

**SAFE ROUTES TO SCHOOL ADVISORY COMMITTEE
MEETING AGENDA**

**Wednesday, August 15, 2012
1:30 p.m. to 3:00 p.m.**

**Solano Transportation Authority
1 Harbor Center, #130
Suisun City, CA 94585**



ITEM ACTIVITY

ADMINISTRATOR

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| <p>I. CALL TO ORDER—SELF INTRODUCTIONS & OPPORTUNITY FOR PUBLIC COMMENT</p> <p>II. APPROVAL OF AGENDA: August 15, 2012</p> <p>III. APPROVAL OF MEETING MINTUES FROM: May 16, 2012 (1:30-1:32 pm)</p> <p>IV. INFORMATION ITEMS</p> <p>A. SR2S Program Update (1:35-1:50pm)</p> <ul style="list-style-type: none"> • Progress Report • New Website • Crossing Guard Training Manual (Packet) • Walking School Bus Presentation (1:50-2:00pm) <p>B. SR2S Mapping and Plan Update (2:00-2:10pm)</p> <ul style="list-style-type: none"> • Project Update • Parent Survey Results <p>C. OBAG Presentation (2:10-2:40pm)
<i>One Bay Area Grant Call for Projects</i></p> <p>V. ACTION ITEM</p> <p>A. Cycle 2 Funding Proposal/OBAG Augmentation (2:40-2:55pm)</p> <p>Recommendation:</p> <ol style="list-style-type: none"> 1. Support the project and program tasks described in the SR2S 4-year Work Plan for Fiscal Years 2012-13 to 2015-16. 2. Recommend to the STA Board that \$1.2M of uncommitted One Bay Area Grant (OBAG) funds be designated for enhanced SR2S activities that will be determined by each Community Task Force. <p>VI. Committee Member Comments & Future Agenda Items (2:55-3:00pm)</p> <p>VII. ADJOURNMENT</p> | <p>Mike Segala</p> <p>Committee</p> <p>Judy Leaks, STA</p> <p>Robin Cox, SPH
Casey Hildreth, Alta
Planning & Design</p> <p>Robert Macaulay, STA</p> <p>Judy Leaks, STA</p> <p>Mike Segala</p> <p>Mike Segala</p> |
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The next SR2S-AC meeting will be scheduled for November 2012.

SR2S-AC MEMBERS

<p><u>Mike Segala</u> SR2S-AC Chair Bicycle Advisory Committee Rep</p>	<p><u>Jeff Knowles</u> SR2S-AC Vice Chair City of Vacaville Deputy Public Works Director</p>	<p><u>Jim Antone</u> Yolo-Solano Air Quality Management District</p>	<p><u>Garland Wong</u> Fairfield Traffic Engineer</p>	<p><u>Jay Speck</u> Solano County Superintendent of Schools</p>
<p><u>Tim Mattos</u> Commander, Suisun City Police Dept.</p>	<p><u>VACANT</u> Benicia Police, Traffic Unit</p>	<p><u>Mike Hudson</u> Pedestrian Advisory Committee Rep.</p>	<p><u>Mel Jordan</u> Vallejo USD Asst. Superintendent</p>	<p><u>Robin Cox</u> Solano County Public Health</p>



SAFE ROUTES TO SCHOOL ADVISORY COMMITTEE
Meeting minutes of
May 16, 2012

I. CALL TO ORDER

The Safe Routes to School Advisory Committee (SR2S-AC) was called to order at approximately 1:30 p.m. in the STA Main Conference Room.

SR2S-AC Members Present:	Garland Wong	City of Fairfield, Traffic Engineering
Robin Cox arrived at 1:47 pm	Robin Cox	Solano County Dept. of Public Health
	Jim Antone	Yolo-Solano Air Quality Management District
	Mike Segala	Chair/Bicycle Advisory Committee
	Jay Speck	Solano County Office of Education
	Jeff Knowles	Vice Chair/City of Vacaville, Public Works
	Tracy Nachand	Solano County Dept. of Public Health

STA Staff Present:	Judy Leaks	STA
	Sam Shelton	STA
	Danelle Carey	STA
	Sheila Jones	STA

Others Present:	Rodney Nelson	Fairfield-Suisun Unified School District
	Lindsey Sanford	City of Suisun City Police Department
	Casey Hildreth	Alta Planning & Design
	Ward Stewart	Soltrans

SR2S-AC Members absent:	Mike Hudson	Pedestrian Advisory Committee Rep.
	Mel Jordan	Assistant Superintendent, Vallejo USD
	Bob Oettinger	City of Benicia Police Dept.
	Tim Mattos	City of Suisun City Police Dept.

