



# Memorandum

**TO:** TRANSPORTATION AND ENVIRONMENT COMMITTEE

**FROM:** James R. Helmer

**SUBJECT: TRANSPORTATION MAINTENANCE MASTER PLAN UPDATE AND PUBLIC OUTREACH PLAN**      **DATE:** 03-23-07

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Approved  Date 3/23/07

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## RECOMMENDATION

Accept report on the status of the Transportation Maintenance Master Plan (TMMP) process.

## BACKGROUND

The purpose of this report is to provide an update to the Transportation and Environment Committee on the Transportation Maintenance Master Plan process, with an emphasis on the planned public outreach process.

Current funding investments are not sufficient to adequately maintain, operate, and improve the City's transportation infrastructure, which includes City roadways and median islands, roadway markings and striping, sidewalks and curb ramps, curbs and gutters, traffic signal systems, traffic signs and street lights. In 2005 and 2006, staff reported to the Building Better Transportation (BBT) Committee on the declining condition of the City's transportation infrastructure and on the funding shortfalls associated with maintaining, operating and improving the transportation system. The reports concluded that significant improvements are needed in transportation system maintenance and, given the order of magnitude (e.g. \$370 million one-time rehabilitation backlog and annual \$20 to \$30 million shortfalls), could only be accomplished through additional funding.

On February 27, 2007, the City Council authorized an agreement with Apex Strategies to work with staff to develop a Transportation Maintenance Master Plan that updates and documents maintenance and funding needs, identifies community priorities for transportation assets and maintenance, and determines the level of community support for potential funding alternatives.

## ANALYSIS

In March 2007, the TMMP process was initiated. The first task is for the consultant, Apex Strategies, to verify the accuracy of cost estimates to restore transportation assets to acceptable

conditions based on industry standards and accepted maintenance practices. The cost estimates include annual ongoing maintenance needs and one-time rehabilitation and capital improvements that make up the total transportation deferred maintenance shortfall. This review includes:

- Analysis of estimates regarding asset life cycles and optimal preventive maintenance schedules
- Validation of acceptable asset condition standards and measures
- Validation of cost estimates and methodologies used to define the maintenance shortfalls in the various transportation asset categories
- Comparison with assumptions and methodologies used by other local public agencies

### **Public Outreach Plan**

The objective of the TMMP is to identify community priorities for improving the condition of the transportation infrastructure and to build potential funding strategies in support of those priorities. The Public Outreach Plan is the foundation of the development of the TMMP and will utilize a variety of methods, including community meetings, stakeholder outreach, and various survey instruments, to determine specific community transportation maintenance priorities and the level of community interest in supporting the priorities through alternate funding sources.

The Public Outreach Plan will make information available in three languages (English, Spanish, Vietnamese), have translators at meetings where recommended, and provide the community with a variety of ways to provide input to the TMMP process in person, by phone, online and by mail.

Highlights of the public outreach plan include:

- **Community Meetings (April – May 2007)**

By late April, the consultant will begin conducting citywide outreach to neighborhoods through 10 community meetings - one per City Council District to ensure broad coverage. All meetings will be open to all City residents, not just the residents of that Council District. All neighborhood meetings are expected to be completed by the end of May 2007.

Each meeting will be conducted using a brief power point presentation highlighting the key messages regarding the problems related to the condition of the transportation system and an overview of the TMMP development process. These messages include:

- The key transportation assets in the City
- The most significant current needs in terms of condition and funding
- Financial constraints that currently exist with maintaining transportation assets
- Potential funding alternatives to meet shortfalls in funding to repair the assets

The facilitator will then encourage input through interactive participation with community members. Attendees will be given a ranking tool and asked to work in groups to capture

their thoughts about transportation maintenance priorities and potential funding issues. Feedback from each meeting will be tabulated and become part of the input for the TMMP.

Community meetings will be noticed through advertising in the San José Mercury News and in other local newspapers. Additional notification is expected to include methods such as press releases, posting on the City web site, utilization of various City e-mail distribution lists, and announcements at other community meetings. DOT is currently contacting Council offices to coordinate dates for the upcoming community meetings.

- **Stakeholders Meetings (May – June 2007)**

Up to 10 stakeholder meetings will be conducted to gather input from key organizations representing business, labor, industry, neighborhoods, schools and other potential interests. The TMMP Project Team is interested in understanding the views of stakeholders with diverse backgrounds, and strong interests and opinions about current transportation system conditions, identified funding shortfalls, and potential funding alternatives.

- **Public Opinion Survey (June 2007)**

The Project Team will conduct a public opinion survey by telephone in English, Spanish and Vietnamese, with no fewer than eight hundred (800) registered San José voters. The sample size of 800 will yield an overall margin of error of +/- 3.5% at the 95% confidence level. A sample size of 800 will allow the Project Team to have the data broken down into smaller sub-populations that can be used for analyzing geographic and demographic differences with fairly high reliability.

The telephone survey will aim to provide an in-depth and statistically valid look at the opinions of voters regarding their understanding of the City's maintenance and financial conditions, their priorities for transportation maintenance, and their level of support for alternative funding to meet the maintenance needs. The survey will build on the previous community and budget survey work conducted by the City and probe for more detailed feedback on specific transportation maintenance needs, including awareness of the need for improved transportation maintenance, specific needs in their neighborhood, and the importance of certain transportation assets versus others. Finally, the telephone survey will gauge the level of community support to improve transportation maintenance conditions through alternative funding sources.

- **Information Materials (Ongoing)**

Multi-lingual information materials and a feedback mechanism that describe the transportation problem and encourage input into the prioritization process will be developed and distributed through SNI and community meetings, Council offices, public counters throughout City Hall, chambers of commerce, community centers, branch libraries and other public venues.

- **Web-Based Feedback (Ongoing)**

The Project Team will develop an online version of the preference/ranking tool used at community meetings and with key stakeholders to assess transportation priorities and the level of support for alternate funding sources to improve conditions in priority areas. The online questionnaire will be designed to gather input and feedback from residents regarding the transportation infrastructure needs both citywide and within their specific neighborhoods. In addition, the project fact sheets developed for the community and stakeholder meetings will be posted online as an education tool, with translations in Spanish and Vietnamese. The Team will prepare a summary of findings and use this summary to compare and contrast with other data gathered throughout the process.

### **NEXT STEPS**

DOT staff intends to present a draft of the TMMP to the Transportation and Environment Committee for review in September 2007. Depending upon the results and direction from that meeting, a City Council Study Session would be the likely next step to discuss the final draft of the Transportation Maintenance Master Plan.

*for James R. Helmer*  
JAMES R. HELMER  
Director of Transportation