

Countywide Bicycle & Pedestrian Advisory Committee

MEETING AGENDA

March 28, 2017 – 1:30 p.m.

Sonoma County Transportation Authority
SCTA Large Conference Room
490 Mendocino Avenue, Suite 206
Santa Rosa, California 95401

ITEM

1. Introductions
2. Approval of Meeting Notes: January 24, 2017 - **DISCUSSION / ACTION***
3. Public Comment
4. TDA3 FY17/18 Proposed Program of Projects – **DISCUSSION / ACTION***
5. TFCA FY 17/18 Applications – Discussion**
6. Countywide Bicycle and Pedestrian Master Plan Draft Existing Facility Maps – Discussion*
7. Caltrans Bicycle and Pedestrian Planning - Information
 - 7.1. Statewide Bicycle Plan – Final Draft anticipated in April - <http://www.cabikepedplan.org/>
 - 7.2. District 4 Bike Plan Update – <http://www.dot.ca.gov/d4/bikeplan/>
8. TFCA Regional Fund Bikeways, Roads, Lanes and Paths – <http://www.baaqmd.gov/grant-funding/public-agencies/bikeways-roads-lanes-paths> - Information
9. Roundtable updates - Discussion
10. Articles / Events of Interest - Information
 - 10.1. Workshop: Incorporating On-Road Bicycle Networks into Resurfacing Projects on April 13, 9am-4:30pm at MTC - <https://www.eventbrite.com/e/incorporating-on-road-bicycle-networks-into-resurfacing-projects-workshop-tickets-32696917360>
 - 10.2. Workshop: MTC Complete Streets Implementation - Training Outline*
11. Other Business / Comments / Announcements
12. Adjourn - **ACTION**

*Materials attached

**Materials to be handed out

The next **SCTA/RCPA** meeting will be held May 8, 2017

The next **CBPAC** meeting will be held May 23, 2017

Copies of the full Agenda Packet are available at www.scta.ca.gov

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COUNTYWIDE BICYCLE PEDESTRIAN ADVISORY COMMITTEE MEETING NOTES

Meeting Notes of January 24, 2017

ITEM

1. Introductions

Meeting called to order at 1:30PM by Chair Wendy Atkins.

Committee Members Present: Chair Wendy Atkins, City of Sonoma; Vice-Chair Geoffrey Skinner, City of Sebastopol; Rafael Miranda, City of Cloverdale; Mario Landeros, City of Healdsburg; Bobby Boinski, City of Healdsburg; Curtis Bates, City of Petaluma; Eydie Tacata, City of Rohnert Park; Nancy Adams (via phone), City of Santa Rosa; Steven Schmitz, Sonoma County Transit; Elizabeth Tyree, Sonoma County Regional Parks; Mona Ibrahim, Town of Windsor;

Guest: Lauren Darini, W-Trans; Brittany Lobo, DHS; Tina Panza, Sonoma County Bicycle Coalition.

Staff: Dana Turrey; Seana Gause; Chris Barney; Drew Nichols

2. Approval of Meeting Notes: November 22,, 2016 - **DISCUSSION / ACTION***

Approved as submitted.

3. Public Comment

N/A

4. CBPAC Officer Elections for 2017 – **DISCUSSION/ACTION***

Dana Turrey announced the open positions for Chair and Vice-Chair for CBPAC committee, and

asked for nominations. These terms are for the 2017 calendar year.

Curtis Bates was nominated as Chair and Nancy Adams was nominated as Vice Chair.

The committee voted unanimously to approve Mr. Bates as Chair and Ms. Adams as Vice-Chair for the CBPAC.

5. Complete Streets Checklists

5.1. OBAG 2, Safe Routes to School – **DISCUSSION/ACTION**

Dana Turrey described the Complete Streets checklist for the Safe Routes to School non-infrastructure program and requested action from the committee on this item. Since SRTS is an ongoing program with no capital investment, MTC has authorized this program to be funded ahead of the OBAG 2 program.

Nancy Adams asked clarification of who is administering the program. Ms. Turrey responded that DHS will administer the program until the end of this school year; SCTA will administer the program starting in the 2017/18 school year.

Measure M funding will be used to bridge the gap between OBAG funding.

The committee voted unanimously to approve the item.

