

**SAFE ROUTES TO SCHOOL ADVISORY COMMITTEE (SR2S-AC)
MEETING**

**Wednesday, December 10, 2014
11:30 a.m. – 1:00 p.m.**

**Solano Transportation Authority, Conference Room 1
One Harbor Center, Suite 130
Suisun City, CA 94585-2473**



ITEM

ADMINISTRATOR

- 1. CALL TO ORDER/SELF-INTRODUCTIONS**
- 2. CONFIRM QUORUM**
- 3. APPROVAL OF AGENDA**
- 4. OPPORTUNITY FOR PUBLIC COMMENT**
- 5. CONSENT CALENDAR**

Mel Jordan, Chair

Recommendation:

Approve the following consent item.

A. Minutes of the SR2S Special Meeting of June 25, 2014.

Sheila Jones, Clerk

Recommendation:

Approve the SR2S special minutes of June 25, 2014.

(11:30 a.m. – 11:35 a.m.)

Pg. 1

6. ACTION ITEMS NON-FINANCIAL

Sarah Fitzgerald, STA

A. Advisory Committee Chair and Vice-Chair

1. Recommendation:

Elect 2015 SR2S-AC Chair for one term.

(11:35 a.m. – 11:45 a.m.)

2. Recommendation:

Elect 2015 SR2S-AC Vice-Chair for one term.

(11:45 a.m. – 11:55 a.m.)

Pg. 5

SR2S-AC Committee Members

Mel Jordan
Chair
Vallejo City USD

Jim Antone
Vice-Chair
YSAQMD

Mike Segala
STA BAC

Garland Wong
City of Fairfield

Jay Speck
Solano County
Superintendent of Schools

Tim Mattos
Suisun City
Police Department

Frank Hartig
Benicia Police Department

Mike Hudson
STA PAC

Ozzie Hilton
City of Vacaville

Robin Cox
Solano County Public Health

B. Active Transportation Program (ATP) Update and Subcommittee Selection

Sarah Fitzgerald, STA

Authorize the SR2S Chair to form an ATP subcommittee to work with STA staff to develop SR2S grant projects for ATP Cycle 2.

(11:55 a.m. – 12:05 p.m.)

Pg. 7

7. INFORMATIONAL ITEMS – DISCUSSION

A. SR2S Program Update

(12:05 p.m. – 12:45 p.m.)

Pg. 9-24

- | | |
|---------------------------------------|---|
| 1. Education and Encouragement Update | Tracy Nachand, Solano Public Health |
| 2. Engineering Projects Update | Anthony Adams, STA |
| 3. Walking School Bus Program Update | Betsy Beavers, STA
Karin Bloesch, STA
Ward Stewart, STA |
| 4. Funding Update | Sarah Fitzgerald, STA |

8. INFORMATIONAL ITEMS – NO DISCUSSION

Sarah Fitzgerald, STA

A. SR2S FY 13-14 Annual Report

B. Attendance Matrix

9. COMMITTEE MEMBER COMMENTS AND FUTURE AGENDA TOPICS

(12:45 p.m. – 1:00 p.m.)

10. ADJOURNMENT

The next regular meeting of the SR2S-AC is scheduled to meet at **1:30 p.m., February 18, 2015, in the STA Conference Room 1, located at One Harbor Center, Suite 130, Suisun City, CA 94585.**

Meetings for 2015

February 18

May 20

August 19

November 18 (*Note: Time change for this meeting 11:30 – 1:00*)



SAFE ROUTES TO SCHOOL ADVISORY COMMITTEE
Special Meeting
Minutes of June 25, 2014

1. 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:	Jim Antone Mike Segala Robin Cox Mel Jordan Frank Hartig Ozzie Hilton Jay Speck Garland Wong	Yolo-Solano Air Quality Management District Bicycle Advisory Committee Solano County Dept. of Public Health Chair/Assistant Superintendent, Vallejo USD City of Benicia Police Department City of Vacaville, Public Works Department Solano County Office of Education City of Fairfield, Traffic Engineering
---------------------------------	---	--

STA Staff Present:	Karin Bloesch Sheila Jones Judy Leaks Sofia Recalde Sarah Fitzgerald Anthony Adams Drew Hart Betsy Beavers	STA, SR2S STA, Admin STA, SR2S STA, Planning STA, SR2S STA, Projects STA, Planning STA, SR2S
---------------------------	---	---

Others Present:	Natalee Dyudyuk	Fairfield-Suisun USD
------------------------	-----------------	----------------------

SR2S-AC Members absent:	Mike Hudson Tim Mattos	Pedestrian Advisory Committee Representative City of Suisun City Police Department
--------------------------------	---------------------------	---

2. CONFIRM QUORUM

A quorum was confirmed.

3. APPROVAL OF AGENDA: June 25, 2014

With a motion from Jay Speck and a second from Jim Antone, the SR2S-AC unanimously approved the agenda.

4. OPPORTUNITY FOR PUBLIC COMMENT

Judy Leaks shared a video pertaining to the SR2S Program in New Jersey.

5. APPROVAL OF MEETING MINUTES FROM May 21, 2014

Ozzie Hilton commented that *the amounts listed under the recommendation for item 6 for the Cities of Rio Vista and Vacaville were switched around*. Sheila Jones will make the edit.

With a motion from Mike Segala and a second from Ozzie Hilton the SR2S-AC unanimously approved the May 21, 2014 meeting minutes with the exception above in *bold and italics*.

