

6. ACTION FINANCIAL ITEMS

None.

7. ACTION NON-FINANCIAL ITEMS

(6:45-7:30 p.m.)

A. Bicycle Plan and Pedestrian Plan Priority Project List

Drew Hart, STA and
Ryan Dodge, STA

Recommendation:

BAC recommends to the STA TAC and the STA Board to approve the STA Bicycle Priority Project List for fiscal year 2015-2016.

PAC recommends to the STA TAC and the STA Board to approve the STA Pedestrian Priority Project List for fiscal year 2015-2016.

Aa. Bicycle Plan Priority Projects List Revision

Drew Hart, STA

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Ab. Pedestrian Plan Priority Projects List Revision

Ryan Dodge, STA

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B. Fiscal Year 2015/16 PAC Overall Work Plan

Ryan Dodge, STA

Recommendation:

Approve the Fiscal Year 2015/16 PAC Overall Work Plan.

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C. Fiscal Year 2015/16 BAC Overall Work Plan

Drew Hart, STA

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D. PAC By-Laws Revision

Ryan Dodge, STA

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8. INFORMATION - DISCUSSION

A. FUNDING/PLANNING STATUS REPORT

Drew Hart, STA

(7:30 – 7:40 p.m.)

1. Active Transportation Program (ATP) Funds

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2. Yolo-Solano Air Quality Management District Clean Air Funds (YASQMD-CAF)

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3. Bay Trail/ Vine Trail Study

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B. STA BICYCLE and PEDESTRIAN VOLUME COUNTING STATUS REPORT

Ryan Dodge, STA

(7:40 - 7:50 p.m.)

1. Data Collection

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2. Program Development

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9. INFORMATION – NO DISCUSSION

A. PAC Member Status

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10. MEMBER COMMENTS & FOLLOW UP ITEMS

(7:50 – 8:00 p.m.)

Group

11. ADJOURNMENT

The next regularly scheduled Bicycle Advisory Committee meeting is scheduled for **6:30 p.m. on Thursday, July 2, 2015.**

Group

The next regularly scheduled Pedestrian Advisory Committee meeting is scheduled for **6:00 p.m. on Thursday, August 20, 2015.**

BAC 2015 Meeting Dates

(The BAC meets every first Thursday on odd months, unless otherwise rescheduled)

Please mark your calendars for these dates

6:30 pm, Thursday, January 8th 2015

6:30 pm, Thursday, March 5th 2015

6:30 pm, Thursday, May 7th 2015

6:30 pm, Thursday, July 2nd 2015

6:30 pm, Thursday, September 3rd 2015

6:30 pm, Thursday, November 5th 2015

Questions? Please contact STA staff, Drew Hart, (707) 399-3214, dhart@sta.ca.gov

PAC 2015 Meeting Dates

(The PAC meets every Third Thursday on even months, unless otherwise rescheduled)

Please mark your calendars for these dates

6:00 pm, Thursday, February 19th 2015

6:00 pm, Thursday, April 16th 2015

6:00 pm, Thursday, June 18th 2015

6:00 pm, Thursday, August 20th 2015

6:00 pm, Thursday, October 15th 2015

6:00 pm, Thursday, December 17th 2015

Questions? Please contact STA staff, Ryan Dodge, (707) 399-3230, rdodge@sta.ca.gov



BICYCLE ADVISORY COMMITTEE (BAC)

Minutes for the Meeting of
March 5, 2015

ITEM

MEMBER/STAFF PERSON

1. CALL TO ORDER/SELF INTRODUCTIONS

The regular meeting of the STA’s Bicycle Advisory Committee (BAC) was called to order by Mike Segala at approximately 6:31 p.m. at the STA in Conference Room 1.

BAC Members Present:

City of Benicia
City of Dixon
City of Fairfield
City of Rio Vista
County of Solano
City of Suisun City
City of Vacaville
City of Vallejo
Member At Large

Italics Indicate Absents
Nancy Lund, Vice Chair
James Fisk
David Pyle
Derek Nelson
Mike Segala, Chair
Lori Wilson
Ray Posey
Mick Weninger
Barbara Wood

Others Present:

Citizen of Vallejo

Robert Powell

STA Staff Present:

STA
STA
STA
STA
STA

Drew Hart
Ryan Dodge
Bob Macaulay
Paulette Cooper
Zoe Zaldivar

2. CONFIRM QUORUM

Quorum was confirmed.

Mike Segala, Chair

3. APPROVAL OF THE AGENDA

On a motion by Lori Wilson with a second from Barbara Wood, the BAC unanimously approved the Agenda.

(6 Ayes, 0 Nays)

4. OPPORTUNITY FOR PUBLIC COMMENT

Robert Powell, City of Vallejo Resident, critiqued the Highway 12 drainage, and the striping does not accommodate or allow one to weave into the bike lane. One is either in the lane or is not. Mr. Powell, also commented on the lack of accommodation at Kelley Road or Highway 29 for bicyclists. This extends also to Magazine Street, in Vallejo where the right of way width has been constricted for bicyclists such as had been done in Benicia. Mr. Powell informed the BAC that he had already passed these comments along.

5. CONSENT CALENDAR

A. Minutes of the BAC of January 8, 2015

Zoe Zaldivar, STA

On a motion by Nancy Lund and a second by Barbara Wood, the STA BAC unanimously approved the meeting minutes of January 8, 2015. (6 Ayes, 0 Nays)

**6. INFORMATION - DISCUSSION
STAFF UPDATES**

Drew Hart, STA

A. Bike to Work Day

Paulette Cooper, STA

Paulette Cooper, STA, introduced this year's goals for May 14, 2015. She provided BAC members with sneak peeks of graphics which may be used. Ms. Cooper also provided information on guidelines and time lines for Bike to Work Day. One of this year's goals is to increase the number of energizer stations in order to increase the number of individuals reached in order to counter the decrease in numbers of the previous year. Poster distributions will also be increased.

Paulette Cooper asked members for their assistance in providing information for ideal locations to place energizer stations and poster distributions to capture a larger audience.

BAC members provided some insight and informed Ms. Cooper that if they discovered any more ideal locations they would contact staff.

B. Bike to School Day

Drew Hart, STA

Drew Hart, STA, on behalf of Sarah Fitzgerald, informed BAC that the Bike to School Day is on May 6, 2015. Children are encouraged to enter into the Poster Contest in which they may win a Bicycle and have their drawing used in promotional materials for Bike to School Day.

C. ATP

Drew Hart, STA, presented an overview of the Active Transportation Program, ATP, and informed BAC members of the status of applications coming out of Solano County.

D. Air District Funds

Drew Hart, STA

Drew Hart, STA, presented an update of current funding opportunities offered by the two air districts.

E. Signage on Hwy 37

Drew Hart, STA

Drew Hart, STA, spoke with Caltrans and relayed the confirmation that Caltrans has stated that biking is permitted on Hwy 37, west of Wilson.

It was noted that it is a challenge to enter onto, and that it may not be suitable for a biking path starting point, along with a sign that says no bicyclists or pedestrians, despite Caltrans confirmation that they may.

F. Bike Registration

Drew Hart, STA

Drew Hart, STA, spoke with each individual city, and was able to confirm that most of the cities have done away with the program. The State has also done away with it. Only four cities have kept the program with a fee for registering the bicycles through the Police department. Of these four, only the City of Vacaville required a bicycle to be registered in order to rent a bicycle locker. It was noted that there is no motivating factor to register one's bike.

G. Automated Counters Drew Hart, STA
Drew Hart, STA, informed BAC members that the counters have arrived and that training will be commencing soon. Mr. Hart informed members that conversations between Public Works members and agency staff had begun in order to implement training. The first objective was to get the counters out to locations that were preparing for ATP applications. Following this, Ryan Dodge, STA, would create a plan on how best to place and rotate the counters for optimum data capture. Estimated date of installation was around the week of May 18th.

7. INFORMATION – DISCUSSION/STAFF UPDATES

A. Bicycle Plan Priority Project List Annual Update Drew Hart, STA
Drew Hart, STA, explained to members that a pot of money comes annually with which to work with for project lists. One of these pots is TDA Article 3 funding which comes from sales tax, albeit a small portion. \$300,000-400,000 a year are allocated for biking and pedestrian projects. The goal is to have a funding list for where the portions are placed each year. Mr. Hart asked members to please consider where these funds would be best placed, and to bring any ideas to him, with the next meeting in May finalizing the list in order to begin implementing these projects.