II. APPROVAL OF AGENDA: MAY 16, 2012

Item IV B. was discussed prior to Action Item V. With a motion from Jay Speck and a second from Garland Wong, the SR2S-AC unanimously approved the agenda as revised.

III. APPROVAL OF MEETING MINUTES FROM FEBRUARY 15, 2012

With a motion from Jay Speck and a second from Tracy Nachand, the SR2S-AC unanimously approved the February 15, 2012 meeting minutes.

IV. APPROVAL OF MEETING MINUTES FROM MARCH 14, 2012

With a motion from Garland Wong and a second from Jay Speck, the SR2S-AC unanimously approved the March 14, 2012 meeting minutes.

V. ACTION ITEMS

A. Mapping Cartology

Casey Hildreth provided an overview of the suitability maps and its elements. The committee members provided feedback on core and preferred routes as well as the color and size preference of the draft map brochures. Garland Wong suggested fading the schools that are not being highlighted in the route and preferred the smaller size but the liked the color scheme of the larger map.

Jeff Knowles recommended focusing more on crossing points. He suggested elimination of the marking that emphasizes the unmarked cross walks and preferred the larger size.

Robin Cox suggested a more diverse group illustration be placed on the front. Ms. Cox commented that our mission statement and some wording needs to be looked at before production and also suggested that we go with the color and size based on which one looks better in black and white for budget consideration but preferred the larger size.

Lindsey Sanford suggested to tone down the schools that the map is not pertaining to and preferred the smaller size in the blue scheme.

Jim Antone preferred the larger size to start out with and then change to the smaller size and preferred green for the preferred routes.

Jay Speck did not recommend either the size or the color until costs are considered but generally prefers smaller illustrations.

Rodney Nelson recommended the larger size and preferred the green scheme and recommends the exterior reflects what the interior holds.

Mike Segala preferred the data provided on the smaller map. He felt it was more informative and preferred the green scheme.

Sam Shelton discussed including route travel times and linking this map to shape the walking school bus grant.

Ward Stewart commented that Hogan Middle School, Vallejo Education Academy and Vallejo Adult School were not included and need to be.

Judy Leaks recommended more pitch pertaining to the advantages of the program. She suggested the pitch to the parents be at the top and the mission be at the bottom.

With a motion from Jeff Knowles and a second from Robin Cox the SR2S-AC unanimously approved recommendation to support further development of the draft final route maps and school improvement plans.

VI. INFORMATION ITEMS

A. SR2S Program Update

Judy Leaks stated 479 students participated in 3 bike rodeos between September and April. She added they had 20 events at various schools where they handed out 280 helmets and over 2700 students attended the 14 walk and roll events. Ms. Leaks stated there is one sound walking school bus at Markham. She stated that the Suisun City Police Department has finished the Crossing Guard Manual and the video should be finalized by July. She concluded that there has been intense enforcement at 6 schools in Fairfield between January and April. Tracy Nachand stated that there are 20 events through the remainder of the next two weeks. He estimated that the number of students reached will be less this year but hopes to reach 40 schools.

B. SR2S Mapping and Plan Update

Casey Hildreth provided an overview of the work plan schedule. He stated that the final sixteenth walk audit is scheduled for Monday, May 21, 2012 in Vallejo. He discussed updates of the draft plan development of the maps and the content of the SR2S banners. He stated that the maps show data collected around the schools within a half mile as well as the methodology for assessing its pedestrian suitability and the safety of students walking to school. He hopes that the Online Mapping Tool and Survey will provide significant parental and public input for finalization of the route maps and improvement ideas. He concluded that the banners include volunteer for a walking school bus, and will drive people to the website he will coordinate with school districts for approval to put the banners up over the course of the summer.

