1. Call to Order

2. Introductions

3. Announcements – RTC Staff

4. Oral Communications

   The Committee will receive oral communications during this time on items not on today’s agenda. Presentations must be within the jurisdiction of the Committee, and may be limited in time at the discretion of the Chair. Committee members will not take action or respond immediately to any Oral Communications presented, but may choose to follow up at a later time, either individually, or on a subsequent Committee agenda.

5. Additions or deletions to consent and regular agendas

   **CONSENT AGENDA**

   All items appearing on the consent agenda are considered to be minor or non-controversial and will be acted upon in one motion if no member of the Committee or public wishes an item be removed and discussed on the regular agenda. Members of the Committee may raise questions, seek clarification or add directions to Consent Agenda items without removing the item from the Consent Agenda as long as no other committee member objects to the change.

6. Approve draft minutes of the April 4, 2011 Bicycle Committee meeting (pages 4 - 7)

7. Accept Bicycle Hazard Reports (pages 8 - 33)

8. Accept Bicycle Committee Roster (page 34)

9. Accept letter from the RTC Executive Director regarding support for the Vine Hill Elementary School sidewalk construction project and from the County of Santa Cruz Redevelopment Agency regarding the East Cliff Drive Parkway Project from 32nd Avenue to 41st Avenue (pages 35 - 37)
10. Accept 2010 Santa Cruz County Bikeway Miles Count (page 38)

11. Approve Bikes Secure/Bicycle Parking Subside Program applications from the Palo Alto Medical Foundation, Ed Dorado Terrace Home Owner’s Association, and Dominican Medical Foundation (pages 39 - 61)

12. State and Federal Legislative Updates (pages 62 - 67)

REGULAR AGENDA

13. Association of Monterey Bay Area Governments Region Wide Bike Data Collection – Presentation from Steph Nelson, AMBAG (pages 68 - 69)

14. Identification of Priority Bicycle Projects – Presentation from Rachel Moriconi, Senior Transportation Planner (pages 70 - 74)

15. Monterey Bay Sanctuary Scenic Trail Network project update - Presentation from Cory Caletti, Senior Transportation Planner/Bicycle Coordinator (pages 75 - 90)

16. New RTC website and online bicycle hazard reporting system – Presentation from Cory Caletti, Senior Transportation Planner/Bicycle Coordinator

17. FY 11/12 Meeting Schedule (pages 91 - 92)

18. Project Tracking/Subcommittee Tasks: Oral Reports (actions may be taken at the meeting)
   a. City of Santa Cruz Project Tracking: Fieberling/Hyman/Garza*
   b. City of Capitola Project Tracking: Ward
   c. City of Scotts Valley Project Tracking: Rau/Milburn*
   d. City of Watsonville Project Tracking: Montague*
   e. County of Santa Cruz Project Tracking: Akol
   f. Bike To Work Update: Mucha/Canin
   g. CTSC and the South County Bike/Pedestrian Work Group Update: Langley/Jed/Montague*
   h. UCSC: Scott/Menchine
   i. Legislative Tracking: Jed/Ward
   j. Sanctuary Scenic Trail: Fieberling
   k. Technical Subcommittee: Menchine/Hyman/Ward/Akol
   l. Bicyclist/Motorist Safety Education: Jed/Menchine/Montague*
   m. RTC Packet Monitoring Subcommittee: Hyman
   n. Safe Routes to School: Horton/Menchine/Akol

*(Montague, Milburn and Garza participation in subcommittees is unconfirmed)

19. Adjourn

NEXT MEETING: The next Bicycle Committee meeting is scheduled for the Special Meeting Date and Time of Monday, October 17th, 2011 at 6:30 pm at the City of Capitola Community Room, 420 Capitola Ave, Capitola.
HOW TO REACH US
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060
phone: (831) 460-3200 / fax (831) 460-3215
email: info@sccrtc.org / website: www.sccrtc.org

AGENDAS ONLINE
To receive email notification when the Bicycle Committee meeting agenda packets are posted on our website,
please call (831) 460-3201 or email ccaletti@sccrtc.org to subscribe.

ACCOMMODATIONS FOR PEOPLE WITH DISABILITIES
The Santa Cruz County Regional Transportation Commission does not discriminate on the basis of disability and no person
shall, by reason of a disability, be denied the benefits of its services, programs, or activities. This meeting location is an
accessible facility. If you wish to attend this meeting and require special assistance in order to participate, please contact
RTC staff at 460-3200 (CRS 800/735-2929) at least three working days in advance of this meeting to make arrangements.
People with disabilities may request a copy of the agenda in an alternative format. As a courtesy to those person affected,
Please attend the meeting smoke and scent-free.

SERVICIOS DE TRADUCCIÓN/TRANSLATION SERVICES
Si gusta estar presente o participar en esta junta de la Comisión Regional de Transporte del condado de Santa Cruz y
necesita información o servicios de traducción al español por favor llame por lo menos con tres días laborables de anticipó
al (831) 460-3200 para hacer los arreglos necesarios. (Spanish language translation is available on an as needed basis.
Please make advance arrangements (at least three days in advance by calling (831) 460-3200.

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Santa Cruz County Regional Transportation Commission

BICYCLE COMMITTEE

Minutes - Draft

Monday, April 4th, 2011 - 6:30 p.m.
SPECIAL DATE AND TIME

SCCRTC Office - 1523 Pacific Ave; Santa Cruz CA 95060

1. Call to Order at 6:33 pm

2. Introductions

Members Present:
Kem Akol, District 1
David Casterson, District 2, Vice Chair
Bill Fieberling, City of Santa Cruz
Eric Horton, District 2 (Alt.)
Rick Hyman, District 5
Leo Jed, CTSC (Alt.)
Jim Langley, CTSC
Will Menchine, District 3 (Alt.)
Lex Rau, Scotts Valley (Alt.)
Peter Scott, District 3
Holly Tyler, District 1 (Alt.)
Andy Ward, City of Capitola (Alt.)

Unexcused Absences:

Excused Absences:
Brandon Kett, District 4
Bob Montague, City of Watsonville
Carlos Garza, City of Santa Cruz (Alt.)
Daniel Kostelec, City of Capitola, Chair
Gary Milburn, City of Scotts Valley

Guests:
Cathy Crowe, UC Santa Cruz
Katie LeBaron, Santa Cruz County HSA
Shane Moutafian, Guest/Watsonville resident
Nick Mucha, Ecology Action/Bike-to-Work

Staff:
Cory Caletti, Senior Transportation Planner

3. Announcements – Cory Caletti announced that Bicycle Committee appointments for three year terms will be considered by the RTC at the April 7th, 2011 meeting, that the RTC is finalizing purchase of the Santa Cruz branch rail line and that a commemoration event is being planned following the close of escrow. The day and time of the event is yet to be decided.

4. Oral Communications – none

5. Additions or deletions to consent and regular agenda – none
CONSENT AGENDA

A motion (Fieberling/Scott) to approve the consent agenda passed unanimously.

6. Approved draft minutes of the February 15, 2011 Bicycle Committee meeting

7. Accepted Hazard Reports

8. Accepted Bicycle Committee Roster

9. Accepted letter to Caltrans regarding RTC certification of the 2011 Santa Cruz County Bicycle Plan

10. Accepted letters to Caltrans in support of Bicycle Transportation Account grant applications from the City of Santa Cruz for Mission Street Extension improvements and from the City of Capitola for video detection sensors and bicycle parking

11. Accepted letter of support for the County of Santa Cruz Health Service Agency’s Office of Traffic Safety grant application

12. Accepted letter to Mayor Coonerty and City of Santa Cruz Council Members regarding the proposed Market Street/Isbel housing development and recommendations for off-site transportation improvements

13. Accepted correspondence from People Power reporting on City of Santa Cruz Council action on transportation improvement decisions for the Market Street corridor in the vicinity of the proposed housing development

14. Accepted letter to Mayor Coonerty and City of Santa Cruz Council Members regarding the City’s bicycle licensing ordinance

15. Approved Bikes Secure/Bicycle Parking Subside Program applications from Second Harvest Food Bank and Encina Investment Group

REGULAR AGENDA

16. Officer Elections - Cory Caletti gave an overview of the officer election process as defined in the RTC Rules and Regulations. Cory Caletti thanked departing chair Daniel Kostelec and Vice-Chair, David Casterson, for their dedicated service. Nominations were opened for Chair and Vice-Chair. A motion (Akol/Scott) to nominate David Casterson as Chair passed unanimously. A motion (Langley/Akol) to nominate Andy Ward as Vice-Chair passed unanimously.

17. Community Traffic Safety Coalition (CTSC) and Ride ‘n Stride FY 11/12 Transportation Development Act (TDA) Funding Request – Cory Caletti gave an overview of the TDA allocation process. HSA submitted their FY 11-12 TDA funding allocation requests, budgets, work programs and claim forms for review and consideration by the Bicycle Committee and the RTC. While sales tax revenue reductions in recent years required reduced TDA apportionments, HSA requested restoration of the RTC’s full funding commitment of $100,000 due to upward trends in TDA revenues. RTC staff recommends that the Bicycle Committee review the proposed programs and approve the claim for $100,000 in FY 11/12 TDA funds.
Katie LeBaron, County of Santa Cruz Health Services Agency, shared information about the CTSC mission and work program. The CTSC functions to promote biking and walking as alternative transportation modes and provides safety education. The 5 focus areas for the upcoming fiscal year are: 1) public media campaign, 2) education and training, 3) advocacy and encouragement, 4) engineering, and 5) enforcement. These goals were arrived at by the member agencies, law enforcement, and individual advocates who come together to further the coalition's mission. Katie also addressed the Ride 'n Stride elementary school program which provides presentations to school children on safe bicycling and walking practices. A motion (Scott/Fieberling) to recommend approval of the CTSC and Ride 'n Stride programs' TDA funding requests passed unanimously.

18. Bike to Work FY 11/12 Transportation Development Act Funding Request – Nick Mucha of Ecology Action summarized accomplishments for the 2010 Bike-to-School/Bike-to-Work program and reviewed participation rate increases. Nick provided detailed information pertaining to the number of participating schools and students and mentioned the need for further outreach to the South County area. He said that over the course of 2011 he will be sending out over 40 e-news blasts for events and commuter tips in addition to a sub-enews group of novice riders to receive information relevant to their new cyclists. Nick mentioned that Bike-to-School/Bike-to-Work received $22,000 in cash support with food and goods provided as in kind donations along with hundreds of volunteer hours. Ecology Action is submitting its TDA claim for $50,000 to support ongoing events and expanded outreach efforts, reflecting restoration of the full amount the RTC has committed to providing prior to sales tax revenue shortfalls, as well as a $10,000 increase. A motion (Langley/Scott) to approve Ecology Actions TDA funding claim for $50,000 passed unanimously.

19. Review Subcommittee Memberships - Cory Caletti gave an overview of the existing subcommittees and their composition and indicated that each year the Bicycle Committee reviews the continued relevance of each committee and makes any necessary changes to membership. All committees remain intact with the same members except for the following:
   - City of Santa Cruz Project Tracking: Bill Fieberling and Rick Hyman remain as members. Cory will check with Carlos Garza regarding his continued interest.
   - City of Capitola Project Tracking: Andy Ward remains as the only representative.
   - City of Scotts Valley project Tracking: Lex Rau remains. Lex will check with Gary Milburn regarding his continued interest in participating.
   - City of Watsonville Project Tracking: Cory will check with Bob Montague regarding his continued interest.
   - Bike to Work: Nick Mucha will be the primary member and Piet Canin will act as the back-up contact.
   - CTSC and the South County Bike/Pedestrian Work Group Update: Jim Langley and Leo Jed will continue as members. Cory will check with Bob Montague regarding his continued interest.
   - Legislative Tracking: Leo Jed is the primary member, followed by Andy Ward.
   - Committee Effectiveness: Disbanded
   - Technical Subcommittee: Change membership to Will Menchine, Rick Hyman, Andy Ward and Kem Akol
   - Bicyclist/Motorist Safety Education: Leo Jed, Will Menchine, Bob Montague

20. Project Tracking/Subcommittee Tasks: Oral Reports
   a. City of Santa Cruz Project Tracking: Rick Hyman discussed the traffic circle project
near Pacific Avenue. He discussed the City Council’s actions on the Market Street bicycle facility requests and the upcoming decision regarding the Capital Improvement Program which will determine if a project will be programmed. He also reported that the City is beginning conceptualizing of the Brancifort River Crossing and that a subcommittee will meet with Kim Shultz, RTC Senior Planner, to review Highway 1 Auxiliary Lanes plans and a bicycle/pedestrian path feasibility study related to the HOV lane project.

b. City of Capitola Project Tracking: no report
c. City of Scotts Valley Project Tracking: Lex Rau reported that he met with Majid Yamin regarding the City’s implementation of a street sweeping schedule, wide longitudinal cracks on Glen Canyon Road, and continued development of the Bike Plan. In response to a question, Cory Caletti said that the City did not submit a Bicycle Transportation Account application because no matching funds are available.
d. City of Watsonville Project Tracking: No report
e. County of Santa Cruz Project Tracking: Kem Akol discussed Redevelopment Association bicycle projects threatened by the Governor’s budget proposal. Kem will investigate which projects are in danger and report back at the next meeting.
f. Bike-to-Work Update: Nick Mucha said that there will be no commuter race this year for Bike Week but many other activities are being planned.
g. CTSC and the South County Bike/Pedestrian Work Group Update: Discussed earlier
h. UCSC: Peter Scott reported on a number of bicycle parking improvement projects on campus, including submission of bicycle locker grant and installation of additional lightning bolt bicycle parking racks.
i. Legislative Tracking: Leo Jed said that there are 26 bills introduced in the legislature that mention bicycling of which only 9 are of significance and will be monitored by the statewide California Bicycle Coalition. A bill introduced by the City of Los Angeles for 3 foot minimum passing distance is being monitored closely.
j. Sanctuary Scenic Trail: Cory Caletti indicated that the contract with RRM Design, the consultant engaged to develop the Monterey Bay Sanctuary Scenic Trail Network Master Plan and environmental document, has been signed. The “notice to proceed” was issued and consultants will initially be focusing on data collection and base mapping. Public workshops and stakeholders meetings are planned for August 2011.
k. Committee Effectiveness: No report
l. Technical Subcommittee: No report
m. Bicyclist/Motorist Safety Education: No report
n. RTC Packet Monitoring Subcommittee: No report
o. Safe Routes to School: Will Menchine is working on bicycle safety improvements at Mission Hill School.

21. Meeting adjourned at 8:40 p.m.

NEXT MEETING: The next Bicycle Committee meeting is scheduled for Monday, June 13th, 2011 at the Special Meeting Time of 6:30 p.m. at the RTC office, 1523 Pacific Avenue, Santa Cruz, CA.

Minutes respectfully prepared and submitted by:

\[RTCSERV2\]Shared\Bike\Committee\BC2011\BCApril11\BCMinutes_April11draft_Version2.docx

Cathy Judd, Administrative Assistant II and Cory Caletti, Senior Transportation Planner
From: Regional Transportation Commission <info@sccrtc.org>
Reply-to: heatonmichele@yahoo.com
Message-ID: <cd013ebcf1a51a27a5e4f89e7833d2d3@sccrtc.org>

X-Priority: 3

X-Mailer: cformsII (deliciousdays.com) [version 11.6.1]

MIME-Version: 1.0

Content-Transfer-Encoding: 8bit

Content-Type: text/plain; charset="utf-8"

X-psnt-settings: 3 (1.0000:1.0000) s cv gt3 gt2 gt1 r p m c
X-psnt-addresses: from <info@sccrtc.org> [230/9]
Return-Path: info@sccrtc.org

Type of hazard: Bicycle

Priority: Minor

Street/road: Old San Jose Road

Cross Street: Olsen Road

City: Soquel?

Direction of Travel: Down Old San Jose towards Soquel

Nearest Address or Mile Maker: 5.3 miles from Soquel Ave. and Old San Jose Road

Check all that apply and describe below: Rough pavement or potholes

Please add any relevant descriptive details or comments, or how this hazard has impacted you: This is a large pothole approx. 2 ft by 4 ft. and 4 inches deep. It is very hard to see with the shading of the trees. I hit this on my bicycle last week going approx. 36 mph without seeing it at all (and I knew it was coming.) I know at least one person that crashed after hitting it several months ago and fell on her face. It is now even bigger. This is extremely dangerous to cyclists and I hate to see more people potentially injured. Please fix this a.s.a.p! Thank you.

Fullname: Michele Heaton

Email: heatonmichele@yahoo.com

Phone: 831-476-6483
**** Forwarded Message ****
From: Cory Caletti <cory@caletticycles.com>
To: Michele Heaton <heatonmichele@yahoo.com>
Sent: Wednesday, July 27, 2011 12:41 PM
Subject: Pot hole

Hi Michele: great riding today!

I stopped to take a picture of the pot hole for you. It's right before Olson Road, FYI. Have a great one, Cory

Sent from my iPhone.
Type of hazard: Bicycle
Priority: Minor
Street/road: Green Hills Road
Cross Street: NB from where Bike Lane ends after Glen Canyon Road intersection and SB from where line of sight is limited to Glen Canyon Road intersection
City: Scotts Valley, CA
Direction of Travel: both directions
Nearest Address or Mile Maker: see above

Check all that apply and describe below: Bikeway not clearly marked

Please add any relevant descriptive details or comments, or how this hazard has impacted you: NB Green Hills Road past where the bike lane ends to where the roadway opens up and the line of sight is good. SB hazard area is from where roadway narrows to the Glen Canyon intersection.

The roadway width is narrow and line of sight is limited. In lieu of adding bicycle lanes (which I understand is very difficult given Caltrans right of way constraints), Shared Lane Pavement Markings should be placed on the roadway to help motorists understand that bicycles are to be expected in the roadway. Additionally, the "Bicycles May Use Full Lane" signs should be posted as an interpreter of the Shared Lane Pavement Markings (I'm attaching a photo of the marking and the assistance they provide to bicyclists and motorists regarding the footprint cyclists are to occupy
when a roadway is too narrow to share side by side between a motorist and bicyclist. I’ve gotten yelled and honked at on Green Hills Road by people yelling "get off the road". That’s been startling and I’ve almost crashed by cars whizzing by too closely.

Fullname: Cory Caletti

Email: ccaletti@sccrtc.org

Phone: 831-460-3201

Where did you hear about this form: SCCRTC website

Check this box if you would like a follow-up contact: on

Faxed to Majid Yamin 7/28/11 CY
Bicycle Hazard Report

This Hazard Reporting Form is available to all who wish to report a hazard affecting cyclists traveling on road-ways and bikeways. The Santa Cruz County Regional Transportation Commission will forward your comments to the appropriate Public Works Department. It will be up to you to let the Regional Transportation Commission know that the hazard reported has been fixed. Please mail your completed form to the Regional Transportation Commission at:
1523 Pacific Avenue, Santa Cruz, CA 95060 or fax to (831) 460-3215.

