

INTRODUCED: September 23, 2019

AN ORDINANCE No. 2019-269

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Project Agreement for Use of Commonwealth Transportation Funds Fiscal Year 2019 between the City of Richmond and the Virginia Department of Rail and Public Transportation to provide funding for the continuation of the City of Richmond Employee Trip Reduction program.

Patron – Mayor Stoney

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: NOV 12 2019 AT 5 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

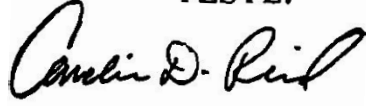
§ 1. That the Chief Administrative Officer, for and on behalf of the City of Richmond, be and is hereby authorized to execute a Project Agreement for Use of Commonwealth Transportation Funds Fiscal Year 2019 between the City of Richmond and the Virginia Department of Rail and Public Transportation to provide funding for the continuation of the City of Richmond Employee Trip Reduction program. The Project Agreement for Use of

AYES: 9 NOES: 0 ABSTAIN: _____

ADOPTED: NOV 12 2019 REJECTED: _____ STRICKEN: _____

Commonwealth Transportation Funds Fiscal Year 2019 shall be approved as to form by the City Attorney and shall be substantially in the form of the document attached to this ordinance.

§ 2. This ordinance shall be in force and effect upon adoption.

A TRUE COPY:
TESTE:

City Clerk



CITY OF RICHMOND
INTRACITY CORRESPONDENCE

Received
4-9059
AUG 13 2019
Office of the
Chief Administrative Officer

REQUEST

DATE: August 8, 2019 EDITION: 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor [Handwritten signature and date 8/13/19]

THROUGH: Selena Cuffec-Glenn, Chief Administrative Officer [Handwritten signature]

THROUGH: Lenora Reid, DCAO, Finance and Administration [Handwritten signature]

THROUGH: John Wack, Director of Finance [Handwritten signature]

THROUGH: Jay Brown, Director, Budget & Strategic Planning [Handwritten signature]

THROUGH: Robert Steidel, DCAO, Operations [Handwritten signature]

FROM: Bobby Vincent Jr., Director of Public Works [Handwritten signature]

SUBJECT: City of Richmond Employee Trip Reduction Program

ORD. OR RES. No. _____

RECEIVED
SEP 03 2019

OFFICE OF THE CITY ATTORNEY

PURPOSE: To authorize the Chief Administrative Officer (CAO) to execute agreement with the Virginia Department of Rail and Public Transportation (DRPT) for \$200,000 in Federal Congestion Mitigation Air Quality (CMAQ) funding and \$50,000 in Commonwealth Transportation Funds for the continuation of the City of Richmond Employee Trip Reduction Program (ETRP).

REASON: The City of Richmond ETRP is funded from federal and state grant funds. The state funds provided by DRPT are used as a local match for CMAQ funds that fully fund the program.

RECOMMENDATION: Approval is recommended by the City Administration.

BACKGROUND: The ETRP began in January 2004 to encourage City employees to use alternative forms of transportation, in an effort to reduce the dependency on the automobile, reduce the demand for parking, and improve air quality. Since 2004, the City of Richmond has received CMAQ funds along with matching state funds provided by DRPT to fully fund the City of

Richmond ETRP. The grant funding is used to finance the purchase of GRTC swipe cards, as well as vanpool vouchers for full-time City of Richmond employees for their commute to and from work. Approximately 913 City of Richmond Employees are enrolled in the program with approximately 303 active users. This program has reduced the vehicle miles traveled by 7,575 per day and resulting in a reduction of 14 tons of Hydrocarbons and 43 tons of Nitrous Oxide emissions per year.

FISCAL IMPACT TO CITY/COST: N/A

FISCAL IMPLICATIONS: N/A

BUDGET AMENDMENT NECESSARY: No

REVENUE TO THE CITY: \$250,000

DESIRED EFFECTIVE DATE: Upon adoption

REQUESTED INTRODUCTION DATE: September 9, 2019

CITY COUNCIL PUBLIC HEARING: September 23, 2019

REQUESTED AGENDA: Consent Agenda

RECOMMENDED COUNCIL COMMITTEE: Finance and Public Works (September 19, 2019)

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORD. OR RES: 2019-042

REQUIRED CHANGES TO WORK PROGRAM (S): None

ATTACHMENTS:

Attachment 1: FY2020 Special Fund Budget Page, Ordinance No. 2019-042

Attachment 2: Commonwealth Transportation Funds Project Agreement

Attachment 3: Congestion Mitigation Air Quality Funds Project Agreement

STAFF:

