detailed information and resources to reference related to the "First Mile" project and "BikeSafe Garden Grove".

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles
Dept: City Manager
Subject: UPDATE OF ACTIVE TRANSPORTATION PROJECTS

From: Lisa L. Kim
Dept: Community and Economic Development
Date: June 18, 2020

OBJECTIVE

The purpose of this memorandum is to provide an update of the City's Active Transportation grant projects currently in process.

BACKGROUND

Since 2015, the City has been communicating with neighboring cities and outside agencies to gain momentum in active transportation resulting in the successful award of \$4.1 million in grants. Staff has made efforts to apply for Caltrans and SCAG grant solicitations. "Planning" grants are noteworthy as current grants provide funding for *construction ready* projects and not for the development of concept plans that include the data collection that allow the infrastructure improvements.. Notable accomplishments include:

Completion	Project
2017	Go Human Campaign /Pop Up Demos
2017	Host ATP Forum & Walk Audits
2018	Bike and Pedestrian Master Plan
2019	Safe Routes to School - Phase 1
2020	GG Active Downtown Plan

DISCUSSION

Active Transportation construction is well underway in several parts of the City.

2016 Bicycle Corridor Improvement Program (BCIP) Grant

The City was awarded a \$1.2 million BCIP grant through OCTA/Caltrans to improve the on-street bicycle infrastructure by 75%. The project scope incorporates 14 miles of both new and improved bike lanes located along five (5) priority corridors including: Brookhurst Street, West Street, Gilbert Street, Chapman Avenue, and

UPDATE OF ACTIVE TRANSPORTATION PROJECTS
JUNE 18, 2020

Lampson Avenue. The first phase of Engineering Design was completed in summer 2019. The second phase of construction is anticipated to be completed in fall 2020.

2016 Active Transportation Program (ATP) Cycle 2 Grant

The City was awarded a \$1.5 million ATP Grant through Caltrans to construct a bicycle/pedestrian trail along the Pacific Electric Right-of-Way. The grant supported three (3) phases for: Environmental Analysis, Engineering Design, ROW Certification, and last phase is the construction from Stanford Avenue to Brookhurst Street. The construction will be completed in summer 2020.

2016 Active Transportation Program (ATP) Education Grant

The City was awarded \$74,000 through Caltrans for education programs, traffic hazard, bike safety at schools, and at local community events. The program is called "BikeSafe Garden Grove" and includes bike rodeos, encouragement activities, safety training, and giveaways to celebrate Walk & Bike-to-School Day. Due to COVID, future digital learning is planned using interactive mapping tools, raffle prizes, on-line survey links, and more. The program will be completed in fall 2021.

2020 Local Community Engagement and Safety Mini-Grants

The City submitted an application that proposes to develop a web based interactive Active Transportation Map linking all the existing bicycle/pedestrian paths located within the City (including projects under construction) and connecting them to local retail and health care uses. If awarded, the funds will cover the staff time to develop this program. The project is to be completed by summer 2020.

CONCLUSION

The City continues to seek opportunities to secure grant funding for active transportation projects. Future grant requests will be made through the budget process to evaluate implementation of priority projects and establish resources available for consultant costs, matching funds, and in-kind hours for City staff. Lastly, a goal is to incorporate information related to all active transportation developments for past, present, and future efforts and integrate it into the Re:Imagine website under "Grants" slated to launch Fall 2020.