8. Working with Local Agency Staff Drew Hart, STA

A. Drew Hart, STA, updated BAC members on how STA has reached out with to local agency staff and how they are working together to get projects initiated, as well as coming together to solve problems that could potentially increase as they are left unattended. These now include the Park & Ride inquiry Nancy Lund outlined with regards to the Curtola Park & Ride, where a bike route comes down Lemon Dr.

9. Bike Links Map Update Drew Hart, STA

A. Drew Hart, STA, asked BAC members to look over the Bike Links map for any errors that could be corrected in time for the new release of the 2015. The goal was to update as many minor, grammatical and color coding that could be altered to reflect road changes.

BAC members provided updates and informed Mr. Hart that any more in depth feedback would be provided at a later time.

10. Member Comments & Follow Up Items Group

- BAC members would like to add register your bikes to the Bike Links map.
- Members would like to look into a QR code that would enable individuals to “track” routes that are exciting and interact with new bicyclists, as well as communicate with those who would like to differentiate between family routes, and enthusiast routes.
- It was noted that employees biking to work on Bike to Work Day may not be the best target outreach for the QR code, as well as spreading leisure routes

11. ADJOURNMENT Mike Segala, Chair

The BAC meeting adjourned at 8:23 p.m. The next regularly scheduled BAC meeting is scheduled for **Thursday, May 7, 2015 at 6:30 p.m.**

2015 BAC MEETING SCHEDULE

Please mark your calendars for these dates

January, 8, 2015

March 5, 2015

May 7, 2015

July 2, 2015

September 3, 2015

November 5, 2015

Questions? Please contact STA staff, Drew Hart, (707) 399-3214, ahart@sta.ca.gov



PEDESTRIAN ADVISORY COMMITTEE (PAC)

Minutes for the Meeting of
February 19, 2015

- | <u>ITEM</u> | <u>MEMBER/STAFF PERSON</u> |
|--|---------------------------------|
| 1. CALL TO ORDER/SELF INTRODUCTIONS | |
| The regular meeting of the STA’s Pedestrian Advisory Committee (PAC) was called to order by Tamer Totah at approximately 6:00 p.m. at the STA in Conference Room 1. | |
| PAC Members Present: | <i>Italics Indicate Absents</i> |
| City of Benicia | Pete Turner |
| City of Dixon | Bil Paul, Vice Chair |
| City of Fairfield | Tamer Totah, Chair |
| City of Rio Vista | Kevin McNamara |
| County of Solano | <i>Vacant</i> |
| City of Suisun City | <i>Vacant</i> |
| City of Vacaville | Shannon Lujon |
| City of Vallejo | <i>Teri Booth</i> |
| Member At Large | <i>Tim Choi</i> |
| Solano Community College | Rischa Slade |
| Bay Area Ridge Trail Council | <i>Kathy Hoffman</i> |
| Tri-City and county Cooperative Planning Group | <i>Vacant</i> |
| Others Present: | |
| California Walks | Wendy Alfsen |
| STA Staff Present | |
| STA | Drew Hart |
| STA | Bob Macaulay |
| STA | Sarah Fitzgerald |
| STA | Zoe Zaldivar |
| 2. CONFIRM QUORUM | Tamer Totah, Chair |
| Quorum was confirmed. | |
| 3. APPROVAL OF THE AGENDA | Tamer Totah, Chair |
| The PAC Agenda was unanimously approved. | |
| 4. OPPORTUNITY FOR PUBLIC COMMENT | Public |
| Bil Paul presented a book that he has worked on and informed PAC members that if they are interested in viewing the book, that Mr. Paul would be happy to show them after the PAC meeting had adjourned. | |

5. COMMENTS FROM AGENCY STAFF

Committee

Drew Hart, STA, informed PAC members that Wendy Alfsen who is presenting item 7A commutes by train, and requested that PAC members move forward with items until Ms. Alfsen's arrival. PAC members unanimously agreed.

Bob Macaulay, STA, noted that today was the day the deadline for the Cap and Trade funding applications. Mr. Macaulay also highlighted the cities STA is working with for updates on comprehensive plans. Mr. Macaulay also replied to Ms. Lujan's inquiry on when information on the Cap and Trade would be conveyed, stating that it would be about four to five weeks before reaching the preliminary review, after which a more extensive application would be filled out for more detail.

6. STA PAC MEETING MINUTES OF August 21, 2014 and BAC/PAC MEETING MINUTES OF October 6, 2014

Chair Totah

On a motion by Bil Paul, a second by Shannon Lujan, and one abstention from Rischa Slade, the meeting minutes of August 21, 2014 and BAC/PAC meeting minutes of October 6, 2014 were unanimously approved.

7. PRESENTATIONS

A. California Walks Program

Wendy Alfsen, California Walks

Wendy Alfsen, California Walks Program, gave a presentation on how their organization works and assists those who are looking to move projects forward. Ms. Alfsen also gave statistics which may be provided by California Walks and be useful in obtaining funding for financing.

PAC members and Ms. Alfsen discussed concerns such as how messages are being monitored, and if there is anything in place to ensure that messages placed around the communities and along the roadways are concise and impactful enough to convey the message.

8. ACTION ITEMS

A. PAC Officer Elections

Drew Hart, STA

By acclamation PAC approved Tamer Totah as the 2015 Chair.
By acclamation PAC approved Bil Paul as the 2015 Vice Chair.

B. Safe Routes to School Representative

Sarah Fitzgerald, STA

On a motion from Tamer Totah and a second from Shannon Lujan, the PAC members appointed Kevin McNamara as the PAC representative to the Safe Routes to School Representative.
On a motion from Tamer Totah and a second from Rischa Slade, the PAC members appointed Pete Turner as a secondary representative for Kevin McNamara to the Safe Routes to School committee.

C. Active Transportation Committee Representative

Drew Hart, STA

On a motion from Tamer Totah and a second from Pete Tuner, the PAC members appointed Shannon Lujon as the PAC representative to the Active Transportation Committee.
On a motion from Tamer Totah and a second from Kevin McNamara, the PAC members appointed Pete Turner as a secondary representative to the Active Transportation Committee.

D. Bay Trail-Vine Trail Study

Drew Hart, STA

Drew Hart, STA, presented information with regards to the Bay Trail-Vine Trail Study which included a power point presentation. This presentation highlighted the alignments, where trails are pre-existing and where trails needed to be connected and work completed.

With a motion by Bil Paul, and a second from Kevin McNamara, the PAC members moved to approve the Bay Trail – Vine Trail Study.

9. INFORMATIONAL ITEMS – DISCUSSION

A. Active Transportation Program (ATP) Update Drew Hart, STA
Drew Hart, STA, provided an update with a power point presentation to highlight the importance of applications being multi-faceted such as one project spanning multiple jurisdictions.

PAC members inquired what score one needed on a application to receive funding. Mr. Hart stated a score of 72 at the state level, and 84 at the regional level.

Mr. Hart was also able to convey the importance of providing data and how this would give applications the opportunity to score higher and potentially be funded.

B. 2015 PAC Work Plan Bob Macaulay, STA
Bob Macaulay, STA, presented the 2015 PAC Work Plan, and asked PAC members to look over the work plan and provide input to STA staff in order to lock in goals for this year.

10. INFORMATIONAL ITEMS – NO DISCUSSION

None.

11. COMMITTEE MEMBER COMMENTS AND FUTURE AGENDA TOPICS Chair Totah

Rischa Slade, Solano Community College stated that she would like the PAC and SR2S to discuss ways to improve pedestrian safety at Solano Community College, particularly as children visit and tour the college.

Pete Turner, City of Benicia, conveyed the importance of accumulating data in order to support ideas and funding, and how this would assist communicating to the community about their needs.

12. ADJOURNMENT

The PAC meeting adjourned at 8:23 p.m. The next regularly scheduled PAC meeting is scheduled for **Thursday, April 16, 2015 at 6:00 p.m.**

2015 PAC MEETING SCHEDULE

Please mark your calendars for these dates

February 19, 2015

April 16, 2015

June 18, 2015

August 20, 2015

October 15, 2015

December 17, 2015

Questions? Please contact STA staff, Ryan Dodge, (707) 399-3230, rdodge@sta-snci.com

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DATE: June 11, 2015
TO: STA BAC
FROM: Drew Hart, Associate Planner and Ryan Dodge, Associate Planner
RE: Bicycle Plan and Pedestrian Plan Priority Project List

Background:

The Solano Transportation Authority (STA) administers the Countywide Bicycle and Pedestrian Transportation Plans that identify and plan for the implementation of countywide bicycle and pedestrian transportation projects.

