



**8. INFORMATIONAL ITEMS – DISCUSSION**

**A. Program Updates**

1. International Walk to School Day
2. Fall Student Travel Survey Results
3. Walking School Bus Update & Goal
4. Communications/Newsletter

Lloyd Nadal, STA  
Tiffany Gephart, STA  
Betsy Beavers, STA  
April Wells, STA

(11:50 a.m. – 12:10 p.m.)

**Pg.**

**B. Solano County Public Health Update**

Robin Cox & Tracy Nachand,  
Solano County Public Health

(12:10 – 12:15 p.m.)

**Pg.**

**C. OBAG 1 & ATP 2 Engineering Projects Update**

Anthony Adams, STA  
Lloyd Nadal, STA

1. Rio Vista, Vallejo, Benicia and Vacaville

(12:15 – 12:25 p.m.)

**D. OBAG 2 Project Update**

1. Presentation
2. Model for future SR2S Projects for Infrastructure  
& Non-Infrastructure

Peter Wright, City of Fairfield  
Jim Antone, Chair  
Andrew White, Vice-Chair  
Lloyd Nadal, STA

(12:25 – 12:45 p.m.)

**Pg.**

**E. Public Safety Education & Enforcement Grant Update**

Lloyd Nadal, STA  
Andrew White &  
Leticia Gonzalez,  
Suisun City PD

(12:45 – 12:50 p.m.)

**Pg.**

**F. Pedestrian Advisory Committee Update**

Ryan Dodge, STA

Suisun City Walking Tour Follow-up

(12:50 – 12:55 p.m.)

**Pg.**

**9. INFORMATIONAL ITEMS – NO DISCUSSION**

**A. 2016 SR2S-AC Meeting Schedule & Attendance Matrix**

Sheila Ernst, STA

**Pg.**

**B. Future Agenda Items**

Group

1. OBAG 2 Follow-up
2. ATP 1 & 2 Updates – Infrastructure and Non-Infrastructure
3. High School Youth Pilot Update

**10. ADJOURNMENT**

The next regular meeting of the SR2S-AC will be at 1:30 p.m., **Wednesday, February 15, 2017 at the Solano Transportation Authority in Conference Room 1, located at One Harbor Center, Suite 130, Suisun City, CA 94585.**

**2017 SR2S-AC Meetings**

Wednesday, February 15, 2017, 1:30 – 3:00 p.m.

Wednesday, May 17, 2017, 1:30 – 3:00 p.m.

Wednesday, August 16, 2017, 1:30 – 3:00 p.m.

Wednesday, November 15, 2017, **\*\*11:30 – 1:00 p.m.\*\*** (earlier time)

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**SAFE ROUTES TO SCHOOL ADVISORY COMMITTEE**  
**Draft Minutes of August 17, 2016**

**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 Yolo-Solano Air Quality Management District  
Mitchell Romao Vallejo City Unified School District  
Mike Segala Bicycle Advisory Committee  
Jay Speck Solano County Office of Education  
Andrew White City of Suisun City Police Department  
Garland Wong City of Fairfield, Traffic Engineering

**SR2S-AC**

**Members Absent:** Robin Cox Solano County Public Health  
Shawn Cunningham City of Vacaville Public Works Department  
Mike Greene Benicia Police Department  
Kevin McNamara Pedestrian Advisory Committee Representative

**STA Staff Present:**

Anthony Adams STA  
Betsy Beavers STA  
Sheila Ernst STA  
Tiffany Gephart STA  
Leticia Gonzalez City of Suisun City Police Department  
Judy Leaks STA  
Marisa Marks STA Intern  
Victoria Scott STA Intern  
April Wells STA

**Others Present:**

Leticia Gonzales Suisun City Police Department  
Tracy Nachand Solano County Public Health

**2. INTRODUCTIONS**

A quorum was confirmed.

Lloyd Nadal introduced himself as the new SR2S Program Administrator.

Victoria Scott displayed signage props and a photo frame created for the Tomato Festival.

**3. APPROVAL OF AGENDA: August 17, 2016**

With a motion from Mike Segala and a second from Jay Speck the SR2S-AC approved the agenda as amended. (6 Ayes, 4 Absent)

**4. OPPORTUNITY FOR PUBLIC COMMENT**

None.

**5. COMMENTS FROM STAFF AND REPRESENTATIVES FROM ADVISORY COMMITTEES**

None.

**6. CONSENT CALENDAR - APPROVAL OF MEETING MINUTES**

Recommendation:

Approve the SR2S-AC minutes of May 18, 2016.

On a motion from Mike Segala and a second from Mitch Romao the SR2S-AC approved the May 18, 2016 meeting minutes. (6 Ayes, 4 Absent)

**7. INFORMATIONAL ITEMS - DISCUSSION**

**A. One Bay Area Grant (OBAG) 1 Project Delivery**

Anthony Adams provided an overview of the OBAG program. He explained that the OBAG program was originally a four-year funding program for federal transportation that permitted 45% of the total funding to be distributed to Bay Area Congestion Management Agencies (CMAs). He stated that the Solano Transportation Authority had a total distribution of \$21.085M during OBAG cycle 1, which included a \$1.256 regionally funded Safe Routes to School program allotment. He concluded that this delivery rate shows the need for a revised project delivery policy within STA.

Mr. Segala discussed gaps within project delivery and recommended to review the Olive Road to Tolenas Road and the lack of sidewalks.

Tracy Nachand expressed concerns on the dangers of students walking on the right-side of Tolenas Road and how they disregard safety.

Garland Wong discussed the challenges on the movement of safety projects.