Lynne Lancaster, Deputy Director 804-646-6006

Dironna Moore-Clarke, Multimodal Transportation Manager 804-646-3074

ATTACHMENT 1

SPECIAL FUND AGENCY DETAIL

SPECIAL
FUNDS

Agency	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted
Parks, Recreation, and Community Facilities Con't				
Park Concessions	5,411	9,178	5,000	8,000
City Stadium Rental	3,563	11,835	—	—
USTA Best Tennis Town	—	2,400	—	—
Misc - Service Levels	—	39,299	—	—
MYA - CIT	—	15,200	—	—
NRPA/Walmart Foundation	8,186	(88,119)	—	—
17th Street Farmer's Market	—	—	—	327,290
Total Agency Special Funds	\$1,533,512	\$1,120,779	\$2,178,431	\$2,724,290
Planning and Development Review				
Public Art Commission	—	—	—	60,000
Permitting & Insp Tech Renewal Fund	197,324	188,833	289,000	924,960
Total Agency Special Funds	\$197,324	\$188,833	\$289,000	\$984,960
Police				
Federal Asset Forfeiture	—	2,075	300,000	300,000
State Asset Forfeiture	54,227	90,964	500,000	500,000
Internet Crimes Against Children	38,441	44,686	72,000	72,000
Edward Byrne Justice Asst. Grant (JAG)	141,884	123,104	200,000	200,000
DMV Traffic Enforc. & Safety Initiative	161,010	82,582	100,000	200,000
TRIAD	2,382	—	3,025	3,025
Washington/Baltimore HIDTA	29,719	—	58,771	58,771
GRIP-Gang Reduction Intervention Prgm	20,134	(5,000)	—	—
Cal Ripken	1,429	2,673	5,000	5,000
VDEM/Homeland Security	—	—	150,000	150,000
Project Safe Neighborhood (OAG)	—	—	82,500	100,000
Department of Criminal Justice Services	—	—	200,000	200,000
COPS	—	45,015	100,000	100,000
Virginia Rules Camp	—	—	5,000	5,000
One-Time Equip/Training Grant - Byrne	9,500	—	—	—
Byrne/JAG - Policing	—	49,807	—	—
Police Department Project/Grants	3,058	—	—	—
LISC - Midnight Basketball	—	13,326	20,000	50,000
Tech. Innovation for Public Safety (TIPS)	—	—	300,000	300,000
LIFE Program	—	—	73,440	75,000
Total Agency Special Funds	\$461,784	\$449,232	\$2,169,736	\$2,318,796
Public Works				
Urban and Community Forestry	10,542	(2,900)	10,000	10,000
Litter Control Act Grant	11,223	15,364	35,000	35,000
Richmond Employee Trip Reduction	108,479	144,563	300,000	350,000
Parking Management	—	(1,984)	—	—

ATTACHMENT 2

**Project Agreement for Use of
Commonwealth Transportation Funds
Fiscal Year 2019
Six Year Improvement Program Approved Project
Federal Highway Administration Grant Number CM 5A27 (661)
Grant Number 47019-06**

This Project Agreement ("Agreement"), effective June 11, 2019, by and between the Commonwealth of Virginia Department of Rail and Public Transportation ("Department") and the City of Richmond ("Grantee") (collectively, the "Parties"), is for the provision of funding for the City of Richmond's Employee Trip Reduction Program ("Project").

WHEREAS, on June 20, 2017, the Commonwealth Transportation Board ("CTB") allocated funding for the Project; and

WHEREAS, on June 11, 2019, the Federal Highway Administration ("FHWA") approved funding for the Project; and

WHEREAS, the Department provides state matching funds to Federal funds for approved projects in the Six Year Improvement Program; and

WHEREAS, the Parties wish to define the extent of the Project, the responsibilities of each Party, the manner of performing the necessary Work, the method and time of payment, and to set out additional conditions associated with the Project.

NOW, THEREFORE, in consideration of the covenants and agreements set forth, and other good and valuable consideration, the sufficiency of which is acknowledged, the Parties agree as follows:

ARTICLE 1. SCOPE OF WORK, TERM AND BUDGET

1. The Work to be performed by the Grantee under the terms of this Agreement is as follows:
 - a. Administer the City of Richmond's Employee Trip Reduction Program.
2. The Department agrees to provide funding as detailed below:
 - a. State grant funding in the amount of \$50,000 to match Federal funds for the Project approved in the Fiscal Year 2018 Six Year Improvement Program. Details concerning this funding are contained in Appendix 1, which is attached and made a part of this Agreement.
3. The Grantee acknowledges that state grant funding for this grant is subject to appropriation by the General Assembly of Virginia and allocation by the CTB.

**ARTICLE 2. INCORPORATION OF MASTER AGREEMENT
FOR USE OF COMMONWEALTH FUNDS**

The Parties agree to incorporate the Master Agreement for Use of Commonwealth Transportation Funds, dated December 13, 2012, as if set out in full herein.

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IN TESTIMONY THEREOF, the Department and the Grantee have caused this Agreement to be executed, each by their duly authorized officers, all as of the day, month, and year first written.

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

By: Steve Pittard
Director

Date Signed: 6/28/2019

APPROVED AS TO FORM


Assistant City Attorney

CITY OF RICHMOND

By: _____

Title: _____

Date Signed: _____

Appendix 1

Grantee: City of Richmond

Project: City of Richmond's Employee Trip Reduction Program

**FHWA Grant Number CM 5A27 (661)
UPC T1811**

Project Number: 47019-06

Project Start Date: June 11, 2019

Project Expiration Date: December 31, 2020

Fund Code		Item Amount
472	Grant Amount (State share of Project cost - 20%)	\$ 50,000
401	Federal expense (share of Project cost - 80%)	\$200,000
	Total Project Expense	\$250,000

In no event shall this grant exceed \$50,000.