

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

Wednesday, November 28, 2012
2:00 p.m. to 3:30 p.m.

Suisun Council Chambers
701 Civic Center Blvd.
Suisun City, CA 94585



ITEM ACTIVITY

ADMINISTRATOR

I. CALL TO ORDER—Self Introductions & Opportunity for Public Comment

Mike Segala

II. APPROVAL OF AGENDA: August 15, 2012

Committee

**III. APPROVAL OF MEETING MINUTES FROM: August 15, 2012
(2:00-2:02 p.m.)**

Sheila Jones, STA

IV. INFORMATION ITEMS

A. SR2S Program Update (2:05-2:25 p.m.)

- Progress Report
- Walking School Bus Update
- International Walk to School Day

Judy Leaks, STA
Tracy Nachand, SPH
Danelle Carey, STA

B. SR2S Mapping and Plan Update (2:25pm-2:55pm)

- SR2S Countywide Draft Plan Update

Casey Hildreth, Alta
Planning & Design

C. Overall Workplan (2:55pm-3:00pm)

- STA, Re-Organization

Daryl Halls, STA

D. Membership Status (3:00pm-3:10pm)

Mike Segala

V. ACTION ITEMS

A. SR2S Countywide Draft Plan Update (3:10-3:20pm)

Mike Segala

Recommendation:

Forward a recommendation to the STA Board to support the STA's Safe Routes to School Plan Update.

VI. Committee Member Comments & Future Agenda Items (3:20pm-3:30pm)

VII. ADJOURNMENT

The next SR2S-AC meeting will be scheduled for February 2013.

SR2S-AC MEMBERS

Mike Segala
SR2S-AC Chair
Bicycle Advisory
Committee Rep

Jeff Knowles
SR2S-AC Vice Chair
City of Vacaville
Deputy Public Works Director

Jim Antone
Yolo-Solano
Air Quality Management
District

Garland Wong
Fairfield
Traffic Engineer

Jay Speck
Solano County
Superintendent of Schools

Tim Mattos
Commander, Suisun City
Police Dept.

Scott Przekurat
Benicia Police
Traffic Unit

Mike Hudson
Pedestrian Advisory
Committee Rep.

Mel Jordan
Vallejo USD
Asst. Superintendent

Robin Cox
Solano County
Public Health

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SAFE ROUTES TO SCHOOL ADVISORY COMMITTEE
Meeting minutes of
August 15, 2012

I. CALL TO ORDER

The Safe Routes to School Advisory Committee (SR2S-AC) was called to order at approximately 1:34 p.m. in the STA Main Conference Room.

SR2S-AC Members Present:	Robin Cox Jim Antone Mike Segala Jeff Knowles Tracy Nachand Mike Segala Jay Speck Garland Wong	Solano County Dept. of Public Health Yolo-Solano Air Quality Management District Chair/Bicycle Advisory Committee Vice Chair/City of Vacaville, Public Works Solano County Dept. of Public Health Chair/Bicycle Advisory Committee Solano County Office of Education City of Fairfield, Traffic Engineering
STA Staff Present:	Sheila Jones Robert Macaulay Sam Shelton	STA STA STA
Others Present:	Edd Alberto Amanda Dum Casey Hildreth Nick Lozano Tim Mattos Alvina Sheeley Ward Stewart	City of Vallejo City of Suisun City Alta Planning & Design City of Suisun City City of Suisun City Police Dept. Education Consultant Soltrans
SR2S-AC Members absent:	Mike Hudson Mel Jordan Bob Oettinger	Pedestrian Advisory Committee Rep. Assistant Superintendent, Vallejo USD City of Benicia Police Dept.

II. APPROVAL OF AGENDA: AUGUST 15, 2012

Prior to the approval of the agenda, a public comment was made by Alvina Sheeley. She commented that the new traffic light at Travis Boulevard and Clay Street is working great and providing a safe crossing to Anna Kyle Elementary School.

The time listed on the agenda for Item IV.C was changed to 2:10 – 2:20 p.m. and Item V.A was changed from 2:20 – 2:55 p.m.

With a motion from Robin Cox and a second from Jay Speck, the SR2S-AC unanimously approved the agenda as revised above in bold and italics.