**B. One Bay Area Grant (OBAG) 2 Program Funding Priorities**

Lloyd Nadal provided an overview of the OBAG 2 program funding priorities. He explained that the Safe Routes to School programs that are eligible for OBAG 2 funding include infrastructure and non-infrastructure projects that facilitate reduction in vehicular travel to and from schools, therefore Solano's SR2S program is eligible for OBAG 2 funds.

By consensus, the SR2S-AC formed a One Bay Area Grant (OBAG) 2 Program funding priorities subcommittee. Tracy Nachand, Jim Antone, Mike Segala, and Andrew White will be holding a meeting in mid-September to discuss and identify OBAG 2 priorities. A Special SR2S-AC meeting will follow to appoint a committee member to represent the SR2S-AC who will present the project(s) identified for OBAG 2 funding to the STA Board in October.

**C. SR2S Program Fiscal Year (FY) 2015-16 Annual Report**

Due to time constraints, Lloyd Nadal and Tiffany Gephart provided a brief overview of the SR2S Program Fiscal Year (FY) 2015-16 Annual Report. Ms. Gephart stated that the 2015-16 school year saw over 15,000 students and 63 schools participating in an SR2S event. She added that there was an increase in school participation in International Walk to School Day, National Bike to School Day, the Bike to School Day Poster Contest and Spring and Summer Student Travel Survey responses. She concluded that there was also increased student participation in the Bike to School Day Poster Contest, Bike Mobiles and Bike Safety Assemblies.

**D. Solano County Public Health Narrative Report**

Tracy Nachand provided an overview of the Safe Routes to School (SR2S) Program, education and encouragement components from fiscal year 2015-2016. He provided brief progress reports on middle school development and high school pilot program. Mr. Nachand provided a summary on the parent education workshop and discussed student/parent outreach and marketing.

**E. Public Safety Education and Enforcement Grant Update - Round 3**

Commander White introduced Leticia Gonzalez as the Suisun City Police department's new Safety Traffic Officer. He provided a brief update on the public safety education and enforcement grant round 3. He explained that the main goal for SR2S enforcement strategies is to deter unsafe behaviors of drivers, pedestrians and bicyclists, and to encourage all road users to obey traffic laws and share the road safely. Commander White outlined the 1<sup>st</sup> and 2<sup>nd</sup> rounds of the SR2S Public Safety Enforcement grants.

**F. Vallejo High School Walk Audit Results**

Tracy Nachand stated that results are pending for the Vallejo high school walk audit. He stated that surveillance cameras and bike racks are in the process of being installed. He concluded that the audit focused on future improvements for the area.

**G. SR2S Coordinator Updates**

Betsy Beavers and Tiffany Gephart provided a brief update on SR2S events, city funding priority meetings, walking Wednesdays and the student travel tally surveys for May 2016. Lloyd Nadal announced that Karin Bloesch has left her position as a SR2S Coordinator but will remain with STA as a Marketing Assistant. April Wells has been hired as the new SR2S Coordinator as of August 16, 2016.

**8. INFORMATIONAL ITEMS – NO DISCUSSION**

**A. 2016 SR2S-AC Meeting Schedule**

**B. Attendance Matrix**

**9. FUTURE AGENDA ITEMS AND MEMBER COMMENTS**

The future list of agenda items for 2016 was presented.

**10. ADJOURNMENT**

The meeting was adjourned at 2:55 p.m. The next regularly scheduled meeting of the SR2S-AC will be November 16, 2016 at 11:30 a.m. in the STA Conference Room.

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**SPECIAL SAFE ROUTES TO SCHOOL ADVISORY COMMITTEE  
Draft Minutes of September 29, 2016**

**1. CALL TO ORDER**

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

**SR2S-AC**

**Members Present:**

Jim Antone	Yolo-Solano Air Quality Management District <i>Participated by phone</i>
Robin Cox	Solano County Public Health <i>Participated in-person</i>
Agnes Liu	City of Vacaville Public Works Department <i>Participated by phone on behalf of Gwen Owens</i>
Mitchell Romao	Vallejo City Unified School District <i>Participated by phone</i>
Jay Speck	Solano County Office of Education <i>Participated by phone</i>
Andrew White	City of Suisun City Police Department <i>Participated in-person</i>

**SR2S-AC**

**Members Absent:**

Mike Greene	Benicia Police Department
Kevin McNamara	Pedestrian Advisory Committee Representative
Michael Segala	Bicycle Advisory Committee
Garland Wong	City of Fairfield, Traffic Engineering

**STA Staff Present:**

Anthony Adams	STA
Betsy Beavers	STA
Sheila Ernst	STA
Tiffany Gephart	STA
Daryl Halls	STA
Judy Leaks	STA

**Others Present:**

None.

**2. INTRODUCTIONS**

The group dispensed with self-introductions.

**3. APPROVAL OF AGENDA: September 29, 2016**

With a motion from Rob Cox and a second from Andrew White the SR2S-AC approved the agenda as amended. (6 Ayes, 4 Absent)

**4. OPPORTUNITY FOR PUBLIC COMMENT**

None.

**5. COMMENTS FROM STAFF AND REPRESENTATIVES FROM ADVISORY COMMITTEES**

None.

**6. ACTION ITEMS - DISCUSSION**

**A. One Bay Area Grant (OBAG) 2 Program Funding Priorities**

Lloyd Nadal provided an overview of the OBAG program funding priorities. He discussed information obtained from the subcommittee meeting and outlined the non-infrastructure project scope.

Anthony Adams provided background on the priority projects for OBAG 1. He explained the criteria used to select priority projects for OBAG 2 funding. Mr. Adams stated that the City of Fairfield's project for various pedestrian/bicycle improvements along East Tabor Avenue to Grange Middle School was chosen for OBAG 2 funding.