The Bicycle Priority Projects List and Pedestrian Priority Project List are developed through a collaborative effort between the Bicycle or Pedestrian Advisory Committee (BAC or PAC), STA staff, and public works and planning staff from the member agencies. This creates a consistent foundation for the funding and delivery of projects in Solano County. An annual review of the Projects List is conducted to ensure that the list is up to date as projects are completed and priorities change at the local level.

As a result of this prioritization and update process, the 7 Cities and County have been successful in delivering several priority bicycle projects over the past several years. In 2014 a few projects were funded, including:

Waterfront Promenade in Rio Vista
West B Street Undercrossing in Dixon
Bicycle and pedestrian automated counters to be used countywide

Discussion:

The process for updating the Priority Project Lists involved STA staff beginning with the previously adopted lists, eliminating completed projects, consulting with the various agencies on their current priorities, and finally identify those projects that are most ready for construction which are listed as either Tier 1 or Tier 2. All other projects fall to a master list of other envisioned projects. In general, STA staff used the following as guidelines to decipher Tier 1 and Tier 2 projects: Tier 1 projects are those that have a complete funding plan and have environmental approval. Tier 2 projects have been initiated by either a feasibility study, or have begun environmental review process, but has not reached Tier 1 status. The BAC and PAC will use these lists of recommendations to discuss, amend, and recommend the Bicycle and Pedestrian Priority Projects List for fiscal year 2015-2016. This list will be recommended to the STA Board for approval.

Recommendation:

PAC recommends to the STA TAC and the STA Board to approve the STA Pedestrian Priority Project List for fiscal year 2015-2016.

BAC recommends to the STA TAC and the STA Board to approve the STA Bicycle Priority Project List for fiscal year 2015-2016.

Attachments:

- A. Staff Recommended Pedestrian Priority Project Tiered List 2015
- B. Staff Recommended Bicycle Priority Project Tiered List 2015

Bicycle Plan Priority Projects List (Administrative Draft)

Tier 1 Projects

Sponsor	Project	Description	Cost Estimate	Shortfall	Notes
Solano County	Pleasants Valley Road	Road widening and class II bike lanes on Pleasants Valley Road. 4.6 miles. Safety grant covers widening \$1M. \$1.1 M. Surface seal. Bike Signs. Striping. \$350,000 to complete.		\$350,000	Env clearance pending. Spring 2015.
Solano County	Suisun Valley Farm to Market Project	Suisun Valley Farm to Market bicycle and pedestrian access improvements. Parking. Vehicular Access improvements.	\$5,800,000	\$4,625,000	\$1,175,000 awarded
Suisun City	Driftwood Drive	Class I Bike Path on Driftwood Drive at Crystal Middle School	\$500,000	\$150,000	
Solano Transportation Authority	Safe Routes to School Program Projects	Various projects in participating school districts in Solano County which improve safety around schools and encourage biking and walking as a mode of transportation.		\$75,000	\$25,000/year for 3 years
Vacaville	Rocky Hill Trail	1200 ft Class I multi-use path connecting Markham Ave. to Rocky Hill Rd. and Brown St.	\$230,000	\$103,000	

Tier 2 Projects

Sponsor	Project	Description	Cost Estimate	Shortfall	Notes
Benicia	Park Road - Benicia Bridge to Industrial Way	Class III Bike Route - Repave 1.5 miles and install regional bike route signage on Park Road.	TBD	TBD	Road upgrades needed.
Fairfield	Fairfield to Vacaville Intercity Gap Closure	Complete Class I connection from Nelson to I-80	TBD	TBD	Concept.
Rio Vista	Trilogy to Downtown Bikeway	Bikeway connecting Trilogy neighborhood through upcoming development, Homecoming neighborhood, to the downtown area.	TBD	TBD	Developer area.
Suisun City	Lotz Way Class I	Class I Path on Lotz Way from Marina Blvd to Suisun Transit Center	\$1,400,000	\$1,400,000	Environmental needed
Vacaville	Ulatis Creekwalk Extension— McClellan St to Depot St	The project will extend the Vacaville Downtown Creekwalk 0.1 mile from McClellan Street to Depot Street providing landscaping, creekwalk features, look out points and other improvements along the Alamo Creek frontage adjacent to planned mixed use development within the downtown PDA area.	\$655,000	\$245,000	Scalable, Ready for construction Spring 2016
Vallejo	Georgia Street	Class II Bike Lanes and road diet on Georgia Street from Mare Island Way to Columbus Parkway.	TBD	TBD	Some sections completed.
Vallejo	Bay Trail/Vine Trail Gap Closure	Gap closures in various locations in Vallejo between the Ferry Terminal Building and American Canyon	\$4.87M	\$4M	Feasibility Study Complete
Solano County	Putah Creek	Road widening	\$2,000,000	\$2,000,000	Env/RW needed

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Pedestrian Plan Priority Projects List (Amended 6/11/15)

Tier 1 Projects

Sponsor	Project	Description	Cost Estimate	Shortfall	Notes
Vallejo	<i>Downtown Vallejo Streetscape Improvement Project Phase 3</i>	Pedestrian improvements in Downtown Vallejo at Sacramento Street from Virginia to Georgia St and Georgia St from Sacramento to Santa Clara St (Phase 3. Enhancements include traffic calming, restriping, curb extensions, diagonal on-street parking, decorative lighting, brick pavers, street furniture, art, landscaping and improved signs.	\$2,696,545	TBD	RW / ENV cleared - Phase 3; \$400,000 transferred from OBAG LSR for Phase 4
Vacaville	<i>Rocky Hill Trail</i>	1200 ft Class I multi-use path connecting Markham Ave. to Rocky Hill Rd. and Brown St.	\$230,000	\$103,000	

Tier 2 Projects

Sponsor	Project	Description	Cost Estimate	Shortfall	Notes
Benicia	<i>Benicia Urban Waterfront Improvements</i>	Project includes improvements to the Benicia waterfront between First Street and the Marina identified in the Benicia Urban Waterfront Enhancement and Master Plan. The project includes: improvements and enhancements to the existing First Street Green, expanding trail access, and incorporating park amenities such as observation platforms, plazas, seating areas, public art, and interpretive signage. The project includes the following elements, to be implemented over four phases: an entry plaza with seat walls and public art; an expanded and raised green; a secondary plaza adjacent to the marina channel; a Depot plaza; a Class I Bay Trail segment parallel to B Street; a perimeter trail around the green; a boardwalk following the historic railroad alignment; viewing platforms overlooking the coastal salt marsh; improved beach access; widened First Street sidewalk to mirror the existing First Street Promenade; parking enhancements; stormwater raingardens; and interpretive signage.	\$2,687,000	\$2,687,000	See BUWEMP; RW/ENV clearance needed
Fairfield	<i>I-80/West Texas St Ramp Improvement</i>	Reconfigure I-80 Eastbound Off Ramp to West Texas Street and Fairfield Transportation Center. Improve transit, pedestrian, and bicycle access to Transit center with direct connection to Linear Park Trail. This area is one of the county's PDAs.			(CTP priority)
Fairfield	<i>West Texas Street Gateway</i>	Enhance pedestrian linkages among the Linear Park Bicycle/Pedestrian Trail, the Fairfield Transportation Center, and the Park Crossing Apartment Project. Specific improvements include sidewalks, signage, public art and new trees.	\$1,500,000		RW/Env: In progress
Fairfield	<i>East Tabor Ave Crossing</i>	Improve pedestrian access by installing sidewalk over an at-grade crossing at East Tabor Avenue and Railroad Avenue. Second portion of project includes widening of sidewalk along Tolenas Road (in Solano County) from school to East Tabor Avenue.	\$1,700,000	TBD	Applied for ATP Funding
Rio Vista	<i>Sandy Beach Connection: Beach Drive</i>	Second Street to Sandy Beach Park. 0.5 mile Class I trail extension along Beach Drive from Second Street to Sandy BeachPark and to downtown Rio Vista.	\$400,000	\$400,000	
Solano County	<i>Midway Road – Porter Road – Pitt School Road connector improvements</i>	Intersection and roadway improvements to connect City of Dixon with Midway. Supported by City of Dixon.			(CTP priority) - Environmentally cleared