C. Solano County Public Health

Robin Cox provided an overview of the report on Safe Routes to School and highlighted the accomplishments and successes behind the scenes which included development of walking school buses. She had an opportunity to be a speaker with the TAFB base commander on behalf of the program. She concluded with opportunities regarding events and public health relations.

D. Future Funding Opportunities

Sam Shelton provided an overview on future funding opportunities. He stated the STA Board approved \$154,000 into the program. He stated that MTC doubled funding and he concluded that the 1.2 million will be available for prioritizing projects.

VII. ADJOURNMENT

The meeting was adjourned at 3:03 p.m. The next regularly scheduled meeting of the SR2S-AC will be August 15, 2012 at STA's Main Conference Room.



DATE: August 3, 2012
TO: Safe Routes to School Advisory Committee
FROM: Danelle Carey, Assistant Program Manager
RE: Action and Information Item Summaries

Information Item Summary:

Item IV.A. SR2S Program Update (Judy Leaks, STA)

Judy Leaks will provide an update on the SR2S program progress such as partnerships with police departments and Solano County Public Health. (Attachment A, pg.)

Program elements and partnerships include:

- 1) Public Safety Enforcement with Suisun City and Fairfield Police Departments (Attachment B, pg.)
- 2) Education & Encouragement Events Year End Report (Attachment C, pg.)
- 3) Pilot Walking School Bus Program (Presentation by Robin Cox, Solano County PH) (Attachment D, pg.)

Item IV.B. SR2S Mapping and Plan Update (Casey Hildreth, Alta Planning & Design)

Casey Hildreth will provide an overview on the SR2S Mapping & Plan Update progress which will include the following:

- Draft maps (provided under separate cover)
- Parent survey results
- Countywide Safe Routes to School Capital Project - Funding Totals

For the committee's review, attached is the Alta Planning & Design Progress Summary on the SR2S Mapping & Plan Update (Attachment E, pg.).

Item IV.C. OBAG Presentation (Robert Macaulay, STA)

The Metropolitan Transportation Commission (MTC) provided draft OBAG guidelines to the STA in December 2011. STA staff has since worked to educate STA citizen advisory committee members, local agency staff and policy makers in Solano County about the OBAG program. This was accomplished through a Technical Advisory Committee Workshop and a series of meetings during the months of January through May 2012. As part of this outreach effort, on March 22, 2012, STA staff engaged the BAC at their committee meeting in a discussion to prioritize bicycle projects for OBAG funding. The BAC members unanimously concluded that the Solano County Vacaville – Dixon Bike Route was the priority bicycle project for OBAG funding.

On May 17th, MTC finalized the OBAG guidelines which included a new requirement to have a "Unified Call for Projects" that includes additional public outreach guidelines. The objective of this requirement is to ensure that the general public has additional opportunities to participate in

the OBAG project selection process. In order to comply, STA staff is recommending a Call for Projects at the July 11th STA Board meeting with formal meetings planned for each of the advisory committees (including the BAC) during the months of August through September.

The purpose of the meetings will be to discuss OBAG projects and will be advertised and opened to the public (all STA advisory committee meetings are always opened to the public). Further details regarding the OBAG Public Outreach Process are included as Attachment VII.A.

(Attachment F, pg.)

Action Item Summary:

Item V.A. Cycle 2 Funding Proposal/OBAG Augmentation (Judy Leaks, STA)

SR2S staff is proposing a revised work scope for the SR2S Program for the next four years, FY 2012-13 through 2015-16 which includes the enhanced SR2S activities recommended by the SR2S Advisory Committee. The following projects in addition to the core program will include:

- Education & Encouragement Activities
- Enforcement
- Enhanced Programs
- SR2S Program Staff Expenditures

In developing the SR2S Plan update, lists of priority projects have been identified for each community in Solano County. Seventeen (17) walk audits have been conducted countywide indicating the need for additional infrastructure funding to create a safer walking/biking environments around schools. The SR2S program estimates that \$1.2M in additional OBAG funds is needed to cover engineering projects. With additional funding, the STA can provide grant funding to each community to fund or assist in the funding of their priority infrastructure projects.

(Attachment G, pg.)