Recommendation:

Accept and forward the recommendation of the SR2S OBAG 2 Funding Subcommittee to the STA Board for \$1.2M from OBAG 2 funds including one (1) SR2S infrastructure priority project.

With a motion from Andrew White and a second from Mitch Romao the SR2S-AC approved the agenda as amended. (6 Ayes, 4 Absent)

**B. Appoint a SR2S-AC Member to Represent the SR2S-AC at the OBAG 2 Priority Workshop**

Jim Antone and Andrew White volunteered to represent the SR2S-AC at the OBAG priority workshop.

With a motion from Robin Cox and a second from Jay Speck the SR2S-AC selected Jim Antone and Andrew White to represent the SR2S-AC at the OBAG 2 workshop on October 12, 2016. (6 Ayes, 4 Absent)

**7. INFORMATIONAL ITEMS – NO DISCUSSION**

**A. 2016 SR2S-AC Meeting Schedule & Attendance Matrix**

**8. ADJOURNMENT**

The meeting was adjourned at 2:30 p.m. The next regularly scheduled meeting of the SR2S-AC will be November 16, 2016 at 11:30 a.m. in the STA Conference Room.



DATE: November 8, 2016  
 TO: Safe Routes to School Advisory Committee  
 FROM: Betsy Beavers, Tiffany Gephart, April Wells -SR2S Program Coordinators  
 RE: SR2S Coordinator Updates

**A. SR2S Events**

Countywide Safe Routes Events: September - November 2016

School Events	Date	City
Safety Assembly at Markham Elementary	Tues. Sept. 20	Vacaville
International Walk to School Day (20 <sup>th</sup> Anniversary)	Wed., Oct. 5	Countywide
Fall Back to School Night at Glen Cove Elementary	Wed., Sept. 21	Vallejo
Fall Family Night at Beverly Hills Elementary	Thurs., Oct 6	Vallejo
Fall Family Night at Vallejo High School	Mon., Oct 17	Vallejo
Fall Family Night at Pennycook Elementary	Tues., Oct 18	Vallejo
Fall Family Night at Lincoln Elementary	Tues., Oct 25	Vallejo
Fall Family Night at Steffan Manor Elementary	Wed., Oct 26	Vallejo
Fall Family Night at Cave Elementary	Thurs., Oct 27	Vallejo
Fall Family Night at Federal Terrace Elementary	Tues., Nov 1	Vallejo
Fall Family Night at Vallejo Charter	Thurs., Nov 3	Vallejo
Fall Family Night at Wardlaw Elementary	Thurs., Nov 10	Vallejo

Community Events	Date	City
Rio Vista Safety Fair (Bike Mobile attended)	Sat., Sept. 24	Rio Vista
Vacaville Kid Fest	Sat., Oct. 8	Vacaville

**A. International Walk to School Day- 20<sup>th</sup> Anniversary**

This year 54 schools representing all 7 cities in the county participated in International Walk to School Day – the largest number of schools yet! 45 schools participated last year. 13 schools organized Walking School Buses to walk that day with principals, school staff or parents walking to school with students. They are: Markham, Browns Valley, Callison, B. Gale Wilson, Matthew Turner, Mary Farmer, Beverly Hills, Everest Academy, Wardlaw, Patterson, Pennycook, Steffan Manor, and Widenmann. Local dignitaries also walked or helped out at various schools.

To promote the event, staff sent posters to all K-8 schools and county libraries, and KUIC aired radio ads. In addition, to further encourage participation, staff followed up with reminder emails and phone calls to schools.

**B. Walking School Bus (WSB)/Walking Wednesday Update**

<b>City</b>	<b>District</b>	<b>School</b>	<b>Update/Events</b>
Benicia	BUSD	Mary Farmer	Weekly Wednesday WSB led by principal and staff
Benicia	BUSD	Matthew Turner	Monthly Walking Wednesdays
Fairfield	FSUSD	B. Gale Wilson	Walking School Bus/Walking Program in 2017
Fairfield	FSUSD	Rolling Hills	Discussing startup of WSB routes in 2017
Fairfield	FSUSD	Dover Academy of International Studies	Discussing SR2S program options for the new school in 2017
Vallejo	VCUSD	Beverly Hills	Weekly Fit Fridays
Vallejo	VCUSD	Steffan Manor	Walking School Bus Tuesday/Thursday/Friday
Vallejo	VCUSD	Elsa Widenmann	Weekly Walking Wednesdays
Vacaville	VUSD	Browns Valley	One daily WSB route led by staff
Vacaville	VUSD	Callison	Three daily WSB's led by school staff and parent volunteers
Vacaville	VUSD	Markham	Principal interested in starting an on-going walking event. Waiting on school to start
Vacaville	VUSD	Padan	Asst. principal interested in starting a WOW event every other Wednesday. Waiting on school to start
Vacaville	TUSD	Foxboro	School interested in starting a WOW event. Meeting set for 11/17/16

**C. Fall Student Travel Tally Survey- October 2016**

In September, all K-8, elementary and middle schools in Solano County were sent survey packets and asked to conduct the Student Travel Tally Survey during a 3-week period in October (Attachment A). \$50 Target gift cards were again offered as an incentive. To help increase participation, staff followed-up with phone calls and emails to remind schools about the survey. To date, 39 schools have returned surveys for Fall 2016 compared to 38 surveys returned in Fall 2015.

**D. SR2S Communications/E Newsletter**

In August 2016, a Safe Routes to School 5-Year Work Plan and a Strategic Communications plan were developed to provide a vision for where the program is going and how to communicate it more effectively. All communication materials and methods will be designed to tell the stories of our audience and frame the narrative around making it easier to walk and bike to school. The goal is also to increase SR2S awareness and get our audience to: 1) participate and promote the SR2S program amongst peers and 2) respond more effectively in actions to support the health and safety of youth across the county. Our e-newsletter will be sent out once/month using Vertical Response and will focus on reaching these goals monthly.