Location of Hazard: Bear Lane Drive Ret. Stop Sign 8 Slide
Please circle one: Northbound Southbound Eastbound Westbound
Cross Streets: Glen Canyon F St Stop Sign Slide
City: Santa Cruz County?

Please check all that apply:
☐ Pothole or Pavement Cracks
☐ Rough Surface
☐ Debris on Shoulder
☐ Debris in Bikeway
☐ Hazardous Drainage Grate
☐ Protruding of Sunken Access Cover
☐ Overgrowth Interfering with Line of Sight
☐ Traffic Signal not Triggered by Bicycles
☐ Bikeways (paths, lanes, routes) Not Clearly Marked
☐ Railroad Hazard
☐ Damaged Bikeway Signs
☐ Construction Hazard (describe, work done by whom?)

Other (please describe): Vegetation
Protruding into Shoulder at 3 Spots.

Please comment on how this hazard has impacted you.
Overgrowth Forces Cyclists from Shoulder into Travel Lane.

Date: 7-26-11 Name: Pier Canin
Phone/Fax Number or E-mail Address: 515-8 1327
Where did you obtain this form? EA

The Regional Transportation Commission is not responsible for repairing any hazards. This form is forwarded to the appropriate public works department for the agency with jurisdiction over the right of way on which the hazard exists.

Thank you for participating in the Hazard Reporting Program!
Type of hazard: Bicycle

Priority: Minor

Street/road: Porter Street just south of Soquel Elementary

Cross Street: S. Main

City: Soquel

Direction of Travel: North

Nearest Address or Mile Maker: 2700 Porter Street

Check all that apply and describe below: Plant overgrowth or interference

Please add any relevant descriptive details or comments, or how this hazard has impacted you:
Tree growing low in bike lane causing rider to duck or swerve into car lane.

Fullname: Terrence Willett

Email: terrence.willet@calcentral.com

Phone: 831-479-8293

Where did you hear about this form: KZSC interview with SCCRTC rep

Check this box if you would like a follow-up contact: -
Type of hazard: Bicycle

Priority: Major

Street/road: Brommer

Cross Street: 41st

City: Capitol

Direction of Travel: West

Nearest Address or Mile Maker: 1255 41st Ave

Check all that apply and describe below: Rough pavement or potholes, Pavement cracks, Debris on shoulder or bikeway

Please add any relevant descriptive details or comments, or how this hazard has impacted you: New island put in middle of Brommer for the new hotel causes cars to drive in the bike lane as there is not enough room for both. The pavement in the bike lane has been crumbling and unsafe for several years and I've had to ride in car lane but cars were able to drive a bit to the left to accommodate. Now there is no room and either I get squeezed onto the rubble of the bike lane or risk being rear ended. I thought Brommer west of 41st would be paved with the new hotel but we only got an unnecessary island. I also thought we would get bike detector loops when I saw the new striping but there are still none so I still have to go into car lane to trigger lights and again risk being rear ended. It was bad enough before but the island in the middle of Brommer has pushed this from a minor issue to a major safety hazard. This is a daily bike commute route for a large number of cyclists.
Fullname: Terrence Willett

Email: terrence.willett@calcentral.com

Phone: 831-479-8293

Where did you hear about this form: KZSC interview with SCCRTC rep

Check this box if you would like a follow-up contact: on
July 8, 2011

Steve Jesberg, P.E.
Public Works Director
420 Capitola Avenue
Capitola, California 95010

Re: Intersection issue – 41st and Brommer

Dear Mr. Jesberg

I respectfully call to your attention a hazardous condition recently created by the installation of a median island in Brommer Street, westerly of its intersection with 41st Avenue. This 3-foot wide island has created a “pinch-point” at the northwesterly curb return that creates a hazard for bicyclists. I suspect the island was installed in order to prevent vehicular left turns into the new hotel site. Could not a narrower barrier have been just as effective for this purpose? A raised island 1.0’ or 1.5’ wide would have created room along the westbound travelway for an adequate bike lane. The current lane is 3.5’ to 3.8’ wide on a very irregular paved surface. In addition, the bike lane pavement stripe is painted all the way to the curb return gutter edge, dangerously guiding cyclists into the vehicular travelway. I acknowledge that the Brommer Street right-of-way is constrained, preventing more generous vehicular and bicycles corridors. However, the new island has materially worsened what was minimally adequate before the hotel was constructed.

I travel this route almost every day on my bicycle and have to use extreme caution as I cross the intersection. I observed another cyclist yesterday almost collide with a motorist; another cyclist chose to ride up onto the sidewalk, thereby creating a potential hazard to pedestrians.

I have included a plan that illustrates the hazards outlined above. I hope that consideration will be given to correcting this dangerous condition.

Sincerely,

Fred W. DeJarlais

Fred W. DeJarlais
Bicycle Hazard Report

This Hazard Reporting Form is available to all who wish to report a hazard affecting cyclists traveling on road-ways and bikeways. The Santa Cruz County Regional Transportation Commission will forward your comments to the appropriate Public Works Department. It will be up to you to let the Regional Transportation Commission know that the hazard reported has been fixed. Please mail your completed form to the Regional Transportation Commission at:

1523 Pacific Avenue, Santa Cruz, CA 95060 or fax to (831) 460-3215.

Location of Hazard: Brommer St
Please circle one: Northbound Southbound Eastbound Westbound
Cross Streets: 41st Ave
City: Capitola

Please check all that apply:
☐ Pothole or Pavement Cracks
☒ Rough Surface
☐ Debris on Shoulder
☐ Debris in Bikeway
☐ Hazardous Drainage Grate
☐ Protruding of Sunken Access Cover
☐ Overgrowth Interfering with Line of Sight
☐ Traffic Signal not Triggered by Bicycles
☒ Bikeways (paths, lanes, routes) Not Clearly Marked
☐ Railroad Hazard
☐ Damaged Bikeway Signs
☒ Construction Hazard (describe, work done by whom?)

Recent median island constructed.

Other (please describe): See attached letter sent to Capitola Director of Public Works.

Please comment on how this hazard has impacted you.

Using this intersection is the most direct route from my home westward. I will have to consider alternate routes if this unsafe condition remains.

Date: 7-9-11 Name: Fred DeJarlais
Phone/Fax Number or E-mail Address: 415-948-6579 fred.dejarlais@gmail.com

Where did you obtain this form? On the web through a Google search

The Regional Transportation Commission is not responsible for repairing any hazards. This form is forwarded to the appropriate public works department for the agency with jurisdiction over the right of way on which the hazard exists.

Thank you for participating in the Hazard Reporting Program!
Dangerous constriction at curb return. Solid line directed to gutter lip encourages bike riders to move into vehicular lane.

New island too wide. If reduced to 1.5' wide, 5.0' wide bike lane could be created along westbound Brommer.

Bike lane too narrow, paving irregular – does not match width further westerly along Brommer.

HAZARDOUS CONDITION AT WEST SIDE OF BROMMER & 41ST

Fred DeJarlais
1370 Ruby Ct #1
Capitola, CA 95010
fred.dejarlais@gmail.com
415-948-6579
Bicycle Hazard Report

This Hazard Reporting Form is available to all who wish to report a hazard affecting cyclists traveling on roadways and bikeways. The Santa Cruz County Regional Transportation Commission will forward your comments to the appropriate Public Works Department. It will be up to you to let the Regional Transportation Commission know that the hazard reported has been fixed. Please mail your completed form to the Regional Transportation Commission at:

1523 Pacific Avenue, Santa Cruz, CA 95060 or fax to (831) 460-3215.

Location of Hazard: 17th Avenue

Please circle one: Northbound Southbound Eastbound Westbound

Cross Streets: Felt St.

City: Live Oak

Please check all that apply:

☐ Pothole or Pavement Cracks
☐ Rough Surface
☐ Debris on Shoulder
☐ Debris in Bikeway
☐ Hazardous Drainage Grate
☐ Protruding of Sunken Access Cover
☐ Overgrowth Interfering with Line of Sight
☒ Traffic Signal not Triggered by Bicycles
☐ Bikeways (paths, lanes, routes) Not Clearly Marked
☐ Railroad Hazard
☐ Damaged Bikeway Signs
☐ Construction Hazard (describe, work done by whom?)

Please indicate North by Arrow

Please comment on how this hazard has impacted you.

Date: 7/8/11 Name: Cheryl Schmitt

Phone/Fax Number or E-mail Address: cSchmitt@cityofsantacruz.com

Where did you obtain this form? CITC

The Regional Transportation Commission is not responsible for repairing any hazards. This form is forwarded to the appropriate public works department for the agency with jurisdiction over the right of way on which the hazard exists.

Thank you for participating in the Hazard Reporting Program!
Hi Derek and Steve: Can you read the email below and respond (cc’ing me) regarding a reported bicycle hazard caused by a new median at 41st and Brommer. The attached drawing will help identify the exact location. Thanks,

Cory Caletti  
Senior Transportation Planner/Bicycle Coordinator  
Santa Cruz County Regional Transportation Commission  
phone: (831) 460-3201 / fax: (831) 460-3215

--------- Original Message ---------
Date:Tue, 5 Jul 2011 16:24:15 +0000
From:Ward, Andrew <andrew.ward@plantronics.com>
To:Cory Caletti <cory@caletticycles.com>

I took the bus to work today, and since the 69 bus has been cancelled I took the 66, which turns right onto Brommer from 41st across from the Best Western. There’s a new median barrier that’s been placed in the middle of the Northbound lane (toward the harbor). Not only did the bus driver have a hard time navigating the turn, but I’m wondering how the heck this is supposed to work for bikes. It doesn’t look to me like there’s enough room to accommodate two auto lanes, two bike lanes, and this new piece of traffic furniture. Do you know anything about this project. I’ve attached a crude map as a reference.

Andy

Andrew Ward  
Senior Electrical Engineer  
Plantronics, Inc. 345 Encinal St., Santa Cruz, CA 95060  
Office: 831.458.7412  Cell: 831.334.1459

plantronics

CONFIDENTIALITY NOTICE: This e-mail transmission, and any documents, files or previous e-mail messages attached to it, may contain information that is confidential and/or legally privileged. If you are not the intended recipient, or a person responsible for delivering it to the intended recipient, please DO NOT disclose the contents to another person, store or copy the information in any medium, or use any of the information contained in or attached to this transmission for any
Bicycle Hazard Report

This Hazard Reporting Form is available to all who wish to report a hazard affecting cyclists traveling on roadways and bikeways. The Santa Cruz County Regional Transportation Commission will forward your comments to the appropriate Public Works Department. It will be up to you to let the Regional Transportation Commission know that the hazard reported has been fixed. For questions, call Cory Caletti at 460-3201. Please mail your completed form to the Regional Transportation Commission at: 1523 Pacific Avenue, Santa Cruz, CA 95060 or fax to (831) 460-3215.

Location of Hazard: Benito Drive, Aptos (ALSO San Andreas Rd)
Please circle one: Northbound Southbound Eastbound Westbound
Cross Streets: Benito, between Freedom Blvd & San Andreas, San Andreas between Seascape Blvd & Criminal Bay Rd
City:

Please check all that apply:
☑ Pothole or Pavement Cracks Benito
☒ Rough Surface Benito
☐ Debris on Shoulder
☐ Debris in Bikeway
☐ Hazardous Drainage Grate
☐ Protruding of Sunken Access Cover
☒ Overgrowth Interfering with Line of Sight San Andreas
☐ Traffic Signal not Triggered by Bicycles
☒ Bikeways (paths, lanes, routes) Not Clearly Marked Benito
☐ Railroad Hazard
☐ Damaged Bikeway Signs
☐ Construction Hazard (describe, work done by whom?)

Along San Andreas Rd Eastbound especially, the vegetation is well intruding into the bike lane. Poison oak, Scotch broom

Other (please describe) Going into the bike lane and cyclist must swerve to avoid hazard

Please comment on how this hazard has impacted you:
Along Benito Dr going East away from Freedom Blvd cyclists have no bike lane. The lane is not marked "share the road" and the pavement is rough uneven as cyclists climb the hill. Going down the hill toward San Andreas there are deep and large pot holes. No bike lane and no "share the road" signage. All this makes the Pioneer Coast Bikeway

Date: June 23 2011 Name: Peter Stanger
Phone/Fax Number or E-mail Address: 688 2091

Where did you obtain this form? Bike to work stations

The Regional Transportation Commission is not responsible for repairing any hazards. This form is forwarded to the appropriate public works department for the agency with jurisdiction over the right of way on which the hazard exists.

Thank you for participating in the Hazard Reporting Program!
Cory Caletti

From: Karena Pushnik
Sent: Friday, June 10, 2011 12:15 PM
To: 'stanleysokolow@gmail.com'
Cc: 'John Presleigh'; Cory Caletti
Subject: FW: Bicycle-car hit-and-run collision on the night of June 7-8, 2011 (Tuesday night - Wednesday morning)

Stanley Sokolow -
Your email regarding the tragic bicycle fatality on Empire Grade was received.

Your comments will be forwarded to the Santa Cruz County Regional Transportation Commission (RTC) board and its Bicycle Advisory Committee for their consideration. For more information about the RTC and its Bicycle Committee, please see the RTC website: www.sccrtc.org.

Thank you.

- Karena Pushnik
  Senior Transportation Planner/Public Information Coordinator

Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060

From: Stanley Sokolow [mailto:stanleysokolow@gmail.com]
Sent: Wednesday, June 08, 2011 9:15 PM
To: Santa Cruz County Public Works
Cc: sbaxter@santacruzsentinel.com; streetsmarts@santacruzsentinel.com; info@peoplepowersc.org; David Gill; info@sccrtc.org
Subject: Bicycle-car hit-and-run collision on the night of June 7-8, 2011 (Tuesday night - Wednesday morning)

I read in the Sentinel this morning about the discovery of the victim bicyclist who was apparently hit by a car on the southbound (downhill toward the City of Santa Cruz) side of Empire Grade near the UCSC Arboretum. The news article said the body and bike were found about 1/8 mile north of Highview Drive.

I live near the site of the accident, so I walked there this evening about 5:30pm to see the road and traffic conditions. I saw that about 1/8 mile uphill (north) of the intersection of Empire Grade and Highview Dr the road is curving to the right as one drives downhill. Quite a few drivers, I'd say about 10%, veer toward the inside of the curve, "cutting the curve", which of course puts the car very close to the bike lane. Some cars even drive on the line or over the line into the lane. To make matters worse, at that place the bushes are overgrown, encroaching severely into the wide bicycle lane. I watched numerous cyclists going down through that area and most veer to their left, toward the traffic lane, to avoid being smacked by the branches. Only one cyclist ducked under the branches rather than veering. Most cyclists were anticipating the encroachment and rode very far left in the bike lane, sometimes even riding into the traffic lane and then back into the bike lane past the bushes. I went back with a measuring wheel and found that the encroaching bushes start 600 feet north of the Highview Dr street sign and continue to 650 feet, then a gap and more bushes up to 750 feet. Since 1/8 mile is 660 feet, this puts the bushes right in the site of the collision. I believe that failure to cut back the encroaching bushes was a significant causal factor in this tragic accident. The County's Public Works road crew should get out there
right away and cut back the encroaching bushes before another tragedy happens. Moreover, I would hope that
the accident investigators get out there to make note of my observations. Knowing what caused this accident
can help prevent them in the future.

CHAPTER 1000 BIKEWAY PLANNING AND DESIGN), the height clearance to be maintained over a Class
II bicycle lane like the lane on Empire Grade, is 8 feet minimum: "The vertical clearance to obstructions across
the clear width of the path shall be a minimum of 8 feet. Where practical, a vertical clearance of 10 feet is
desirable." The clearance on the section of Empire Grade's bike lane in this accident is less than 6 feet. The
sky is the limit on height clearance here. One just needs to cut away the overgrowth of bushes.

If the County Public Works department can't maintain the required clearance over bikeways, then volunteer bike
organizations should step up and have a bikeway maintenance party once in a while to go out there with pruning
cutters and trim back the brush where it's in the way. Probably every cyclist in the area knows some section of
road that needs some cutting. Horsemanship do this kind of thing to maintain riding trails. Why not cyclists?
Sometimes I ride my bike with a hand pruning shear and stop to get rid of offending branches when I encounter
them. But there's only so much one person can do. We need more people power on this.

I feel terrible about the loss of the young man who was the victim of a cowardly hit-and-run motorist. Perhaps
the motorist was intoxicated, stoned, distracted, or texting. Perhaps the cyclist didn't have a reflector or lights.
Who knows. Anyway, we should do what we can to reduce such risks. Proper maintenance of bike lane
clearances is one such thing.

I also suggest that Public Works add a strip of those noisy washboard ridges or ceramic bumps along the right
edge of the traffic lane on that curve of Empire Grade so that drivers are alerted that they're too close to the bike
lane line. But please don't put the bumps in the bike lane itself.

Sincerely yours,

Stanley M. Sokolow
210 Highview Drive
Santa Cruz, CA 95060

cc via mail to: Sarah Jackson, CHP Santa Cruz office, 10395 Soquel Dr., Aptos, CA
(831) 662-0511
Bicycle Hazard Report

This Hazard Reporting Form is available to all individuals who wish to report a hazard affecting cyclists traveling on roadways and bikeways. The Santa Cruz County Regional Transportation Commission will forward your comments to the appropriate Public Works Department and will contact you after your concerns are reported. It will be up to you to let the Regional Transportation Commission know that the hazard reported has been fixed. Please mail your completed form to the Regional Transportation Commission at 1523 Pacific Avenue, Santa Cruz, CA 95060 or fax the form to (831) 460-3215.

Date: 6/9/2011  Name: STANLEY M. SOKOLOW
Phone/Fax Number or E-mail Address: stanley@thesokolows.com. SEE ATTACHED EMAIL.
Where did you obtain this form? SICRTEC

Location of Hazard: 600' THRU 750' NORTH OF HIGHVIEW DR ON WEST SIDE OF EMPIRE GRADE

☐ Northbound  ☑ Southbound  ☐ Eastbound  ☐ Westbound
Cross Streets: HIGHVIEW DR & EMPIRE GRADE, ACROSS FROM UCSC ARBORETUM
City: SANTA CRUZ COUNTY (UNINCORP. TERRITORY)

Please check all that apply:
☐ Pothole or Pavement Cracks
☐ Rough Surface
☐ Debris on Shoulder
☐ Debris in Bikeway
☐ Hazardous Drainage Grate
☐ Protruding or Sunken Access Cover
☒ Overgrowth Interfering with Line of Sight AND TRAVEL
☐ Traffic Signal Not Triggered by Bicycles
☐ Bikeways (paths, lanes, routes) Not Clearly Marked
☐ Railroad Hazard
☐ Damaged Bikeway Signs
☐ Construction Hazard (describe, work done by who?)