Lisa L. Kim
Assistant City Manager

By: Alana Cheng
Senior Administrative Analyst

Attachment 1: CEDD Active Transportation Grant History

Bike Safe Grant

Date	Event	Personnel
6/3/2019	GGUSD Summer Safety Resource Fair	Kris, Alana
7/18/2019	Summer Concert	Kris
7/25/2019	Summer Concert	Sharon
8/6/2019	National Night Out	Reyna, Allyson, Sharon, Kris, Alana
8/11/2019	Back to School at Kiwanisland	Reyna, Kris
9/7/2019	Chili Cookoff	Reyna
10/2/2019	Zeyen Elementary School	Reyna, Alana
10/2/2019	Bell Intermediate	Reyna, Alana
10/2/2019	Barker Elementary	Sharon, Alana
10/19/2019	Barker Elementary	Sharon
10/23/2019	Clinton Corner Resource Fair	Kris
10/24/2019	Buena Clinton Day of the Dead	Kris
10/26/2019	Jack O' Lantern Jamboree	Kris, Alana
10/29/2019	Trunk or Treat at Peter's Elementary	Kris, Alana
11/17/2019	Meet on Beach	Reyna, Kris, Kelly
12/5/2019	Jingle Jam	Kris
2/8/2020	McDonald's Reopening	Reyna, Allyson
2/21/2020	Magnolia Park FRC Health Screening	Reyna, Allyson, Alana
3/7/2020	Art in the Park	Reyna, Allyson, Sharon, Kris, Alana

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles
Dept: City Manager
Subject: Approval of Caltrans "BikeSafe Garden Grove" Active Transportation Grant Program, and appropriation of funds awarded for operational tasks and equipment in Fiscal Year 2018-19. (Grant Amount: \$73,880)

From: Lisa L. Kim
Dept: Community and Economic Development
Date: March 12, 2019

OBJECTIVE

For the City Council to approve the Caltrans "BikeSafe Garden Grove" Active Transportation Grant Program, and to approve the appropriation of grant funds in Fiscal Year 2018-19 for operational and equipment expenses in Year 1.

BACKGROUND

In May 2015, the City applied for a Caltrans ATP Cycle 2 Grant to expand the bicycle and pedestrian trail on the Pacific Electric (PE) railroad Right-of-Way (ROW) from Stanford Avenue to Brookhurst Street. The City received the ATP Grant award in 2016 in the amount of \$1.8 million for the Environmental, Design, Construction and Education Activities and Outreach programming for what we all know as the "First Mile" grant project and program. The grant is divided into two (2) categories: 1. Infrastructure Project and 2. Non-Infrastructure Program.

Currently, the Engineering Division has completed the Environmental Review and the Engineering Design portion of the "First Mile" project. The completion of the Environmental Review has permitted the commencement of the Educational Activities and Outreach programming portion, which was named "BikeSafe Garden Grove". The total amount awarded to the City for category 2. Non-Infrastructure Program is \$73,880, of which grant funds are will be expended for program development and equipment over a three (3) year period.

DISCUSSION

The awarded funds will focus on implementation of bicycle, pedestrian education and encouragement activities at various schools located in low-income neighborhoods and other City wide community events. The program will be administered by City Departments including: Police Department, Community

**APPROVAL OF BIKESAFE PROGRAM GRANT AND APPROPRIATION OF FUNDS
MARCH 12, 2019**

Services Department, Community and Economic Development Department. In addition, external partners include: the Boys and Girls Club, the Orange County Health Care Agency, and the Garden Grove Unified School District.

FINANCIAL IMPACT

The task and budget summary is as follows:

Task	Task Name	Task Activities	Deliverables	ATP Total
A	Develop/Coordinate of BikeSafe Garden Grove	Develop, launch, coordinate all aspects of the program including resources, staffing, and logistics.	Program procedures include the process for developing the annual implementation plan, schedule of events, and data collected.	\$28,080
B	Implementation of the BikeSafe Garden Grove Program	Provide education/encouragement events including bicycle rodeos, ride alongs, annual walk and bike to school events, and bicycle repair/refurbishment workshops.	Encouragement events are 10 annually, 30 over 3 years. Education Events are 12 annually, 36 over 3 years. Materials include Box Trailer, compressor, tool/repair boxes, bike parts, racks, mounts, helmets, promo materials, training aids.	\$45,800
Total				\$73,880

The ATP grant program does not require a match from the City. The expected yearly cost includes staff and/or contractual costs, operating expenses, equipment, and administrative costs. There is no impact to the City's General Fund.