Included in the plan are an audience assessment, evaluation metrics for analyzing viewership and a messaging calendar to strategize communications goals amongst our e-newsletter, website and social media sites (mainly Facebook).

**Recommendation:**

Informational.

Attachments:

- A. Survey Responses

District	School	Number of Surveys returned
BUSD	Benicia Middle School	24
	Joe Henderson Elementary	19
	Mary Farmer Elementary	11
	Matthew Turner Elementary	19
	Robert Semple Elementary	11
	St. Dominics	2
DUSD	Anderson Elementary	
	CA Jacobs Middle School	
	Dixon Community Day	
	Dixon Montessori Charter School	
	Gretchen Higgins Elementary	13
	Tremont Elementary	
FSUSD	Anna Kyle Elementary	
	B. Gale Wilson K-8 School	
	Cleo Gordon Elementary	6
	Cordelia Hills Elementary	20
	Crescent Elementary	21
	Crystal Middle School	13
	Dan O. Root Elementary School	23
	David A. Weir Elementary	
	Dover Academy	8
	E. Ruth Sheldon Elementary	
	Fairview Elementary	
	Grange Middle School	
	Green Valley Middle School	4
	K.I. Jones Elementary	26
	Laurel Creek Elementary	13
	Nelda Mundy Elementary School	
	Oakbrook Elementary School	
	Rolling Hills Elementary	
	Suisun Elementary	18
	Suisun Valley Elementary	
Tolenas Elementary		
RDUSD	D.H. White Elementary School	12
	Riverview Middle School	

District	School	Number of Surveys returned
TUSD	Cambridge Elementary School	
	Center Elementary School	2
	Foxboro Elementary School	25
	Golden West Middle School	
	Scandia Elementary School	9
	Travis Community Day School	
	Travis Elementary School	20

VCUSD	Beverly Hills Elementary	6
	Cave (Elmer) Dual Language Academy	
	Cooper (Johnston) Elementary	
	Dan Mini Elementary	
	Everest Academy	4
	Franklin Middle School	
	Glen Cove Elementary	
	Highland Elementary	
	Hogan Middle School	
	Lincoln Elementary	1
	Loma Vista Environmental Science Acad.	
	Mare Island Health & Fitness Acad.	13
	Patterson (Grace) Elementary	
	Pennycook (Annie) Elementary	10
	Solano Middle School	8
	Steffan Manor Elementary	
	Vallejo Charter School (John Davidson)	18
Wardlaw (Joseph H) Elementary	17	
Widenmann (Elsa) Elementary	8	

VUSD	ACE Charter School	1
	Alamo Elementary	
	Browns Valley Elementary	25
	Callison (Jean) Elementary	
	Cooper Elementary	
	Fairmont Charter Elementary	
	Hemlock Elementary	6
	Jepson (Willis) Middle School	
	Markham (Edwin) Elementary	8
	Notre Dame School	10
	Orchard Elementary	
	Padan (Eugene) Elementary	18

<b>District</b>	<b>School</b>	<b>Number of Surveys returned</b>
	Sierra Vista K-8 School	16
	Vaca Pena Middle School	

<b>Total Schools</b>	<b>39</b>
<b>Total Surveys</b>	<b>488</b>



**Solano County Public Health**

**Narrative Report re:**

**Safe Routes to School (SR2S) Program, Education and Encouragement Components**

**July-September 2016**

<b>Task</b>	<b>Funding Program</b>	<b>Progress this reporting period</b>	<b>Next Steps</b>
<b>Education and Encouragement</b>	SR2S General	<ul style="list-style-type: none"> <li>• Public Health (PH) staff coordinated with schools to implement education and encouragement activities with Markham elementary by scheduling a safety assembly.</li> <li>• PH staff provided a 1 hour information presentation to Fairfield Suisun City Unified School District (FSUSD) Physical Education (PE) staff on the benefits and how to implement the SR2S program.</li> <li>• Provided inventory of current incentive material.</li> <li>• Researched and prepared potential incentive items for International Walk to School Day (IW2SD) 2016.</li> <li>• Communicated with STA staff and Solano County schools to encourage participation and register for IW2SD.</li> <li>• Ordered, received, and delivered incentive materials to 54 schools that plan to participate in IW2SD.</li> <li>• Presented two safety assemblies to 645 Markham elementary students.</li> <li>• Communicated with local police departments to assist and</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to coordinate SR2S general activities requested by Solano County schools and community organizations through the new referral source plan.</li> </ul>

		provide support for IW2SD.	
<b>Middle School Development</b>	SR2S General	<ul style="list-style-type: none"> <li>• No activities performed as school is not in session.</li> </ul>	<ul style="list-style-type: none"> <li>• PH staff will provide support and program activities to middle schools on an as-requested basis.</li> </ul>
<b>High School Pilot Program/Development</b>	TFCA	<ul style="list-style-type: none"> <li>• PH staff continued to offer support for any and all planned activities that were put into the work plan by Vallejo High School Staff and students promoting walking, carpooling, and riding public transportation.</li> <li>• Discussed with STA administration to utilize student lead curriculum for student lead projects to develop SR2S program activities and objectives. Use this as the approved curriculum for Middles and High school programs.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue encouragement and assistance of VHS staff and teens to develop and implement ideas for the Teen Youth Pilot Project.</li> <li>• Will identify up to 5 sites that are willing to coordinate youth lead groups.</li> </ul>
<b>SR2S Policy</b>	SR2S General	<ul style="list-style-type: none"> <li>• PH staff provided a draft for review to verify if the document being developed was on track.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to monitor the City of Vallejo's General Plan process and provide input as applicable.</li> <li>• Work to finalize the draft of the Solano County policy status document.</li> </ul>
<b>Parent Education Workshop</b>	ATP	<ul style="list-style-type: none"> <li>• Developed and fine-tuned the power point presentation that will be provided to the selected schools. This presentation was used at the FSUSD PE staff training.</li> </ul>	<ul style="list-style-type: none"> <li>• Work with Vallejo City Unified School District (VCUSD) and the family night's program to pilot the presentation.</li> <li>• Look into the potential of being one of the break-out sessions to parents during the Vallejo</li> </ul>