6. ACTION FINANCIAL ITEMS

A. Public Safety Enforcement Grant

Judy Leaks provided an overview of the Public Safety Enforcement Grant. She stated that the City of Rio Vista and the City of Vacaville each submitted a letter of intent for the Public Safety Enforcement Grant. She commented that STA staff met with Commander Tim Mattos of Suisun City Police Department to review the letters of interest and to provide feedback to both of the applicants and the date for formal proposals was extended to May 16, 2014. STA staff intends to meet with the applicants to discuss the formal proposal and to develop a work scope for the Public Safety Enforcement Grant.

Recommendation:

Forward a recommendation to the STA Board to authorize the STA Executive Director to enter into agreements with the City of Vacaville in the amount of \$60,000 and the City of Rio Vista in the amount \$30,360 for the Safe Routes to School Public Safety Enforcement Grant.

With a motion from Mike Segala and a second from Robin Cox the SR2S-AC unanimously approved the recommendation.

7. ACTION NON FINANCIAL ITEMS

A. SR2S Logo

Sarah Fitzgerald stated that in order to establish an identified brand, a logo must be simple and easy to recognize; therefore a new logo was drafted which incorporates elements of the current logo. She stated that it is based on the cloud that has been used the past several years on many items including banners, folder covers, brochures, and power-points. She stated that the silhouettes from the triangle logo are incorporated, with the walking boy removed and replaced with a child on a scooter silhouette.

Recommendation:

Forward a recommendation to the STA Board to approve the new Safe Routes to School logo.

Mike Segala commented that A, G and D looked really good.

Robin Cox commented that she is worried about C and D for replication reasons. G would be really difficult to translate into to pins and embroidery.

Frank Hartig commented that he likes B, C and D.

Jay Speck commented that he likes A or E.

Garland Wong commented that he likes A, D or E.

Jim Antone commented that he likes the E or D with a cloud around it.

Ozzie Hilton commented that he likes D, E and G.

Mel Jordan commented that he likes E and A B.

By consensus of the SR2S –AC the logo of choice was ‘A’.
With a motion from Mike Segala and a second from Frank Hartig the SR2S-AC unanimously approved the recommendation.

8. INFORMATIONAL ITEMS - DISCUSSION

A. Safe Routes to School Award Category at STA Awards

Sarah Fitzgerald stated that the 17th Annual STA Awards will be hosted by Vallejo Mayor Osby Davis at the Cal Maritime Academy in Vallejo. She stated that the purpose of the 17th Annual Awards is to recognize individuals, programs, activities and projects that have contributed on "improving the quality of life in Solano County by delivering transportation projects to ensure mobility, travel safety, and economic vitality."

Ms. Fitzgerald defined the categories, selection criteria and goals for the schools.

9. ADJOURNMENT

The meeting was adjourned at 12:10 p.m.

The next regularly scheduled meeting of the SR2S-AC will be August 20, 2014 at 1:30 p.m. in the STA Conference Room.

Page intentionally left blank



DATE: November 7, 2014
TO: SR2S Advisory Committee
FROM: Sarah Fitzgerald, SR2S Program
RE: 2015 SR2S Chair and Vice-Chair Officer Election

Background:

Mel Jordan has reached the end of his term as Chair of the Safe Routes to School Advisory Committee. Jim Antone has reached the end of his term as Vice-Chair of the Safe Routes to School Advisory Committee.

According to the Safe Routes to School Advisory Committee by-laws (by-laws), the role of the Chair and Vice Chair are as follows:

- “The Chair shall preside over all SR2S-AC meetings, coordinate the meeting agendas with STA staff, represent the SR2S-AC’s actions to appropriate agencies or designate a representative(s) to do so, and have general direction and control over the activities of the SR2S-AC.”
- “The Vice-Chair shall assist the Chair in the execution of the duties of the Chair office. In the absence of the Chair, the Vice-Chair shall preside over the meetings, and when so acting, shall have all the powers of the Chair.”

Discussion:

The bylaws of the committee state that the SR2S-AC shall, at the last meeting of each calendar year, nominate and elect the Chair and the Vice-Chair for one (1) calendar year term. No officer shall serve more than two (2) consecutive terms in a given office.

Mel Jordan and Jim Antone were elected to their respective positions at the November 2013 meeting, and are therefore eligible to serve an additional term.

Fiscal Impact:

None.

Recommendation:

Elect a Chair and Vice-chair for one calendar term.

Page intentionally left blank



DATE: November 7, 2014
TO: SR2S AC
FROM: Sarah Fitzgerald, SR2S Program Administrator
RE: State Active Transportation Program (ATP) Update & Subcommittee Selection

Background:

In September 2013, the Governor signed legislation creating the Active Transportation Program (ATP). The ATP consolidates multiple state and federal funding programs into one program, and aims to promote the following objectives:

- Increase the proportion of biking and walking trips
- Increase safety and mobility for non-motorized users
- Advance the efforts of regional agencies to achieve greenhouse gas reduction goals
- Enhance public health, including the reduction of childhood obesity through the use of projects eligible for Safe Routes to Schools Program funding
- Ensure disadvantaged communities fully share in program benefits (25% of program)
- Provide a broad spectrum of projects to benefit many types of active transportation users

Approximately \$120M is available annually for Fiscal Year (FY) 2013-14, 2014-15, and 2015-16 (total \$360M), and distributed via 3 funding programs:

- Statewide competition: 50% (\$180M)
- Small urban/rural areas: 10% (\$36M)
- Metropolitan Planning Organizations (MPOs): 40% (\$144M, of which \$30M will be available to MTC)

There were additional funding restrictions. For example, 25% of the funds were required to be spent on projects that benefit disadvantaged communities. In addition, approximately 40% was designated for Safe Routes to Schools (SR2S) projects (both infrastructure and non-infrastructure).