Other (please describe)  INSUFFICIENT CLEARANCE OVER BIKE LANE. CAL TRANS REQUIRES 8' MIN. HERE IT'S LESS THAN 6' AT BEST.

Please comment on how this hazard has impacted you.

SEE EMAILS WITH THIS REPORT ALSO SEE SENTINEL ARTICLE ON FATAL HIT & RUN.

The Regional Transportation Commission is not responsible for repairing any hazards. This form is forwarded to the appropriate Site works department for the agency with jurisdiction over the right of way on which the hazard exists.

Thank you for participating in the Hazard Reporting Program!

Stanley M. Sokolow
Bushes encroach into bike lane so much that bikers have to veer into road traffic lane. Also, at this curve in Empire Grade, cars veer into bike lane. See my emails.
Bicycle-car hit-and-run collision on the night of June 7-8, 2011 (Tuesday night - Wednesday morning)

To: Supervisor Neal Coonerty <bds031@co.santa-cruz.ca.us>

Dear Supervisor Coonerty,

I sent the email quoted below to the dept of public works. I request that you and your staff investigate the situation with maintenance of the County's bike lanes free from encroachment of bushes and trees, such as the instance that I believe was a causal factor in the tragic fatal accident on Empire Grade near Highview Drive this week. Does the DPW contract for brush trimming along roads and bikeways? How often is it done? Is a public complaint required to trigger a brush-cutting at a specific area, or rather is there a routine program that clears such obstacles? Is there a specific place where the complaint should be lodged, by email or fax or phone call? Please notice that state law or CalTrans regulations require that bikeways have at least an 8' clearance height over the width of the lane. That was not the case at the approximate site of the tragic fatality, as I explain below. Failure to trim the bushes exposes the County to claims of contributory negligence, I believe. I'm not an attorney, but I think that the immunity the County enjoys from claims of faulty road design does not extend to claims of failure to maintain. I am concerned not only as a frequent bike rider, but also as a citizen-taxpayer residing in your district, where this tragedy occurred.

After 2 fatal bicycle-vehicle accidents occurred within a few years of each other at the Mission St x Bay St intersection, the City took some action by putting up signs along Mission. What will you do to take action about the bikeway vegetation encroachments in the County and specifically along Empire Grade near UCSC?

Sincerely,

Stanley M. Sokolow
210 Highview Drive
Santa Cruz, CA 95060
831-425-3589

---------- Forwarded message ----------
From: Stanley Sokolow <stanleysokolow@gmail.com>
Date: Wed, Jun 8, 2011 at 9:14 PM
Subject: Bicycle-car hit-and-run collision on the night of June 7-8, 2011 (Tuesday night - Wednesday morning)
To: Santa Cruz County Public Works <dpweb@co.santa-cruz.ca.us>
Cc: shaxter@santacruzsentinel.com, streetsmarts@santacruzsentinel.com, info@peopleepowersc.org, David Gill <pres2011@santacruzcycling.org>, info@sccrtc.org

I read in the Sentinel this morning about the discovery of the victim bicyclist who was apparently hit by a car on the southbound (downhill toward the City of Santa Cruz) side of Empire Grade near the UCSC Arboretum. The news article said the body and bike were found about 1/8 mile north of Highview Drive.

I live near the site of the accident, so I walked there this evening about 5:30pm to see the road and traffic conditions. I saw that about 1/8 mile uphill (north) of the intersection of Empire Grade and Highview Dr the road is curving to the right as one drives downhill. Quite a few drivers, I'd say about 10%, veer toward the
inside of the curve, "cutting the curve", which of course puts the car very close to the bike lane. Some cars even drive on the line or over the line into the lane. To make matters worse, at that place the bushes are overgrown, encroaching severely into the wide bicycle lane. I watched numerous cyclists going down through that area and most veer to their left, toward the traffic lane, to avoid being smacked by the branches. Only one cyclist ducked under the branches rather than veering. Most cyclists were anticipating the encroachment and rode very far left in the bike lane, sometimes even riding into the traffic lane and then back into the bike lane past the bushes. I went back with a measuring wheel and found that the encroaching bushes start 600 feet north of the Highview Dr street sign and continue to 650 feet, then a gap and more bushes up to 750 feet. Since 1/8 mile is 660 feet, this puts the bushes right in the site of the collision. I believe that failure to cut back the encroaching bushes was a significant causal factor in this tragic accident. The County's Public Works road crew should get out there right away and cut back the encroaching bushes before another tragedy happens. Moreover, I would hope that the accident investigators get out there to make note of my observations. Knowing what caused this accident can help prevent them in the future.

According to http://www.dot.ca.gov/hq/oppd/htm/pdf/english/chp1000.pdf (CalTrans Highway Design Manual CHAPTER 1000 BIKEWAY PLANNING AND DESIGN), the height clearance to be maintained over a Class II bicycle lane like the lane on Empire Grade, is 8 feet minimum: "The vertical clearance to obstructions across the clear width of the path shall be a minimum of 8 feet. Where practical, a vertical clearance of 10 feet is desirable." The clearance on the section of Empire Grade's bike lane in this accident is less than 6 feet. The sky is the limit on height clearance here. One just needs to cut away the overgrowth of bushes.

If the County Public Works department can't maintain the required clearance over bikeways, then volunteer bike organizations should step up and have a bikeway maintenance party once in a while to go out there with pruning cutters and trim back the brush where it's in the way. Probably every cyclist in the area knows some section of road that needs some cutting. Horsemen do this kind of thing to maintain riding trails. Why not cyclists? Sometimes I ride my bike with a hand pruning shear and stop to get rid of offending branches when I encounter them. But there's only so much one person can do. We need more people power on this.

I feel terrible about the loss of the young man who was the victim of a cowardly hit-and-run motorist. Perhaps the motorist was intoxicated, stoned, distracted, or texting. Perhaps the cyclist didn’t have a reflector or lights. Who knows. Anyway, we should do what we can to reduce such risks. Proper maintenance of bike lane clearances is one such thing.

I also suggest that Public Works add a strip of those noisy washboard ridges or ceramic bumps along the right edge of the traffic lane on that curve of Empire Grade so that drivers are alerted that they're too close to the bike lane line. But please don't put the bumps in the bike lane itself.

Sincerely yours,

Stanley M. Sokolow
210 Highview Drive
Santa Cruz, CA 95060

cc via mail to: Sarah Jackson, CHP Santa Cruz office, 10395 Soquel Dr., Aptos, CA (831) 662-0511
Bicycle Hazard Report

This Hazard Reporting Form is available to all who wish to report a hazard affecting cyclists traveling on roadways and bikeways. The Santa Cruz County Regional Transportation Commission will forward your comments to the appropriate Public Works Department. It will be up to you to let the Regional Transportation Commission know that the hazard reported has been fixed. For questions, call Cory Caletti at 460-3201. Please mail your completed form to the Regional Transportation Commission at: 1523 Pacific Avenue, Santa Cruz, CA 95060 or fax to (831) 460-3215.

Location of Hazard: E. Cliff Dr. to Twin Lakes to 13th
Please circle one: Northbound Southbound [Eastbound] Westbound
Cross Streets: Twin Lake beach parking lot to 13th Ave
City: Santa Cruz Live Oak

Please check all that apply:

☐ Pothole or Pavement Cracks
☐ Rough Surface
☐ Debris on Shoulder
☐ Debris in Bikeway
☐ Hazardous Drainage Grate
☐ Protruding of Sunken Access Cover
☐ Overgrowth Interfering with Line of Sight
☐ Traffic Signal not Triggered by Bicycles
☐ Bikeways (paths, lanes, routes) Not Clearly Marked
☐ Railroad Hazard
☐ Damaged Bikeway Signs
☐ Construction Hazard (describe, work done by whom?)

Please indicate North by Arrow

Please comment on how this hazard has impacted you.

Bikes forced into roadway by overgrown shrubbery, weeds, ivy, etc. - almost entire way

Date: 19/11/11 Name: Rachel Moriconi
Phone/Fax Number or E-mail Address: 460-3203 rmoriconi@scrte.org
Where did you obtain this form? SCRTE

The Regional Transportation Commission is not responsible for repairing any hazards. This form is forwarded to the appropriate public works department for the agency with jurisdiction over the right of way on which the hazard exists.

Thank you for participating in the Hazard Reporting Program!
Bicycle Hazard Report

This Hazard Reporting Form is available to all who wish to report a hazard affecting cyclists traveling on roadways and bikeways. The Santa Cruz County Regional Transportation Commission will forward your comments to the appropriate Public Works Department. It will be up to you to let the Regional Transportation Commission know that the hazard reported has been fixed. Please mail your completed form to the Regional Transportation Commission at:

1523 Pálcific Avenue, Santa Cruz, CA 95060 or fax to (831) 460-3215.

Location of Hazard: Drainage grate @ beginning of bridge. Hwy 9, before Bradley Rd.

Please circle one: Northbound

Cross Streets: Bradley

City: Felton

Please check all that apply:

☐ Pothole or Pavement Cracks
☐ Rough Surface
☐ Debris on Shoulder
☐ Debris in Bikeway
☒ Hazardous Drainage Grate
☐ Protruding of Sunken Access Cover
☐ Overgrowth Interfering with Line of Sight
☐ Traffic Signal not Triggered by Bicycles
☐ Bikeways (paths, lanes, routes) Not Clearly Marked
☒ Railroad Hazard
☐ Damaged Bikeway Signs
☐ Construction Hazard (describe, work done by whom?)

Other (please describe):

MAY 23 2011

Please comment on how this hazard has impacted you.

It makes it tricky. You have to do a weaving manœuvre just as cars are trying to negotiate a tricky bend in the road.

Date: 5-20-2011 Name: CHRISS WRIGHT

Phone/Fax Number or E-mail Address: 831-336-2916

Where did you obtain this form? During "Bike to Work Week" Event.

The Regional Transportation Commission is not responsible for repairing any hazards. This form is forwarded to the appropriate public works department for the agency with jurisdiction over the right of way on which the hazard exists.

Thank you for participating in the Hazard Reporting Program!
Bicycle Hazard Report

This Hazard Reporting Form is available to anyone who wishes to report a hazard affecting cyclists traveling on roadways and bikeways. The Santa Cruz County Regional Transportation Commission will forward your comments to the appropriate Public Works Department. It will be up to you to let the Regional Transportation Commission know that the hazard reported has been fixed. Please mail your completed form to the Regional Transportation Commission at:

1623 Pacific Avenue, Santa Cruz, CA 95060 or fax to (831) 460-3216.

Location of Hazard: Beach Street West Cliff

Please circle one: Northbound Southbound Eastbound Westbound

Cross Streets: Front Street Area

City: Santa Cruz

Please check all that apply:

☑ Pot hole or Pavement Cracks
☑ Rough Surface
☑ Debris on Shoulder
☑ Debris in Bikeway
☑ Hazardous Drainage Grate
☑ Protruding of Sunken Access Cover
☑ Overgrowth interfering with Line of Sight
☑ Traffic Signal not Triggered by Bicycles
☑ Bikeways (paths, lanes, routes) Not Clearly Marked
☑ Railroad Hazard
☑ Damaged Bikeway Signs
☑ Construction Hazard (describe, work done by whom?)

Other (please describe):

Please comment on how this hazard has impacted you.

The bumpers separating the two-way bike path from the road have been removed and cars are now driving in it.

Please Show Location of Hazard.

Date: 11/31/01 Name: Nicole Salica

Phone/Fax Number or E-mail Address: nsalica@gmail.com

Where did you obtain this form? Internet

The Regional Transportation Commission is not responsible for repairing any hazards. This form is forwarded to the appropriate public works department for the agency with jurisdiction over the right of way on which the hazard exists.

Thank you for participating in the Hazard Reporting Program!
Bicycle Hazard Report

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Date: 3/15/11 Name: STANLEY M. SOKOLOW
Phone/Fax Number or Email Address: stanley@thesokolows.com
Where did you obtain this form? SCRTC office lobby

Location of Hazard: Bay St & High St., at entrance to UCSC
X Northbound _____ Southbound _____ Eastbound _____ Westbound
Cross Streets: BAY & HIGH
City: S. CRUZ

Please check all that apply:

☐ Pothole or Pavement Cracks
☐ Rough Surface
☐ Debris on Shoulder
☐ Debris in Bikeway
☐ Hazardous Drainage Grate
☐ Protruding or Sunken Access Cover
☐ Overgrowth Interfering with Line of Sight
☒ Traffic Signal Not Triggered by Bicycles
☐ Bikeways (paths, lanes, routes) Not Clearly Marked
☐ Railroad Hazard
☐ Damaged Bikeway Signs
☐ Construction Hazard (describe, work done by who?)

Other (please describe)

Please comment on how this hazard has impacted you.

I HAVE TO WAIT UNTIL A CAR COMES BEHIND ME AND TRIGGERS THE L-TURN DR. GET OFF BIKE AND PUSH PEDESTRIAN BUTTON, THEN USE CROSSWALKS.

The Regional Transportation Commission is not responsible for repairing any hazards. This form is forwarded to the appropriate public works department for the agency with jurisdiction over the right of way on which the hazard exists.

Thank you for participating in the Hazard Reporting Program!
<table>
<thead>
<tr>
<th>Representing</th>
<th>Member Name/Contact Info</th>
<th>Appointment Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>District 1 - Voting</strong></td>
<td>Kem Akol, <a href="mailto:kemakol@msn.com">kemakol@msn.com</a> 247-2944</td>
<td>First Appointed: 1993</td>
</tr>
<tr>
<td>Soquel, Live Oak, part of Capitola</td>
<td></td>
<td>Term Expires: 3/13</td>
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<tr>
<td>Alternate</td>
<td>Holly M. Tyler</td>
<td>First Appointed: 2010</td>
</tr>
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<td></td>
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<td>Term Expires: 3/13</td>
</tr>
<tr>
<td><strong>District 2 - Voting</strong></td>
<td>David Casterson, Chair <a href="mailto:dcasterson@comcast.net">dcasterson@comcast.net</a></td>
<td>First Appointed: 2005</td>
</tr>
<tr>
<td>Aptos, Corralitos, part of Capitola, Nisene Marks, Freedom, PajDunes</td>
<td></td>
<td>Term Expires: 3/12</td>
</tr>
<tr>
<td>Alternate</td>
<td>Eric Horton, erichorton@<a href="mailto:design@yahoo.com">design@yahoo.com</a> 419-7296</td>
<td>First Appointed: 3/09</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Term Expires: 3/12</td>
</tr>
<tr>
<td><strong>District 3 - Voting</strong></td>
<td>Peter Scott, <a href="mailto:dip@ucsc.edu">dip@ucsc.edu</a> 423-0796</td>
<td>First Appointed: 2007</td>
</tr>
<tr>
<td>Big Basin, Davenport, Bonny Doon, City of Santa Cruz</td>
<td></td>
<td>Term Expires: 3/13</td>
</tr>
<tr>
<td>Alternate</td>
<td>William Menchine (Will), <a href="mailto:menchine@cruizo.com">menchine@cruizo.com</a></td>
<td>First Appointed: 4/02</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Term Expires: 3/13</td>
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<td><strong>District 4 - Voting</strong></td>
<td>Brandon Kett, 722-4646</td>
<td>Term Expires: 3/12</td>
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<td>Watsonville, part of Corralitos</td>
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<tr>
<td>Alternate</td>
<td>Shahe Moutafian</td>
<td>First Appointed: 8/11</td>
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<td></td>
<td>Term Expires: 3/12</td>
</tr>
<tr>
<td><strong>District 5 - Voting</strong></td>
<td>Rick Hyman, <a href="mailto:bikerick@att.net">bikerick@att.net</a></td>
<td>First Appointed: 1989</td>
</tr>
<tr>
<td>SL Valley, Summit, Scots Valley, part of Santa Cruz</td>
<td></td>
<td>Term Expires: 3/13</td>
</tr>
<tr>
<td>Alternate</td>
<td>Vacant</td>
<td>Term Expires: 3/13</td>
</tr>
<tr>
<td><strong>City of Capitola - Voting</strong></td>
<td>Andy Ward, Vice Chair, <a href="mailto:andrew.ward@plantronics.com">andrew.ward@plantronics.com</a> 462-6653</td>
<td>First Appointed: 2005</td>
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<td>Alternate</td>
<td>Vacant</td>
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</tr>
<tr>
<td><strong>City of Santa Cruz - Voting</strong></td>
<td>Wilson Fieberling, anb <a href="mailto:fierling@yahoo.com">fierling@yahoo.com</a></td>
<td>First Appointed: 2/97</td>
</tr>
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<td></td>
<td></td>
<td>Term Expires: 3/12</td>
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<tr>
<td>Alternate</td>
<td>Carlos Garza, <a href="mailto:carlos@cruizo.com">carlos@cruizo.com</a></td>
<td>First Appointed: 4/02</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Term Expires: 3/12</td>
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<tr>
<td><strong>City of Scotts Valley - Voting</strong></td>
<td>Lex Rau, <a href="mailto:lexr@sbccglobal.net">lexr@sbccglobal.net</a> 419-1817</td>
<td>First Appointed: 2007</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Term Expires: 3/14</td>
</tr>
<tr>
<td>Alternate</td>
<td>Gary Milburn, 427-3839 hm <a href="mailto:g.milburn@sbccglobal.net">g.milburn@sbccglobal.net</a>/438-2888 ext 210 wk</td>
<td>First Appointed: 1997</td>
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<td>Term Expires: 3/14</td>
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<tr>
<td><strong>City of Watsonville - Voting</strong></td>
<td>Bob Montague, <a href="mailto:bob.montague@sbccglobal.net">bob.montague@sbccglobal.net</a> 332-8025</td>
<td>First Appointed: 8/08</td>
</tr>
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<td></td>
<td></td>
<td>Term Expires: 3/13</td>
</tr>
<tr>
<td>Alternate</td>
<td>Vacant</td>
<td>Term Expires: 3/13</td>
</tr>
<tr>
<td><strong>Bike To Work - Voting</strong></td>
<td>Nick Mucha, <a href="mailto:nmucha@ecoact.org">nmucha@ecoact.org</a> 426-5925 x.128</td>
<td>First Appointed: 4/11</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Term Expires: 3/13</td>
</tr>
<tr>
<td>Alternate</td>
<td>Piet Canin, <a href="mailto:pcanin@ecoact.org">pcanin@ecoact.org</a> 426-5925 ext. 127</td>
<td>First Appointed: 4/02</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Term Expires: 3/13</td>
</tr>
<tr>
<td><strong>Community Traffic Safety Coalition - Voting</strong></td>
<td>Jim Langley, <a href="mailto:jim@imlangley.net">jim@imlangley.net</a> 423-7248</td>
<td>First Appointed: 4/02</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Term Expires: 3/12</td>
</tr>
<tr>
<td>Alternate</td>
<td>Leo Jed, <a href="mailto:leoj@gmail.com">leoj@gmail.com</a> 425-2650</td>
<td>First Appointed: 3/09</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Term Expires: 3/12</td>
</tr>
</tbody>
</table>

All phone numbers have the (831) area code unless otherwise noted.
EAST CLIFF DRIVE PARKWAY PROJECT
(32nd Avenue to 41st Avenue)

CONSTRUCTION TO BEGIN

May 26, 2011

Dear Residents and Property Owners:

The purpose of this letter is to notify you that construction of the East Cliff Drive Parkway Project (between 32nd Avenue and 41st Avenue) will begin this June 2011, and continue into the late spring of 2012. The final completion date, however, may be weather dependant. On May 24, 2011, the Board of Directors of the Santa Cruz County Redevelopment Agency awarded the construction contract to Granite Rock Company dba Pavex Construction Division in Watsonville.

