



**Santa Cruz County Regional  
Transportation Commission's  
BICYCLE ADVISORY COMMITTEE**

---

**MEETING AGENDA**

**Monday, April 11, 2022**

**6:00 pm to 8:30 pm**

**NOTE: TELECONFERENCE**

Join the online meeting to see presentations:

<https://us02web.zoom.us/j/88944731291?pwd=REx6ekE5SHFtT3BJWVpQSSStKc3VFUT09>

Online meeting ID: 889 4473 1291

Password: 949855

Dial-in: +1 669 900 9128

Members of the public may not attend this meeting in person. Comments may be shared with the Committee through teleconference audio in real time, or by prior written submission to [ttravers@scrtc.org](mailto:ttravers@scrtc.org).

This meeting is being held by teleconference in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, the Governor's Executive Order N-29-20, and AB 361, which allow local board and committee members and the public to participate and conduct meetings by teleconference, videoconference, or both. [View full executive order.](#) [View AB 361.](#)

**COMMITTEE MEMBERSHIP**

Member

Scott Roseman  
Kathleen Bortolussi  
Peter Scott  
Anna Kammer  
Rick Hyman  
Paula Bradley  
Matt Farrell  
Richard Masoner  
Vacant  
Amelia Conlen, Chair  
Leo Jed

Alternate

Corrina McFarlane  
John Hunt  
Sally Arnold  
Liz Hernandez  
Theresia Rogerson  
Mike Moore  
Grace Voss  
Vacant  
Drew Rogers  
Matt Miller  
Arnold Shir

Representing

District 1  
District 2  
District 3  
District 4  
District 5  
City of Capitola  
City of Santa Cruz  
City of Scotts Valley  
City of Watsonville  
Ecology Action/Bike To Work  
Comm. Traffic Safety Coalition

The majority of the Committee constitutes a quorum for the transaction of business.

1. Call to Order
2. Introductions

3. Announcements – RTC staff
4. Oral communications – members and public

*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 February 7, 2022 Bicycle Advisory Committee meeting
7. Accept summary of hazard reports
8. Approve recommendation to the RTC of nomination of new Committee member
9. Approve recommendation to the RTC to approve Ecology Action's Transportation Development Act (TDA) allocation request for \$72,000 for the Bike to Work/School Program
10. Approve recommendation to the RTC to approve the county Health Services Agency's TDA allocation request for \$156,000 for the Community Traffic Safety Coalition and the Ride N Stride Bicycle and Pedestrian Education Programs
11. Accept correspondence from Caltrans District 5 staff regarding Active Transportation Plan

### **REGULAR AGENDA**

12. Committee Elections for Chair and Vice Chair
13. MBSST Coastal Rail Trail Segments 8/9, 10/11, and 12 projects – review and provide input – Robert Tidmore, County of Santa Cruz; Zach Siviglia, consultant staff; Grace Blakeslee, Sr. Transportation Planner; Sarah Christensen, Sr. Transportation Engineer
14. Measure D 5-Year Plan for MBSST/Active Transportation – review and provide input – Rachel Moriconi, Sr. Transportation Planner
15. Updates related to Committee functions – Committee members (oral updates)
16. Adjourn

**NEXT MEETING:** The next Bicycle Committee meeting is scheduled for June 13, 2022 from 6:00pm to 8:30pm via teleconference.

**HOW TO REACH US**

Santa Cruz County Regional Transportation Commission  
1101 Pacific Avenue Ste. 250, Santa Cruz, CA 95060  
phone: (831) 460-3200 / fax (831) 460-3215  
email: [info@sccrtc.org](mailto:info@sccrtc.org) / website: [www.sccrtc.org](http://www.sccrtc.org)

**AGENDAS ONLINE**

To receive email notification when the Bicycle Committee meeting agenda packets are posted on our website, please call (831) 460-3200 or email [info@sccrtc.org](mailto:info@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 anticipo 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.)

**TITLE VI NOTICE**

The RTC operates its programs and services without regard to race, color and national origin in accordance with Title VI of the Civil Rights Act. Any person believing to have been aggrieved by the RTC under Title VI may file a complaint with RTC by contacting the RTC at (831) 460-3212 or 1101 Pacific Avenue Ste. 250, Santa Cruz, CA, 95060 or online at [www.sccrtc.org](http://www.sccrtc.org). A complaint may also be filed directly with the Federal Transit Administration to the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.



**Santa Cruz County Regional  
Transportation Commission's**

**BICYCLE ADVISORY COMMITTEE**

---

**MEETING  
DRAFT MINUTES**

**Monday, February 7, 2022  
6:00 pm to 8:30 pm**

**Teleconference**

This meeting was held by teleconference in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, the Governor's Executive Order N-29-20, and AB361, which allow local board and committee members and the public to participate and conduct meetings by teleconference, videoconference, or both. [View full executive order.](#) [View AB 361.](#)

1. Call to Order: Chair Amelia Conlen called the meeting to order at 6:00 pm.
2. Introductions

**Members Present:**

Scott Roseman, District 1  
Corrina McFarlane, District 1 (Alt.)  
Peter Scott, District 3  
Anna Kammer, District 4  
Rick Hyman, District 5  
Theresia Rogerson, District 5 (Alt.)  
Paula Bradley, City of Capitola  
Matt Farrell, City of Santa Cruz  
Grace Voss, City of Santa Cruz (Alt.)  
Richard Masoner, City of Scotts Valley  
Murray Fontes, City of Watsonville  
Amelia Conlen, Bike-to-Work, Chair  
Leo Jed, CTSC  
Arnold Shir, CTSC (Alt.)