The Call for Projects for the statewide and small urban/rural programs was announced on March 21, 2014, and applications were due to Caltrans on May 21, 2014. The Metropolitan Transportation Commission (MTC) will release a MPO/Regional Call for Projects on May 22, 2014, and MPO/ regional applications were due to MTC on July 24, 2014.

There were 7 applications from Solano County:

- Solano Co Farm to Market Phase 1 Project
- Solano Co Vaca-Dixon Bikeway, Ph 5B
- STA - Solano County SR2S - Ingraining Walking & Rolling into the School Culture

- Suisun City Driftwood Dr SRTS Path
- Vallejo SR2S North Hills Christian School Improvement
- Vallejo SRTS - Cooper ES
- Vallejo Maine St Pedestrian Enhancements

Discussion:

At the February 19, 2014 SR2S-AC meeting, this committee voted to form a subcommittee to develop a non-infrastructure grant application. The subcommittee consisted of Mel Jordan, Jim Antone, Robin Cox, Tracy Nachand, Judy Leaks and Sarah Fitzgerald. The California Transportation Commission (CTC) approved Solano County’s Safe Routes to School Program application for \$388,000 under the 2014 Active Transportation Program on August 20, 2014. STA’s submission was one of 771 projects seeking funding under this highly competitive State grant program and the only application in Solano County to be funded.

Using these funds, the Solano Safe Routes to School Program will select 15 schools to be part of a pilot program to build upon the current Walking School Bus program that has been running in Solano County since January 2013.

The first element of the project is to provide a stipend to the school to fund a position to lead a Walking School Bus Route on a daily basis from a marked location which would reduce traffic congestion around the school. The second component is extensive parent education to not only better inform parents on the physical, mental and safety benefits of walking and rolling (bicycling, skateboard, scooter, etc.) to school, but also to identify parent champions and volunteers that will work to promote the Safe Routes to School program at their children’s school.

SR2S Staff will work to:

- train the dedicated staff member to lead the walking school bus route,
- educate parents and identify and support parent champions/volunteers,
- set individual targets for schools to increase active transportation based on current walking/rolling status
- award schools with special distinction as long as the school continues to work on promoting walking and rolling to school.

STA is planning to implement this pilot program in early 2015.

It is anticipated that Cycle 2 of ATP funding will follow a similar timescale to Cycle 1, with guidelines being adopted by the end of 2014, call for projects being announced around March 2015 and applications due in May 2015. Staff would like form a subcommittee for Cycle 2 ATP funding, to discuss potential SR2S grant projects and develop the Cycle 2 grant application.

Fiscal Impact:

\$388,000 will be available for the Safe Routes to School non-infrastructure program beginning in January 2015.

Recommendation:

Authorize the SR2S Chair to form an ATP subcommittee to work with STA staff to develop SR2S grant projects for ATP Cycle 2.



DATE: November 7, 2014
TO: Safe Routes to School Advisory Committee
FROM: Sarah Fitzgerald, SR2S Program Administrator
RE: Informational Items: Discussion and No Discussion

7. Informational Items - Discussion

A. SR2S Program Update

Staff will provide an update on the SR2S program progress such as partnerships with Solano County Public Health. An update will be provided by our walking school bus staff about their outreach efforts to schools, training/recruiting volunteers and surveying. Staff will provide an overview of activities and outreach strategies used to engage schools.

- 1. Education & Encouragement Events, (Tracy Nachand, Solano Public Health)**
- 2. Status Report on SR2S OBAG Engineering Projects, (Anthony Adams, STA)**
An updated table will be provided at the meeting.
- 3. Walking School Bus Program, (Betsy Beavers, Karin Bloesch and Ward Stewart, STA)**
- 4. Funding Agreements Update, (Sarah Fitzgerald, STA)**

Enforcement/Public Safety Grant Update

The cities of Rio Vista and Vacaville have started work on the second round of the Enforcement Grant. The City of Vacaville has completed some direct enforcement activities at schools in Vacaville. They have selected six schools to work with (selected because of their traffic problems). The City of Rio Vista hosted a Family Safety Fair on September 6, which included the Bike Rodeo and the Bay Area Bike Mobile. The Police Department also participated in International Walk to School Day at DH White Elementary.

Bay Area Bike Mobile

The Safe Routes to School program is delighted to be able to continue our partnership with the Bay Area Bike Mobile. The Bike Mobile is funded through MTC's Spare the Air Youth Program. STA had the opportunity to leverage this funding to gain matching visits with the Bike Mobile and therefore will be able to host 20 Bike Mobile events throughout Solano County this Fiscal Year. The Bike Mobile is bicycle repair shop on wheels dedicated to tuning up bikes free of charge, helping youths repair their bikes and keep

them in good repair and teaching the mechanics of a bicycle. These events have been hugely successful.

Safe Routes to School Video

The Safe Routes to School program has partnered with the City of Fairfield to produce a 4-5 minute information video about Safe Routes to School in Solano County. The City of Fairfield will also create a series of PSAs to go along with the informational video. These videos will be used in our parent education program as well as uploaded to our website. The City has already begun some filming. The video will seek to capture the 5 Es of the Safe Routes program. It is anticipated the final videos will be completed and ready to see by Spring 2015.