The East Cliff Drive Bluff Protection and Parkway Project consists of two phases of work. The first phase, construction of the bluff stabilization work, was completed in December of last year. This second phase of construction for the Parkway Improvements primarily includes roadway reconstruction and pedestrian and bicycle paths. More specifically, this phase includes construction of new blufftop pedestrian and bicycle paths, safety railings, replacement parking, drainage/storm water improvements, and additional landscaping for most of the length of the road between 32nd Avenue and 41st Avenue. The work also includes improvements to the Pleasure Point Park at 32nd Avenue and Pleasure Point Drive, including a new public restroom with outdoor shower. The paths are part of the Monterey Bay Sanctuary Scenic Trail as it proceeds through the Live Oak area between the cities of Santa Cruz and Capitola.

Local consultants Whitson Engineers have completed the Parkway Project design plans and Department of Public works staff will oversee the construction. The Pleasure Point Park concept design and Marine Sanctuary interpretive features were presented at a community meeting in April, 2009. A later meeting in September of 2010 showed the latest Parkway plans and discussed the project schedule and railing/fence options. Project concept plans can be seen at the Redevelopment Agency website under Current Projects at: http://sccounty01.co.santa-ruz.ca.us/red/currproject_EastCliffDrivePkwyandBluffStabilization.html.

We are pleased to move forward with this project construction and request your patience while the improvements are being completed. The construction will require coordination and cooperation between the contractor, the County Department of Public Works, City of Santa Cruz Water Department, utility companies, and the Redevelopment Agency, as well as property owners and residents. Though there will be inconveniences for those living in this area and local businesses, the contractor will be required to minimize the construction impacts and traffic delays. Attached is a list of what to expect during construction and the contact numbers for those involved during construction.
EAST CLIFF DRIVE PARKWAY PROJECT
(32\textsuperscript{nd} Avenue to 41\textsuperscript{st} Avenue)

What to expect during construction:
Throughout construction, the Public Works Department will work closely with the contractor to minimize inconveniences; however you should anticipate the following:

✓ **Traffic Delays** will be kept to a minimum, however delays may be expected at various times during the project.
✓ **Parking** in some places will be temporarily blocked.
✓ **Driveways** may be temporarily restricted when construction is occurring in the immediate area.
✓ **Noise and Dust Levels** will likely increase temporarily.
✓ **Trimming** of tree and shrub branches may occur to provide appropriate pedestrian, vehicular, and utility access.
✓ **Disturbance** of improvements, including fencing and landscaping, located within the County's right-of-way and pathway easement areas will occur.

These impacts will be minimized by the following measures:

✓ **Hours of Construction will be limited to weekdays**, 7:30 AM to 5:00 PM.
✓ **Traffic Management** will occur. Temporary lane closures and detours will occur between the hours 8:30 AM to 4:30 PM. All attempts will be made to keep a lane of traffic open and maintain pedestrian and bicycle access during construction.
✓ **Advance Written Notice** will be provided prior to restricting access to driveways or water service shutdown.
✓ **Parking** will be limited in the area of immediate construction. "No parking" signs will be posted along the street identifying the areas with temporary parking restrictions.
✓ **Dust Control** will occur, as water trucks will be used to limit the dust.
✓ **Construction Signage** will be posted to provide information about the project.
✓ **An experienced licensed tree service company and arborist** have been retained to ensure that trees and shrubs are protected, trimmed or removed properly.
✓ **Disturbance** within the County's right-of-way and pathway easement areas will be limited to that amount necessary to construct the improvements.

During construction the following individuals will be available to address questions or concerns that may arise.

<table>
<thead>
<tr>
<th><strong>Emergency</strong> (After hours or weekends)</th>
<th><strong>Contractor Contact:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>831-818-7655</td>
<td>Granite Rock Co., Pavex Construction Division</td>
</tr>
<tr>
<td></td>
<td>Karl Philipovitch, Area Manager</td>
</tr>
<tr>
<td></td>
<td>831-768-2744</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Day-to-Day Construction Issues:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Department of Public Works</strong></td>
</tr>
<tr>
<td>Mark Christensen, Resident Engineer/Inspector</td>
</tr>
<tr>
<td>831-477-3962</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Public Works Department Contact:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Joel LaCagnin, Senior Civil Engineer</td>
</tr>
<tr>
<td>831-454-2160</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Redevelopment Agency Contact:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Allen, Project Manager</td>
</tr>
<tr>
<td>831-454-2280</td>
</tr>
</tbody>
</table>

You may also obtain project updates by checking the RDA Website at [http://sccounty01.co.santa-cruz.ca.us/red/](http://sccounty01.co.santa-cruz.ca.us/red/)

**Servicios De Traducción** – Si usted necesita interpretación al español, por favor llame con anticipación a la Agencia de Reurbanización al teléfono (831) 454-2280.
July 14, 2011

Steve Ando, City Manager  
City of Scotts Valley  
One Civic Center Dr.  
Scotts Valley, CA 95066

Subject: Vine Hill Elementary School sidewalk construction project

Dear Mr. Ando:

I am writing on behalf of the Regional Transportation Commission to express support for the City of Scotts Valley’s Vine Hill Elementary School sidewalk construction project. Construction of a sidewalk along the elementary school property’s frontage along Vine Hill School Road and Tabor Drive would greatly improve the safety of school children and parents walking to school; reduce the need to drive children to school because of substandard facilities; and reduce congestion and greenhouse gas emissions generated by motor vehicle traffic around schools. Additionally, the public health benefit of active transportation in light of rising obesity rates, especially among young children cannot be understated.

Scotts Valley residents living in proximity of Vine Hill Elementary school have long advocated for improved delineation between facilities for bicycles, pedestrians, and motor vehicles claiming that current conditions compromises the safety of their children. The proposed sidewalk on Vine Hill School Road and Tabor Way would not only facilitate safer conditions for school children, but also encourage non-vehicular modes of transportation.

Thank you for considering our support. Please do not hesitate to contact Cory Caletti of my staff if you have further questions.

Sincerely,

[Signature]

George Dondero
Executive Director

cc: Regional Transportation Commission
    Regional Transportation Commission’s Bicycle Committee and Elderly and Disabled Transportation Advisory Committee
    City Council, City of Scotts Valley
    Ken Anderson, City of Scotts Valley
### Annual Bikeway Miles: 1994 - 2010

<table>
<thead>
<tr>
<th></th>
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<th></th>
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<th></th>
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</thead>
<tbody>
<tr>
<td>Capitola</td>
<td>5.8</td>
<td>6.2</td>
<td>6.4</td>
<td>6.4</td>
<td>8.3</td>
<td>10.4</td>
<td>11</td>
<td>10.8</td>
<td>10.8</td>
<td>14.58</td>
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<tr>
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<td>31.8</td>
<td>31.8</td>
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<td>57.32</td>
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<td>2.8</td>
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<td>9.5</td>
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<td>11.76</td>
<td>13.07</td>
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<tr>
<td>Santa Cruz County Total</td>
<td>67.9</td>
<td>73.7</td>
<td>75.7</td>
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<td>96.9</td>
<td>99.7</td>
<td>194.78</td>
<td>198.65</td>
<td>210.23</td>
<td>213.00</td>
<td>215.17</td>
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</table>

**Source:** Santa Cruz County Regional Transportation Commission

**Notes:** Totals are for bike paths (Class I bikeway) and bike lanes (Class II bikeway)
- Bike paths are counted as centerline miles and include one way paths
- Bike lanes are counted as directional miles
- *A complete recount of all bikeway facilities using consistent methodology was conducted for years indicated.*

### Total Bikeway Miles - By Type of Facility

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>2010 Bi-directional Miles</th>
<th>2010 Centerline Miles</th>
<th>2010 TOTAL</th>
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<tbody>
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<tr>
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<td>Class II</td>
<td>9.73</td>
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<td>Scotts Valley</td>
<td>15.47</td>
<td>Class II</td>
<td>1.00</td>
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<tr>
<td>Watsonville</td>
<td>18.10</td>
<td>Class II</td>
<td>9.10</td>
</tr>
<tr>
<td>Unincorporated</td>
<td>91.73</td>
<td>Class II</td>
<td>4.13</td>
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<tr>
<td>UCSC</td>
<td>2.07</td>
<td>Class II</td>
<td>1.30</td>
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<tr>
<td>Santa Cruz County</td>
<td>189.74</td>
<td>Class II</td>
<td>25.43</td>
</tr>
</tbody>
</table>
AGENDA: August 8, 2011

TO: Bicycle Committee

FROM: Cory Caletti, Senior Transportation Planner/Bicycle Coordinator

RE: Bikes Secure – Bike Parking Subsidy Program Applications from the Palo Alto Medical Foundation, the El Dorado Terrace Home Owners Association, and the Dominican Medical Foundation

RECOMMENDATION

Staff recommends that the Bicycle Committee review and approve the attached Bikes Secure applications from the Palo Alto Medical Foundation for 16 U racks, the El Dorado Terrace Home Owners Association for 2 racks and the Dominican Medical Foundation for 2 inverted U racks.

BACKGROUND

The Regional Transportation Commission (RTC) has been helping provide bicycle parking to private businesses, local jurisdictions, school districts and other public agencies in Santa Cruz County since 1994, thanks in a large part due to funding from the Monterey Bay Unified Air Pollution Control District’s AB2766 program. While the third round of the Bikes Secure program was recently expended, the RTC was awarded a fourth round of funds in August, 2008 so that the bicycle parking subsidy program could continue.

The fourth Bikes Secure grant will continue to help local entities in Santa Cruz County provide bicycle parking provided they agree to the grant requirements to install the bicycle parking facilities securely in a convenient location for use by patrons and/or employees. Applicants will now also need to provide the RTC with pre and post installation bicycle count data and photographs of the installed racks or lockers. The new grant does not provide subsidies for bicycle cages. The grant stipulates that the RTC will provide a maximum of 8 inverted U bike racks or a maximum subsidy of $1,000 per approved applicant. For other racks, up to $35.00 per bicycle parking space will be provided through the grant (or $70.00 for a double unit rack). Applicants may choose from an approved list of rack designs or request that the Bicycle Committee approve an alternative model. In practice, most applicants choose the inverted U rack available through the RTC. Applicants requesting bike lockers are eligible to receive a subsidy of $250 per bike, or $500 per double occupancy locker. Applications are available online.
DISCUSSION

Grant guidelines indicate that the Bike Secure program target “private businesses, local jurisdictions, school districts, and other public agencies”. Attached please find applications from the following organizations:

- Palo Alto Medical Foundation at various facilities throughout the county, such as the City of Santa Cruz, the City of Scotts Valley and Aptos – 16 inverted U racks (beyond grant limit and subject to exception by the Bike Committee)
- El Dorado Terrace Home Owners Association in the City of Santa Cruz – 2 inverted U racks
- Dominican Medical Foundation in the City of Santa Cruz – 2 inverted U racks

The applications (Attachments 1 through 3) contain maps indicating placement locations, agreements to install racks per RTC specifications, as well as agreements to provide pre and post installation bicycle counts and post installation photographs.

Staff recommends approving requests from the identified applicants as submitted. Staff recommends approving the Palo Alto Medical Foundations request for 8 additional racks beyond the maximum allowable of 8 as the racks are for multiple locations throughout the county. The Committee has made exceptions to the grant limit in the past based on the recognition that a higher number of sites require higher number of racks. Staff recommends upholding that tradition.

SUMMARY

The Commission’s Bikes Secure Parking Subsidy Program, funded by the MBUAPCD, provides racks and subsidized lockers for Santa Cruz County businesses, jurisdictions, school districts and other public agencies. Staff recommends approving applications from the 16 racks for the Palo Alto Medical Foundation, 2 racks for the El Dorado Terrace Home Owners Association and 2 racks for the Dominican Medical Foundation.

Attachment 1: Bikes Secure Application from the Palo Alto Medical Foundation
Attachment 2: Bikes Secure Application from the El Dorado Terrace Home Owners
Attachment 3: Bikes Secure Application from the Dominican Medical Foundation

\Rtcserv2\shared\Bike\Committee\BCAug11\BikeSecure_Dominican_PAMFoundation_ElDoradoHOA.docx
Santa Cruz County Regional Transportation Commission
Bikes Secure Parking Subsidy Program Application

Business/Agency Name: Palo Alto Medical Foundation

Address: 2025 Soquel Ave. Santa Cruz, CA 95062

Contact Person: Anna Kim Aleris

Phone: 831-458-8885 F ax: 6982

Nature of Business: Health Care aleris@pamf.org

Inverted U

If interested in bike racks, the RTC Bicycle Committee recommends the Inverted U rack illustrated above. It is available in surface mount and post hole mount styles with a black powder coat finish. If you are interested in a different rack type, please contact RTC staff. Please indicate rack type, mount style and number of racks desired. Please be prepared to be flexible on timing of rack availability as it depends upon what we have in stock.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Rack / Locker</th>
<th>Mount Style</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Inverted U</td>
<td>Surface Mount</td>
</tr>
<tr>
<td>12 x 10</td>
<td>Add'l Sites - Inverted U</td>
<td>Surface Mount</td>
</tr>
</tbody>
</table>

Please Specify Reason for Requesting this Bike Parking Subsidy:

See attached letter

In addition to this page, to complete the application, ALL THREE of the following are required:

☑ Completed Agreement to Place and Maintain Bike Racks and Provide Pre and Post Bicycle Count Data and Photographs (following page);
☑ Site map with proposed bike parking locations in relation to buildings, auto parking, etc.;
☑ Documented property owner's permission (a letter) or public permit, if necessary, to install bicycle racks

I certify that the owner of this property has granted permission to install bicycle racks at the location(s) above and the letter of permission or permit is included with this application. To the best of my knowledge and belief, the data and information included in this application is true and correct and I am authorized to file this application on behalf of the applicant.

Name and Title: Anna Kim Aleris and Tom Hart, VP

Signature: Anna Kim Aleris

Date: 5/17/11

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Bikes Secure Parking Subsidy Program

AGREEMENT TO PLACE AND MAINTAIN BICYCLE RACKS/LOCKERS and PROVIDE PRE AND POST INSTALLATION BICYCLE COUNT DATA AND PHOTOGRAPHS

The following is an agreement between the Santa Cruz County Regional Transportation Commission (RTC) and the undersigned, hereinafter referred to as recipient.

The recipient agrees that after being awarded a bike parking subsidy and prior to the installation of the bicycle parking equipment the RTC will be provided with pre installation bicycle count data for the proposed installation site. Bicycle count surveys will count parked bikes within a 200 foot radius of the installation site during the period between 9 am and 11 am on a sunny Tuesday through Thursday, when school is in session. Applicants may provide the pre-installation count here:

Date:_______ Time of day:_______ Weather condition:_______ Bicycles counted:_______

The recipient agrees that within one month of receipt of bike parking devices from the RTC or its contracted supplier, unless other arrangements have been made, to install (#)_______ bicycle racks/lockers capable of holding (#)_______ bicycles at the location described in the attached map. Said map is attached hereto as Exhibit A, and by this reference is incorporated as part of this Agreement.

Recipient will arrange for and pay for the installation of the following type of bike racks:

Inverted U  Surface Mount

The recipient agrees to attach said bike racks in a secure and theft-proof fashion following the appropriate standard outlined in the RTC’s Bikes Secure Program Guidelines. Recipient also agrees to maintain the bicycle parking facilities and surrounding area for the life of the devices.

The recipient agrees to provide post installation bicycle counts and photographs of the installed bicycle parking equipment one year after installation of the bicycle parking devices. Surveys will count parked bikes within a 200 foot radius of the installed bicycle parking devices during the period between 9 and 11 a.m. on a sunny Tuesday through Thursday, when school is in session. The post installation survey will be conducted at the same location, during the same time period and month of the year as the pre installation survey.

The recipient agrees to exonerate, indemnify, defend, and hold harmless the RTC, its officers, agents, employees, and volunteers, from and against any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature which the RTC may sustain or incur or which may be imposed upon it for injury to or death of persons, or damage of property as a result of, arising out of, or in any manner connected with the recipient’s performance under the terms of this agreement, excepting any liability arising out of the sole negligence of the RTC. Such indemnification includes any damage to the person(s), or property(ies) of the recipient and third persons.
The recipient further agrees that the RTC may exercise its option to repossess said bicycle parking devices, upon desertion of the present place of business by the business or upon removal of the rack(s) from the herein specified location(s).

Date: 5/3/11  By: Tom Hart, VP Facility Planning
Name & Title
PAMF Santa Cruz, 2025 Second Ave
Address, City Santa Cruz, CA 95062

Date: By: George Dondero, RTC Executive Director

Post-Installation Count (Date Expected:_______) Photographs Provided?: ______
Date:_______ Time of day:_______ Weather condition:_______ Bicycles counted:_______
June 27, 2011

George Dondero
RTC Executive Director
1523 Pacific Avenue
Santa Cruz, CA 95060-3911

RE: Bike Secure Parking Subsidy Program – Reason for Subsidy Request

Dear George,

We at the Facility Planning & Development office of PAMF Santa Cruz recently worked extensively with Tegan Speiser at SCCRTC to research how to create and promote sustainable transportation options for our employees and patients.

It came to our attention we need to upgrade the number and type of bike racks at our Main clinic, our Support Center One across the street and also at most of our other locations. To begin putting that in motion we are respectfully requesting your minimum of 8 Inverted U bike racks to be placed at our Main clinic. I have therefore attached an application for the site map, photos and property letter for that location. We could easily utilize up to 20 such racks throughout our 15 locations were those to be made available.

