



**CITY of CALABASAS**

**CITY COUNCIL AGENDA REPORT**

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**DATE:           OCTOBER 28, 2024**

**TO:             HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM:         CURTIS CASTLE, P.E., PUBLIC WORKS DIRECTOR/CITY ENGINEER  
TATIANA HOLDEN, P.E., DEPUTY PUBLIC WORKS DIRECTOR  
TRA'A BEZDECNY, ASSISTANT ENGINEER**

**SUBJECT:      CONSIDERATION OF AUTHORIZING THE CITY MANAGER TO  
NEGOTIATE AND EXECUTE THE GRANT AGREEMENT WITH THE U.S.  
DEPARTMENT OF TRANSPORTATION FOR THE SAFE STREETS AND  
ROADS FOR ALL (SS4A) GRANT PROGRAM AND ADOPTION OF  
RESOLUTION NO. 2024-1938 ALLOCATING FUNDS FOR THE SS4A  
GRANT PROGRAM**

**MEETING      NOVEMBER 13, 2024  
DATE:**

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**SUMMARY RECOMMENDATION:**

Staff recommends that City Council authorize the City Manager to negotiate and execute the grant agreement with the U.S. Department of Transportation (USDOT) for the Safe Streets and Roads for All (SS4A) Grant Program and adopt Resolution No. 2024-1938 allocating funds for the SS4A Grant Program.

**BACKGROUND:**

The Bipartisan Infrastructure Law, passed in 2021, established the SS4A Grant Program. This program funds initiatives at local, regional, and tribal levels to prevent deaths and serious injuries on roadways. In February 2024, the USDOT released a Notice of Funding Opportunity for the Fiscal Year 2024 round of funding for Planning and Demonstration or Implementation Funding. The City of Calabasas does not currently have an Action Plan that meets the USDOT's criteria to apply for Implementation Funding, so staff applied for Planning and Demonstration Funding to create this Action Plan and fund Demonstration Projects. These Demonstration

Projects will be studied and utilized to inform the creation of the Action Plan. An Action Plan is similar to a Vision Zero Plan. Staff was also awarded funding for numerous supplemental plans, many of which are currently not funded through the City's budget.

Staff participated in multiple USDOT-hosted webinars and the National League of Cities SS4A 14-week boot camp to fully understand the grant requirements, the grant process, and the steps following the award. With the information from these resources, staff submitted a completed application in May 2024, and in September, the City was awarded the full funding request of \$1,341,960.

The activities funded include:

- Creation of an Action Plan
- Supplemental Activities
  - Creation or Update of Supplemental Plans
    - Active Transportation
    - Roadway Management
    - School Safety
    - Local Roadway Safety Plan (update existing per Caltrans Requirements)
    - Speed Management
  - Roadway Safety Audits
  - Website Development
  - Complete Streets Policy and Design Guide
  - Community Engagement
- Demonstration Activities
  - High Intensity Activated Crosswalk (HAWK) Beacon at Mulholland Highway and Eddingham Avenue
  - Temporary Capital Improvement Projects (for example, a temporary roundabout)
  - Mini-Grant Competition
    - Crosswalk Art Design Competition and Installation at local LVUSD Schools
    - Citywide Poster Series Design Competition for Traffic Safety Education
  - Intelligent Transportation System (provides additional funding for the existing project)

Staff has identified a temporary roundabout to be installed at Las Virgenes Road and Thousand Oaks Boulevard. The temporary roundabout, and all temporary capital improvement projects that are part of this grant, will be constructed out of temporary materials like barricades and recycled-plastic modules but cannot include concrete or asphalt work. This allows for a quicker build time, between one

to two weeks, and the improvement can be easily removed after the study is completed.

Community engagement will be critical for the success of this program. A Steering Committee comprised of representatives from the community, City commissions, Los Angeles Sheriff's Department, Las Virgenes Unified School District, Rotary Club, and Chamber of Commerce will provide insight and input into creating the Action Plan. As demonstration projects are planned and implemented, the grant requires the City to complete and document all engagement efforts and provide USDOT with reports showing how the community was engaged and how feedback was included in the activities listed above.

The project is estimated to take three years to complete. In early 2025, staff will return to City Council to seek awards for agreements for a consultant to prepare the plan and a project manager to assist with quality control and project delivery. During the first year of performance (2025), staff will work on demonstration activities, supplemental activities, and action plan development. In the second year (2026), staff anticipates completing the demonstration activities and working on completing supplemental activities and action plan development. In the final year (2027), the City will finalize the action plan and begin applying for SS4A Implementation Funding.

The grant agreement has not yet been through formal negotiations. These negotiations may take six months to finalize. However, staff is working with the USDOT to complete negotiations quickly and requesting the City Manager be authorized to complete these negotiations and execute the agreement. By doing this, the City will be ready to sign as soon as both parties approve the final grant agreement. The draft agreement is provided in Exhibit B for review. Staff does not anticipate major changes to the draft agreement.

#### **FISCAL IMPACT/SOURCE OF FUNDING:**

The total grant amount is \$1,667,450 and consists of \$1,341,960 of federal funds and \$325,490 of required local matching funds. Los Angeles County Metro local return monies will be utilized for the local match along with any other eligible grants the City obtains over the next three years. Staff time will also be tracked and may be used for the local match.

#### **REQUESTED ACTION:**

Staff recommends that the City Council authorize the City Manager to negotiate and execute the grant agreement with the U.S. Department of Transportation for the Safe Streets and Roads for All (SS4A) Grant Program and adopt Resolution No. 2024-1938 amending the budget.

**ATTACHMENTS:**

A. Resolution No. 2024-1938

B. DRAFT Safe Streets and Roads for All Grant Agreement