STA Annual Awards, (Sarah Fitzgerald, STA)

The STA Annual Awards recognize individuals, programs, activities and projects that have contributed to the continued success in "improving the quality of life in Solano County by delivering transportation projects to ensure mobility, travel safety, and economic vitality." The event is hosted by the Mayor/Supervisor who serves as the STA chair that year. Nominations are submitted by member and partner agencies, and the final selection is made by the Executive Committee of the STA Board. On June 30, 2014, the STA Executive Committee approved adding a new Safe Routes to School category to the list of awards STA will be providing at the event on November 12, 2014.

Description: This category recognizes either an individual or school that has worked to champion the Safe Routes to School (SR2S) program and its mission by making a significant impact in program participation.

Selection Criteria

- Contributed above and beyond as a school employee, volunteer, community member or parent to further the goals of the SR2S program.
- Enthusiastically supported walking and rolling to school, helping to decrease traffic, and resulting in cleaner air and a safer environment for students.
- An outstanding school that actively demonstrated the values of the SR2S program year round and is a model to other schools.

The nominees for the 2014 Safe Routes to School category are:

- Matthew Turner Elementary
- B. Gale Wilson Walking School Bus
- Kim VanGundy, Director of Facilities, Fairfield-Suisun Unified School District

The winner will be announced at STA Annual Awards on Wednesday, November 12, 2014.

Attachments:

1. Program Progress Report (Tracy Nachand, Solano Public Health)
2. Engineering Projects List, to be provided at the meeting
3. Walking School Bus Program Report (Betsy Beavers, Karin Bloesch and Ward Stewart, STA)

8. Informational Items – No Discussion

SR2S FY 13-14 Annual Report - (Sarah Fitzgerald, STA)

The SR2S FY 13-14 Annual Report was presented to the STA TAC on August 27, 2014 and to the STA Board on September 10, 2014. A copy of the Powerpoint was also distributed to this committee via email September 16, 2014.

Attachment:

- A. STA Board Report, September 10, 2014

SR2S AC Attendance – (Sarah Fitzgerald, STA)

The SR2S AC attendance for the past four meetings is as follows:

Member	Position	Nov 2013	Feb 2014	May 2014	June 2014
Frank Hartig	Law Enforcement representative	Not a member	Not a member	X	X
Garland Wong	STA TAC appointee	X	A	X	X
Jay Speck	School representative	A	A	X	X
Jim Antone	Air District representative	X	X	X	X
Mel Jordan	School representative	X	X	X	X
Mike Hudson	STA PAC appointee	A	A	A	A
Mike Segala	STA BAC appointee	X	X	X	X
Ozzie Hilton	STA TAC appointee	X	X	X	X
Robin Cox	Public Health representative	A	X	X	X
Scott Przekurat	Law Enforcement representative	X	X	Not a member	Not a member
Tim Mattos	Law Enforcement representative	A	X	X	A

X = Present

A = Absent

SR2S-AC Bylaws state that “Members of the SR2S-AC that do not attend three scheduled meetings in succession and do not contact staff to indicate that they will not be present is considered to be an ‘un-contacted absence’ which may have their position declared vacant by the STA Board. Absence after contacting staff is considered a ‘contacted absence.’ Contacted absences and un-contacted absences shall be documented in the minutes of each meeting. If a SR2S-AC member has missed a combination of four contacted and un-contacted absences in any one-year period, he or she will be sent a written notice of intent to declare the position vacant. If there is no adequate response before or at the next scheduled meeting, and based upon a recommendation from the SR2S-AC, the position may be declared vacant by the STA Board.

**Solano County Public Health
Narrative Report re:
Safe Routes to School Program, Education and Encouragement Components
May 2014 - November 2014**

Accomplishments/Successes:

- Participated in weekly SR2S staff meetings.
- Designed, developed, and distributed program informational flyers to various schools (Spanish and English)
- Assisted STA with formulating ideas and strategies for applying for ATP grant funds for SR2S.
- Reviewed and edited parent survey for gathering information regarding how parents would like to learn about SR2S program.
- Researched and developed 4 potential additional assembly concepts.
- Developed 2 brief articles for use by schools principals or staff to promote SR2S events and/or recruit volunteers for Bike Safety Rodeo, Walk & Roll Week, Walking Wednesdays at participating schools, Developed 1 International Walk to School PSA, and 1 International Walk to School Press Release.
- Developed a bulletin board at Public Health building site waiting area.
- Coordinated with Public Health Administrator to promote and announce International Walk to School Day on County Intranet site.
- Coordinated with Public Health Administrator to promote and announce International Walk to School Day during Public Health open enrollment fair.
- Conducted 4 Safety Assembly for 1058 students at Nelda Mundy Elementary.
- Conducted 4 bicycle rodeos with 263 students and distributed 108 helmets; scheduled one bike mobile repair station which repaired 27 bikes; conducted 5 school helmet fitting events providing education and helmets to 150 helmets.
- Participated in 3 Webinars concerning Safe Routes to School programs
 - Recruiting and Training Volunteers for Long Term Success!
 - Managing and Retaining Volunteers for Long Term Success!
 - Integrating Safe Routes to School into the Fabric of Your Community: The Role of the Comprehensive Plan
- Conducted 5 helmet fitting and education presentations to 167 participants and provided 91 helmets.
- Provided helmet fitting training to Solano County Library staff. Who held 1 helmet education and fitting event by volunteers at Fairfield Civic center library educating and distributing 24 safety helmets to residents in need.
- Prepared bicycle rodeo trailer for rental and usage by Rio Vista Police Department for event scheduled in Rio vista.
- Prepared bicycle rodeo trailer for use by City of Fairfield staff at the Rockville park community event.
- Provided education to Benicia Cub Scout group on proper bicycle maintenance and group riding guidelines.
- Met with Nutrition, Education, Obesity Prevention (NEOP) administrator at the direction of Dr. Shackelford Director of Partnerships & Community Engagement to discuss Vallejo City Unified School District schools involvement in International Walk to School Day.
- Visited 20 schools to discuss SR2S program and activities with Principal and front office staff.
- Distributed electronic posters to 17 schools promoting International Walk to School Day.
- Prepared incentive orders and requested quotes for incentive materials.
- Inventoried helmet supplies, prepared orders, and received helmets for initial rodeo and community events.