RECOMMENDATION

It is recommended that the City Council:

- Accept the Caltrans ATP Cycle 2 Non-Infrastructure Program grant funds in the total amount of \$73,880 to be expended over three (3) years;
- Authorize participation in the Caltrans "BikeSafe Garden Grove Program"; and
- Approve appropriation of funds in the amount of \$73,880 for FY 2018-19

By: Alana Cheng
Senior Administrative Analyst

Attachment 1: Exhibit 22-R ATP Form for Non-Infrastructure Project Work Plan

TASK NOTES

Task A: Development and Coordination of BikeSafe Garden Grove

Description of Task A

The proposed Project Coordinator will develop and coordinate the BikeSafe Garden Grove education and encouragement program. The goals of the Project Coordinator are: 1) to develop, launch, and coordinate all aspects of the program including resources, staffing, and logistics, and 2) develop foundational procedures and materials to ensure the long-term sustainability of this important education and encouragement program, including:

1. Program procedures (e.g., the process for developing the annual implementation plan and schedule, scheduling events, collecting data, etc.)
2. Templates (e.g., 12 month implementation plan, meeting agendas, invitation e-mails, posters, social media postings, sign-in sheets, etc.);
3. Roster of program staff (e.g., partners and City Staff who will implement BikeSafe Garden Grove events);
4. Resource list (e.g., list of preferred vendors and trainers, venue contacts, neighborhood and school contacts, consumable materials needed for the implementation of the BikeSafe Garden Grove events, etc.);

These "start-up" tasks will make program implementation less complicated and more routinized in each successive year. These tasks will also ensure smooth continuation of the project in the event of staff turnover. Sustainability is critical: each school year brings new students who are just starting kindergarten as well as students new to Garden Grove schools. The education and encouragement activities must be institutionalized and on-going if they are to have an impact. ATP funding will provide the funds needed to launch and fortify BikeSafe Garden Grove.

Explanation of Costs

These part-time position and labor hours are a combination of coordination between two City Departments including: Community and Economic Development Department and the Police Department. The hourly rates do not include benefits and will spread out for development of the BikeSafe programming over the life of the grant program term.

The level of effort is needed during the development and launch of BikeSafe Garden Grove to lay the groundwork for the program. The project coordinators will work together to implement the program and will be responsible for the following:

- 1) Plan and implement 33-34 events annually (66 events over 2 years), including:
 - a. **Encouragement Events:** 17 events located at sites listed at various school and also at low-income surrounding neighborhoods, parks, churches, and other bike and pedestrian friendly sites (34 events over 2 years). A wide range of encouragement activities will

reinforce the project's education components, provide participants the opportunity to practice what they have learned, and generate excitement about bicycling. Each year, children and adults will participate in encouragement activities located around at least 5 sites which includes: (Brookhurst Elementary, Evans Elementary, and Ralston Intermediate). The 3 listed schools are the schools closest to the pedestrian and bicycle trail. In addition, encouragement events will also occur around 2 low-income communities, including but not limited to, Malabar Apartments and the Flower/Shelley/Kensington neighborhood.

BikeSafe Garden Grove will implement multiple bicycle rodeos, ride-alongs with the Police Department and their Bike Patrol team, Bike to School and Walk to School annual celebrations, as well as safety and traffic training booths at various community events.

- b. **Education Events:** 16 events located at sites listed at various schools listed and also at low-income surrounding neighborhoods, parks, churches, and other bike and pedestrian friendly sites (32 events over 2 years).
 - i. The project will provide educational events that combine presentation of safety information and hands-on learning activities. The education events will be conducted at or around the 12 listed sites or in or very near the pedestrian and bicycle trail or the "project benefit area".
- 2) Coordinate the activities of 5 BikeSafe Garden Grove partners including:
- a. City of Garden Grove (responsible for project coordination, and coordination with other city-funded bicycle encouragement activities such as the Open Streets events, the first was held in 2014). Open Streets 2 in 2015, OS-3 in 2017, and Open Streets 4 will occur in fall of 2020 with the opening of the new expansion of the bike and pedestrian trail (which is the "project benefit area").
 - b. Garden Grove Police Department (conduct helmet fittings, responsible for assisting with the project coordination development, outreach and education booths and events, ride-alongs, bicycle rodeos, and coordination with the school district to schedule events).
 - c. Garden Grove Unified School District (provides access to 10 district schools located in or around the "project benefit area" or the bicycle and pedestrian trail on the Pacific Electric Right-of-Way).
 - d. Boys and Girls Club of Garden Grove (afterschool programs that support or encourage Bike safety programs and encourage training and help promote events and education).
 - e. Orange County Health Care Agency (conducts helmet fittings; educational presentations and activities focused on safety, healthy lifestyles; provides technical assistance and materials for Walk to School Day and Bike to School annual events).
- 3) Following the conclusion of the ATP project, the City and project partners will absorb the costs to continue BikeSafe Garden Grove, including sharing (in-kind) the costs for coordinating the project.