Pedestrian Plan Priority Projects List (Amended 6/11/15)

Tier 2 Projects (continued)

Sponsor	Project	Description	Cost Estimate	Shortfall	Notes
Solano County	<i>Suisun Valley Farm to Market project</i>	Construct a Class II bicycle lane loop and pedestrian improvements on various roads in the Suisun Valley as part of the Farm to Market program, including Suisun Valley Road, Rockville Road, Mankas Corner Road, Abernathy Road, and Ledgewood Road			(CTP priority) Initiated – undergoing environmental review
Solano County	<i>Tri-City and County Regional Train Connections</i>	Cordelia Hills Sky Valley: Cordelia Hill: Transportation enhancements including upgrade of pedestrian and bicycle corridors including open space acquisition along Cordelia Hill Sky Valley and McGary Road. Project is predominately right of way acquisition.	\$2,750,000	\$590,000	\$2,160,000 in federal funds already awarded to the project; RW needed.
Suisun City	<i>McCoy Creek Trail - Phase II</i>	This project will construct a ten-foot wide (minimum) Class I pedestrian/bicycle trail approximately 1 mile in length. This trail will connect to the completed McCoy Creek Trail - Phase 1 segment (completed in September 2008) at Pintail Drive and will transform restricted maintenance areas along McCoy Creek/Laurel Creek into a safe, ADA compliant, recreational and educational trail. From Pintail Drive the trail will run north along the western bank of McCoy Creek, over Laurel Creek with a prefabricated bridge, and west along the northern bank of the Laurel Creek to Blossom Avenue. This trail will reconnect neighborhoods in the area that are split geographically and physically by the Creeks. Other improvements will include site furnishings, signage (including monument signs, regulatory, wayfinding and interpretive signs), striping, and ADA curb ramps and access points.	\$2.5 million	\$2.5 million	Costs include environmental clearance, design, construction, and construction administration costs
Suisun City	<i>Class I Path on Lotz Way</i>	This project will construct a Class I pedestrian/bicycle path on Lotz Way, from the recently-completed Grizzly Island Trail at Marina Boulevard to the Train Depot at Main Street. It will also include a Class I path on the west side of Marina Boulevard from Highway 12 to Lotz Way. This trail will be 10 feet wide at the minimum and approximately 0.6 mile in length. Other improvements will include curb ramp upgrades to ADA standards, curb replacement, street lighting, landscaping suitable for a parkway, signage, striping, and curb painting.	\$1.73 million	\$1.73 million	(CTP priority)

Pedestrian Plan Priority Projects List (Amended 6/11/15)

Tier 2 Projects (continued)

Sponsor	Project	Description	Cost Estimate	Shortfall	Notes
Vacaville	Ulatis Creekwalk Extension – McClellan Street to Depot Street	The project will extend the Vacaville Downtown Creekwalk 0.1 mile from McClellan Street to Depot Street providing landscaping, creekwalk features, look out points and other improvements along the Alamo Creek frontage adjacent to planned mixed use development within the downtown PDA area.	\$655,000	\$150,000-200,000	RW/Env: In progress
Vacaville	Elmira Road Bike Path	North Side of Elmira Road from existing 10' sidewalk from just west of Edwin Drive to Leisure Town Road. This project would provide a gap closure to the existing Elmira Road sidewalk on the north side to the Jepson Parkway which is planned to have a linear parkway and 10' multiuse path from Elmira Road to Fairfield and the future train station. The Jepson Parkway project bike/ped path is part of the Solano County regional bike/ped network. The pathway would also provide a connection to the Alamo Creek Bike Path network and creates an off street accessible route from Leisure Town Road to I-80 at Hume Way and to the Park and Ride lot at Davis and Bell Vista and the Park and Ride lot and bus terminal at Hickory and Davis. This is also a priority project identified on the Pedestrian Priority List	\$710,000	\$710,000	RW/ENV clearance needed
Vallejo	<i>Downtown Vallejo Streetscape Improvement Project Phase 4</i>	Pedestrian improvements in Downtown Vallejo at Maine St from Santa Clara to Sacramento St (Phase 4). Enhancements include traffic calming, restriping, curb extensions, diagonal on-street parking, decorative lighting, brick pavers, street furniture, art, landscaping and improved signs.	\$1,851,000	\$775,700	ENV revalidation needed for Phase 4; current grant fund \$1,095,000 less \$400,000 (OBAG LSR), plus CMAQ \$211,000; local match \$169,300
Vallejo	<i>Bay Trail and Vine Trail Project</i>	Complete Bay Trail and Vine Trail Feasibility/Implementation study and complete a constructable phase.	\$100,000		

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DATE: June 11, 2015
TO: STA PAC
FROM: Ryan Dodge, Associate Planner
RE: Fiscal Year 2015/16 PAC Overall Work Plan

Background:

The Pedestrian Advisory Committee (PAC) is responsible for updating and monitoring the progress of the Solano Countywide Pedestrian Transportation Plan (STA Pedestrian Plan) and making funding recommendations for countywide pedestrian-related projects to the STA Board of Directors and member agencies.

Discussion:

STA staff proposes the attached overall work plan focusing on the selected stated objectives from the STA Pedestrian Plan. The complete goals and objectives are attached.

Fiscal Impact:

None.

Recommendation:

Approve the Fiscal Year 2015/16 PAC Overall Work Plan.

Attachments:

- A. DRAFT Fiscal Year 2015/16 PAC Overall Work Plan
- B. STA Pedestrian Plan Goals and Objectives

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**FISCAL YEAR (FY) 2015/16
PEDESTRIAN ADVISORY COMMITTEE (PAC)
OVERALL WORK PLAN**

Introduction

The Pedestrian Advisory Committee (PAC) is responsible for updating and monitoring the progress of the Solano Countywide Transportation Pedestrian Plan and making funding recommendations for countywide pedestrian-related projects to the STA Board of Directors and member agencies.

Scope of Work

The STA proposes the following work plan per the Solano Countywide Pedestrian Plan, Goal 10 Objective c.: “Develop and revise a PAC Overall Work Plan annually based on the goals and objectives identified in the Solano Countywide Bicycle and Pedestrian Plan.”

Objective 2 – Maintain the Countywide Pedestrian Plan, which identifies existing and future needs, and provides specific recommendations for facilities and programs to be phased in over the next 20 years.

- b. Review the projects identified in the Countywide Pedestrian Plan annually to identify projects that have been completed.

Objective 5 – Encourage the City Council adoption of the Countywide Pedestrian Plan by all STA member agencies

- a. Inventory the adoption of the countywide pedestrian plan or a local pedestrian plan for each jurisdiction in Solano County

Objective 9 – Build upon the existing pedestrian facilities and programs in Solano County

- d. Identify and implement gap closure projects
- h. Conduct pedestrian counts at specific locations and times to measure the change in pedestrian traffic over time; submit all data to STA for review and storage
- i. Ensure that new roadways, transportation projects, and developments improve pedestrian travel and system continuity
- j. Work with local agencies to improve maintenance of existing sidewalks and walkways

Objective 10 – Encourage public participation and continuation of the STA Pedestrian Advisory Committee (PAC)

- c. Develop and revise a PAC Overall Work Plan annually based on the goals and objectives identified in the Solano Countywide Bicycle and Pedestrian Plan.
- d. Continue regular meetings of the PAC; PAC members should help member agencies develop local pedestrian master plans and submit them for approval to local City Councils

- f. Identify a Pedestrian Coordinator in each jurisdiction who is a staff member whose responsibility is to (a) provide support to the PAC, (b) act as a liaison to the City, (c) complete funding applications, and (d) provide inter-departmental coordination

Objective 11 – Ensure that safety for pedestrians, especially young people, elderly people, and people with disabilities, is the highest priority among competing pedestrian improvement priorities, and a high priority among overall transportation improvement priorities

STA staff note: This objective will help the STA regarding an upcoming Safety Plan update in 2016.

Objective 12 – Collect and analyze data and citizen input regarding pedestrian-related accidents/collisions/incidents and issues to identify, plan, and design pedestrian transportation projects.