5.2. OBAG 2, various applications – **DISCUSSION**

Seana Gause described the OBAG2 Call for Projects, first announced in November. SCTA received and is considering 19 applications. Ms.

Gause also noted that each project is required to complete a Complete Street checklist. These projects are required to be reviewed by the CBPAC committee, since bicycle committees are afforded the opportunity to comment on projects funded with OBAG 2 funds. Comments about bicycle and pedestrian aspects of a given project can then be addressed prior to final programming.

Ms. Gause directed the committee to <http://completestreets.mtc.ca.gov> where committee members can read the checklists for proposed projects as they are submitted and make comments.

Each committee member must provide their comments to SCTA staff by February 16, by email or in person at the February 16th PAC meeting. If an influx of comments are seen, a special meeting can be scheduled; however, the PAC meeting can be used to discuss these comments further.

6. TDA3/TFCA Quarterly Report – Information*

Dana Turrey reported on the status on the projects not fully expended as of December 31, 2016.

7. TDA3 FY17/18 Call for Projects

Dana Turrey announced that TDA Article 3 Call for Projects has been issued on January 17th and committee members should have received notice. The project applications are due March 17th, and the committee will review and approve on the March 28th CBPAC meeting.

The approved applications will go to the SCTA Board of Directors on May 8th, and upon approval, available for funding July 1st.

A model resolution and applications have been emailed. Ms. Turrey offered to resend these upon request.

Furthermore, Ms. Turrey mentioned that project sponsors may borrow against up to two years of future allocations – as long as the total of the projects in the county does not exceed the total estimate.

8. Caltrans District 4 Bike Plan Update

Dana Turrey included in the agenda packet a brief draft memo from Caltrans on the District 4 Bike Plan and provided a brief update from a meeting held on Friday, January 20.

Ms. Turrey explained the timeline, with specifics on outreach efforts. Caltrans is in the process of developing an interactive mapping survey inviting comments on the bicycle network based on where people are living, working, and riding bicycles regularly.

Ms. Turrey asked the committee to relay this information to local jurisdiction's bicycle committees and communities.

Caltrans intends to hold on six focus groups, focused on those who would not typically attend workshops, such as low English proficiency learners and individuals with minimal income. Caltrans is also planning on six larger workshops for the whole district, however none are currently scheduled to be held in the North Bay. Tentative locations are identified for the first round of workshops. The remaining will be planned in the future.

Caltrans representative Sergio Ruiz has offered his time and support, as well as materials, if jurisdictions would like to organize a workshop in the North Bay.

Curtis Bates reported that the bicycle committee in Petaluma is aware of the plans, however no action has been made.

In terms of hosting a workshop for the Caltrans District 4 Bike Plan, Mr. Bates offered the Petaluma Community Center as a central location for the workshop.

Nancy Adams expressed gratitude for the initiative in planning this workshop.

9. Projects for Caltrans Bike Plan and Countywide Bicycle and Pedestrian Master Plan

Dana Turrey thanked for those responded to the request for bicycle and pedestrian project updates, and that a reminder email was sent. Information and updates for new and revised projects are due by February 22nd.

10. ATP Cycle 3 Regional Grant Recommendations

Dana Turrey included an MTC resolution on the ATP regional recommendations for transportation programs. Statewide grant recommendations were announced earlier and are included in the agenda packet. No projects in Sonoma County were selected for the regional program; however, more projects in the Bay Area were selected in this round than in the past cycles.

11. Roundtable updates – Discussion

Clverdale:

Rafael Miranda introduced himself as the new representative from the City of Cloverdale to the CBPAC.

City of Healdsburg:

Mario Landeros announced that an application for the Healdsburg Avenue complete streets improvement project to reduce vehicle lanes and become more pedestrian friendly north of Powell has been submitted to the OBAG2 program.

Secondly, Mr. Landeros reported on the on the roundabout project in the southern part of Healdsburg that is under construction. This is a 5-way intersection with a non-active railway crossing. The goal is to increase the flow of bicycle, pedestrian, and vehicle traffic more efficiently. There is a significant aspect in regards to tourism and the bicycle industry in Healdsburg

A trail path to the roundabout with bicycle and pedestrian safety plans are coming together. The expected completion of the roundabout is early 2018.