- Maintained truck, bicycle rodeo trailer, bicycle rodeo equipment, and bikes.
- Inventoried all incentive items in storage.
- Separated all incentive items into groups to prepare for distribution to school sites.
- Updated and developed rodeo volunteer station cards.
- Updated rodeo material such as passport, generic waiver form, potential course variances.
- Developed Pedestrian Safety Rules card for student/parent distribution.
- Started to schedule events to be held during school year 2014-2015.
- Developed principal/volunteer email regarding information for upcoming school year. Email was modified by STA staff to create the SR2S electronic Newsletter.
- Provided feedback on STA electronic Newsletter promoting International Walk to School Day promotion.
- Researched and updated principal contact information based on California State Board of Education Site majority of information gathered was provided to STA staff and used in the distribution of the SR2S electronic Newsletter.
- Communicated with principals, volunteers, and administrative staff to promote SR2S program specifically targeting International Walk to School Day.
- Sent follow-up email after STA electronic email to 112 principals, administrators, and volunteers at public, private, and charter schools.
- Researched and ordered incentive items for school year 2014-2015
- Collaborated with STA staff re: wording for KUIC ad placed with CA Community Transformation Grant funds; recorded and placed two new ads in support of SR2S and International Walk to School Day.
- SPH Bureau manager utilized funding from the Community Transformation Grant (CTG) to develop three 60 second Public Service Announcement (PSAs) promoting International Walk to School Day, Walking School Buses, and the Safe Routes to School program. The PSAs developed were promoted during the Drive at 5 spot the week and day before international Walk to School Day; the week after promoting parents who live further from school to drive part of the way, park the car, and walk the remaining distance to school.
- Staff prepared and delivered incentive items to be distributed to students during International Walk to School Day.
- Staff attended International Walk to School Day events 41 schools were involved with over 11,000 students walking and or riding their bikes to school with their families.
- Staff visited each school that participated in International Walk to School Day and met with school staff to collect extra material and discuss future events promoting SR2S events.
- Staff prepared and disseminated a summary report email to all participating schools, principals, and volunteers to congratulate on their efforts with International Walk to School Day. In addition to the report, additional information was prepared for the email to promote all components of the Safe Routes to School program including Walking School Bus, Walking Wednesdays, STA website as a resource, Bicycle Rodeos, Walk and Roll Week, and Safety assemblies.
- Staff prepared and disseminated summary report for November advisory committee.
- Staff made additional visits to Solano County elementary schools to promote program.
- Staff hand delivered 38 October student transportation mode surveys to schools and encouraged the completion of the surveys.
- Participated in two parent information nights in Vallejo Schools; Elmer Cave and Pennycook.
- Provided information regarding the purpose of the Safe Routes to School program to the videographer for the Vallejo Unified School District documentary.
- Attend the Ribbon Cutting Ceremony of the Dixon West B Railroad Undercrossing with the SR2S trailer.

Page intentionally left blank



DATE: November 4, 2014
 TO: Safe Routes to School Advisory Committee
 FROM: Betsy Beavers, Karin Bloesch and Ward Stewart, WSB Coordinators
 RE: Walking School Bus Program

International Walk to School Day, October 8, 2014

This year's International Walk to School Day (IW2SD) event had the largest number of schools and student participation yet with 41 schools and 11,086 students from all cities in Solano County taking part in the event. In addition, local dignitaries attended IW2SD at 10 schools to support the walkers.

SR2S staff began planning for IW2SD in August by having promotional materials, such as posters, magnets, and informational cards, available to schools and the general public. IW2SD materials were also available on the SR2S website.

Outreach included:

- IW2SD posters mailed to all elementary schools in Solano County
- E-newsletter sent to all elementary school principals and other targeted recipients
- An IW2SD article appeared in the September issue of the Around Town publication
- Information passed out at community events SR2S attended in partnership with the Bay Area Bike Mobile in August, September and October

Participating Schools

Benicia	Benicia Middle School, Mary Farmer, Matthew Turner, Robert Semple
Dixon	Gretchen Higgins
Fairfield	B. Gale Wilson, Center, Cordelia Hills, Green Valley Middle School, KI Jones, Laurel Creek, Nelda Mundy, Sheldon
Rio Vista	DH White
Suisun City	Crescent, Dan O. Root, Suisun Elementary
Vacaville	ACE Charter, Browns Valley, Callison, Cambridge, Fairmont, Hemlock,

	Markham, Orchard, Padan
Vallejo	Beverly Hills, Cooper, Dan Mini, Federal Terrace, Glen Cove, Highland, Lincoln, Loma Vista Environmental Sciences Academy, Patterson, Pennycook, Solano Middle School, Steffan Manor, Vallejo Charter, Wardlaw, Widenman

Walking School Bus Program Update

Fairfield-Suisun: B. Gale Wilson is going strong with 20+registered walkers on their route. Center Elementary launched a WSB daily before and after school, with 15 participating students.