III. APPROVAL OF MEETING MINUTES FROM MAY 16, 2012

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

IV. INFORMATION ITEMS

A. SR2S Program Update

Progress Report: Judy Leaks provided an overview of the progress report. She stated that 3 schools participated in the school travel surveys and 4 schools participated in the parent surveys. She stated that 857 students participated in 15 bike rodeos and over 7500 students that attended the fourteen safety assemblies and there were 582 helmets at 55 events. She stated that nearly 12,800 students participated in the overall program events for 2011-2012. For encouragement events she stated that 4400 participated in 26 walk and rolls and that Markham Elementary had their Pilot Walk to School Bus program for most of the past year. She stated that the 2012 Safe Routes to School program update is nearly complete. She concluded that several community task force meetings and walk audits were also completed throughout Solano County.

Task Enforcement: Judy Leaks stated the Fairfield Police Department conducted enhanced enforcement at 7 schools and the Suisun City Police Department completed a Crossing Guard Training Manual, Video and Test. Tim Mattos stated that the test was given at the Fairfield Suisun School District and is used to test 110 crossing guards.

Website: Judy stated that several significant changes had been made to the new SR2S website and encouraged the committee to visit it. She stated that people are now able to leave map comments, facebook comments with the ability to review upcoming events and a photo gallery. She concluded that the SR2S banners have been created and will be distributed to the school districts and accordingly.

Walking School Bus Presentation: Robin Cox provided an overview of the Walking School Bus Projects (Attachment D). Robin provided background on the amount of kids involved in the walking school bus shifts and stops. The group discussed cost benefits of Markham Elementary had their Pilot Walk to School Bus program. Judy Leaks will track the amount of time involved in this program and plans to provide a base line analysis.

B. SR2S Mapping and Plan Update

Casey Hildreth provided an update on the route maps. He stated that he attended a public health workshop over the summer. He discussed quality control and plans to focus on edits for the final version of the maps. He stated that cost estimates have been provided to all seventeen of the walk audit schools. He discussed plan recommendations and the Safe Routes to School program. He stated that currently 60 percent of students live near schools. He concluded with an overview of the planning maps which help identify additional projects.

C. OBAG Presentation

Robert Macaulay provided a brief overview of the OBAG/CMAQ funding that is available for potential projects. He stated that STA is meeting with all of their advisory committees to discuss potential projects and provide feedback on the \$7.6 million dollars to improve and or create services and projects in the span of 4 fiscal years. He stated that a public input meeting has been scheduled for September 12, 2012 at the Fairfield Community Center.

V. ACTION ITEM

A. Cycle 2 Funding Proposal/OBAG Augmentation

Judy Leaks recommended obtaining information from the updated 2012 Safe Routes to School plan to create a Safe Routes to School Engineering Program. She stated that SR2S Staff is proposing a revised scope of work and plans to request \$1.2 million dollars to fund this program in Solano County for the next four years. She stated that the initial program will include projects for education and encouragement activities, enforcement and other programs. Bob Macaulay stated that these funds can help complete current projects and develop other priority projects. He encouraged the committee to provide feedback. Jeff Knowles commented on the importance of cost efficiency while designing projects. Judy Leaks stated that the call for projects due date for OBAG funding is August 22, 2012.

Recommendation:

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.

With a motion from Jeff Knowles and a second from Garland Wong the SR2S-AC unanimously approved the recommendations.

VI. COMMITTEE MEMBER COMMENTS & FUTURE AGENDA ITEMS

Jay Speck requested more information on what we are competing against for funds. Robert Macaulay will be providing all the committees with a summary with details regarding these funds. Jeff Knowles commented on the importance of eliminating congestion around the schools by identifying and improving drop off locations.

VII. ADJOURNMENT

The meeting was adjourned at 3:15 p.m. The next regularly scheduled meeting of the SR2S-AC will be November 28, 2012 in the Suisun City Hall Council Chambers.



DATE: November 15, 2012
TO: STA SR2S AC
FROM: Danelle Carey, Assistant Program Manager
RE: Information Items- Discussion

A. SR2S Program Update (Judy Leaks, STA)

Staff will provide an update on the SR2S program progress such as partnerships with police departments and Solano County Public Health. Additionally, discussion regarding implementation of the Crossing Guard Training Manual developed by Suisun City Police Department will be covered under the Public Safety Enforcement Update.