- a. Monitor and track pedestrian-related collision levels through available data sources
- e. Utilize and contribute to collaborative data collection efforts (i.e. National Bicycle and Pedestrian Documentation Project, MTC bicycle and pedestrian counts, other).

STA staff note: This objective supplements the STA's recent purchase of eight bicycle and pedestrian automated counters and development of a bicycle and pedestrian volume count program for Solano County.

Objective 24 – Inventory areas that are not safely accessible by walking

SOLANO COUNTYWIDE PEDESTRIAN PLAN PURPOSE STATEMENT, GOALS, AND OBJECTIVES

ALTERNATIVE MODES ELEMENT PURPOSE STATEMENT: One County, Many Choices for Mobility – To establish programs and facilities for the transition toward sustainable transit-oriented communities with integrated multimodal transportation choices for Solano’s residents, workers, and visitors. This will be accomplished by incorporating alternative modes as a central part of travel to ensure accessible, convenient, healthy, safe, efficient and cost-effective travel options to enhance connectivity, and will be compatible with local land use planning.

PEDESTRIAN ELEMENT PURPOSE STATEMENT: Making walking an everyday means of transportation and recreation in Solano County – To create a complete, safe, and enjoyable system of pedestrian routes and zones in the places people need and want to go in Solano County, providing a viable alternative to the use of the automobile, through connection to transit, and employment, health, commercial, recreational and social centers.

GOALS: Goals are the milestones by which achievement of the Purpose Statement are measured. In order to implement the Purpose of the Solano Countywide Pedestrian Plan, the following goals are/will be established:

GOALS:

1. Plan and maintain a current Countywide Pedestrian Connections Network.
2. Develop the Countywide Pedestrian Plan to serve as a pedestrian master plan or a foundation for local agencies to use in the development of a local pedestrian plan.
3. Build the pedestrian transportation network by planning, designing, funding, and constructing transportation facilities that will meet the needs of the walking public.
4. Improve pedestrian safety in Solano County.
5. Increase the use of walking as a viable alternative to the automobile.
6. Develop an integrated and coordinated transportation system that connects walking with other modes of transportation, which includes, but is not limited to, bicycling, driving, and taking public transportation.
7. Provide safe access for pedestrians to all points in Solano County
8. Develop a pedestrian network that connects to northern California’s alternative modes system
9. Develop a standard countywide wayfinding signage system to connect pedestrians to park-and-ride lots, transit, water transportation, and other key local destinations (i.e. downtowns, farmer’s markets/produce stands, local commerce and retail, etc.).

OBJECTIVES: Objectives are the actions by which achievement of the Goals are measured.

OBJECTIVES:

→Goal #1: Plan and maintain a current Countywide Pedestrian Plan

Objective 1 – Establish Selection Criteria for the Countywide Pedestrian Connections Network to include (but not be limited to) the following criteria:

- Safety and Access (gap closures, accessibility, safety)
- Quality of Life (health benefits, reduction of vehicle usage, best practices in design)
- Implementation (community participation, long-term plans/policies, cost-benefit calculations, strategically funded project)

Objective 2 – Maintain the Countywide Pedestrian Plan, which identifies existing and future needs, and provides specific recommendations for facilities and programs to be phased in over the next 20 years.

- Update the Countywide Pedestrian Plan every three to five years, or as necessary to maintain eligibility for state and federal funds.
- Review the projects identified in the Countywide Pedestrian Plan annually to identify projects that have been completed.
- Ensure that the Countywide Pedestrian Plan is consistent with all existing regional, state, and federal pedestrian documents, and is consistent with current adopted local pedestrian master plans.
- Develop the Countywide Pedestrian Plan as a resource and coordinating document for local jurisdictions while utilizing existing/planned local pedestrian facilities to the extent possible.

Objective 3 – Develop detailed and ranked improvements in the Countywide Pedestrian Plan

- Identify the top 10 to 20 pedestrian transportation projects to be completed in the short-term (2010-2015), mid-term (2015-2020), and long-term (2020-2025), based on a variety of objective and subjective criteria, including (but not limited to) number of activity centers served, closure of critical gaps, immediate safety hazards, existing and potential pedestrian use, support from the public and local jurisdictions, and availability of funding.
- Develop detailed implementation information for each recommended segment, including approximate length or area covered, project type, adjacent traffic volumes and speeds, proximity to activity centers, cost, and overall feasibility.
- Develop education and maintenance programs that may be adopted by local jurisdictions.

→Goal #2: Develop the Countywide Pedestrian Plan to serve as a pedestrian master plan or a foundation for local agencies to use in the development of a local pedestrian plan.

Objective 4 – Support local plans and actions

- Encourage local jurisdictions to make safe, convenient, enjoyable pedestrian access a priority in their policies, plan, and projects
- Encourage the use of the Pedestrian Plan as a toolkit to help local jurisdictions identify, document, support, and implement pedestrian-friendly projects, digital maps, policy background, guidelines, and funding information provided in the Plan.
- Encourage local jurisdictions to expand on the current projects and basic framework of pedestrian routes and places in this Plan to create their own comprehensive transportation plans
- Recognize and support pedestrian access and activity in existing zones and destinations such as downtowns, waterfronts, and historic districts

- e. Acknowledge and build upon the many current efforts to improve and create places within local jurisdictions that support pedestrian circulation and activity
- f. The highest priority pedestrian improvements should be those where pedestrian facilities are lacking or deficient in close proximity (1/4 to 1/2 mile) to pedestrian destinations such as schools, parks, transit, and shopping
- g. Coordinate planning for pedestrian improvements with planning for transit and regional parking centers
- h. Ensure that pedestrian improvements meet applicable standards for access to people with disabilities
- i. Coordinate with local schools from elementary to college level, to encourage and support walking, including preparation of Safe Routes to School studies, plans, programs, and projects.
- j. Encourage each local agency to collect and maintain data on pedestrian safety for reference in funding applications and future Pedestrian Plan updates.

Objective 5 – Encourage the City Council adoption of the Countywide Pedestrian Plan by all STA member agencies

- a. Inventory the adoption of the countywide pedestrian plan or a local pedestrian plan for each jurisdiction in Solano County

Objective 6 – Make the Countywide Pedestrian Plan available for adoption by local agencies that do not have a pedestrian master plan.

→Goal #3: Build the pedestrian transportation network by planning, designing, funding, maintaining, and constructing transportation facilities that will meet the needs of the walking public.

Objective 7 – Implement Transit Oriented Development (TOD) programs such as FOCUS Priority Development Area (PDA) planning/development and Transportation for Livable Communities (TLC)

- a. Develop a local implementation strategy for the Bay Area FOCUS program
- b. Develop a suburban strategy for PDA designation and funding
- c. Ensure consistency with Metropolitan Transportation Commission (MTC) TOD-related plans and programs
- d. Maintain a current TLC plan and funding program

Objective 8 – Maximize the amount of state and federal funding for pedestrian improvements that can be received by Solano County jurisdictions.

- a. Maintain and revise the Solano Bicycle and Pedestrian Program (SBPP) as needed to strategically fund the construction of projects.
- b. Regularly update and disseminate the information on funding sources contained in this Plan, including STA’s own Countywide Transportation for Livable Communities Program, to encourage applications.
- c. Develop a prioritized regional list of projects with significant pedestrian components, with detailed cost estimates, and identify appropriate funding sources for each proposal.

- d. Encourage multi-jurisdictional and multi-objective funding applications for pedestrian-supportive projects.
- e. Identify current regional, state, and federal funding programs, along with specific funding requirements and deadlines.
- f. Encourage the grouping of reliable local, regional, and state funding sources which can be used to leverage federal funds.
- g. Encourage local jurisdictions to include countywide pedestrian transportation improvements in their planning programs and capital improvement plans.
- h. Develop education and maintenance programs that may be adopted by local jurisdictions.