Your thoughtful consideration of this generous subsidy is truly appreciated. We hope for an affirmation of this request so we can begin providing these racks to our employees and patrons as soon as possible during this summer commute season.

Please do not hesitate to contact me with any questions at (831) 458-5835.

Best Regards,

Anna-Kim Aleris on behalf of Tom Hart, VP
Strategy, Facility Planning and Business Development
Palo Alto Medical Foundation Santa Cruz
2025 Soquel Avenue Santa Cruz, CA 95063
alerisa@pamf.org

Enclosure
June 26, 2011

George Dondero
RTC Executive Director
1523 Pacific Avenue
Santa Cruz, CA 95060-3911

RE: Bike Secure Parking Subsidy Program - Property Ownership

Dear George,

This letter is to verify the 2025 Soquel Avenue Main Clinic property for which bike racks are requested is owned by Palo Alto Medical Foundation a Sutter Health Affiliate.

Please contact me with any questions at (831) 458-5591.

Thanks for your assistance on this matter.

Best Regards,

Tom Hart
Vice President
Strategy, Facility Planning and Business Development
Palo Alto Medical Foundation Santa Cruz
A Sutter Health Affiliate
phone 831-458-5591
fax 831-458-6982
hartt@sutterhealth.org

Enclosure
**KEY NOTES:**

1. NEW ACCESSIBLE PARKING SPACES
2. PROPOSED NEW ENTRY CANOPY
3. EXISTING PARKING SPACES, 6'-6" x 15'-0" W x 4'-0" D.
4. PROPOSED NEW CURB
5. EXISTING CURB TO REMAIN
6. EXISTING SECOND FLOOR OUTLINE (ABOVE)
7. NEW TRASH ENCLOSURE AT EXISTING TRASH ENCLOSURE LOCATION
8. EXISTING TRANSFORMER AND TRANSFORMER PAD TO REMAIN
9. EXISTING STORAGE UNIT TO BE REMOVED
10. PROPERTY LINE
11. EXISTING RETAINING WALL TO REMAIN

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**Diagram Notes:**

- **EXISTING TWO STORY 10,400 sf MEDICAL OFFICE BUILDING**
- **Proposed New Stair Enclosure**
- **Proposed New Elevator / Stair Enclosure**
- **Double Lobbies**
- **2 Bike Racks**

**Note:**
- Santa Cruz Medical Clinic has a written agreement for the use of 35 parking spaces on this property. Existing stair access shown.
Santa Cruz County Regional Transportation Commission
Bikes Secure Parking Subsidy Program Application

Business/Agency Name: El Dorado Terrace Home Owners Assoc.
Address: 1150 Whitewater Cove, Santa Cruz, CA 95062
Contact Person: Kristina Finstad Phone: 831-464-1527 Fax: none
Nature of Business: home owner's association.

If interested in bike racks, the RTC Bicycle Committee recommends the Inverted U rack illustrated above. It is available in surface mount and post hole mount styles with a black powder coat finish. If you are interested in a different rack type, please contact RTC staff. Please indicate rack type, mount style and number of racks desired. Please be prepared to be flexible on timing of rack availability as it depends upon what we have in stock.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Rack / Locker</th>
<th>Mount Style</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>inverted U rack</td>
<td>surface mount</td>
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</table>

Please Specify Reason for Requesting this Bike Parking Subsidy:
In the past year, three bikes have been stolen from our town-house community in Live Oak. Without secure bicycle parking facilities, we cannot afford to use bikes for commuting purposes.

In addition to this page, to complete the application, ALL THREE of the following are required:
✓ Completed Agreement to Place and Maintain Bike Racks and Provide Pre and Post Bicycle Count Data and Photographs (following page);
✓ Site map with proposed bike parking locations in relation to buildings, auto parking, etc.;
✓ Documented property owner's permission (a letter) or public permit, if necessary, to install bicycle racks

I certify that the owner of this property has granted permission to install bicycle racks at the location(s) above and the letter of permission or permit is included with this application. To the best of my knowledge and belief, the data and information included in this application is true and correct and I am authorized to file this application on behalf of the applicant.

Name and Title: Kristina Finstad, President, El Dorado HOA
Signature: [Signature] Date: 3/17/11

MAR 23 2011
SCCRTC
Bikes Secure Parking Subsidy Program

AGREEMENT TO PLACE AND MAINTAIN BICYCLE RACKS/LOCKERS and PROVIDE PRE AND POST INSTALLATION BICYCLE COUNT DATA AND PHOTOGRAPHS

The following is an agreement between the Santa Cruz County Regional Transportation Commission (RTC) and the undersigned, hereinafter referred to as recipient.

The recipient agrees that after being awarded a bike parking subsidy and prior to the installation of the bicycle parking equipment the RTC will be provided with pre installation bicycle count data for the proposed installation site. Bicycle count surveys will count parked bikes within a 200 foot radius of the installation site during the period between 9 am and 11 am on a sunny Tuesday through Thursday, when school is in session. Applicants may provide the pre-installation count here:

Date: 3/7/11 Time of day: 10 am Weather condition: sunny Bicycles counted: 3

The recipient agrees that within one month of receipt of bike parking devices from the RTC or its contracted supplier, unless other arrangements have been made, to install (#) 8 (#) bicycle racks/lockers capable of holding (#) 16 bicycles at the location described in the attached map. Said map is attached hereto as Exhibit A, and by this reference is incorporated as part of this Agreement.

Recipient will arrange for and pay for the installation of the following type of bike racks:

Inverted U racks.

The recipient agrees to attach said bike racks in a secure and theft-proof fashion following the appropriate standard outlined in the RTC’s Bikes Secure Program Guidelines. Recipient also agrees to maintain the bicycle parking facilities and surrounding area for the life of the devices.

The recipient agrees to provide post installation bicycle counts and photographs of the installed bicycle parking equipment one year after installation of the bicycle parking devices. Surveys will count parked bikes within a 200 foot radius of the installed bicycle parking devices during the period between 9 and 11 a.m. on a sunny Tuesday through Thursday, when school is in session. The post installation survey will be conducted at the same location, during the same time period and month of the year as the pre installation survey.

The recipient agrees to exonerate, indemnify, defend, and hold harmless the RTC, its officers, agents, employees, and volunteers, from and against any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature which the RTC may sustain or incur or which may be imposed upon it for injury to or death of persons, or damage of property as a result of, arising out of, or in any manner connected with the recipient's performance under the terms of this agreement, excepting any liability arising out of the sole negligence of the RTC. Such indemnification includes any damage to the person(s), or property(ies) of the recipient and third persons.
The recipient further agrees that the RTC may exercise its option to repossess said bicycle parking devices, upon desertion of the present place of business by the business or upon removal of the rack(s) from the herein specified location(s).

Date: 3/17/11
By: Kristina Finstad, President, El Dorado HQT
   Name & Title
   1150 Whiteriver Ave, Santa Cruz
   Address, City

Date: __________
By: __________________________________________
   George Donner, RTC Executive Director

__________________________
Post-Installation Count (Date Expected: __________) Photographs Provided?: ________
Date: __________ Time of day: ________ Weather condition: ________ Bicycles counted: ________
Proposed Locations

H: Home
P: Carport

Location are proposed near existing structures, where roofs may be constructed to protect bikes from rain.
El Dorado Terrace Home Owners Association

March 17, 2011

To Whom It May Concern:

The intent of this letter is to support the installation of 8 inverted U bike racks on El Dorado Terrace property. With a secure facility to lock bicycles, residents will be encouraged to use bikes for commuting purposes. A grant to purchase 8 U-racks will offer a secure parking space for each household. Our neighborhood in Live Oak has been victimized by bike thieves, and without proper bicycle racks, we cannot afford to own bicycles.

Thank you for your consideration,

[Signature]

Kristina Finstad
President
Santa Cruz County Regional Transportation Commission  
Bikes Secure Parking Subsidy Program Application

Business/Agency Name: DOMINICAN MEDICAL FOUNDATION
Address: 108 MISION STREET SANTA CRUZ, CA 95060
Contact Person: CHRISTINA LINDO Phone: (831) 406-2221 Fax: (831) 638-1841
Nature of Business: MEDICAL OFFICE

If interested in bike racks, the RTC Bicycle Committee recommends the Inverted U rack illustrated above. It is available in surface mount and post hole mount styles with a black powder coat finish. If you are interested in a different rack type, please contact RTC staff. Please indicate rack type, mount style and number of racks desired. Please be prepared to be flexible on timing of rack availability as it depends upon what we have in stock.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Rack / Locker</th>
<th>Mount Style</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>INVERTED U</td>
<td>SURFACE MOUNT</td>
</tr>
</tbody>
</table>

Please Specify Reason for Requesting this Bike Parking Subsidy:

"Many patients, staff and physicians bike to our location however we do not have a safe area for them to lock up their bikes."

In addition to this page, to complete the application, ALL THREE of the following are required:
- Completed Agreement to Place and Maintain Bike Racks and Provide Pre and Post Bicycle Count Data and Photographs (following page);
- Site map with proposed bike parking locations in relation to buildings, auto parking, etc.;
- Documented property owner's permission (a letter) or public permit, if necessary, to install bicycle racks

I certify that the owner of this property has granted permission to install bicycle racks at the location(s) above and the letter of permission or permit is included with this application. To the best of my knowledge and belief, the data and information included in this application is true and correct and I am authorized to file this application on behalf of the applicant.

Name and Title: CHRISTINA LINDO OFFICE MANAGER
Signature: [Signature]
Date: 07/12/2011
Bikes Secure Parking Subsidy Program

AGREEMENT TO PLACE AND MAINTAIN BICYCLE RACKS/LOCKERS and PROVIDE PRE AND POST INSTALLATION BICYCLE COUNT DATA AND PHOTOGRAPHS

The following is an agreement between the Santa Cruz County Regional Transportation Commission (RTC) and the undersigned, hereinafter referred to as recipient.

The recipient agrees that after being awarded a bike parking subsidy and prior to the installation of the bicycle parking equipment the RTC will be provided with pre installation bicycle count data for the proposed installation site. Bicycle count surveys will count parked bikes within a 200 foot radius of the installation site during the period between 9 am and 11 am on a sunny Tuesday through Thursday, when school is in session. Applicants may provide the pre-installation count here:

Date: 8/01/2011  Time of day: 11 AM  Weather condition: Cloudy  Bicycles counted: 4

The recipient agrees that within one month of receipt of bike parking devices from the RTC or its contracted supplier, unless other arrangements have been made, to install (H) ________ bicycle racks/lockers capable of holding (H) ________ bicycles at the location described in the attached map. Said map is attached hereto as Exhibit A, and by this reference is incorporated as part of this Agreement.

Recipient will arrange for and pay for the installation of the following type of bike racks.

The recipient agrees to attach said bike racks in a secure and theft-proof fashion following the appropriate standard outlined in the RTC’s Bikes Secure Program Guidelines. Recipient also agrees to maintain the bicycle parking facilities and surrounding area for the life of the devices.

The recipient agrees to provide post installation bicycle counts and photographs of the installed bicycle parking equipment one year after installation of the bicycle parking devices. Surveys will count parked bikes within a 200 foot radius of the installed bicycle parking devices during the period between 9 and 11 a.m. on a sunny Tuesday through Thursday, when school is in session. The post installation survey will be conducted at the same location, during the same time period and month of the year as the pre-installation survey.

The recipient agrees to exonerate, indemnify, defend, and hold harmless the RTC, its officers, agents, employees, and volunteers, from and against any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature which the RTC may sustain or incur or which may be imposed upon it for injury to or death of persons, or damage of property as a result of, arising out of, or in any manner connected with the recipient’s performance under the terms of this agreement, excepting any liability arising out of the sole negligence of the RTC. Such indemnification includes any damage to the person(s), or property(ies) of the recipient and third persons.

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The recipient further agrees that the RTC may exercise its option to repossess said bicycle parking devices, upon desertion of the present place of business by the business or upon removal of the rack(s) from the herein specified location(s).

Date: 01/20/19
By: CHRISTINA LUNO, Office Manager
Name & Title:

2018 MISSION
Address, City

Date: _______ By: George Dondero, RTC Executive Director

Post-Installation Count (Date Expected: _______) Photographs Provided?: ______
Date: _______ Time of day: _______ Weather condition: _______ Bicycles counted: ______


August 1, 2011

Re: Bike rack placement.

To Whom It May Concern:

Dominican Medical Foundation as a long term lease with Todd Todd for 2018 Mission Street Santa Cruz, CA 95060. The property owner, Todd Todd, has granted approval under conditions stated in lease.

Please let me know if you have any further questions.

Sincerely,

Christina Lingo
Office Manager
TO: Bicycle Committee
FROM: Rachel Moriconi, Senior Transportation Planner
RE: State and Federal Legislative Updates

RECOMMENDATIONS

This item is for information only.

BACKGROUND

Each year the Regional Transportation Commission (RTC) adopts a legislative program to guide its support and opposition of state and federal legislative or administrative actions. Working with its legislative assistants in Sacramento and Washington, D.C., as well as transportation entities statewide, the RTC implements the RTC legislative program, monitoring bills and other federal and state actions that could impact transportation in Santa Cruz County.

DISCUSSION

State Budget

On June 30, Governor Brown signed the FY 2011-12 State Budget. Since January, legislators closed the state's deficit with a combination of more than $12 billion in cuts, about $3.5 billion in fund shifts and internal borrowing, and higher revenue assumptions. The budget includes a $500 million reserve. The budget did not include extension of some taxes, resulting in a reduction of the state sales tax rate by 1 cent on July 1. Attachment 1 provides a summary of provisions of the budget that could impact local transportation programs and projects. Most transportation funding sources remained intact for FY11/12.

State Legislative Tracking

The RTC's Sacramento legislative assistant, JEA and Associates, and staff have been monitoring several state transportation bills. A list of bicycle related bills staff has been tracking is included as Attachment 2. The full text of bills is available online at http://www.leginfo.ca.gov/billinfo.html. The last day for bills introduced in 2011 to be passed out of their house of origin was June 3. Given that bills are regularly amended throughout the legislative session, staff recommends monitoring and providing feedback on some bills, rather than taking official positions. Bicycle committee members are encouraged to alert staff of any additional bicycle-related bills they would like the RTC to monitor.
Federal Transportation Act Update

The current federal transportation act, SAFETEA-LU, expired on September 30, 2009. Seven extensions have been approved by Congress since 2009, with the latest set to expire on September 30, 2011. In July, House and Senate transportation leaders released outlines of their proposals for the next multi-modal surface transportation authorization bill. Details will not be known until bill language is released, which many believe will not happen before the August recess.

The broad outline of a six-year bill, which was released by Congressman John Mica (R-FL), chairman of the House Transportation and Infrastructure Committee (T&I), on July 7, 2011, includes opportunities to expand project financing, streamline project delivery, and simplify federal grant programs. Severely restricted due to the fiscal constraints established by the House GOP budget resolution and rules and debt ceiling debates, the Mica proposal would reduce funding for road and transit investments by over 30%. Beyond the reduced funding levels, staff is concerned that proposals to focus on National and Interstate Highways that serve interstate travel/commerce could mean less funding for areas such as Santa Cruz County. Congressman Mica also proposes to consolidate or eliminate 70 of the 104 transportation programs that currently exist, including programs previously restricted to non-highway projects such as the Transportation Enhancement and Safe Routes to Schools programs. Details on programs to be consolidated have not yet been released. The full proposal outline is available at: http://republicans.transportation.house.gov/Media/file/112th/Highways/Reauthorization_document.pdf

On July 19, 2011, Senators Barbara Boxer (D-CA), Senate Environment and Public Works Committee chairwoman, and James Inhofe (R-OK), ranking minority member of the committee, released a bipartisan 3-page outline for the federal surface transportation reauthorization legislation they have dubbed "Moving Ahead for Progress in the 21st Century" (MAP-21). MAP-21 would be a two-year bill that would maintain current funding levels, however requires generation of an additional $12 billion per year to pay for the legislation. Similar to the Mica bill, MAP-21 includes proposals to expand project financing, streamline project delivery, and simplify federal grant programs.

Earlier this year, a U.S. Department of Transportation (DOT) “unauthorized leaked” draft proposal for the next Federal Transportation Act maintained funding at similar levels as SAFETEA-LU over 6-years, including frontloading $50 billion as previously announced by the President. However the $550 billion proposal would require revenue increases which have not been seriously discussed by Congress or the President.

SUMMARY

This report provides an update on state and federal legislative activities.

Attachment 1: Summary of State Budget
Attachment 2: State Legislation

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Attachment 1
FY11/12 STATE BUDGET
SUMMARY OF TRANSPORTATION ELEMENTS

- Bonds: The passage of a budget allows the state to proceed with selling bonds needed for Proposition 1B and other programs. A total of $3.3 billion has been authorized for Proposition 1B projects this fiscal year, though availability is dependent upon adequate bonds sales. The RTC has advocated for bonds to be sold this summer, however, bonds may not be sold until this fall, which could impact schedules for the Highway 1 Soquel-Morrissey Auxiliary Lanes and MetroBase projects.

- The “Gas Tax Swap” deal remains intact: Revenues from the per gallon gasoline excise tax and sales tax on diesel will continue to flow to transportation this year. As outlined in AB 105 (approved March 2011), the swap effectively replaced the sales tax on gasoline (and protections associated with Proposition 42) with a 17.3 cent-per-gallon gasoline tax increment (excise tax). After payment of debt service, these excise tax funds will be split 44% for the State Transportation Improvement Program (STIP), 12% for State Highway Operations and Protection Program (SHOPP) and 44% for local streets and roads (LSR). 75% of the revenues from the new sales tax on diesel will flow to the State Transit Account, which is used to fund local transit systems. Additionally, truck weight fees will be used to pay debt service.

- Through AB 115 (approved as part of the June budget) the repayment dates for older Public Transportation Account and State Highway Account loans have been pushed out and weight fee revenue not needed for transportation bond debt is redirected to the General Fund (GF) as a loan (approximately $840 million). Caltrans anticipates these repayment delays will impact programming capacity.

- Project Initiation Documents (PID): While the Legislature designated funds from the State Highway Account (SHA) to fund Caltrans review of Project Initiation Documents (PIDs) for local-lead projects on the state highway system, the Governor used his line item veto authority to eliminate funding for 47.5 Caltrans positions designated for this review ($6.4 million). As a result, local agencies will have to pay Caltrans to review these documents for state highway projects. This could impact projects such as the Highway 1/San Lorenzo River Bridge Widening in the City of Santa Cruz and studies for the Freedom Boulevard/Main Street/Highway 152 Intersection in Watsonville.