			City Unified School District Family Resource nights for the 2016-2017 school year.
<b>Student &amp; Parent outreach and marketing</b>	SR2S General	<ul style="list-style-type: none"> <li>• PH staff used Facebook to post items related to SR2S and as applicable re-posted or re-tweeted STA postings to “drive traffic” to the STA webpages for SR2S.</li> <li>• PH staff used the VibeSolano.com pages to promote Safe Routes to School and to link people to the STA webpages for SR2S.</li> <li>• PH staff developed and provided newspaper articles to promote beginning of school year and Safe Routes to School program.</li> <li>• Participated at the B. Gale Wilson back to school night with STA staff.</li> </ul>	<ul style="list-style-type: none"> <li>• PH staff will further provide input and seek other opportunities to promote student and parent outreach.</li> </ul>
<b>Overall program</b>	SR2S General	<ul style="list-style-type: none"> <li>• Participated in weekly SR2S staff meetings.</li> <li>• PH staff provided assistance to Fairfield staff to provide helmet fitting and education in collaboration with the Bay Area Bike Mobile.</li> <li>• PH staff delivered and provided training to Vallejo JFK library staff on proper helmet fitting for collaboration with Bay Area Bike Mobile staff event.</li> <li>• PH staff provided information and SR2S program outline to Fairfield Suisun Unified School District (FSUSD) Physical Education staff.</li> <li>• PH staff in coordination with STA staff provided assistance in preparing the Bicycle Rodeo trailer for use by Rio Vista’s Family Day staff.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to provide technical assistance to SR2S staff as necessary.</li> <li>• Provide assistance to all local police departments.</li> <li>•</li> </ul>

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DATE: November 16, 2016  
TO: STA SR2S-AC  
FROM: Lloyd Nadal, SR2S Program Administrator  
RE: One Bay Area Grant (OBAG) 2 Project Update

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**Background:**

The Metropolitan Transportation Commission (MTC) is responsible for preparing the Bay Area's Regional Transportation Plan (RTP). This document is known as Plan Bay Area. The RTP assigns funds for various purposes including some that are programmed by the Congestion Management Agencies (CMAs) such as the STA. One of the key funding programs is the One Bay Area Grant (OBAG) which is MTC's process for allocating federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds through the nine County Transportation Authorities. The Solano Transportation Authority (STA) serves in this role for Solano County. The first OBAG Cycle was established in 2012 and called OBAG 1. MTC has now set out policies and established funding amounts for the second cycle of OBAG. This covers Fiscal Years (FYs) 2017-18 through 2022-23.

On September 14, 2016, the STA Board issued a Call for Projects for OBAG 2 funds. The Call for Projects is for \$4,646,003 of CMAQ funds with funds to be distributed on a competitive basis, using the criteria approved by the Board at the same time. The Call for Projects is open for eight weeks – from September 14<sup>th</sup> through November 18, 2016.

On September 19, 2016, a Subcommittee from the SR2S Advisory Committee met and agreed upon a recommendation to apply for \$1.2M - the same amount as OBAG-1 for one combined Infrastructure and Non-Infrastructure SR2S Project with the City of Fairfield at East Tabor Avenue near Grange Middle School. (See Attached). The SR2S Advisory Committee held a Special Meeting/Phone Call on September 29, 2016 and voted unanimously to support the application of this proposal.

At the October 12<sup>th</sup> OBAG 2 workshop and board meeting, the SR2S Advisory Committee Chair and Co-Chair presented to the STA Board the recommended SR2S project for OBAG 2 CMAQ funding. The committee will work with the City of Fairfield to complete the Project Application before the November 18<sup>th</sup> deadline.

**Discussion:**

Safe Routes to School programs that are eligible for OBAG 2 funding include Infrastructure and Non-Infrastructure projects that facilitate reduction in vehicular travel to and from schools, therefore Solano's SR2S program is eligible for OBAG 2 CMAQ funds. Of the \$21M available, STA has dedicated \$1.030M towards the SR2S Program (marking a change from OBAG 1, when there was a set aside amount of regional funds dedicated solely to SR2S Non-Infrastructure based on formulated criteria).

SR2S engaged 63 schools in all seven school districts throughout the county for Fiscal Year (FY) 2016-17. SR2S NI educates and encourages students to walk or cycle to school through a staffing partnership between STA and Solano Public Health. In addition, approximately \$75,000 per year has been distributed to local enforcement agencies for specific SR2S enforcement strategies.

Solano's SR2S Program is highly regarded throughout the state as a premier Safe Routes program. The collaboration between all seven cities, school districts, police departments, city engineers and public health is a very unique quality, setting Solano's Program apart from many other SR2S programs. This strong collaboration has meant that SR2S projects are more competitive when applying for additional funds. The Program has been able to successfully leverage current funding in order to obtain other funds, based upon the success of this countywide program. These achievements would not have been possible without the significant amount of funding from the OBAG 1 program.