Objective 9 – Build upon the existing pedestrian facilities and programs in Solano County

- a. Develop an implementation plan for the Solano Countywide Bicycle and Pedestrian Plan
- b. Inventory and map the existing system
- c. Identify existing and proposed pedestrian transportation projects, and design a regional system to maximize its use
- d. Identify and implement gap closure projects
- e. Include pedestrian transportation in the development of all new road, and roadway improvement projects.
- f. Encourage the use of existing natural and manmade corridors such as creeks, railroad rights of way, and corridors for future pedestrian connections
- g. Identify existing pedestrian safety education programs, and target future expansion as need warrants
- h. Conduct pedestrian counts at specific locations and times to measure the change in pedestrian traffic over time; submit all data to STA for review and storage
- i. Ensure that new roadways, transportation projects, and developments improve pedestrian travel and system continuity
- j. Work with local agencies to improve maintenance of existing sidewalks and walkways
- k. Identify guidelines for best practices in pedestrian project planning that local agencies may adopt
- l. Develop a Safe Routes to Transit (SR2T) plan
- m. Maintain the Safe Routes to School (SR2S) plan and continue the implementation of the program

Objective 10 – Encourage public participation and continuation of the STA Pedestrian Advisory Committee (PAC)

- a. Utilize the STA’s Pedestrian Advisory Committee as a resource and coordinating body for local jurisdictions’ input into the Pedestrian Plan implementation and update, identifying local pedestrian issues, opportunities and projects, and to communicate information and ideas back to local agencies.
- b. Use this Pedestrian Plan, the Pedestrian Advisory Committee, and any related local plans or planning efforts, as sounding boards and clearinghouses for concerns and ideas about pedestrian access, safety, and amenities.

- c. Develop and revise a PAC Overall Work Plan annually based on the goals and objectives identified in the Solano Countywide Bicycle and Pedestrian Plan.
- d. Continue regular meetings of the PAC; PAC members should help member agencies develop local pedestrian master plans and submit them for approval to local City Councils
- e. Continue to provide wide outreach to local and regional groups, agencies, and organizations regarding the implementation and update of this Pedestrian Plan, and any related local documents.
- f. Identify a Pedestrian Coordinator in each jurisdiction who is a staff member whose responsibility is to (a) provide support to the PAC, (b) act as a liaison to the City, (c) complete funding applications, and (d) provide inter-departmental coordination
- g. Public involvement in the planning process should be maximized through workshops, making STA staff contact information available, and other means

→Goal #4: Improve pedestrian safety in Solano County.

Objective 11 – Ensure that safety for pedestrians, especially young people, elderly people, and people with disabilities, is the highest priority among competing pedestrian improvement priorities, and a high priority among overall transportation improvement priorities

- a. Develop criteria to identify priority pedestrian safety projects.
- b. Develop a system for reporting and responding to maintenance problems on the existing pedestrian system
- c. Work closely with user groups to identify, plan, design, and implement pedestrian transportation projects that address the most critical safety needs

Objective 12 – Collect and analyze data and citizen input regarding pedestrian-related accidents/collisions/incidents and issues to identify, plan, and design pedestrian transportation projects.

- a. Monitor and track pedestrian-related collision levels through available data sources
- b. Maintain and track SWITRS information
- c. Coordinate with California Highway Patrol (CHP) to obtain data needed beyond SWITRS data
- d. Review available hospital and health clinic data
- e. Utilize and contribute to collaborative data collection efforts (i.e. National Bicycle and Pedestrian Documentation Project, MTC bicycle and pedestrian counts, other).
- f. Maintain data collected through the Safe Routes to Schools (SR2S) program.

Objective 13 – Coordinate with schools, Parent Teacher Associations (PTAs), senior centers and associations, and facilities and groups serving people with disabilities to identify their specific needs, and opportunities to address them.

Objective 14 – Assist, support, or sponsor information and education programs for drivers and pedestrians to increase safety.

- a. Coordinate with bicyclist and pedestrian safety programs (i.e. Safe Routes to School (SR2S), Safe Routes to Transit SR2T)

- b. Develop a comprehensive pedestrian education program with opportunities to be taught to all school children in Solano County
- c. Develop a pedestrian education program for adults in Solano County
- d. Incorporate pedestrian safety curriculum into existing motorist education and training

Objective 15 – Follow the latest standards and best practices for design and implementation of safe pedestrian facilities, starting from references provided in this Plan

- a. Incorporate provisions for safe pedestrian travel and/or detours in traffic control plans and through construction zones
- b. Include lighting and emergency call boxes along Class I paths carrying high numbers of commuters as they are eligible for a variety of regional, state, and federal funding sources
- c. Provide references to best practices and standards implemented locally and regionally (i.e. Highway Design Manual Chapter 1000, Manual of Uniform Traffic Control Devices, California Blueprint for Bicycling and Walking, etc.)
- d. Provide links to best practice references for bicycle and pedestrian project implementation on the STA website.

→Goal #5: Increase the use of walking as a viable alternative to the automobile

Objective 16 – Secure significant benefits for Solano County by preserving, creating, and enhancing pedestrian routes and places, including:

- Health, including physical and mental well-being derived from regular exercise;
- Social and civic health, including preservation of the traditional form and features of communities, and better awareness and appreciation of the people and places that make each community special;
- Environmental benefits, including a reduction in the air quality and land use impacts of automobile-oriented development, and the addition of amenities that add or protect aesthetic and habitat resources;
- Economic benefits, through reduction in the cost of some auto-oriented infrastructure and direct savings in money spent on automobile travel.

Objective 17 – Develop a regional pedestrian connections system which meets the needs of commuters and recreational travelers, helps reduce vehicle trips, and links residential neighborhoods with regional destinations countywide.

- a. Identify connections to lower volume streets, Class I multi-use paths, as well as regional and natural destinations countywide
- b. Develop criteria for pedestrian connections which balance the need for directness with concerns for safety and user convenience.
- c. Strive to develop facilities that separate bicyclists and pedestrians over facilities that accommodate both without separation

Objective 18 – Develop a coordinated marketing strategy to encourage walking in Solano County.

- a. Develop a series of promotional/marketing incentives to encourage employees to use walking and other means to reach work. Quantify the estimated future benefits of walking in terms of air quality, congestion, and health.
- b. Encourage use of the SNCI program to assist residents, visitors, and workers to achieve commute alternatives to the automobile
- c. Develop a countywide pedestrian connections map for public distribution to reflect pedestrian facilities and information
- d. Sponsor and support annual commuting events that involve walking, countywide tours of pedestrian facilities, and adult safety courses in conjunction with other congestion management efforts
- e. Encourage the coordination of pedestrian and health advocacy groups, such as health care providers and coalitions
- f. Prepare and distribute or post maps of pedestrian routes and districts, and general information promoting the opportunities and benefits of walking.
- g. Promote walking and awareness of the benefits of walking by supporting or coordinating with local events that feature walking or that occur in pedestrian-oriented areas

→Goal #6: Develop an integrated and coordinated transportation system that connects walking with other modes of transportation, which includes, but is not limited to, bicycling, driving, and taking public transportation.

Objective 19 – Solicit input from pedestrians for all transportation projects

Objective 20 – Maximize the multimodal connections to the pedestrian system

- a. Ensure that the countywide pedestrian system serves all multi-modal stations, ferry terminals, and park-and-ride lots in Solano County
- b. Work with local and regional transit agencies to provide real-time information for pedestrian users
- c. Develop an intermodal transportation system that serves the transportation needs of Solano County’s residents, workers, and visitors in a manner that is compatible with characteristics of natural, economic, and social resources
- d. Encourage the review of projects by user groups such as the PAC

Objective 21 – Implement California Department of Transportation (Caltrans) and Metropolitan Transportation Commission (MTC) Complete Streets Policies

- a. Refer to Caltrans Deputy Directive 64 (DD-64):
http://www.dot.ca.gov/hq/tpp/offices/ocp/complete_streets.html
- b. Fill out and submit a complete streets checklist with all applications for funds administered by STA:
http://www.mtc.ca.gov/planing/bicyclespedestrians/routine_accommodations.htm

Objective 22 – Implement Caltrans Context-Sensitive Solutions Policy

- a. Refer to Caltrans Context-Sensitive Solutions resources:
<http://www.dot.ca.gov/hq/oppd/context/index.htm>

→Goal #7: Provide safe access for pedestrians to all points in Solano County.

Objective 23 – Plan and implement a pedestrian connections network that enables pedestrians to safely reach all areas in Solano County

Objective 24 – Inventory areas that are not safely accessible by walking

→Goal #8: Develop a pedestrian connections network that connects to northern California’s alternative modes system.