- The Budget eliminates redevelopment agencies (RDA), diverting approximately $1.7 billion in funds that otherwise go to RDAs to the State General Fund. It allows the return of RDAs under new, more stringent conditions. This is being challenged in court, with RDAs arguing in part that RDA funds were dedicated and constitutionally protected under Proposition 22. RDAs have been a major source of revenue for local road, bike, pedestrian, and highway projects.

- Changes to rules related to collection of sales taxes for on-line purchases could result in higher sales tax revenues designated for Santa Cruz Metro and the Transportation Development Act (TDA), though this change is being challenged by entities such as Amazon.com.

- The budget replaces three-day per month furloughs with a one-day per month personal leave day for State employees.
Santa Cruz County Regional Transportation Commission
Legislative Bill Track - Bike: 8/1/2011
(Deadline for Bills to Have Passed House of Origin was June 3, 2011)

**AB 147** (Dickinson D) *Subdivisions.*
Last Amended: 5/31/2011
Status: 7/14/2011-In Assembly. Concurrence in Senate amendments pending. May be considered on or after August 12 pursuant to Assembly Rule 77.
Summary: The Subdivision Map Act authorizes a local agency to require the payment of fees, to be used for various purposes, as a condition of approval of a final map or as a condition of issuing a building permit, including, among others, for purposes of defraying the actual or estimated cost of constructing bridges or major thoroughfares if specified conditions are met. The Mitigation Fee Act authorizes a local agency to charge a variety of fees, dedications, reservations, or other exactions in connection with the approval of a development project, as defined. This bill would authorize a local ordinance to require payment of a fee subject to the Mitigation Fee Act, as a condition of approval of a final map or as a condition of issuing a building permit for purposes of defraying the actual or estimated cost of constructing transportation facilities, as defined. This bill contains other related provisions.

Staff Notes: Consistent with RTC Leg Program – expand opportunities for raising revenues for transportation. Sponsored by CSAC; supported by CTA

**AB 345** (Atkins D) *Vehicles: traffic control device uniform standards: advisory committee.*
Last Amended: 6/29/2011
Calendar: 8/15/2011 10 a.m. - SENATE APPROPRIATIONS
Summary: Existing law requires the Department of Transportation to consult with local agencies before adopting rules and regulations prescribing uniform standards and specifications for official traffic control devices. This bill would additionally require the department to establish, after consulting with groups representing users of streets, roads, and highways, a specified committee to advise the department, and to hold public hearings regarding all of the above. The bill would require the committee to include various representatives, including representatives from organizations representing the interests of nonmotorized users of the highway.

Staff Notes: Consistent with RTC goals to increase public participation.

**AB 441** (Moaning D) *State planning.*
Last Amended: 3/24/2011
Summary: Existing law requires certain transportation planning activities by the Department of Transportation and by designated regional transportation planning agencies, including development of a regional transportation plan. Existing law authorizes the California Transportation Commission, in cooperation with regional agencies, to prescribe study areas for analysis and evaluation and guidelines for the preparation of a regional transportation plan. This bill would require that commission to include health issues, as specified, in the guidelines promulgated by the commission for the preparation of regional transportation plans.

Staff Notes: Monitor, would expand contents of RTP; does not increase planning funds.

**AB 516** (V. Manuel Pérez D) *Safe routes to school.*
Last Amended: 7/14/2011
Location: 7/14/2011-S. THIRD READING
Summary: Existing law requires the Department of Transportation, in consultation with the California Highway Patrol, to establish and administer a "Safe Routes to School" program for construction of bicycle and pedestrian safety and traffic calming projects, and to award grants to local agencies in that regard from available federal and state funds, based on the results of a statewide competition. Existing law requires the department to rate proposals submitted by applicants using specified factors. One of the factors relates to consultation and support for projects by school-based organizations, local traffic engineers, local elected officials, law enforcement agencies, school officials, and other relevant community stakeholders. This bill would delete that factor and instead substitute a factor relating to use of a specified public participation process, with involvement by the public, schools, parents, teachers, local agencies, the business community, key professionals, and others, which process identifies community priorities, ensures those priorities are reflected in the proposal, and secures support for the proposal by relevant community stakeholders. The bill would add another factor relating to benefit of a proposal to a low-income school, as defined, and would make other related changes.

**Staff Notes: Monitor**

**AB 819** (Wierkowskii D)  **Bikeways.**  
Last Amended: 3/31/2011  
Summary: Existing law requires the Department of Transportation, in cooperation with county and city governments, to establish minimum safety design criteria for the planning and construction of bikeways, and authorizes cities, counties, and local agencies to establish bikeways. Existing law defines 3 classes of bikeways for its purposes. This bill would include a class IV bikeway among the bikeways subject to the above provisions and would define a class IV bikeway to include a segregated bike lane which provides exclusive use of bicycles on streets, as specified.

**Staff Notes: Monitor**

**SB 28** (Simitian D)  **Vehicles: electronic wireless communications devices: prohibitions.**  
Last Amended: 7/7/2011  
Status: 7/14/2011-In Senate. Concurrence in Assembly amendments pending. 
Summary: Existing law requires the Department of Motor Vehicles to examine applicants for specific driver's licenses and requires that the examination include, among other things, a test of the applicant's knowledge and understanding of the provisions of the Vehicle Code governing the operation of vehicles upon the highways. This bill would require the department to include a test of the applicant's understanding of the distractions and dangers of handheld cell phone use and text messaging while operating a motor vehicle.

**Staff Notes: Monitor**

**SB 582** (Yee D)  **Commute benefit policies.**  
Last Amended: 7/7/2011; 7/19/2011-S. ENROLLED  
8/1/11: VETOED- "This bill authorizes a regional planning organization, under certain conditions, to require businesses with 20 or more employees to offer commute benefits. City and county governments already can mandate programs of this type-and some have. While I support the goal of reducing vehicle trips, this bill would impose a new mandate on small businesses at a time of economic uncertainty."  
Summary: Existing law requires transportation planning agencies to undertake various transportation planning activities, including preparation of a regional transportation plan. Existing law requires transportation planning agencies that are designated under federal law as metropolitan planning organizations to include a sustainable communities strategy as part of the regional transportation plan for their region. Existing law creates air quality management districts and air pollution control districts with various responsibilities relative to reduction of air pollution. This bill, beginning on January 1, 2013, subject to certain exceptions, would authorize a metropolitan planning organization jointly with the local air quality management district or air pollution control district to adopt a commute benefit ordinance that requires covered employers operating within the common area of the
organization and district with a specified number of covered employees to offer those employees certain commute benefits. The bill would require that the ordinance specify certain matters, including any consequences for noncompliance, and would impose a specified reporting requirement. The bill would provide for the 8 metropolitan planning organizations within the region served by a specified air district to adopt the ordinance only after the district first acts to adopt the ordinance. The bill would exclude from its provisions an air district with a trip reduction regulation initially adopted prior to the federal Clean Air Act Amendments of 1990 as long as it continues to have a regulation that allows trip reduction as a method of compliance. The bill would make its provisions inoperative on January 1, 2017.

Staff Notes: Work with AMBAG and Air District on implementation. Sponsored by MTC; supported by CTA.

SB 910  (Lowenthal D)  Vehicles: bicycles: passing distance.
Last Amended: 6/22/2011
Location: 7/7/2011-A. THIRD READING
Summary: Under existing law, a driver of a vehicle overtaking another vehicle or a bicycle proceeding in the same direction is required to pass to the left at a safe distance without interfering with the safe operation of the overtaken vehicle or bicycle, subject to certain limitations and exceptions. A violation of this provision is an infraction punishable by a fine not exceeding $100 for a first conviction, and up to a $250 fine for a 3rd and subsequent conviction occurring within one year of 2 or more prior infractions. This bill would recast this provision as to overtaking and passing a bicycle by requiring the driver of a motor vehicle overtaking and passing a bicycle that is proceeding in the same direction on a highway to pass in compliance with specified requirements applicable to overtaking and passing a vehicle, and to do so at a safe distance that does not interfere with the safe operation of the overtaken bicycle, having due regard for the size and speed of the motor vehicle and the bicycle, traffic conditions, weather, and the surface and width of the highway. The bill would prohibit the driver of the motor vehicle that is overtaking or passing a bicycle proceeding in the same direction on a highway from passing at a distance of less than 3 feet between any part of the motor vehicle and any part of the bicycle or its operator, except as provided. The bill would make a violation of this provision an infraction punishable by a $35 fine. The bill would also require the imposition of a $220 fine on a driver if a collision occurs between a motor vehicle and a bicyclist causing bodily harm to the bicyclist, and the driver is found to be in violation of the above provisions.

Staff Notes: Monitor

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AGENDA: August 8, 2011

TO: Bicycle Committee
FROM: Cory Caletti, Senior Transportation Planner/Bicycle Coordinator
RE: AMBAG’s Bicycle Travel Demand Model Project

RECOMMENDATION

Staff recommends that the Bicycle Committee receive a presentation regarding the Monterey Bay Area Bicycle Travel Demand Modeling Project being developed by the Association of Monterey Bay Area Governments and provide feedback.

BACKGROUND

The Association of Monterey Bay Area Governments (AMBAG) has been awarded a grant by the Monterey Bay Unified Air Pollution Control District (Air District) to develop a Bicycle Travel Demand Modeling Tool. The Bicycle Travel Demand Model will be utilized by the Air District and transportation planners around the region to conduct cost-benefit analyses of proposed and existing bicycle facility projects. This cost-benefit analysis will impact future bicycle project funding in the region.

DISCUSSION

AMBAG is in the process of soliciting a qualified consultant or consultant team for the Monterey Bay Area Bicycle Travel Demand Modeling Project. The two primary activities of this project consist of data collection and analysis and the development of a bicycle travel demand modeling tool. The third activity includes adjustments to AMBAG’s Regional Travel Demand Model to ensure sufficient sensitivity to bicycle travel. Data collection will consist of the following:

- A “CycleTracks” smartphone app to record bicycle trips from volunteer participants. Bicycle Committee members received an email soliciting participation.
- Existing bicycle facility network data
- Conducting bicycle counts and utilizing counts already conducted
- Oversampling bicycle commuters through the California Household Travel Survey (CHTS)
The model is anticipated to be completed by January 31, 2013 and in an amount not to exceed $90,000. The Request for Proposals has been released and can be located here: [http://www.ambag.org/proposal/AMBAG%20Bicycle%20Model%20RFP%20July%202011.pdf](http://www.ambag.org/proposal/AMBAG%20Bicycle%20Model%20RFP%20July%202011.pdf)

Funding for the Monterey Bay Area Bicycle Travel Demand Modeling Project is provided by the Monterey Bay Unified Air Pollution Control District through the AB 2766 Emission Reduction Grant Program. In years past, bicycle facility projects have constituted a considerable amount of the Air Districts’ projects funded through this program. The bicycle travel demand modeling tool will be utilized by Air District and transportation planners around the region to conduct benefit-cost analyses of proposed and existing bicycle facility projects.

As the granting agency for this contract, AMBAG seeks to utilize results from the modeling project to assist in meeting the requirements of California Senate Bill 375. As the Metropolitan Planning Organization for the Monterey Bay Area, AMBAG must conduct land use, transportation and emissions modeling to demonstrate how the Monterey Bay Area can reduce vehicle miles traveled and associated greenhouse gases by 2020 and 2035.

The Bicycle Committee is asked to consider the Bicycle Travel Demand Modeling Project and provide feedback.

**SUMMARY**

RTC staff recommends that the Bicycle Committee receive a presentation about a Bicycle Travel Demand Modeling Project under development by AMBAG. The project consists of data collection and analysis, the development of a bicycle travel demand modeling tool and adjustments to AMBAG’s Regional Travel Demand Model to ensure sufficient sensitivity to bicycle travel. Staff recommends consideration of the proposed methodology as well as impacts to the regions evaluation of the benefits of bicycle projects.
TO: Bicycle Committee
FROM: Rachel Moriconi, Senior Transportation Planner
RE: Identification of Priority Projects

RECOMMENDATIONS

Staff recommends that the Bicycle Committee:

1. Identify a few key bicycle projects they would like local agencies to pursue in the next five years.

BACKGROUND

Through development of the Regional Transportation Plan (RTP), Bicycle Plans, and other documents, project sponsors, committee members, and the public identify transportation needs for Santa Cruz County. The 2010 RTP, adopted by the RTC in June 2010, identified nearly 500 projects totaling $4.5 billion to address transportation needs in the region over the next twenty-five years. However, only $2 billion in funding is anticipated to be available to fund these projects in the same time period and the RTC has discretion over less than $200 million of those funds (approx. $8 million per year on average). Since transportation funding rarely keeps pace with transportation needs, project sponsors and funding agencies are continually confronted with the challenge of deciding which limited number of projects should move forward.

DISCUSSION

As discussed at prior committee meetings, transportation revenues rarely keep pace with needs. While the bicycle community regularly informs local jurisdictions of improvements needed to the bicycle network, the Bicycle Committee may wish to consider the variety of bicycle needs in the community and identify a few projects (approx. 5 per area/jurisdiction of the county) that the Committee considers most important to pursue in the next few years. Several years ago the Bicycle Committee created a similar list. This prioritized list could help local agencies and the RTC focus on certain projects when funding does become available, such as Bicycle Transportation Account, Safe Routes to Schools, and Transportation Development Act funds.

Identifying Priority Projects

Staff recommends that the committee identify 2-5 of the highest priority projects for bicyclists in each jurisdiction, as well as critical connections between jurisdictions. This list is optional and advisory in nature only. You may wish to consider key challenges and the types of facilities and programs that are most critical to meet those challenges. Criteria often used when prioritizing projects is included as Attachment 1. Some subcommittees may have already identified key projects when this was discussed last year. This is the opportunity to report out the subcommittees' recommendations or to develop a list collectively.
Based on previous discussions, priorities identified in Bicycle Plans, and other information the list might include:

City of Capitola:
   1. Monterey Bay Sanctuary Scenic Trail through Capitola
   2. Monterey Avenue Bicycle Lanes
   3. Capitola Avenue Bicycle Lanes

City of Santa Cruz:
   1. Broadway-Brommer Bike/Ped Path (aka Arana Gulch Path)
   2. Branciforte Creek Bike/Ped Crossing
   3. San Lorenzo River Bike/Ped Bridge adjacent to Railroad Bridge (near Boardwalk)
   4. King Street Bicycle facilities

City of Scotts Valley:
   1. Green Hills Road Bike Lanes or Sharrows
   2. Casa Way Bike Lanes
   3. Bean Creek Road Bike Lanes

City of Watsonville:
   1. Freedom Boulevard Bike Lanes
   2. Main Street Bicycle Lanes
   3. Beach Street Bicycle Lanes
   4. Lincoln Street Bicycle Lanes

County of Santa Cruz:
   1. Soquel Drive Rehabilitation
   2. Hwy 1 Ped/Bike Bridge at Chanticleer
   3. Graham Hill Road Bicycle Lanes
   4. McGregor Drive Rehabilitation

Regional and Connector Projects:
   1. Monterey Bay Sanctuary Scenic Trail Network (MBSST)
   2. Highway 9 Bike/Pedestrian Improvements, emphasis Felton urban area
   3. Community Traffic Safety Coalition
   4. Bike to Work/School Program
   5. Bike Secure bike parking program
   6. Bicycle Route Signage

SUMMARY

Funding is insufficient to fund all of the bicycle needs that have been identified through various planning efforts and other forums. As such, project sponsors continually must prioritize certain projects when funding opportunities arise. Staff recommends that the Committee identify the most significant bicycle projects in Santa Cruz County that they would like agencies to pursue in the near future.

Attachment: Sample Issues Considered When Prioritizing Projects

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Attachment 1

SAMPLE ISSUES CONSIDERED WHEN PRIORITIZING PROJECTS

Different criteria may be used for different types of projects or goals and criteria may include project benefits, as well as potential issues associated with a project (such as environmental impacts – including impacts on air quality/greenhouse gas emissions; safety; ongoing maintenance cost of new or expanded facilities). To address congestion – projects may be evaluated based on their ability to reduce delay, reduce the number of vehicle miles traveled (increased bus service, compact development, telecommuting, ridesharing, etc). To prioritize maintenance some entities look at the number of people using a facility, the cost of minor repairs to extend the useful life of a facility as compared to replacement or major rehabilitation costs, or other factors. Prioritization of pedestrian projects may be based on measures such as proximity to schools, senior housing or bus routes. Transit and paratransit projects may be based on increasing riders and farebox recovery ratios, reducing travel times, and other measures.

1. What are the desired outcomes/goals?
2. What criteria should be considered to determine which projects are most effective at addressing system needs?