City of Petaluma:

Curtis Bates reported that Petaluma has submitted three applications for the OBAG grant. Mr. Bates also mentioned there is a likelihood that the citywide BPAC will update their citywide bicycle and pedestrian plans this calendar year.

City of Rohnert Park:

Eydie Tacata reported on the recently completed Snyder Lane project, specifically with respects to crosswalks. There have been two injury accidents on mid-block, uncontrolled crosswalks and the City of Rohnert Park is looking into the trend. The long term project is to prioritize which crosswalks should be modified.

City of Santa Rosa:

Nancy Adams described the City of Santa Rosa is in the RFP process for the environmental phase of the 101 bicycle and pedestrian overpass and that a consultant has been identified. Santa Rosa has submitted an OBAG2 request for design of the 101 bicycle/pedestrian bridge.

Secondly, Ms. Adams reported that the Jennings bicycle/pedestrian crossing with SMART is under

way. The design is almost complete, and are still working with SMART to begin construction.

City of Sebastopol:

Geoffrey Skinner announced the Sebastopol City Council has approved plans for a new hotel. Included in these plans are improvements for bicycle and pedestrian safety, such as 60 bicycle spaces and a hawk crossing at Petaluma Avenue and McKinley Street.

City of Sonoma:

Wendy Atkins also reported that an OBAG grant has been submitted.

Town of Windsor:

Mona Ibrahim announced that an OBAG application has been submitted, with plans for upgrades for better pedestrian safety, specifically in regards to SMART.

Sonoma County Transit:

Steven Schmitz reported on the bicycle safety campaign which is beginning, with a graphics and a photographer contracted. They are looking to begin the campaign in the spring.

Sonoma County Regional Parks:

Elizabeth Tyree announced that the Sonoma County Regional Parks is in the process of securing times for upcoming meetings on the Petaluma - Sebastopol Trail Feasibility Study. Ms. Tyree also mentioned a proposed a meeting with the Citizens Advisory Committee in Bodega Bay for the next segment of coastal trails.

Ms. Tyree reported on the OBAG application submitted, which plans to replace two bridges on the Joe Rodota trail, and will provide alternative bridges during construction.

Sonoma County Bicycle Coalition:

Tina Panza reported on activities in regards to Safe Routes to School. SCBC is in the process of creating a tracking sheet of identified Safe Routes to School infrastructure projects for each jurisdiction. Ms. Panza discussed the hope for a stronger process to keep communication open; the spreadsheets are available.

There will be a SRTS Alliance meeting on January 31, where enrollment process for schools for the 2017/2018 school year will be discussed. All schools are invited to enroll in the K-8 program, however due to limited services, these services will be on a first come, first serve basis.

Department of Health Services:

Brittany Lobo reported on coordination efforts with the SRTS via the bicycle coalition and through the Center for Climate Protection (CCP). When the current OBAG grant ends this school year, DHS staff will transition their work to the ATP cycle 1 project, which will include a high school pilot project. Ms. Lobo reported that DHS and CCP will work with 12 High Schools in Sonoma County through the ATP program. Finally, Ms. Lobo announced a wish to meet with representatives to public works from each jurisdiction over the next month, to get a better sense of how to best serve the community.

12. Other Business / Comments / Announcements
NA

13. Adjourn – **ACTION**

The meeting adjourned at 2:28 PM

Staff Report

To: Countywide Bicycle & Pedestrian Advisory Committee
From: Dana Turréy, Transportation Planner
Item: FY17/18 Transportation Development Act, Article 3 Program of Projects
Date: March 28, 2016

Issue:

Shall the CBPAC recommend approval of the FY17/18 Transportation Development Act, Article 3 (TDA3) program of projects to the SCTA Board of Directors?

Background:

TDA funds are generated from a statewide ¼ cent sales tax. Article 3 of TDA is a set-aside of approximately 2% of those monies. MTC administers TDA3, which is distributed based on population. Each year, an annual fund estimate or “entitlement” is developed for each jurisdiction. Unused entitlement is accumulated as credit. A jurisdiction’s claim in any given year cannot exceed the sum of their accumulated credit plus their projected entitlement for the following two years.