**Fiscal Impact:**

The recommendation to apply for \$1.2M in OBAG 2 CMAQ funds will provide a majority of support towards infrastructure to continue the SR2S Program's legacy of providing education, encouragement and engineering to reduce vehicular emissions and improve the air quality of areas especially around schools.

**Recommendation:**

Informational.

Attachment:

- A. Draft Scope of Work, Non-Infrastructure Portion of OBAG 2 Priority Project Funding



## Scope of Work, Non-Infrastructure Portion of OBAG 2 Priority Project Funding (DRAFT)

SR2S Infrastructure Project Amount: \$975,000  
SR2S Non-Infrastructure Project Amount: **\$225,000**  
= \$1.2M SR2S Project Request from CMAQ Funds

### Background

Schools are one of the most efficient systems for reaching children & youth to provide services and programs, and approximately 95% of all U.S. youth attend school. Establishing healthy behaviors during childhood is easier & more effective than trying to change unhealthy behaviors during adulthood.<sup>i</sup> However, students need more than a strong curriculum, good teachers, and time in the classroom to succeed and be healthier. The reality is that compared with other states, California remains behind in student academic performance thus anything else asked upon teachers can become too cumbersome especially in under resourced schools. Over the past 8 years, the Solano Safe Routes to School (SR2S) Program, administered by the Solano Transportation Authority (STA) and in partnership with Solano County Public Health has successfully engaged over 60+ schools across the county working to increase walking and bicycling to school. The SR2S Program works with school staff, parent volunteers, city traffic engineers and police departments to not only help make the journey to school safe and fun, but also increase their physical activity which there is now a growing body of evidence connecting improved physical activity to academic performance.<sup>ii</sup>

### Project Scope

Using a comprehensive approach, the SR2S Program includes the 6 “E’s” that are standard in Safe Routes Programs throughout the country: education, encouragement, engagement, enforcement, engineering and evaluation. The SR2S 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. The future vision of the SR2S Program includes working more intently with middle and high schools and connecting to the benefits of physical activity as we work to ensure that walking and bicycling becomes a part of their daily routine. Also, the program will focus on demonstrating program need overtime by intentionally providing wrap-around SR2S programming, activities, community events, parent trainings and engagement strategies with current and future infrastructure projects to ensure project sustainability and community and school buy-in.

Here’s a list of proposed activities to support Infrastructure Project funding:

- A. Pilot a Full-Scale, Comprehensive Program Delivery of Education, Enforcement and Encouragement Events & Activities at the School involved in an SR2S Infrastructure Project
  1. Develop a wrap-around Pilot Program Engagement Model to increase usability of Infrastructure Projects with activities before, during and after the project is completed. The Model will include activities such as:
    - i. Walking School Bus
    - ii. WOW (Walk or Wheel) Days or Weeks (i.e. Walking Wednesdays)
    - iii. Bike Rodeos and/or Bike Mobile
    - iv. Traffic Safety (Bike and Pedestrian) Assemblies and Fairs



- v. Enforcement Activities
  - vi. Health & Safety Education (i.e. Helmet Fitting) & Parent Education
  - vii. Participation in events such as International Walk to School Day (in October) & National Bike to School Day (in May)
2. Weave in SR2S Program Events/Activities along project timelines to engage users before, during and after the project is complete to ensure community buy-in and maximum usage of the improved project.
  3. Work with STA Project Managers/City Engineers/Community Task Force(s) to find the best way to highlight the project and SR2S to bring greater awareness of walking/biking to school throughout the project timeline.
- B. Evaluate SR2S Pilot Program Model within the Project Infrastructure Timeline**
1. Evaluate the program feasibility, process evaluations that will track outreach efforts, tracking contact forms, attendance, a youth story bank, number of participants, number of youth engaged in all activities and gauge usage overtime.
  2. Develop effective measurement tools particularly those that can measure the effectiveness of the SR2S Program overtime. Some methods can include:
    - i. Collecting and comparing post test data after completion of trainings to evaluate individual changes, variation on knowledge and behavior as well as a process evaluation (e.g., attendance, satisfaction).
    - ii. Conduct pre-post tests, bike and pedestrian counts, etc. during the first and last sessions of a programmatic timeline to evaluate program effectiveness and participant's self-perception on being knowledgeable and skilled in understanding the program and its usefulness in changing behaviors.
    - iii. Create tracking systems to monitor all meaningful online website activity using website analytics to determine the effectiveness of the communications goals, message, and overall strategy and outreach plan - if the target audience was reached.

**Proposed Costs**

<b>Staffing:</b>	<b>Hours</b>	<b>Rate</b>	<b>Total Cost</b>
Program Administrator (0.30 FTE)	600	43.23	\$ 25,938
Program Coordinator (0.30 FTE)	864	25.00	\$ 21,600
Solano County Public Health Staff (0.40 FTE)	600	87.50	\$ 52,500
<b>Total Staff Costs</b>			<b>\$ 100,038</b>
<b>Other Costs:</b>			
Travel			\$ 4,962
Equipment			\$ 10,000
Supplies/Materials			\$ 10,000
Contractual Services (Evaluation Consultant)			\$ 100,000
<b>Total Other Costs</b>			<b>\$ 124,962</b>
<b>Total Cost for Deliverable</b>			<b>\$ 225,000</b>

<sup>i</sup> Allensworth D, Lewallen TC, Stevenson B, Katz S. Addressing the needs of the whole child: what public health can do to answer the education sector's call for a stronger partnership. Prev Chronic Dis 2011;8(2):A44. [http://www.cdc.gov/pcd/issues/2011/mar/10\\_0014.htm](http://www.cdc.gov/pcd/issues/2011/mar/10_0014.htm).