General
- Number of people served (ADT, residents with access to facility/likely to use facility)
- Ongoing cost to maintain new/expanded facility
- Level of benefit to the region’s transportation system
- Address multiple modes of transportation
- Improve safety (reduce fatalities and injuries)
- Improve mobility (reduce travel times, reduce congestion)
- Increase accessibility (increase travel options and opportunities)
- Improve reliability of the system (ensure on time trips and service)
- Increase productivity of the existing transportation system (increase throughput)
- Improve air quality/environment/global warming (reduce emissions)
- Preserve existing infrastructure or service
- Have limited risks to delivery (have sufficient funds, limited potential delays)
- Projects fully funded
- Projects whose sponsor is partnering with, or has agreed to employ the services of, a community conservation corps or the California Conservation Corps (collectively referred to as “corps”) --- highest priority for TE funds, per SB286
- Project timing/deliverability:
  - Projects that can be completed within three (3) years.
  - Timing of when projects can obligate funds (those ready for construction sooner, to be given priority).
  - Ability to meet state and federal deadlines.
- Level of economic benefit
  - Facilitate improved goods movement
  - Increase access to jobs
  - Jobs created – during construction and ongoing
  - Project in economically distressed areas (create jobs in those areas)
Mobility and accessibility

- Increase walkability of neighborhoods between homes and services
- Reduce length of commutes
- Reduce travel times or delay
- Reduce travel time within key regional corridors.
- Reduce total person hours of delay and daily vehicle hours of delay.
- Increase non-SOV use/meet modal split goals
- Increase in the proportion of residents using transit.
- Increase access to bus stop, transit station or corridor.
- Reduce variability in travel time on state highways.
- Increase vehicle occupancy on highways during peak periods.
- Increase passengers per vehicle revenue mile (transit).
- Reduce emissions.
- Reduce number of Vehicle Miles Traveled per Household.
- Increase Transit On-Time Performance
- Increase Transit Ridership

Safety

- Reduce Motor Vehicle Collisions
- Reduce Collisions Involving Bicycles and Pedestrians
- Reduce road rage

State of Repair

- Repair Roadway Pavement
- Reduce Transit Service Calls

Bicycle Projects

- Likely use (model to be developed by AMBAG for urban areas) -->:
  - ADT on adjacent roadway(s)
  - Density in area (potential users)
  - Existing or future connectivity between the project and the surrounding bikeway network
  - Socioeconomic data
  - Network geometry and topography
  - Existing and future bike, transit, and roadway networks.
  - Trip purposes served: to/ from homes and jobs; schools; shops; recreation and other trip purposes.
- Emissions reduced (based on reduced VMT, cold starts, etc)
- Safety
- Fills gap in system
- Use by k-12 students

Key issues considered by project sponsors

- Safety/collision data
- Congestion hot spots
- Capacity needs
- Priorities identified in adopted plans (Bike Plan, Beach Area, UCSC/MST, etc)
- Geographic balance
- Demographics: Population being served
- Number of potential users
• Popularity of a program (for TDM)
• Identified needs
• Council, public feedback --- especially for streetscaping, sidewalks, etc
• A significant collision
• Timing of other projects (ability to consolidate/piggy back, even if one project might otherwise on it own be constructed several years later)
  o Ex. timed utility upgrades, new development, etc
• Requirements (from LRDP, EIR, development review, mitigation plans, etc)
• Financing
• Overall goals: Sustainability focus, reducing number of subsidies
• Public input via surveys, committees
• Age of facility/equipment---replacement needs
• Grant eligibility criteria (ID project that fits grant)
• System preservation, PMI
• Ability to complete project/deliverability/full funding
• Address environmental concerns
• Projects that yield greatest GHG emission reductions
• Review of existing program success
• Challenge to prioritize when huge backlog of needs (ex. large number of roads in bad condition)
TO: Bicycle Committee

FROM: Cory Caletti, Senior Transportation Planner/Bicycle Coordinator

RE: Monterey Bay Sanctuary Scenic Trail Network Project

RECOMMENDATION

Staff recommends that the Bicycle Committee receive a presentation regarding the Monterey Bay Sanctuary Scenic Trail Network Project.

BACKGROUND

The Monterey Bay Sanctuary Scenic Trail Network (Trail Network) is envisioned to be a multi-use transportation, recreational, and interpretive facility for bicyclists and pedestrians that will span the coast of the Monterey Bay National Marine Sanctuary from the San Mateo/Santa Cruz County line in Santa Cruz County to Lovers Point in Pacific Grove, Monterey County. Federal funds to establish a continuous trail spanning Monterey and Santa Cruz counties were secured by Congressman Sam Farr with the Transportation Agency for Monterey County (TAMC) taking the lead for the Monterey County portion of the trail and the RTC taking the lead in Santa Cruz County. Local funds have also been programmed to the project by the RTC.

DISCUSSION

The Regional Transportation Commission (RTC) is being provided with an update on the Monterey Bay Sanctuary Scenic Trail Network (Trail Network) project at the Thursday, August 4th meeting. Information being presented to the RTC on the envisioned bicycle/pedestrian multi-use path in Santa Cruz County is attached for the Bicycle Committee’s perusal. Currently, a consultant team headed by RRM Design Group is developing a Master Plan and conducting environmental review for the proposed project. The scope of work and draft timeline will be discussed.

SUMMARY

Staff recommends that the Bicycle Committee receive an update on the status of the Monterey Bay Sanctuary Scenic Trail Network project.

Attachments: MBSST Scope of Work, Compensation Schedule and Timeline

\\Rtserv2\shared\Bike\Committee\BC2011\BCAug11\MBSST update.docx
I. PROJECT SUMMARY

The Santa Cruz County Regional Transportation Commission (RTC) wishes to engage the services of RRM Design Group (RRM) to prepare Alignment Analysis, Preliminary Design and Environmental Compliance documents for development of the Monterey Bay Sanctuary Scenic Trail Network (MBSST) Master Plan within Santa Cruz County. The master plan is intended to identify the main coastal trail “spine” from San Mateo to Monterey County along with trail spurs to maximize coastal, neighborhood, community and multi-modal access opportunities throughout the MBSST system.

II. SCOPE OF SERVICES TASK SUMMARY

Task A: Trail Network Corridor Assessment
Subtask A.01: Data Collection and Trail Base Mapping
Subtask A.02: Kick-Off Meeting and Trail Network Corridor Tour
Subtask A.03: Opportunities and Constraints Analysis

Task B: Trail Network Plan Development

Subtask B.01: 1st Public Workshop Series - Route Identification
Subtask B.02: Technical Workshop Series
Subtask B.03: Draft Trail Network Master Plan
Subtask B.04: 2nd Public Workshop Series - Routing Confirmation
Subtask B.05: Final Trail Network Master Plan

Task C: CEQA Compliance (Program Level EIR)
Subtask C.01: Initial Study and Notice of Preparation
Subtask C.02: Administrative Draft EIR
Subtask C.03: Public Draft EIR
Subtask C.04: Administrative Final EIR
Subtask C.05: Final EIR

Task D: Project Coordination
Subtask D.01: Project Coordination and Meetings
Subtask D.02: Trail Network Master Plan Presentations

COMMUNITY | CIVIC & PUBLIC SAFETY | RECREATION | EDUCATION | URBAN
ARCHITECTS | ENGINEERS | EXHIBIT DESIGNERS | LANDSCAPE ARCHITECTS | PLANNERS | SURVEYORS
A California Corporation | Victor Montgomery, Architect IC #1300 | Jerry Holstein, PE #300005, LS #6274 | Jeff Fedler, LA #3814

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III. DETAILED SCOPE OF SERVICES

Task A: Trail Network Corridor Assessment

Subtask A.01: Data Collection and Network Base Mapping
As a first step in preparing the Trail Network, RRM will collect all relevant data for the design effort from the County and City agencies including, but not limited to:

- GIS Database of Project Area
- Aerial Photo of Project Area (digital file)
- Santa Cruz County Flood Control District Topographic Survey and Hydrology Maps
- Santa Cruz County Regional Transportation Plan
- As-Built Trail Plans for the Existing Trail Segments
- Santa Cruz County and Local Agency Trail Design Standards
- Trail master plans
- City/County General Plan Circulation Elements
- Project Study Reports
- Route Concept Reports
- Stakeholder and Agency Contact Information
- Underground and/or Overhead Public Utility Maps
- Funding Source Project Requirements
- “Blueprint of Monterey Bay Sanctuary Scenic Trail Routes”
- Union Pacific Railroad Plat Maps

This data will be useful in developing the physical, jurisdictional and land use features of the proposed Trail Network. The data will also play a critical role in assessing all aspects of each potential trail segment route.

As part of this task, RRM will create detailed base maps in digital format which will include all existing trails within the corridor. Mapping scale will be 1:500 with multiple-scale detail maps as necessary. The maps will be compiled by merging data layers from the County’s GIS files and City/County trail as-built drawings. This scope of work assumes that all relevant GIS data layers, including parcels and ownerships, is available from the Santa Cruz County GIS database and can be acquired by the design team. The intent and purpose of developing such a base map file is to provide a thorough model of the existing conditions on which to prepare all subsequent trail alignment studies.

If the data is unavailable or insufficient, RRM could perform any necessary aerial, ground survey and record property line data research and as an additional service.

Deliverables:
- Data collection results summary memo.
- Portable project data file for use by the client and design team.
- Digital base maps in hard copy and digital format.

Subtask A.02: Kick-Off Meeting and Trail Network Corridor Tour
After we have reviewed data, prepared base maps, performed an analysis of parcels and ownership and reviewed the aerial photos, RRM will conduct a kick-off meeting. This meeting will be attended by the primary project team (Santa Cruz County Regional Transportation Commission) and key RRM team members. This meeting will afford an opportunity to review and refine the project schedule, key milestones, and project management protocol. This meeting will also provide a forum to discuss the data we’ve collected thus far, identify any outstanding data needs, and set dates for upcoming meetings and/or activities.
Exhibit 1
Monterey Bay Scenic Sanctuary Trail Master plan
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Following the kick-off meeting, and armed with our base maps, cameras, caps, and water bottles, we will conduct a full-day driving/walking/biking tour of the Trail Network. This tour will be attended by interested members of the client team and key RRM team members. This will be a down and dirty expedition through the wilds of the coastline. The objective of this tour is to become intimately familiar with the project study area on a first-hand basis. We will capture potential trail alignments and coastal access opportunities with our mobile GPS units, identifying as many constraints and opportunities as possible and photograph, document, and discuss challenges and potential solutions as we go.

Given the large geographic area the Trail Network traverses, our team may perform subsequent field tours to capture additional trail information as we prepare the Draft Trail Network Master Plan.

Deliverables:
• Prepare for and conduct one (1) Kick-Off Meeting.
• Kick-Off Meeting minutes memo.
• Full-day field review with key staff.
• GPS trail alignment field capture points.
• Photo Documentation.

Subtask A.03: Opportunities and Constraints Analysis
Using the information generated from Subtasks A.01 through A.02, RRM will thoroughly analyze, document and map all physical conditions, opportunities and constraints for each of the potential trail segment (or Blueprint) routing alternatives discovered during our Trail Network Corridor tours. The analysis and maps will address the opportunities and constraints suggested in Tasks 1, 2, and 3 of the RFP such as:

• Existing trail segments (Blueprints) and their condition
• Universal accessibility issues
• Potential connections to other bikeways, recreational facilities and destinations
• Right-of-way needs,
• Property ownership status,
• Coastal access points
• Grade separated and at-grade crossings
• Roadway and traffic flow impacts
• Environmental sensitivity,
• Regulatory impacts
• Vegetation
• Slopes
• Rail corridor viability
• Existing structures
• Potential hazardous material areas,
• Neighboring properties
• Other planning activities

All information will be graphically documented on the corridor maps with supporting text fully illustrating the issues associated with each of the potential trail segment alternative. These map exhibits will be used as planning and discussion tools at our first public workshop series.

Deliverables:
• Opportunities and Constraints Analysis map in hard copy and digital format.
• Opportunities and Constraints issues summary memo.
Task B: Trail Network Plan Development

Subtask B.01: 1st Public Workshop Series - Route Identification
Once we have completed the initial data collection and review activities, met with key client staff, and identified and mapped the trail network’s opportunities and constraints, RRM will conduct the first public workshop series over two consecutive days in Mid and South County to discuss the project’s goals and solicit input on various trail alignment options. These workshops will engage the stakeholders and interested community members in an interactive discussion to identify all potential trail alignments and connections based on their intimate knowledge of the project study area. We will solicit discussion and feedback on existing bottlenecks, potential detours along other networks or surface streets, and other similar constraints. Potential solutions will then be formulated and discussed. The workshop agenda will tentatively include:

- Presentation of the project’s goals and context.
- Identification of the project study area utilizing the color aerial map exhibits created in Subtask A.01.
- Discussion of the project’s known opportunities and constraints utilizing the exhibits created in Subtask A.03.
- Interactive session with smaller focus groups to identify other constraints and discuss other potential trail segment alignments.
  - Each focus group will consist of 5 to 8 people
  - Each focus group will have a design team facilitator
  - Reduced project area maps will be provided to each focus group to record constraint and alignment suggestions
- Concluding discussion with the larger group to summarize the potential trail alignments identified by the focus groups.
- Discussion of the project’s next steps.

As part of this task, RRM will meet with key stakeholders prior to each of the two workshops in the series to discuss and collect specific information about the project from their unique perspectives. These stakeholder meetings will be coordinated by RTC staff and will occur on the same day as each scheduled workshop.

Deliverables:
- Prepare for and conduct two (2) Stakeholder Sessions.
- Prepare for and conduct two (2) Route Identification Workshops.
- Summary of workshop results memo.

Subtask B.02: Technical Workshop Series
In order to assess key trail alignment issues in greater depth, RRM will conduct a series of two technical workshops at appropriate points during development of the Draft Trail Network Master Plan. Each workshop will be focused on a single issue item with the goal of tapping the specific technical expertise and knowledge of each stakeholder group to develop solutions each issue. This scope anticipates addressing the following two technical topic areas:

- Trail access through State, County and City park land.
  - Tentative Workshop Participants: California State Parks, Santa Cruz County Parks, and the Cities of Santa Cruz, Capitola and Watsonville Parks staff.
- Trail access within the Railroad Right-of-Way.
  - Tentative Workshop Participants: RTC and Sierra Northern Railway staff, and select members of the Santa Cruz County Friends of the Rail Trail.
Ideas, information and potential solutions gained from these workshops will be utilized by the planning team in the development of the master plan’s alignment and implementation strategies.

Deliverables:
• Prepare for and conduct two (2) Technical Workshops.
• Summary of workshop results memo.

Subtask B.03: Draft Trail Network Master Plan
Building on the base of work developed in Task A, RRM will prepare a Draft Trail Network Master Plan that will detail and evaluate the issues relevant to the RTC’s goal of establishing a guiding plan for the Trail Network’s phased implementation, and will provide recommendations for the most promising trail segment alignment(s). The Draft Trail Network Master Plan will study the major issues affecting the extended trail system such as commuting and recreational value, coastal access, design standards, way-finding locations, right-of-way needs, environmental issues, security concerns, access points, maintenance efforts and funding. Tentatively, the Draft Trail Network Master Plan will contain the following sections to address the objectives described above:

Section 1: Project Background
This section will briefly present the project’s history and the process that led to the Regional Transportation Commission’s current planning efforts.

Section 2: Project Study Area
This will provide a detailed description of the project study area with supporting key maps identifying the trail network segments.

Section 3: Goals and Objectives
This section, developed by RTC staff, will provide the framework around which the Trail Network Master Plan will be formed.

Section 4: Opportunities and Constraints
This section will summarize the major opportunities and constraints for each of the trail segments identified in the project study area key maps. This section will also contain supporting opportunities and constraints maps prepared in Task A.03.

Section 5: Route Evaluation/Selection Matrix
This section will consist of matrices or tables that describe each potential trail segment, its character, major opportunities or constraints, connections to other facilities, permit requirements, nature of property ownership, etc. This section will provide information necessary to evaluate, rank and recommend those "most promising" trail alignments. In most cases we will attempt to plan for users of earthen paths as well as for those who prefer paved surfaces including bicyclists, rollerbladers, etc. For each segment we will specify what type of trail is feasible. For bikeways, we will identify paths, lanes and signed routes.

Section 6: Recommended Trail Route Maps
This section will focus on those alternative alignments (identified in the Route Evaluation/Selection Matrix) that reduce property acquisition requirements, environmental impacts, permitting requirements, or implementation costs while still maintaining the project’s goals and objectives. Our team will evaluate the most feasible alternative alignment(s) to work around "tight spots" and other spatial and/or political and regulatory restrictions. Alternative alignments will be studied for each trail segment to determine the most appropriate, functional, and cost-effective option. Out of this process, the preferred alternative (possibly with sub-options) will emerge, which will allow the planning team and RTC staff to focus on one potential project. We will also identify potential "spur" routes, such as connections to scenic vistas, retail destinations, employment generators, transit, residential, trails, and other recreational areas.
Section 7: Trail Design Standards
This section will focus on trail facility design standards such as typical path construction and layout, way-finding signing and marking, rail and road crossings, rail-with-trail design standards (if appropriate), on and off-road bikeways, security and landscape fencing, lighting, bridges and crossings, habitat enhancement and any operational and management specifics that might be warranted as result of sensitive biological resources. The design standards will be presented in list form and supported with graphic sections and elevations.

Section 8: Trail Network Cost Analysis
This section will present the Trail Network's estimated implementation costs. The detailed and comprehensive order-of-magnitude cost assessment will account for the trail's major expenses including, but not limited to:

- Construction
- Permitting
- Property Acquisition
- Environmental Processing
- Annual Maintenance
- Contract Administration
- Construction Administration
- Professional Design Service Fees

Section 9: Implementation and Project Prioritization
This section will address the strategies the Commission could employ to identify and implement portions of the project over time, working towards the completion of the trail network. Each trail segment will have a designated priority listing, cost breakdown, potential funding source and other key project information in a user-friendly reference table. Specifically, this section will include the following:

- Project Prioritization (5-year, 10-year and 15-year horizons)
- Property Acquisition Strategies
- Trail Ownership, Operation, and Maintenance
- Trail Management/Organization Committee Formation
- Permitting Strategies
- Funding Sources

Deliverables:
- Five (5) copies of the Draft Trail Network Master Plan.
- One (1) digital file of the Draft Trail Network Master Plan in PDF format.

Note: this scope assumes that all Draft Trail Network Master Plan comments generated by the reviewing entities will be screened by RTC staff and provided to RRM as a single comprehensive comments package.

Subtask B.04: 2nd Public Workshop Series - Routing Confirmation
Building on what we've learned from the Route Identification workshop series, and during development of the Draft Trail Network Master Plan sections, RRM's team will conduct a second public workshop series in North, Central, and South County with a focus on Routing Confirmation. These workshops will serve as a forum for the project team to show how the "most promising" trail route has evolved from the first workshop series, and will afford an opportunity for all to review, discuss and confirm the trail route, coastal access points and spur trails. The workshop agenda will tentatively include:
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- A brief open-house session to allow workshop participants to informally review the map exhibits. Design and client team will be available to answer questions.
- Discussion of the methodology employed to develop the alternatives utilizing exhibits created in Subtask B.03.
- Presentation of the “most promising” trail segment alignment alternative utilizing the exhibits created in Subtasks B.03.
- Interactive question and answer session.
- Discussion of the project’s next steps.

Deliverables:
- Prepare for and conduct three (3) Routing Confirmation Workshops.
- Summary of workshop results memo

Subtask B.05: Final Trail Network Master Plan
Building on the results of Route Confirmation workshop series, RRM’s team will prepare the Final Trail Network Master Plan. The sections presented in draft form will be refined to include RTC and public comments and suggestions as appropriate. An administrative final report will be presented to RTC staff for review and comment as we prepare to wrap up the master plan into its final form.

Upon review of the Administrative Final Trail Network Master Plan comments generated by RTC staff and follow-up review session with RTC staff, RRM’s team will prepare the Final Trail Network Master Plan. The master plan will be finalized and packaged for submittal to RTC staff and presentation to the RTC Board.

Deliverables:
- One (1) color master “hard copy” of the Administrative Final Trail Network Master Plan.
- One (1) digital file of the Administrative Final Trail Network Master Plan in PDF format.
- One (1) color master “hard copy” of the Final Trail Network Master Plan.
- One (1) digital file of the Final Trail Network Master Plan in PDF format.