Vacaville: Fairmont Elementary and Callison Elementary have launched Walking School Bus routes for their respective schools. **Callison Elementary has 50 participating students**, with trained school employees as WSB Leaders.

Vallejo: Dan Mini and Lincoln Elementary schools will be reinstating their Walking School Buses soon.

Overview of Community and School Events:

Walking School Bus Coordinators attended many Community Outreach events in conjunction with the Bay Area Bike Mobile, Back to School Nights, Vallejo City Full Service Community School Parent Nights, for a total of 26 events (not including International Walk to School Day) between August and November 2014.

<i>City</i>	<i>Location</i>	<i>Type of event</i>
Dixon	Dixon Public Library Dixon West B Undercrossing	<ul style="list-style-type: none"> • Bike Mobile • Ribbon Cutting Ceremony with Gretchen Higgins/ Tremont Elementary Students
Fairfield	Fairfield Civic Center Library Downtown Fairfield Center Elementary	<ul style="list-style-type: none"> • Bike Mobile • Tomato Festival • WSB Volunteer Training and Launch
Rio Vista	Downtown Rio Vista	<ul style="list-style-type: none"> • Rio Vista Safety Fair/Bike Mobile • 3rd Thursday-Bike Mobile
Suisun City	Suisun City Library	<ul style="list-style-type: none"> • Bike Mobile

Vacaville	<p>Ulatis Community Center Library Andrews Park</p> <p>Foxboro Elementary</p> <p>Callison Elementary</p> <p>Fairmont Charter</p>	<ul style="list-style-type: none"> • Bike Mobile • Vacaville Kidfest • Back to School Night • Back to School Night WSB presentation • WSB Launch- August 14, 2014 • WSB check-in/launch
Vallejo	<p>Children’s Wonderland Park</p> <p>Dan Mini, Loma Vista, Cooper, Patterson, Steffan Manor, Lincoln, Wardlaw, Cave Language Academy, Vallejo Charter, Highland, Beverly Hills</p> <p>Lincoln Elementary</p>	<ul style="list-style-type: none"> • Vallejo Celebrates Youth Event/Bike Mobile • FSCS Parent Nights (11) • WSB Training-tentative launch on 11/17/14
6 Cities	14 Schools	16 Parent/School Events 7 Bike Mobile Events 3 Community Events 1 Safe Routes to School Event

Page intentionally left blank



DATE: November 10, 2014
TO: STA Board
FROM: Sarah Fitzgerald, SR2S Program Administrator
RE: Solano Safe Routes to School (SR2S) Program FY 2013-14 Annual Report

Background:

The Solano Safe Routes to School (SR2S) Program works to increase the number of students walking and bicycling to school by helping to make the journey safe, fun and healthy. Using a comprehensive approach, the program includes 5 “E’s”: education, encouragement, enforcement, engineering and evaluation. The program is available to all schools countywide and focuses on activities and programs that educate students on safety, health awareness and identifying improvements within communities countywide to enhance active student travel safety.

In 2008, the STA Board adopted Solano's first Safe Routes to School Plan and authorized STA staff to create a Safe Routes to School Program in Solano County. This Plan provided the direction for the SR2S Program through 2012 when the STA and the various SR2S Advisory Committees began the process of updating the 2008 Plan.

Discussion:

Highlights for Fiscal Year (FY) 2013-14

The SR2S Plan update involved identifying local task force stakeholders, facilitating 29 local task force meetings, coordinating 17 school site walking audits & evening planning events and drafting recommendations. In October 2013, the SR2S Plan Update was adopted by the STA Board.

Education & Encouragement Events

During FY 2013-14 the SR2S program, in partnership with Solano County Public Health, conducted programs to teach students how to walk and bike safely to school and in their communities. Students were also educated on the benefits of walking and biking to school and using the road safely. The Educational and Encouragement activities work hand in hand to create healthy habits for students. Approximately, 12,397 students were reached through 80 program events:

- 867 students participated in 14 School Bike Rodeos
- 2,635 students participated in 10 School Safety Assemblies
- 1,473 students participated in 7 Walk and Roll School Events
- 333 students participated in 15 Helmet Education Events
- 6,665 students participated in 25 International Walk to School Day Events
- 424 students participated in 9 National Bike to School Day Events

Through MTC's Spare the Air Youth (STAY) grant funding, this was the first year that the Bay Area Bike Mobile (Bike Mobile) was available in Solano County. The Bike Mobile hosts bike fix-a-thons at schools or community events and helps students repair their bikes while teaching them about mechanics and safety. The first Bike Mobile event in Solano County took place at the City of Fairfield's Earth Day event in April 2014. The Bike Mobile also visited Crescent Elementary in Suisun City (May) as well as the Third Thursday event in downtown Rio Vista (June). In total, approximately 80 bikes were repaired. Solano's SR2S program is entitled to a total of 10 events with the Bike Mobile under MTC's STAY grant funding. The remaining 7 events are scheduled in FY 2014-15.