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<sup>ii</sup> [http://activelivingresearch.org/sites/default/files/ALR\\_Brief\\_ActiveEducation\\_Jan2015.pdf](http://activelivingresearch.org/sites/default/files/ALR_Brief_ActiveEducation_Jan2015.pdf)

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DATE: November 16, 2016  
TO: STA SR2S-AC  
FROM: Lloyd Nadal, Program Administrator  
RE: Public Safety Education and Enforcement Grant Update – Round 3

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**Background:**

The STA's Safe Routes to School (SR2S) program encourages students to walk and bike to school and supports these activities with education and encouragement events throughout the year. The program brings together city planners, traffic engineers, police, and public health experts to create safer, less congested routes to school. The STA also supports a variety of engineering and enforcement strategies. The main goal for SR2S enforcement strategies is to deter unsafe behaviors of drivers, pedestrians and bicyclists, and to encourage all road users to obey traffic laws and share the road safely. Enforcement is one of the complementary strategies that SR2S programs use to enable more children to walk and bicycle to school safely.

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 schools.

The second round of SR2S Public Safety Enforcement Grants were awarded in 2014 to the City of Rio Vista and the City of Vacaville in the amounts of \$30,360 and \$60,000, respectively. The City of Rio Vista's activities included purchasing electronic portable speed and messaging boards, participating in International Walk to School Day, and attending school PTA meetings and assemblies regarding traffic safety. The City of Vacaville's tasks included updating the crossing guard manual and DVD, and directed enforcement around schools. Both enforcement grants will conclude at the end of this current school year.

On May 2016, the third round of the SR2S Public Safety Education and Enforcement Grant was awarded to the cities of Rio Vista and Suisun City and their work will continue over the next two years.

**Fiscal Impact:**

STA entered into funding agreements with the Cities of Rio Vista and Suisun City for \$25,000 and \$125,000, respectively starting on July 1, 2016 and ongoing till 2018.

**Update:**

The Rio Vista Police Department hosted their Community Safety Fair on Saturday September 24<sup>th</sup> which included a SR2S information booth, a Bike Rodeo and the Bike Mobile. They have also been meeting with DH White and Riverview Middle School to promote the program, the Walking School Bus and officers were involved in International Walk to School Day on

Wednesday, October 5<sup>th</sup>. The Suisun City Police Department's School Safety Traffic Officer (SSTO) has been heavily involved at Crescent, Dan O Root and Suisun Valley Elementary creating an information flyers and providing SR2S education and encouragement activities including participation in International Walk to School Day and a Helmet Diversion Program. They are looking to schedule Bike Rodeos and a Bike Mobile event in the coming months. Commander Andrew White and SSTO Leticia Gonzalez will be in attendance of the meeting for an in-person update as well.

**Recommendation:**

Informational.



DATE: September 29, 2016  
TO: STA PAC  
FROM: Ryan Dodge, Associate Planner  
RE: PAC Walking Tour Follow Up - Suisun City (CA-12, Lotz Way, and Marina Boulevard) Pedestrian Safety Discussion

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**Background:**

At the June 2, 2016 PAC meeting, the PAC requested a discussion of pedestrian safety issues for the August 4, 2016 PAC meeting for several locations in Suisun City. STA staff and the PAC chair determined that a walking tour was recommended.

**Discussion:**

The following discussion took place during the walking tour. Notes will be forwarded to the STA Safe Routes to School Advisory Committee.

General comments were made by many of the routes kids take to get to and from school, often times cutting through parking lots and across vacant fields.

At Driftwood Dr. and Josiah Cr. FAST (city) buses are blocked from accessing the bus stop due to parents illegally parking in front of the bus stop, waiting for school kids. Nick Lozano from Suisun Public Works said they can address this issue in the next week by painting the curb red or posting signs. Commander Andrew White from Suisun Police Department also said they can make that area a focus of enforcement.

The upcoming Driftwood Dr. Project that runs along the north side of the school property hopes to direct students walking to use the multi-use path and not scatter throughout the neighborhood.

Many issues were discussed at the corner of Marina Blvd. and Highway 12. Kids take great risks as they try to run across Hwy 12 before the pedestrian signal ends. The activated pedestrian signal stops east/westbound automobile traffic, causing backups before and after school. An overcrossing or undercrossing would help separate the intersection and allow traffic of all kinds to move more consistently, but the costs are likely prohibitive. A less expensive solution of utilizing crossing guards would help encourage safe behavior at that corner.

There was much discussion about high school kids unsafely crossing the railroad tracks separating Fairfield and Suisun City. The route many high school students take to school on foot find it prohibitively long to walk to either the pedestrian bridge near the Suisun Amtrak station (connecting Main Street in Suisun City to Union Street in Fairfield) and then back track to Armijo High School (approximately 1.7 miles/32 minutes according to Google Maps). Students walk north on Marina Blvd. then cross the railroad tracks where the fence has been cut away. This is a larger issue that has a complicated, and likely expensive solution which will be addressed in the future. It was good for the committee and staff to see these challenges firsthand.

After the walking tour, discussion continued back at STA office about Crystal Middle School (located on Driftwood Drive) and the challenges it faces with parents picking up students, Marina Blvd, and bus circulation patterns. Commander White of Suisun PD said that the Safe Routes to School enforcement grant will provide funding to have an enforcement officer onsite occasionally to address some of the behavior-based challenges. This will include assemblies and bike rodeos, acknowledging the challenge of tailoring the Safe Routes to School curriculum to middle school kids.