Note: this scope assumes that all Administrative Final Master Plan comments generated by the reviewing entities will be screened by Commission staff and provided to RRM as a single comprehensive comments package.
Task C: CEQA Compliance (Program Level EIR)

RRM’s environmental team, Rincon Consultants, will prepare a Program Environmental Impact Report (EIR) that complies with the California Environmental Quality Act (CEQA), and the State CEQA Guidelines. In accordance with Section 15121(a) of the State CEQA Guidelines, the purpose of the EIR will be to serve as an informational document that:

"...will inform public agency decision-makers and the public generally of the significant environmental effects of a project, identify possible ways to minimize the significant effects, and describe reasonable alternatives to the project...".

The anticipated long-term trail network development will be addressed in a manner consistent with that of a Program EIR, as described in Section 15168 of the CEQA Guidelines:

"A program EIR is an EIR which may be prepared on a series of actions that can be characterized as one large project and are related either:

- Geographically,
- A logical parts in the chain of contemplated actions,
- In connection with issuance of rules, regulations, plans, or other general criteria to govern the conduct of a continuing program, or
- As individual activities carried out under the same authorizing statutory or regulatory authority and having generally similar environmental effects which can be mitigated in similar ways.

The EIR will be prepared in a way that maximizes its utility as an informational document for the public and decision-makers, and will streamline the environmental review process for subsequent projects pursuant to the program. CEQA compliance efforts, including the key issues that are likely to be examined in the EIR, will generally include the following scope of services:

Subtask C.01: Initial Study and Notice of Preparation

An Initial Study and Notice of Preparation (NOP) will be prepared to help define the intended scope of the Program EIR, and to solicit further input on that scope. The Initial Study will analyze all of the issues on the RTC’s environmental checklist to determine which issues warrant further study in the EIR. We assume that the RTC will be responsible for circulation of the NOP. As an option to circulating the Initial Study with the NOP, the RTC may simply circulate an NOP and include the Initial Study in an appendix to the Draft EIR.

Since the project is of regional significance, Rincon will conduct a public scoping meeting series over two consecutive days in Mid and South County at the outset of the CEQA process to help further refine the EIR scope of work.

Deliverables:
- One (1) hard copy of the Initial Study and Notice of Preparation, and 1 CD.
- Additional copies can be made available to address SCCRTC distribution requirements.
- Prepare for and conduct two (2) public EIR scoping meetings.

Note: Additional copies can be made available to address SCCRTC distribution requirements.

Subtask C.02: Administrative Draft EIR

The EIR for the Trail Network will be prepared in accordance with the State CEQA Guidelines and methodologies and thresholds. The EIR will adhere to the same standard of adequacy provided for EIRs in the Guidelines, which specifically state that:
"An EIR should be prepared with a sufficient degree of analysis to provide decision-makers with information that enables them to make a decision that intelligently takes account of environmental consequences. An evaluation of the environmental effects of a proposed project need not be exhaustive, but the sufficiency of an EIR is to be reviewed in light of what is reasonably feasible".

The Administrative Draft EIR for the Trail Network will be developed for distribution and review by RTC staff and will include the following elements:

Executive Summary

The EIR will contain a summary of the proposed project and associated environmental consequences. This information will be presented in tabular format to simplify review by decision-makers and the general public. This section will identify:

- Each potential environmental impact;
- The level of significance of each impact;
- Mitigation measures required; and
- Residual impacts after mitigation.

The summary will also note areas of known controversy and an assessment of the alternatives reviewed and their associated impacts. The summary will note the environmentally superior alternative of the alternatives discussed in the EIR and the rationale for its selection as such.

Introduction and Environmental Setting

The EIR will provide introductory sections (required by CEQA) that lay the groundwork for and summarize the substantive analysis to follow. The introduction will describe the purpose and legal authority of the study. It will also provide a discussion of lead, responsible and trustee agencies. The environmental setting will provide a general description of the existing geographic character of the area and the immediate site vicinity. This section will also contain the list of pending and approved projects within the area that will be considered in the cumulative analysis.

Environmental Analysis

Each environmental issue addressed in the EIR will incorporate four sub-topics:

- Setting
- Impact analysis (significance thresholds, methodology, project impacts, cumulative impacts)
- Mitigation measures
- Level of significance after mitigation

The setting will be based on several existing data sources, planning documents and recent EIRs. When appropriate, this information will be summarized and incorporated by reference. Where possible, impacts will be quantified. If existing data does not allow definitive quantification, reasonable assumptions will be used to qualitatively forecast potential impacts. Cumulative impacts will also be discussed within the analysis.

Mitigation measures may include a range of design measures and programs as proposed by RTC staff and the consultant team. All mitigation measures will be presented in wording that can be directly applied to either the proposed plan or future projects pursuant to the plan, and will include monitoring requirements.

The final scope of work for environmental and land use issues to be examined during the environmental review process will be based on the Initial Study, responses to the NOP and other input received during the public review process. Based on review of the proposed project and previous documentation, it is anticipated that the following issues will be addressed in the EIR:
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- Aesthetics (63 Hours)
- Agricultural Resources (40 Hours)
- Air Quality (46 Hours)
- Biological Resources (180 Hours)
- Cultural Resources (52 Hours)
- Geology and Soils (50 Hours)
- Global Climate Change (36 Hours)
- Hazards/Hazardous Materials (50 Hours)
- Hydrology/Water Quality (60 Hours)
- Noise (52 Hours)
- Public Safety (47 Hours)
- Transportation/Traffic (28 Hours)
- Growth Inducement (42 Hours)

To clarify effort levels assumed for each issue, the anticipated maximum number of staff hours to develop each issue is provide in parentheses. Additional analysis will be performed as additional services.

Other CEQA-Required Sections
The EIR will include all other sections required by the State CEQA Guidelines, including growth-inducing impacts. We will also examine impacts related to Global Climate Change, consistent with the direction of SB 97, and in the context of long-term emission reduction targets established in AB 32.

Alternatives
This proposal assumes that the EIR will examine up to three alternatives, including a "no project" alternative. Project alternatives will be developed in coordination with RTC staff and will focus on scenarios that would reduce or eliminate the significant environmental effects of the proposed project. Alternatives will be developed once the preliminary environmental analysis has been completed. The following alternatives could be analyzed:

- No Project Alternative;
- Alternate Route; and
- Redesigned Project Alternative to Reduce Impacts

Rincon will work closely with RTC staff to better define the development parameters associated with these alternatives. In so doing, we may find it useful to combine, redefine, or eliminate one or more of these scenarios, if it makes sense to do so in the context of the EIR analysis.

For each alternative, the EIR will evaluate impacts to determine whether it would have greater, lesser or similar impacts to the proposed project and whether mitigation measures for the proposed project would apply. The results of this analysis will be presented graphically in matrix form. We will direct the evaluation to provide a comparison among alternatives in order to determine the environmentally superior alternative, as required in State CEQA Guidelines Section 15126.6. The alternatives analysis will be performed at a lesser level of detail than the proposed project.

Deliverables:
- One (1) electronic copy and 2 hard copies of the Administrative Draft EIR.

Note: this scope assumes that all Administrative Draft EIR comments generated by the reviewing entities will be screened by Commission staff and provided to RRM as a single comprehensive comments package.
Exhibit 1
Monterey Bay Scenic Sanctuary Trail Master plan
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Subtask C.03: Public Draft EIR
Once RTC staff have reviewed the Administrative Draft EIR, Rincon will incorporate all relevant comments and prepare the on the Public Draft EIR. This document will be circulated for public comment for a period of 45 days, as required by CEQA. Rincon will host a public workshop series over two consecutive days in Mid and South County during the 45-day public review period of the Public Draft EIR to take input on the document. This scope assumes the RTC will be responsible for circulation of the document and noticing of the Public Draft EIR’s availability, though Rincon staff will be available to assist with these steps as needed.

Deliverables:
• One (1) electronic copy, 1 unbound master, 15 copies of the Executive Summary, and 40 CDs of the Public Draft EIR analysis.
• One (1) electronic copy and 1 unbound master of the Public Draft EIR technical appendices.
• Prepare for and conduct two (2) Public Draft EIR comment workshops.

Subtask C.04: Administrative Final EIR
Following the close of the public review period for the Public Draft EIR, Rincon will prepare the Administrative Final EIR and all Supporting Documents for review by RTC staff. The Administrative Final EIR will include all comment letters received during the public review period, responses to all comments received on the Public Draft EIR, and any necessary text changes. The Administrative Final EIR will also include a Mitigation Monitoring and Reporting Program (MMRP) in accordance with RTC requirements. The MMRP will be prepared in a format designed for easy use, in the form of a detailed table. The table will compile all of the mitigation measures developed within the body of the Initial Study, as well as information necessary to monitor compliance with each measure. To clarify effort levels assumed for this effort, the anticipated maximum number of staff hours allocated for review and response to comments is 92 hours. Additional review beyond this allocation will be performed as additional services.

Deliverables:
• One (1) electronic copy and 2 hard copies of the Administrative Final EIR.
• One (1) electronic copy of the Administrative Draft Mitigation Monitoring and Reporting Program.

Note: this scope assumes that all Administrative Final EIR comments generated by the reviewing entities will be screened by Commission staff and provided to RRM as a single comprehensive comments package.

Subtask C.05: Final EIR
After review and approval of the Administrative Final EIR by RTC staff, Rincon will prepare the Final EIR and all necessary supporting documents, including final versions of the MMRP and CEQA Findings. We anticipate the format of the Final EIR will be the Response to Comments document, combined with the original Public Draft EIR and any changes that were made to the Public Draft EIR as a result of the public input received. Rincon will also prepare CEQA Findings, and if necessary, a Statement of Overriding Considerations for any impacts that are determined to be significant but not fully mitigable, in anticipation of project approval. This scope assumes that the RTC will handle preparation and distribution of the Notice of Determination (NOD) following certification of the Final EIR.

Deliverables:
• One (1) electronic copy and 10 hard copies, and 30 CDs of the Final EIR.
• One (1) electronic copy and 1 hard copy, and 1 unbound master of the Public Draft EIR technical appendices.
• One (1) electronic copy of the Final Mitigation Monitoring and Reporting Program.
• One (1) electronic copy of the CEQA Findings and Statement of Overriding Considerations.
Task D: Project Coordination
Managing the design team, while keeping the project running smoothly, is paramount to its success. RRM will coordinate and manage all project aspects for the Commission. This task will generally include the following scope of services:

Subtask D.01: Project Management and Coordination
RRM’s project management team will coordinate and meet with RTC staff, all parties listed in Section 9 of the RFP, technical specialists, and stakeholders as necessary on an on-going basis over the life of the project. RRM’s project management team will work with RTC staff to develop a master schedule, and provide continual schedule updates as the project progresses.

This task also includes internal QA/QC, document review, day-to-day project coordination efforts including general correspondence, telephone conferencing, and update and summary memos likely to be required in supporting RTC staff as we develop the Trail Network Master Plan.

Deliverables:
- Memos, meeting minutes, and general correspondence for document control, compiled in a three-ring binder located in our office and available for access by RTC staff.
- Preparation for and facilitation of meetings as needed.
- Master Project schedule development and maintenance.

Subtask D.02: Trail Network Master Plan Presentations
RRM will work with RTC staff to prepare for and present the Trail Network Master Plan at all stages of its development to the RTC Board and its Committees, local jurisdictions, the Sanctuary Scenic Trail Committee, and any other groups determined appropriate by RTC staff. RRM will develop power point and/or other presentation support media/graphics as determined appropriate by the RTC/RRM team.

Upon completion of the Final Trail Network Plan (Subtask B.05) and Final EIR (Subtask C.05), the two documents will be presented, in a single hearing, to the RTC Board for its adoption of the Trail Network Plan and certification of the EIR.

Note: This task includes facilitation of three (3) presentations in addition to the four (4) public workshops, two (2) technical workshops, two (2) public scoping meetings and two (2) EIR comment workshops identified in Subtasks B.01, B.02, C.01 and C.03.

Deliverables:
- Prepare for and facilitate three (3) presentations for the Trail Network Master Plan as directed by RTC staff.
- Prepare supporting media and graphics.
IV. CLIENT RESPONSIBILITIES

- Meeting location and facilities
- Public meeting noticing
- One contact person who will serve as the RTC’s representative and will consolidate all Agency review comments into one list of official comments to which RRM can respond for each milestone document submittal
- Project goals and objectives development
- Title package searches

V. LIMITATION OF SCOPE

Please note that the tasks to be performed by the RRM team are limited to those outlined above. This scope of services excludes the following:

- Additional environmental and/or technical studies
- Additional Meeting and/or Presentations
- Response to additional rounds of document review comments
- Additional revisions to the Final Trail Master Plan
- Property appraisal services
- Eminent domain services
- Title package searches
- Purchase of property fee title, easements and/or other rights
- Structural engineering
- Geotechnical engineering
- Preparation of the Davenport to the San Mateo County line portion of the MBSST as a stand-alone document

Any additional services that RRM Design Group is asked to perform over and above the tasks described above will be billed on a negotiated and approved fixed fee or hourly basis as additional services.
## Exhibit 2

**Monterey Bay Scenic Sanctuary Trail Master Plan**

**Compensation**

**Contract Amendment No. 1**

### Task A: Trail Network Corridor Assessment

<table>
<thead>
<tr>
<th>Activity</th>
<th>Fixed Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.01: Data Collection and Trail Base Mapping</td>
<td>$19,705</td>
</tr>
<tr>
<td>A.02: Kick-Off Meeting and Trail Network Corridor Tour</td>
<td>$11,520</td>
</tr>
<tr>
<td>A.03: Opportunities and Constraints Analysis</td>
<td>$68,125</td>
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<td><strong>Total</strong></td>
<td><strong>$99,400</strong></td>
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### Task B: Trail Network Plan Development

<table>
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<tr>
<th>Activity</th>
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<tbody>
<tr>
<td>B.01: 1st Public Workshop Series – Route Identification</td>
<td>$18,780</td>
</tr>
<tr>
<td>B.02: Technical Workshop Series</td>
<td>$13,880</td>
</tr>
<tr>
<td>B.03: Draft Trail Network Master Plan</td>
<td>$96,575</td>
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<tr>
<td>B.04: 2nd Public Workshop Series - Routing Confirmation</td>
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<tr>
<td>B.05: Final Trail Network Master Plan</td>
<td>$54,450</td>
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<td><strong>Total</strong></td>
<td><strong>$202,465</strong></td>
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### Task C: CEQA Compliance (Program Level EIR)

<table>
<thead>
<tr>
<th>Activity</th>
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<tbody>
<tr>
<td>C.01: Initial Study and Notice of Preparation</td>
<td>$7,330</td>
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<tr>
<td>C.02: Administrative Draft EIR</td>
<td>$116,122</td>
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<tr>
<td>C.03: Public Draft EIR</td>
<td>$6,130</td>
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<tr>
<td>C.04: Administrative Final EIR</td>
<td>$22,380</td>
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<td>C.05: Final EIR</td>
<td>$9,770</td>
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### Task D: Project Coordination

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<th>Activity</th>
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<tbody>
<tr>
<td>D.01: Project Coordination &amp; Management</td>
<td>$24,000</td>
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<tr>
<td>D.02: Trail Network Master Plan Presentations</td>
<td>$4,395</td>
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### Reimbursable Expenses

<table>
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</thead>
<tbody>
<tr>
<td></td>
<td>$8,000</td>
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</tbody>
</table>

### Total Amended Project Value

$499,992

**Notes:**

1. Fixed fee tasks will be billed as the work progresses until the task is completed and the total amount stated in the contract for the task is invoiced.

2. Reimbursable expenses will be billed as they are incurred, and include such things as document reproduction, plotting services, public workshop materials, car rental, parking fees, phone and fax charges, electronic data transfer, overnight delivery and standard mail, and will be billed at cost. Reimbursable expenses related to lodging, per diem, and company car use will be billed at Caltrans reimbursable rates.
AGENDA: August 8, 2011

TO: Bicycle Committee

FROM: Cory Caletti, Senior Transportation Planner/Bicycle Coordinator

RE: FY 11/12 Bicycle Committee Meeting Schedule

RECOMMENDATION

Staff recommends that the Bicycle Committee approve maintaining a bi-monthly schedule for FY 11/12 as suggested below.

BACKGROUND

The Bicycle Committee serves in an advisory capacity to the Regional Transportation Commission (RTC) and its member agencies on bicycle-related issues, policies, plans, programs and projects. The Committee typically meets monthly, except for the month of July when no RTC meetings are held.

The past few years, the RTC, and other public agencies, have suffered severe funding shortfalls, decreased revenue streams and furloughs. In April, 2009, at a time when the RTC was facing furloughs and voluntary time off adjustments, the Bicycle Committee approved moving from a monthly meeting schedule to a bi-monthly schedule for FY 9/10 to in response to staff time shortages. In August, 2010, the Bicycle Committee agreed to extend the bi-monthly meeting frequency arrangement through FY 10/11.

DISCUSSION

Approval for bi-monthly meetings was granted by the Bicycle Committee up through June, 2011, or the end of the 10/11 fiscal year. As we are in a new fiscal year, a schedule through June, 2012 needs to be approved.

The RTC continues to face funding shortages and staff time constraints and therefore staff recommends maintaining a bi-monthly schedule as outlined below. Because meeting frequency and meeting time are determined by the RTC’s by-laws, meetings would be “cancelled” every other month. Additionally, the meeting time of 6:30 pm – 8:30 pm requested by the Bicycle Committee diverges from the time specified by the RTC by-laws and therefore the time frame is noticed as a “Special Time” as allowed by the by-laws.

Please note that the proposed schedule identified below includes a date change in October from the second Monday of the month to the third Monday, October 17th. This is
due to the Columbus Day holiday observed by some public agencies on the second
Monday of October.

Proposed Schedule:

Monday, August 8, 2011
6:30 pm - 8:30 pm
Location: RTC office

Monday, October 17, 2011
6:30 pm – 8:30 pm
NOTE LOCATION: Capitola Community Room

Monday, December 12, 2011
6:30 pm - 8:30 pm
Location: RTC office

Monday, February 13, 2012
6:30 pm - 8:30 pm
Location: RTC office

Monday, April 9, 2012
6:30 pm - 8:30 pm
Location: RTC office

Monday, June 11, 2012
6:30 pm - 8:30 pm
Location: RTC office

Staff recommends cancelling the following meetings: Monday, September 12, 2011;
Monday, November 14, 2011; Monday, January 19, 2012; Monday, March 12, 2012; and

Should issues arise necessitating an additional meeting, staff would not cancel one of the
alternate months’ meetings.

SUMMARY

The RTC continues to suffer from revenue shortfalls necessitating staff work load
adjustments. Staff recommends that the Bicycle Committee approve maintaining a bi-
monthly meeting schedule as identified above for the 11/12 fiscal year. Meetings would
be held in August, October and December, 2011; and February, April and June, 2012.