Enforcement

The first SR2S Public Safety Enforcement Grant was piloted in 2011 by the City of Suisun City and the City of Fairfield. Program tasks and activities in the pilot included: development of crossing guard training materials and DVD, bike rodeo instructional DVD, bike rodeo and event assistance and support, coordination with schools, and directed enforcement at problem schools. Based on the success of this grant program, on July 10, 2013, the STA Board authorized the development of another Public Safety Enforcement Grant of up to \$150,000. On February 21, 2014, SR2S Advisory Committee recommended to release the Public Safety Enforcement Grant. Interested agencies were invited to apply for SR2S enforcement activities up to \$45,000 and the grant scope also included a provision for \$15,000 to be allocated to one jurisdiction to take the lead in coordinating crossing guard training countywide using the materials developed by the Cities of Fairfield and Suisun City.

Police departments from both the City of Rio Vista and the City of Vacaville each submitted a formal proposal for the funds. Both projects were recommended for funding by the SR2S Advisory Committee and the STA Board in June and July 2014, respectively. The City of Vacaville will receive \$60,000 for their project titled 'School Safety Through the 4Es' which includes implementation of county-wide crossing guard training. The proposal includes an education and encourage element of safety assemblies, poster competition and incentive program as well as targeted direct enforcement around schools during peak hours of school drop-off and pick-up times.

The City of Rio Vista will receive \$30,360 for their project titled 'Pedestrian and Vehicle Safety Campaign.' Their project consists of student assemblies, parent meetings and a children's safety fair. Enforcement efforts include targeted direct enforcement around the schools and the purchasing of two electronic portable speed and message boards which provide radar feedback as well as collect traffic count and speed data.

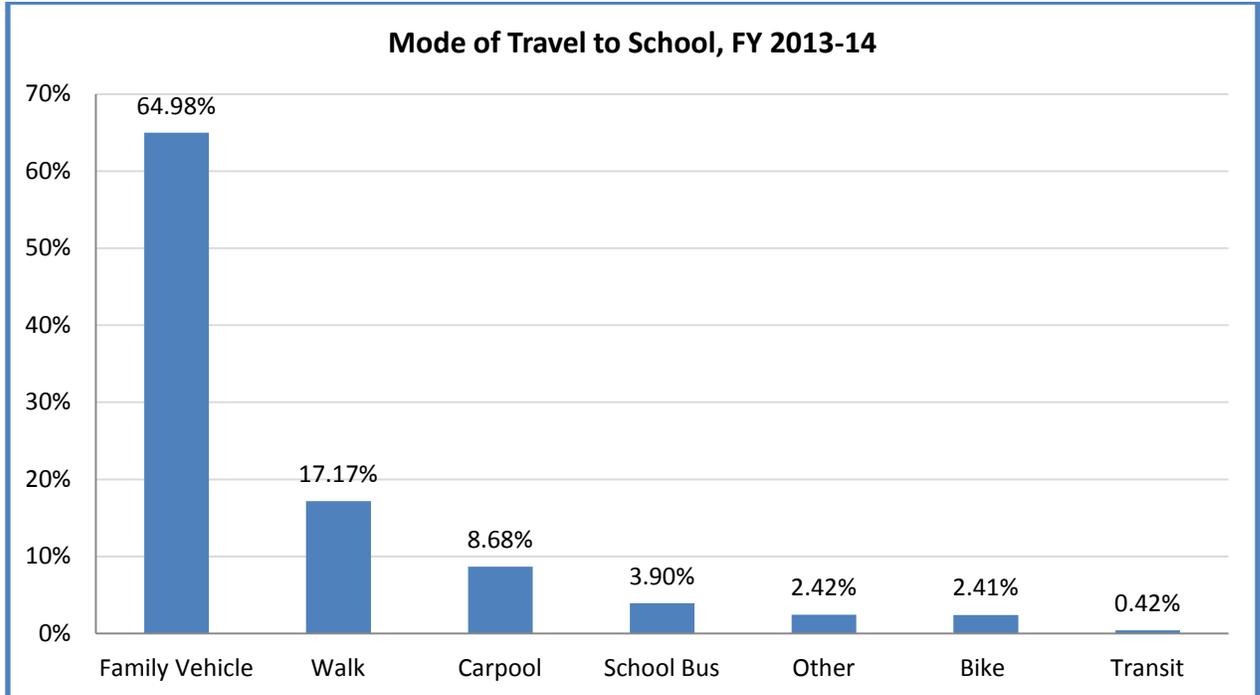
Both of these projects will be implemented in FY 2014-15.

Engineering

Approximately, \$3M of infrastructure needs were identified in the SR2S Plan update, \$2M of which are priority projects. The SR2S program was allocated \$1.2M of OneBayArea Grant (OBAG) funding for engineering projects for each community to assist in the funding of their priority infrastructure projects based on the updated SR2S Plan. See Attachment A for a status update of these engineering projects.

Evaluation

Twice a year (Fall/Spring), the SR2S program evaluates the program through Student Travel Hand Tally Surveys. The graph below displays hand tally data for Solano County for FY 2013-14. 28 schools participated in the in-class hand tallies during the Fall and Spring of FY 2013-14, representing over 43,000 trips taken to school. The data shows that although the primary way of getting to school is in the family vehicle, that nearly 20% of all trips taken to school are either by walking or bicycle.



Engagement

Typically, a comprehensive Safe Routes to Schools programs contain 5 “E’s.” However, in Solano County a sixth “E” (engagement) was added in the Plan Update to emphasize the importance of engaging with all stakeholders to make this program successful. Engagement strategies are designed to open up lines of communication and involvement among all stakeholders, especially parents, for the benefit of an improved Safe Routes to School program. SR2S maintains an up-to-date website, which includes maps with suggested walking routes to all elementary and middle schools in the county. In order to reach out and engage parents, the SR2S program has a presence at a number of community events throughout the year, including the Fairfield Tomato Festival, Earth Day festivities, Vacaville Kidsfest and the Rio Vista Safety Fair. At these events, SR2S staff educates the public about the program and recruits parents to be leaders for Walking School Buses.