Objective 25 – Maintain current policies that are consistent with MTC’s regional pedestrian-related plans and documents

- a. Review regional pedestrian-related transportation projects applying for funds administered by STA

Objective 26 – Plan and implement access to public transit connections to neighboring counties (i.e. Yolo County, Napa County, Sacramento County, etc.)

→Goal #9: Develop a standard countywide wayfinding signage system to connect pedestrians to park-and-ride lots, transit, water transportation, and other key local destinations (i.e. downtowns, farmer’s markets/produce stands, local commerce and retail, etc.)

Agenda Item 7.C BAC Overall Work Plan Revision will be provided under separate cover.

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DATE: June 11, 2015
TO: STA PAC
FROM: Ryan Dodge, Associate Planner
RE: PAC By-Laws Revision

Background:

The Solano Transportation Authority (STA) Trails Advisory Committee was created in 2002 to advise the STA and the County of Solano during the creation of the 2002 Countywide Trails Plan. The Trails Advisory Committee was absorbed by the Pedestrian Advisory Committee (PAC) in 2004, and the Countywide Trails Plan was subsequently replaced by the Countywide Pedestrian Transportation Plan in 2004.

The PAC formed with six additional special-interest organizations not included on the Bicycle Advisory Committee (BAC): the Bay Area Ridge Trail Council; the San Francisco Bay Trail; the Solano Community College; the Solano County Agriculture Commission; the Solano Land Trust; and the Tri City and County Cooperative Planning Group (later changed to Solano Open Space). There are currently vacancies in all but one of these positions (Solano Community College), with one pending appointment to the Bay Area Ridge Trail Council.

Three organizations (San Francisco Bay Trail, Solano County Agriculture Commission/Solano County Agricultural Advisory Committee, and the Solano Land Trust) in 2014 requested to be removed from the STA PAC. Additionally, the Tri City and County Cooperative Planning Group has not been known to meet more recently than 2012.

Discussion:

STA staff proposes to revise the PAC by-laws to eliminate all six special-interest seats, maintain the one existing member-at-large, and add two additional members-at-large, changing the total membership from 15 member seats to 11 member seats. The currently appointed and pending special-interest members may assume the two new member-at-large positions if they so choose.

Fiscal Impact:

None.

Recommendation:

Recommend to the STA Board to approve the PAC by-laws revision.

Attachments:

- A. DRAFT PAC bylaws update April 2015

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SOLANO TRANSPORTATION AUTHORITY
PEDESTRIAN ADVISORY COMMITTEE BY-LAWS

ARTICLE I. NAME OF ORGANIZATION

The name of this organization shall be the Solano Transportation Authority Pedestrian Advisory Committee (PAC), hereafter called the PAC.

ARTICLE II. AUTHORIZING AGENCY

The Solano Transportation Authority (STA), as the Congestion Management Agency (CMA) of Solano County, authorizes the establishment of the PAC and shall approve all appointments to the PAC, the PAC by-laws, and all amendments to the PAC by-laws.

ARTICLE III. PURPOSE

Section 1. Duties/Responsibilities

The PAC shall advise the STA on the development of pedestrian facilities as an active mode of transportation. The PAC may make recommendations for Solano Countywide Pedestrian Transportation Plan projects and participate in the development and review of comprehensive pedestrian plans. The PAC may also offer advice to and/or site jointly with the Bicycle Advisory Committee and/or the Safe Routes to School Committee.

Section 2. Review Process

The PAC review process shall ensure that pedestrian projects within the Cities (Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo) and the County of Solano promote and encourage pedestrian use for: commuting, shopping, and other personal trips; reducing motor vehicle trips; reducing motor vehicle miles traveled; reducing motor vehicle congestion; increasing safety and access to transit; and promoting health and air quality benefits.

ARTICLE IV. MEMBERSHIP

Section 1. Representation

The STA Board of Directors shall determine membership of the PAC and appointment requirements. The PAC shall include a representative from each of the seven (7) Cities (Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo), the County of Solano, and three (3) members-at-large for a total membership of eleven (11).

Members of the PAC shall be approved by majority vote of the STA Board of Directors. Preference should be given to non-elected citizens and who are not employed by member agencies. Representatives for the cities and the county shall be residents of those jurisdictions.

Section 2. Voting Members

Voting privileges are vested exclusively in the PAC members or their alternates. Voting members of the PAC shall be the aforementioned 11 members representing the incorporated Cities, the County, and the community at large. Each member of the PAC shall have one (1) vote. However, an individual may be appointed to both the PAC and the Bicycle Advisory Committee (BAC); in such a circumstance the Member shall have two votes when the committees meet together. If the Member is attending a meeting as the representative of one committee only (such as may occur for meetings of subcommittees or ad hoc committees) then the Member will have a single vote in that instance.

Section 3. Appointments

Appointments to the PAC shall be derived from submitted STA PAC Nomination Statement of Interest Forms on file with STA staff with review and approval from the STA Board of Directors. To provide for staggered terms, each member shall serve for a period of up to three (3) years per term. The STA Board may appoint an alternate to serve in the primary member's absence.

Section 4. Vacancies

If and when vacancies occur, they must be filled according to Article IV., Sections 1 and 3.

Section 5. Role of STA Staff

The STA shall, under direction of the STA Board of Directors, provide staff and organizational support to the PAC.

ARTICLE V. OFFICERS

Section 1. Elected Officers

The elected officers of the PAC shall be the Chair and Vice-Chair.

Section 2. Election of Officers

The PAC 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.

Section 3. Role of Chair

The Chair shall preside over all PAC meetings, coordinate the meeting agenda with STA staff, represent the PAC's actions to appropriate agencies or designate a representative(s) to do so, and have general direction and control over the activities of the PAC.

Section 4. Role of Vice-Chair

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 the duties of the Chair.

Section 5. Vacancy in the Office of Chair

In the event of a vacancy in the office of Chair, the Vice-Chair shall be elevated to the office of Chair for the remainder of the calendar year term, and the PAC shall nominate and elect a new Vice-Chair. Any Vice Chair elevated due to a vacancy in the Chair is eligible to serve as Chair for a full term in addition to the remainder of the vacant term.

ARTICLE VI. MEETINGS

Section 1. Meetings/Attendance

The PAC shall hold a regular meeting at least once a calendar year quarter and as necessary to fulfill the mandate of Article III, Sections 1 and 2. Members of the PAC 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' and may have their position declared vacant by the STA Board of Directors. 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 PAC 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 PAC, the position may be declared vacant by the STA Board.

Section 2. Special Meetings

The PAC may convene special meetings as necessary to conduct its business.

Section 3. Public Process

All meetings shall be posted public meetings conducted in compliance with the Brown Act.

Section 4. Definition of a Quorum

A quorum shall consist of the majority of the then appointed PAC members of the Cities, the County, and the members at large.

Section 5. Actions

Actions of the PAC require a quorum and the majority vote of the voting members present.

ARTICLE VII. SUBCOMMITTEES

The Chair may establish subcommittees or special task forces when they are deemed necessary to carry out the PAC's mandate.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

The PAC shall use “Robert’s Rules of Order” as a general guide for meeting procedures when they are consistent with the PAC by-laws. When applicable and consistent with STA Board policies, the PAC may use any rules of order the Committee may adopt.

ARTICLE IX. ADOPTION AND AMENDMENTS TO THE BYLAWS

Section 1. Adoption of the PAC By-laws

Adoption of the PAC by-laws will be by a majority vote of the STA Board of Directors.

Section 2. Amendments to the PAC By-laws

The PAC may take action, by a two-thirds minimum vote, to propose amendments to the by-laws at any regular meeting of the PAC, provided that the amendment has been submitted in writing for the PAC to review prior to voting. Suggested amendments to the PAC by-laws shall be forwarded to the STA Board of Directors via the STA Technical Advisory Committee (TAC).

Section 3. Approval of Amendments to PAC By-laws

Official amendments to the PAC by-laws will be by a majority vote of the STA Board of Directors.

ARTICLE X. PEDESTRIAN ADVISORY COMMITTEE LETTER WRITING POLICY

Letters written by the Pedestrian Advisory Committee that are directed outside the Authority must be reviewed by the Executive Director. If in the opinion of the STA Executive Director, the contents and intent of the letter is either non-controversial or is consistent with STA Board policies, the letter will be sent out. In all other cases the letter must be approved by STA Board action.