Program elements, partnerships and events include:

- 1) Public Safety Enforcement (Judy Leaks, STA)
- 2) Education & Encouragement Events (Judy Leaks, STA)
- 3) International Walk to School Day (Danelle Carey, STA)
- 4) Pilot Walking School Bus Program (Tracy Nachand, SPH)

Attachments: (pg.10-13)

- A. IV.A. Attach A-Program Progress Report
- B. IV.A. Attach B- Education & Encouragement Narrative
- C. IV.A. Attach C- Public Safety Enforcement Update

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

Casey Hildreth will provide an overview on the SR2S Mapping & Plan Update progress. Drafts of local plan updates have been distributed to five out of seven Community Task Forces. STA staff will coordinate with each local jurisdiction to bring the local plan to both City Council and School Boards for adoption.

Attachment: (pg. 14-37)

- A. IV.B. Attach A- Rio Vista SR2S Local Plan Update

Attachment provided under separate cover: SR2S Countywide Draft Plan Update

C. Overall Workplan (Daryl Halls, STA)

Daryl Halls will provide an update on the re-organization of the STA. The \$500,000 Federal Walking School Bus grant provides limited term funding to implement the SR2S Walking School Bus program. In order to implement the program per the requirements of the grant funding, the following limited term employees will be retained:

1. Full-time, limited term SR2S Program Coordinator
2. Two part-time, limited term Walking School Bus Coordinators

Attachment: (pg.38)

- A. IV.C. Attach A- STA Organization Chart

D. Membership Status (Mike Segala, Chair)

STA staff would like to remind the SR2S AC about their participation expectations. Scott Przekurat with Benicia Police Department is our new advisory Committee member, replacing Bob Oettinger who has retired. Lynne Williams has been assigned by the Pedestrian Advisory Committee (PAC) to be an alternate for Mike Hudson until he is able to regularly attend the advisory committee meetings. By-laws for the SR2S AC will be developed and presented to the committee during the February 2013 meeting.

Current SR2S Membership List:

<i>Jurisdiction</i>	<i>Member</i>
BAC Representative	Mike Segala, Chair
City of Vacaville	Jeff Knowles, Vice Chair
YSAQMD	Jim Antone
City of Fairfield	Garland Wong
Solano County Office of Education	Jay Speck
Suisun City Police Department	Tim Mattos
Benicia Police Department	Scott Przekurat
PAC Representative	Mike Hudson
Vallejo Unified School District	Mel Jordan
Solano County Public Health	Robin Cox



DATE: November 20, 2012
TO: STA SR2S-AC
FROM: Danelle Carey, Assistant Program Manager
RE: SR2S Countywide Draft Plan Update

Background:

On February 13, 2008, the STA Board adopted the STA's Safe Routes to School Plan and authorized STA staff to create a Safe Routes to School Program in Solano County. The STA's SR2S Plan process included over 100 committee members and over 450 parents, teachers, students, and neighbors at 29 schools across the county. Each city developed a local SR2S plan, developed in partnership with local SR2S task forces reviewing school plans within their community, which were adopted by each city's council and school board. These local plans were then incorporated into the STA's countywide SR2S plan.

The 2011-12 Plan update involves identifying local task force stakeholders, facilitating local task force meetings, facilitating school site walking audits & evening planning events, drafting recommendations, and seeking the approval from city councils, school boards, STA committees, and the STA Board. The STA's SR2S Advisory Committee (SR2S-AC) will help guide the planning process by reviewing materials prior to their use during meetings and within documents. The mapping project mirrors the process used during the pilot mapping process to produce an additional 65-70 maps.

Discussion

Alta Planning + Design has completed an administrative draft of the countywide sections of the STA SR2S Plan Update, which includes a new introduction, program overview, revised planning framework, and supporting documentation for capital improvement priorities. Greatly expanded local planning sections for each jurisdiction (and the Travis Unified School District) are either under review or currently in development based on the most recent task force meetings in September and October. Together with reference and technical appendices, these local plans will be added to the overall Plan once adopted by local jurisdictions and school districts. A sample local section is provided for reference, and preliminary cost estimates and recommendations from these plans have already been incorporated into various sections of the countywide document.

The core elements of the SR2S Plan Update, which are summarized in the executive summary and detailed in Chapter 3, will be presented to the Advisory Committee for feedback and discussion. The consultant team and staff request from the Committee a recommendation to carry forward the Plan Update elements and priorities to the STA Board for approval. Prior to consideration by the Board, the Advisory Committee will have a chance to review the full draft plan in its entirety in December, once all local and reference materials have been incorporated.

Recommendation:

Forward a recommendation to the STA Board to support the STA's Safe Routes to School Plan Update.

Attachment Provided Under Separate Cover:

- A. SR2S Countywide Draft Plan Update