Sonoma County’s cities/towns and the County of Sonoma are eligible to apply. TDA3 funds may be used for bicycle lanes, bicycle and pedestrian paths, and related planning and marketing efforts. There are no matching requirements with this funding source. TDA3 projects are required to meet Caltrans safety design criteria and CEQA requirements; be completed within three years; be maintained; be consistent with adopted bicycle plans; and be authorized by a governing council or board.

A Call for Projects was issued on January 11, 2017, with an application deadline of March 17, 2017. In addition to the application, project sponsors were requested to deliver a governing-body authorizing resolution; documentation of environmental clearance; maps/documents showing project locations; and design parameters prior to submittal of the program of projects to MTC at the end of May.

Program of Projects:

The SCTA received applications for TDA3 funding for the three (3) projects listed below and described in the Attachment.

Jurisdiction	Project Title	Amount Requested
Santa Rosa	Bicycle and Pedestrian Master Plan Update	\$192,392
Petaluma	Upgrade pedestrian and bicycle beacons, signage and striping at Crystal Lane Roundabout and Edith Street at East Washington Street	\$79,283
Cotati	Bicycle and Pedestrian Wayfinding Signage	\$90,000
Total		\$361,675

Fiscal Impacts:

The proposed Program of Projects will provide \$361,675 of benefit to Sonoma County jurisdictions for implementation of bicycle projects and programs.

Staff Recommendation:

The CBPAC is requested to consider the projects described in this staff report and make a recommendation to the SCTA Board of Directors. Approval of the projects will be an action item for the SCTA Board meeting on May 8, 2017. Staff recommends that project sponsors attend the SCTA Board meeting to answer any detailed questions about their proposed projects.

Proposed FY17/18 TDA3 Project Information Summary

Applicant: City of Santa Rosa

Contact: Nancy Adams

Project Title: Bicycle and Pedestrian Master Plan Update

Project Description: The City of Santa Rosa City Council approved the Bicycle and Pedestrian Master Plan (BPMP) in June 2010. The request for TDA funds will be used to update the BPMP. The update will include evaluating the current plan and establishing a scope of work for the Plan update.

Project Elements: Planning

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$192,392			\$192,392
Totals		\$192,392			\$192,392

Applicant: City of Petaluma

Contact: Larry Zimmer

Project Title: Upgrade pedestrian and bicycle beacons, signage and striping at Crystal Lane Roundabout and Edith Street at East Washington Street

Project Description: Construct pedestrian and bicycle traffic warning devices at the Crystal Lane Roundabout and at Edith Street at East Washington Street. Work will include, in general, of constructing new pole foundations, installing rectangular rapid flashing beacons, electrical work, traffic control, striping, pavement marking and incidental work.

Project Elements: Construction and contingency

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$79,283			\$79,283
Totals		\$79,283			\$79,283

Applicant: City of Cotati

Contact: Jon-Paul Harries

Project Title: Bicycle and Pedestrian Wayfinding Signage

Project Description: The City of Cotati's Bicycle and Pedestrian Master Plan (adopted 2008, updated 2014) includes a citywide wayfinding signage program as a priority project. To develop the program, the City has examined the major pedestrian and bicycle pathways throughout the city and identified numerous locations where placement of appropriate wavfinding signage would benefit the City's residents and visitors. The wayfinding signage will attract and direct bicyclists and pedestrians to local destinations as well as regional destinations and connections such as Sonoma State University, the SMART pathway, and routes to neighboring cities and parks. The signage program will consist of: 1) Schematic sign design - includes analysis of City architecture/historical elements and town imagery to develop sign design concepts: the preparation of preliminary sign designs; and development of a preliminary budget for fabrication and installation. 2) Sign programming, including evaluation of the City's sign location plans, typical messages and sign types. 3) Design development including finalization of sign designs, materials, size, nomenclature and typography. Preparation of mock-ups, sample materials, and prototype signs. Review of preliminary cost estimates from fabricators. Field survey and mark-out of sign locations. 4) Pre-production including preparation of fabrication documents and construction details. Final sign designs, locations, and cost estimates. 5) Sign fabrication. 6) Sign installation.