DATE: April 13, 2015
TO: STA BAC/PAC
FROM: Drew Hart, Associate Planner
RE: Funding/Planning Status Report

Background:

The Pedestrian Advisory Committee (PAC) and Bicycle Advisory Committee (BAC) often hear about an assortment of pedestrian and bicycle related issues around the county and region. Some of these issues are of high importance and receive a portion of the agenda in the form of discussion items or presentations. Other issues are more appropriate to briefly report on in the form of updates. Below is a list of topics and brief updates.

Active Transportation Program (ATP)

ATP is a statewide funding program that aims to build bike/ped facilities that will see people getting out of their cars and using active transportation more often. Approximately \$180 Million is available at the statewide level, and \$30 Million at the regional level. STA staff worked with the city and county staff in preparing the most competitive applications that were submitted by the June 1, 2015 deadline. The applications from Solano County agencies include:

- | | |
|--|---------------------------------------|
| Safe Route to School (bundle of multiple projects) | Suisun City – McCoy Creek Trail |
| Suisun Valley – Mankas Corner | Rio Vista – Bike/Ped Plan |
| Vallejo – Bay Trail – Vine Trail | Fairfield – Gateway to Transit Center |
| Fairfield – East Tabor Avenue | |

Air District Funds

The eastern side of the county is in the *Yolo-Solano Air Quality Management District*. Applications for their Clean Air Funds program were due March 27, 2015. Among applications were two pedestrian projects: The Rocky Hills Trail in Vacaville, and the SR12 Crossing in Rio Vista. Both received some amount of funding.

The western side of Solano County falls under the *Bay Area Air Quality Management District*. The funding programs are currently being updated. These updates are likely to include the eligibility of bike projects. STA staff supports this change and will look for competitive projects in Solano County. A call for projects for \$108,000 available to

Solano County agencies in the Bay Area Air District was recently closed. STA received one applicant which came from Suisun City for the Driftwood Drive project.

Bay Trail – Vine Trail Study

Two regional trail networks pass through Vallejo. A feasibility study was done to look at alignment options that would benefit everyone involved. The team of Alta Planning and Parisi Transportation were hired for this study. The study had multiple public meetings with Vallejo residents and many rounds of feedback from the standing STA committees. The plan was presented to the STA Board on April 15th and was later adopted by the Vallejo City Council at the end of April. An ATP application was submitted for the alignments in Vallejo as well as American Canyon for \$6.2M. All ATP awards should be announced early October.



DATE: June 11, 2015
TO: STA PAC
FROM: Ryan Dodge, Associate Planner
RE: STA Bicycle and Pedestrian Volume Counting Status Report

Background:

The STA purchased in March 2015 eight portable automated counters (four tubular bicycle counters and four infrared pedestrian counters) for use by member agencies for a variety of purposes.

Discussion

A. Data collection (Current and Recent Activities)

STA contacted all member agencies applying for Active Transportation Program (ATP) funds (applications were due June 1, 2015) and offered the use of automated counters to collect data for use in applications.

Automated counters were used to collect data for use in the following ATP applications:

- Solano County: bicycle counters on
 - Suisun Valley Parkway south Rockville Road
- Suisun City: pedestrian and bicycle counters on
 - McCoy Creek Path north of Central County Bikeway, and on
 - Central County Bikeway east of McCoy Creek Path
- Vallejo: pedestrian and bicycle counters on
 - Bay Trail (west side of Wilson Avenue) north of Hichborn Street (see attachment)

B. Program Development

The STA has created a user agreement and a user prioritization policy for the automated counters (see attachments).

The STA will be developing a bicycle and pedestrian volume count program for use in Solano County based on the following guidelines:

- Federal Highway Administration (FHWA) Traffic Monitoring Guide (2013); and
- National Cooperative Highway Research Program (NCHRP) REPORT 797: Guidebook on Pedestrian and Bicycle Volume Data Collection (2014).

Fiscal Impact:

None.

Recommendation:

Informational.

Attachments:

- A. STA Draft Automated Bicycle and Pedestrian Counter Site Selection Policy
- B. STA Automated Counter User Agreement
- C. Bay Trail Automated Counts Cleaned Data Example



Solano Transportation Authority (STA) Automated Bicycle and Pedestrian Counter Site Selection Policy - DRAFT

The STA owns and operates eight portable automated counters (four tubular bicycle counters and four infrared pedestrian counters). The STA, Solano County, and the seven member cities within Solano County have priority over requests from outside agencies and stakeholders, in case of time or resource conflict.

The STA will prioritize requests to use automated counters to collect bicycle and/or pedestrian volume data based on the following criteria:

Priority 1: Grant Funding Opportunities (Applications).

Proposed projects seeking competitive grant funds, including but not limited to grants from the Active Transportation Program (ATP), Bay Area Air Quality Management District (BAAQMD), and Yolo-Solano Air Quality Management District (YSAQMD).

Priority 2: Before-Data (Funded Projects and Studies).

Projects with secured implementation-funding (grant or otherwise), and funded studies, for data collection prior to (potential) project implementation.

Priority 3: After-Data to Supplement Before-Data.

Implemented projects that previously used automated counters to collect before-project volume data.

Priority 4: Priority Projects.

Planned projects that have been prioritized through: approved plans; by the STA Bicycle Advisory Committee (BAC); by the STA Pedestrian Advisory Committee (PAC); within a Priority Conservation Area (PCA); and/or within a Priority Development Area (PDA).

Priority 5: All Other Projects and Purposes.

Proposed projects under review by the STA Bicycle Advisory Committee (BAC) and by the STA Pedestrian Advisory Committee (PAC) in order to determine priority projects for planning and funding purposes. STA will also accept requests to use automated counters for purposes not described above, or for use by other jurisdictions such as a neighboring Congestion Management Agency (CMA), on a case-by-case basis.

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Solano Transportation Authority
... working for you!

**AUTOMATED BICYCLE AND PEDESTRIAN COUNTER
USER AGREEMENT**

Agency: _____

Name: _____

Position: _____

Email: _____

Office Phone: _____

Cell Phone (work or personal): _____

Signature: _____

Date Signed (mm/dd/yyyy format): _____

Manager/Supervisor's Name: _____

Manager/Supervisor's Position: _____

By signing above, User agrees to adhere to the STA Automated Bicycle Counter User Guide and to the STA Automated Pedestrian Counter User Guide and handle equipment with care during transport, installation, use, and removal so as to limit damage and to ensure operational functionality for the entire capital lifespan of the equipment. Damaged or missing equipment shall be reported to the STA as soon as practicable. User agrees to assume responsibility for repair or replacement of parts and equipment while in their possession, under their supervision, and/or due to improperly securing equipment against theft and tampering.

If a dispute should arise relative to the performance and/or enforcement of any provision of this Agreement, the dispute shall first be considered by the STA TAC. Final resolution of disputes will be determined by the STA Board of Directors.

Please return signed form to Ryan Dodge at rdodg@sta.ca.gov.

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DATE: June 11, 2015
 TO: STA PAC
 FROM: Ryan Dodge, Associate Planner
 RE: PAC Member Status

Background:

The Solano Transportation Authority's (STA) Pedestrian Advisory Committee (PAC), as of June, 2015, has member vacancies for Solano County and for the member-at-large.

Jurisdiction	Member	Term Expires
Benicia	Pete Turner	December 31, 2015
Dixon	Bil Paul	December 31, 2016
Fairfield	Tamer Totah	December 31, 2016
Rio Vista	Kevin McNamara	December 31, 2016
Suisun City	Sean Strickland	December 31, 2017
Vacaville	Shannon Lujan	December 31, 2015
Vallejo	Teresa Booth	December 31, 2017
Solano County	nomination-in-progress	N/A
Member-At-Large	Vacant (vice-Tim Choi)	N/A
Bay Area Ridge Trail Council	Jody Lane	December 31, 2017
Solano Community College	Rischa Slade	December 31, 2017

Discussion:

Bay Area Ridge Trail Council and Suisun City recently made appointments (see table above).

Member-at-large resigned the PAC (see table above).

A nominee for Solano County was approved at the Solano County Board of Supervisors meeting on June 9, 2015 and will be acted upon at the STA Board meeting on July 8, 2015.

A nominee for the member-at-large position has not been identified.

Fiscal Impact:

None.

Recommendation:

Informational.