Walking School Bus (WSB) Program

STA secured \$500,000 in federal grant funding, which was obligated in late 2012, to implement a countywide walking school bus program in Solano County elementary schools. STA began implementing the WSB program in January 2013 with two new part-time walking school bus coordinators. By the end of FY 2013-14, there were 33 routes in 16 elementary schools:

Benicia
Matthew Turner Elementary

Dixon
Tremont Elementary

Fairfield
Anna Kyle Elementary
B. Gale Wilson Elementary
Cordelia Hills Elementary
Laurel Creek Elementary
Rolling Hills Elementary

Suisun City
Crescent Elementary
Dan O. Root Elementary

Vacaville
Browns Valley Elementary
Cambridge Elementary
Fairmont Elementary
Markham Elementary
Padan Elementary

Vallejo
Dan Mini Elementary
Lincoln Elementary

At their meeting of August 27, 2014, the STA TAC unanimously approved the recommendation.

Fiscal Impact

None.

Recommendation:

Receive and file.

Attachment:

- A. SR2S OBAG Engineering Projects

SR2S OBAG Engineering Projects

#	Responsible Agency	Project Name	Description of Work	Project Completion Date (Expected)	FY Programmed	Phase	Other Local Funding	CMAQ - OBAG	Total Project Cost
								\$1.2M	
1	City of Suisun City	Suisun Safe Routes to Schools Project	Stripe high-visibility crosswalks by Crescent Elementary and Crystal Middle School. Design a Class I pedestrian/bicycle facility along the west side of Marina Boulevard between State Route 12 and Lotz Way, and along Lotz Way between Marina Boulevard and the Suisun multi-modal transit station on Main Street. Design and construct a path along the south side of Driftwood Drive from Whispering Bay Circle to Marina Boulevard. Install rectangular rapid flashing beacons on Harrier Drive at the main entrance to Dan O. Root Elementary School.	Aug-16		PE:	\$40,037		
						ROW:			\$389,102
					15/16	CON:		\$349,065	
2	City of Vallejo	Vallejo Safe Routes to Schools Project	Intersection, striping, and signage improvements in the vicinity of Wardlaw Elementary and Cooper Elementary School. High visibility crosswalks and pedestrian signs will be the first priority projects, with additional lane reconfiguration with any remaining funds.	Aug-15	13/14	PE:	\$2,400	\$18,000	
					14/15	ROW:	\$300	\$1,800	\$280,428
					14/15	CON:	\$30,000	\$227,928	
3	City of Dixon	Dixon Safe Routes to Schools Project	Construct sidewalk bulb-out on North Lincoln Street at CA Jacobs. Construct sidewalk bulb-out on Pheasant Run Drive at Tremont Elementary School. Installation of high visibility crosswalks at various schools. Install bike racks and overhead covering at CA Jacobs. Install gate in fence along pedestrian path near Silveyville Elementary School. Restripe bike lane on Rehrmann Drive from Evqans Road to North Lincoln Street. Plant trees and gate improvements along Rehrmann Drive at Tremont Elementary School. Miscellaneous striping improvements at Tremont Elementary and CA Jacobs.	Aug-16	14/15	PE:	\$12,000		
						ROW:			\$ 124,956
					15/16	CON:	\$12,956	\$100,000	

#	Responsible Agency	Project Name	Description of Work	Project Completion Date (Expected)	FY Programmed	Phase	Other Local Funding	CMAQ - OBAG	Total Project Cost
4	City of Vacaville	Vacaville Safe Routes to Schools Project	Construction of bicycle and pedestrian safety improvements for VUSD and TUSD. Vacaville High School Area-Work includes improvements on Monte Vista Avenue and West Street including curb extensions at the Monte Vista/West St. intersection and potential landscape installation to limit erosion and widen effective sidewalk width. Sidewalk improvements to Monte Vista Ave. and West Street and possible sidewalk extension from school to Stinson Ave. Installation of accessible curb ramps and high vis. crosswalks at various crossings. Bicycle network improvements including possible low vol. signed bikeway with sharrows. Cambridge Elementary School-Construct curb extension, accessible ramps and high vis. x-walks at Nut Tree/Cambridge intx. Citywide-installation of radar speed feedback sign and rect. rapid flashing beacons at priority locations.	Aug-16	13/14	PE:	\$3,500	\$26,500	\$342,607
					14/15	ROW:	\$900	\$6,600	
					15/16	CON:	\$35,000	\$270,107	
5	City of Benicia	Benicia Safe Routes to Schools Project	New sidewalks in the vicinity of Robert Semple School install widened sidewalk landings and new crosswalks across Dempsey Drive and the entrance to the parking lot adjacent to Matthew Turner School, install a flashing beacon on Southampton Road in front of the Benicia Middle School, and construct wider sidewalk landings on Southampton Road in front of Benicia Middle School	Aug-14	12/13	PE:	\$10,000		\$124,000
						ROW:			
					13/14	CON:	\$14,000	\$100,000	
6	City of Rio Vista	SR 12 crossing with updated lighting	New updated lighted crosswalk at SR 12 Crossing.	Aug-15	12/13	PE:	\$15,000		\$130,000
						ROW:			
					14/15	CON:	\$15,000	\$100,000	