Project Elements: Schematic sign design = \$9,000; Sign programming = \$8,000; Design development= \$32,000; Preproduction documentation= \$15,000; Sign fabrication= \$31,500; Sign installation= \$10,500

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$78,000	\$6,000	\$6,000	\$90,000
All other sources:					
1. City General Fund		\$4,750	\$6,750	\$4,500	\$16,000
Totals		\$82,750	\$12,750	\$10,500	\$106,000

Staff Report

To: Countywide Bicycle & Pedestrian Advisory Committee
From: Dana Turréy, Transportation Planner
Item: 6.0 Countywide Bicycle and Pedestrian Map and Project List Update
Date: March 28, 2017

Issue:

What is the status of the Countywide Bicycle and Pedestrian Master Plan map and project list update?

Background:

The SCTA has collected project list updates, including completed, new, and updated projects from all jurisdictions in the county. These updates are being used to provide current information to Caltrans District 4 for their Bike Plan and to update the project list and maps (appendices A and B) of the Countywide Bicycle and Pedestrian Master Plan.

SCTA has updated GIS map data for completed and existing bicycle and pedestrian facilities, and has provided this information to Caltrans District 4 Bike Plan consultants. A web-based map showing updated existing facilities is available for review by local jurisdictions at: <http://arcg.is/0nWWHC>.

If you have any comments or corrections, please contact Dana Turrey at dana.turrey@scta.ca.gov.

Next Steps:

SCTA is in the process of completing updates to the Countywide Bicycle and Pedestrian Master Plan project list and maps with existing and proposed facilities. The updated list and maps will be available for review before and approval before becoming part of the Plan and distribution to Caltrans.



MTC Complete Streets Implementation Training Outline

Learning Objectives:

- > Define Complete Streets
- > Respond to challenges and barriers to Complete Streets implementation
- > Examine strategies to move towards Complete Streets implementation
- > Understand how Roadway and Intersection Design Concepts are influential for a successful Complete Street
- > Understand how to build and maintain Complete Streets
- > Develop appropriate evaluation metrics for Complete Streets

Proposed Dates/Locations:

- > May 23: Oakland '
- > May 24: San Jose '
- > September 20: Marin County '
- > September 21: San Francisco (Following ATWG) '

Agenda:

- o. Introductions (10 minutes)
 - > Opening Group Poll
 - o Where did you grow up?
 - o Complete streets are important to me because...
 - o Topics most interested in...
- 1. ' What are Complete Streets? (10 minutes) '
 - > Defining Complete Streets '
 - > California's Complete Streets Policy '
 - > Caltrans Complete Streets Policy '
 - > MTC's Complete Streets Policy '
 - > Completes Streets Checklist
- 2. ' How to Move Complete Streets from Policy to Practice (30 min) '
 - > Community Outreach and Engagement '
 - > Barriers & Opposition & Strategies to Address Issues
 - > Working with Caltrans '
 - > Common Trade-offs '
 - > Layered networks '
 - > Big Data Implications '



3. ' How to put Complete Streets on the Ground (10 min) '
 - > Standards versus Guidance: What's the Difference? '
 - > Modifying Design Standards '
 - > California Guidance on Complete Streets
 - > National Guidance on Complete Streets '

Break (10 minutes)

4. ' Deep Dive into Roadway Design Concepts (100 min) '
 - > Pedestrian Facilities '
 - > Bicycle Infrastructure '
 - > Group Poll
 - > How do you feel when riding a bike?
 - > What types of facilities have you experienced?
 - > Road Diets & Travel Lane Width
 - > On-Street Parking, Shoulders, and Curbside Management
 - > Intersection Design Principles
 - > Uncontrolled Crossings
 - > Unsignalized Intersection Treatments
 - > Roundabouts
 - > Signalized Intersection Treatments
 - > Freeway Ramp Treatments
 - > Transit Facilities
 - > Landscaping, Green Streets, & Streetscaping Elements
 - > Traffic Calming
 - > Access Management

Case Study Group Activity (30 minutes)

7. ' How to Build and Maintain Complete Streets (20 minutes) '
 - > Maintaining Complete Streets Facilities '
 - > Cost & Funding '
 - > Interim Projects '
5. ' How to Evaluate Complete Streets (20 minutes) '
 - > Why Evaluate your Complete Street? '
 - > Measuring Effectiveness '
 - > Metrics '
 - > Examples of Innovative Evaluation '