Comments from Jim Antone (Safe Routes to School Advisory Committee Chair)

- As of the Safe Routes to School Event Participation spread sheet for FY 2015-16 provided at the May 18 SR2S Advisory Committee meeting, Crystal Middle School has not participated in any of the education, encouragement or engagement events, although 14 classrooms participated in the Oct. 2015 Travel Surveys. Additional efforts may be needed to facilitate this school's participation in the appropriate events.
- Enhanced education and enforcement efforts by the Suisun City Police Dept. emphasizing appropriate and inappropriate pick-up and drop-off locations outside of school bus zones and transit stops near the school may be needed. Additional remote drop-off and/or pick-up locations may need to be identified.
- How are students getting to Crystal that live within easy bike or walking distance/south of SR12? These students/parents should be a high priority for targeting any desired behavioral changes.
- The planned multi-use pathway/cycle track project along the south side of Driftwood drive: If lane striping on the street is removed for this project they should be replaced with shared lane markings, or "sharrows" placed at regular intervals on the street in both directions on Driftwood drive. Shared lane markings will signify that this local street remains open to all users of the road including bicycling students and other cycling community members.
- The installation of sidewalks on Marina Boulevard between SR 12 and Buena Vista Lane for students accessing Crystal Middle School from north of SR 12 is a significant existing need in terms of safety and convenience. This should be a higher priority than the cycle track/bike path planned along the north side of Lotz way connecting to the Amtrak station. The Central County Bikeway currently provides bike/ped access to the train station for a significant portion of the SR 12 corridor in this area.
- Since a significant portion of Crystal Middle School students live north of SR 12, the intersection of SR12 and Marina Boulevard will continue to be a safety issue, choke point and barrier for students bicycling and walking to and from school. It will also continue to cause significant congestion and inconvenience for SR 12 motorists at least during peak before and after school hours. Congestion will be an even greater factor if more students are driven to and from school in the future. A longer term look may require the study of a variety of design options and potential solutions for this corridor and intersection which may including but not necessarily limited to signal timing, enhanced cross walk treatments/parallel crosshatch striping and/or colored textured crosswalks with refuge islands, protected or "Dutch" style intersection, traffic circle or a grade separation connecting the Central County Bikeway with the Grizzly Island Trail in the vicinity of this intersection.

Comments from Nick Lozano (City of Suisun City)

- The curbs at the bus shelters on Driftwood Drive at Josiah Circle *have been painted red*. One of the police officers here indicated that we would need to install BUS LOADING ZONE signs as well. Before I finalize the work order I'll verify this with Commander Andrew White.
- The two overgrown trees along the Grizzly Island Trail segment along Marina Boulevard between Driftwood Court and Lotz Way *have been pruned for now*. About a year and a half ago our then City Arborists approved their removal. The two trees will be removed when our crew has free time in its schedule. In other words, I will not make this a high priority item as this does not present a safety issue. I have to be mindful of our crew's busy schedule.
- The overgrown tree by the southwest corner of Driftwood Drive and Marina Boulevard is a private tree, *and has been pruned*.

Comments from Lloyd Nadal (STA Safe Routes to School Program Administrator)

- 1) I followed up with April to contact Crystal Middle School's Principal to gauge their involvement in Safe Routes this year. They weren't as active in the past and want to make sure they are aware and engaged in the Infrastructure project(s) moving forward.
- 2) Suisun City PD – Per Drew's suggestion, I'm going to see if Office Gonzalez (or staff) can create a flyer showing potential drop off locations for parents and where they can and cannot park. Through our Enforcement Grant with them for the next 2 years, we will continue to support the PD's effort in educating the community around the promotion of walking and addressing barriers/challenges.
- 3) After we get more clear on the railroad situation and if it makes sense, I'm going to contact representatives from Armijo HS to gauge their interest in creating a safer walkway to the high school (especially young people coming south of SR12). The SR2S Program is planning to support 3-5 youth engagement HS pilots across the County this year and perhaps this could be one or at least a project of interest for Suisun City in the next SR2S 2018 Plan.

**Fiscal Impact:**

None.

**Recommendation:**

Informational discussion.

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DATE: October 28, 2016  
 TO: Safe Routes to School Advisory Committee (SR2S-AC)  
 FROM: Sheila Ernst, Administrative Assistant II/SR2S-AC Clerk  
 RE: 2016 SR2S Meeting Schedule & Attendance Matrix

<p><b>Solano Transportation Authority</b>  <b>Conference Room 1</b>  <b>One Harbor Center, Ste. 130</b>  <b>Suisun City, CA 94585</b></p>	<p>Wednesday, February 17, 2016, 1:30 – 3:00 p.m.</p> <p>Wednesday, May 18, 2016, 1:30 – 3:00 p.m.</p> <p>Wednesday, August 17, 2016, 1:30 – 3:00 p.m.</p> <p>Thursday, September 29, 2016, 1:30 – 2:30 p.m.</p> <p style="text-align: center;">Wednesday, November 16, 2016                  **11:30 – 1:00 p.m.** (earlier time)</p>
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Member	Position	Feb 2016	May 2016	Aug 2016	Sept 2016
Mike Greene/James Laughter	Law Enforcement representative, Benicia	CA	X	UA	CA
Garland Wong	STA TAC appointee	X	X	X	UA
Jay Speck	School representative	X	X	X	X
Jim Antone	Air District representative	X	X	X	X
Mitch Romao	School representative	X	X	X	X
Kevin McNamara	STA PAC appointee	X	X	CA	UA
Mike Segala	STA BAC appointee	X	X	X	CA
Gwen Owens	STA TAC appointee				CA
Robin Cox	Public Health representative	X	CA	CA	X
Andrew White	Law Enforcement representative, Suisun City	X	X	X	X

X = Present                      CA = Contacted Absence                      UA = Uncontacted Absence

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.

**Recommendation:**  
 Informational.