TASK NOTES

Task B: Implementation of the BikeSafe Garden Grove Program

Description of Task B

The City requests funding for equipment, supplies, materials, and training and technical assistance expertise to launch and conduct a variety of education and encouragement events. The goals of these events are: 1) to enhance pedestrian and bicycle safety, and 2) encourage residents who live in the "project benefit area" (and surrounding areas) to utilize the new trail for transportation and recreation purposes.

The proposed events include (but are not limited to):

Encouragement Events

1. Bike rodeos and ride-alongs
 - a. The Garden Grove Police Department, will lead several "ride-alongs" each year on the bike and pedestrian trail PE ROW once the construction is complete in summer 2020. The purpose is to encourage children and families to explore and use the trail. Police Department will also implement Bicycle Rodeos at targeted schools and neighborhoods listed in Exhibit 22R as low income areas and bike and pedestrian friendly sites. The Police Department already conducts Bike Rodeos (on request) and owns the props and materials necessary for full implementation.
2. Walk to School and Bike to School annual events
 - a. The Orange County Health Care Agency will provide promotional materials (i.e., banners, stickers, lawn signs, planning manuals) and technical assistance in implementing Walk to School Day (held nationally each October). This year it will occur on October 1, 2019. They can also provide technical assistance in implementing Bike to School Day (held nationally each May). This year it occurred on May 8, 2019. During the project period, these events will be focused on one school each year, and the program will provide encouragement and support for the school to implement the events annually thereafter.

Education Events

1. The project will provide educational events that include a combination of resources available for children and families to gather safety information and participate in hand-on learning activities. For example, the City conducts community events year around that provides tools for learning, booklets with information about bicycle and skateboarding safety, scooter safety, and even teaching kids how important it is to wear a helmet or wear reflective gear so that you can protect yourself in case of a collision or they can be more visible to drivers.
2. At the booths we will create public outreach activity boards where we can make suggestions about bike and ped improvements within the City and gather information from the public what they like and dislike and what they want to see in or improve in their community. For example, recommendations for roundabouts, widening the sidewalks, adding more protected bike lanes, more safety signage and flashing cross walks etc.

Explanation of Costs

1. **Training and technical assistance consultant:** The City has researched and decided to contract with a consultant that provides two services: 1) The purchase of Bike Safety Training Aids which are interactive hands-on exhibit cut out pieces that similar real life traffic simulations. 2) Rodeo Lesson Plans. The exhibits allow children to experience traffic situations as pedestrians and bicyclists in a safe learning environment. By using a realistic traffic environment, the ability of children to recognize and avoid traffic hazards is improved.
2. The Safe Move pieces can accommodate any space available, and can be set up in a paved area such as a playground in the school or parking lot. The equipment can also be set up in a classroom for a presentation.
3. In addition to the hands-on pieces, the Safe Moves vendor provides Rodeo Lesson Plans. This includes training for the ages of 4 and 16 years. All the lesson plans are designed to be age-appropriate and administered by trained safety instructors. They include:
 - a. Safe places to walk, ride, and roll
 - b. Unsafe places to walk, ride , and roll
 - c. Explanation of traffic signs and signals
 - d. Rights and responsibilities of pedestrians and bicyclists
 - e. Recognition and avoidance of common pedestrian and bike collisions
 - f. Explanation of driver behaviors
 - g. Explanation on how walking and bicycling are fun, healthy and safe ways to commute to and from school.