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DEPARTMENT OF  
PUBLIC WORKS

TRANSPORTATION DIVISION

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June 20, 1989

Joint Budget and Finance &  
Transportation and Community Development Committees  
Sacramento California

Honorable Members in Session:

SUBJECT: Report Back On Transportation Systems Management Program  
For The City Of Sacramento

SUMMARY

At the June 7, 1989 Joint Committee Budget Hearing, Councilmember Kim Mueller requested information on the status of the City's compliance with the Employer TSM Ordinance. In response to this request, this report is provided.

BACKGROUND

Requirements of the Employer TSM Ordinance

As a major employer (an employer with 100 or more employees), the City must comply with the requirements of Chapter 77 of the Sacramento City Code relating to Transportation Systems Management in the City of Sacramento. Under the requirements of this Chapter, the City must develop, file and implement a Transportation Management Plan (TMP) with the City Traffic Engineer. Upon approval of this plan, the City will receive a Transportation Management Certificate which is valid for one year. The TMP must be updated and evaluated for effectiveness on an annual basis.

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The TMP will identify the transportation systems management (TSM) measures the City has selected to promote alternative commute mode usage by 35% of employees during the peak period commute. The City's TMP must contain the following elements:

- \* Summarize current Commute Mode information for employees.
- \* Stipulate the percentage and number of employees that the City's program will assist in converting to alternative commute modes.
- \* Designate the specific TSM measures that the City will implement over the course of the year to encourage those employees to use alternative commute modes.

In addition to developing and implementing a TMP, the City must designate a trained Transportation Coordinator whose duties include:

- \* Contacting and coordinating with outside agencies (transit providers, the regional ridesharing office, and other transportation providers) to gather and provide alternative commute mode information for City employees.
- \* Posting information pertinent to alternative commute modes in areas readily accessible to employees.
- \* Overseeing the distribution of transit and ridesharing information and applications to all employees on an annual basis. This activity must be extended to each new employee upon hiring.
- \* Apprising employees of the alternative commute modes, services, facilities and/or subsidies available at each site.
- \* Developing and implementing employer authorized programs and strategies to increase and encourage alternative commute modes.

In order to develop the TMP and its attendant TSM measures, an assessment of current employee commute modes, parking habits, work hours, and travel distance must be determined. This assessment is done by surveying employees, tabulating results, and finally analyzing the data. Once the commute characteristics of City employees have been defined, the Transportation Coordinator selects and develops TSM measures appropriate to the needs of the City.

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To determine the feasibility of the TSM measures, an assessment of the City, as an employer, must be completed. This assessment includes: business hours, employee work hours, type of business, types of work performed by employees, the transportation facilities and services available at or near the worksite.

The City will then be required to select TSM measures that will be implemented over the upcoming year and specify the TSM measures that have been identified as long term goals.

Status

The City of Sacramento is required to have an approved TMP by December 31, 1989. Actual implementation of the TMP will begin in January of 1990.

City TSM staff is now developing the guidelines implementation methods for all employers--the City included. A committee of representatives from major employers in the City is working with City TSM staff on development of the implementation handbook. This handbook will contain the survey to determine the commute characteristics and needs of its employees--the first step in developing an effective TMP.

The City currently has a substantial TSM program that includes:

- \* The annual distribution of ridesharing applications to all employees and to new and relocating employees.
- \* Subsidized Transit passes for City employees.
- \* Secure bicycle parking facilities.
- \* Showers and clothes lockers.
- \* Flexible Work Hour Management programs to promote alternative modes.

These measures, as well as additional measures that may surface as a result of the employee survey, will be incorporated as elements in the TMP.

FINANCIAL DATA

The financial impact is unknown at this time. The cost of selected TSM measures will be assessed in conjunction with the TMP development.

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POLICY CONSIDERATIONS

The TMP is being developed in compliance with the TSM Ordinance.

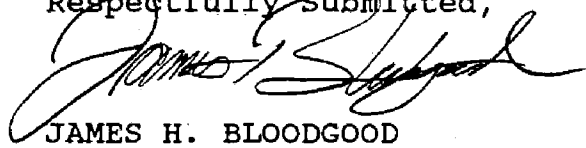
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None

RECOMMENDATIONS

This report is for Committee information only.

Respectfully submitted,



JAMES H. BLOODGOOD  
Supervising Engineer

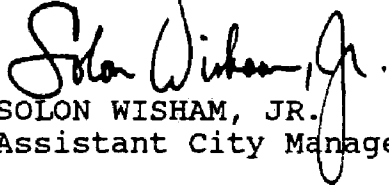
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June 20, 1989  
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