**Staff:**

Tommy Travers, Transportation Planner  
Rachel Moriconi, Sr. Transportation Planner

**Guests:**

Kailash Mozumder, City of Capitola  
Joshua Spangrud, City of Santa Cruz

**Unexcused Absences:**

**Excused Absences:**

Kathleen Bortolussi, District 2  
John Hunt, District 2 (Alt.)  
Sally Arnold, District 3 (Alt.)  
Liz Hernandez, District 4 (Alt.)  
Michael Moore, City of Capitola (Alt.)  
Drew Rogers, City of Watsonville (Alt.)  
Matt Miller, Bike-to-Work (Alt.)

**Vacancies:**

City of Scotts Valley – Alternate

3. Staff announcements – Staff announced that Caltrans staff will discuss their complete streets implementation plan at the March ITAC meeting, that the Caltrans District 5 Active Transportation Plan will be released this month, that Committee chair and vice

chair elections will be held in April, and that presentations of concept design plans for coastal rail trail segments 8/9, 10/11, and 12 will be given either at a special meeting in March or at the Committee meeting in April.

4. Oral communications – Murray Fontes announced that Watsonville staff does not support the proposal of the Vision Zero Task Force to revise city code regarding bicycle riding on sidewalks. Matt Farrell stated that the ad-hoc subcommittee created in December did not compose a letter to comment on the draft Regional Transportation Plan.
5. Additions or deletions to consent and regular agendas – digital handout pertaining to the meeting is posted on the Committee webpage

### **CONSENT AGENDA**

A motion (Roseman/Farrell) was made to approve the consent agenda. The motion passed unanimously with members Roseman, Scott, Kammer, Hyman, Bradley, Farrell, Masoner, Fontes, Conlen, and Jed voting in favor.

6. Approved draft minutes of the December 13, 2021 Bicycle Advisory Committee meeting
7. Accepted summary of hazard reports
8. Accepted update on expiring Committee seats
9. Accepted correspondence between Committee and County staff regarding Soquel Drive multimodal project
10. Accepted e-bike subsidy flyer

### **REGULAR AGENDA**

11. Clares Street Traffic Calming Improvements – Kailash Mozumder, Capitola Public Works project manager, presented a project on the eastern portion of Clares Street to improve pavement condition, improve pedestrian safety, and improve bicyclist safety. He described features including narrowed vehicle lanes, a new buffered treatment for the bike lanes, speed tables, and green bike lane treatment near intersections. Members of the Committee requested improvement of the connection from the Clares/Wharf intersection to the path which goes to the Soquel Creek bike/ped bridge due to the fact that many bicyclists do not use the wheelchair ramp and requested consideration of improvements for bicycle left turns onto side streets. There was discussion of further improvement to the Clares Street-41<sup>st</sup> Avenue intersection by moving the westbound bike lane to the inside of the right-turn pocket, adding a bike box for westbound approaching bikes heading south, studying future restoration of the crosswalk at the north segment of the intersection, and adding sharrows on westbound Clares Street on the west side of the intersection.
12. Chestnut Street Storm Drain Replacement and Pavement Rehab Project – Joshua Spangrud, City of Santa Cruz engineer, presented a project on Chestnut Street to replace a stormwater system, the full pavement surface, and about 31 pedestrian ramps. The project will also include the addition of some marked crosswalks across

Chestnut, and there is expected to be a related project soon following to install rectangular rapid-flashing beacons for crossing Chestnut at Church Street. Members of the committee requested further improvement to the Chestnut/Church intersection due to the speed of vehicles on Chestnut in that area and difficulty turning left from Church to Chestnut, markings improvements at the Chestnut St/ Chestnut St Extension intersection so that bicyclists heading north onto Chestnut Extension can cross the railroad tracks at a safer angle and motorists are aware of this maneuver that bicyclists are making, and buffered bike lanes to help discourage speeding.

13. RTC 2022 State and Federal Legislative Program – Rachel Moriconi, Sr. Transportation Planner, presented the draft legislative priorities of the RTC for 2022. The priorities are generally related to improving funding, project deliverability, and safety, and might be ongoing needs or might be in response to legislative changes. She highlighted the portions of the Legislative Program related to bicycling such as the active transportation section, shared mobility, and streamlining regulations for emissions-reducing projects, and mentioned Brown Act modifications to allow continued remote participation in meetings. Members of the Committee requested the RTC support legalization of bicyclists treating stop signs as yield signs, requested an update from staff in 2022 as to how jurisdictions can utilize 2021's AB43 to reduce speed limits, and requested staff continue supporting options enabling the state to collect steady transportation funding in spite of the decrease of gas tax revenues.
14. County Draft Active Transportation Plan – Amelia Conlen, Ecology Action planner, presented an introduction to the process for updating the Active Transportation Plan for the unincorporated County, including a summary of public outreach performed and the methodology for the project team's corridor analysis including objective scoring criteria. She presented many of the maps and recommendations that have changed since the preliminary draft presented at the November Committee meeting and directly addressed the comments that the Committee had made previously. She suggested how best Committee members will be able to review the recommendations when the draft plan is released later in February.
15. Updates related to Committee functions – Arnold Shir announced the progress of the Community Traffic Safety Coalition's Vision Zero Work Plan and other work. Rick Hyman announced that Caltrans is planning on installing rumble strips on state highways in Santa Cruz County and asked staff to seek details from Caltrans and report to the Committee. Amelia Conlen, as a member of the ad-hoc subcommittee providing input for the County's Soquel Drive multimodal project, walked through the design team's responses to the Committee (item 9) and also stated that the portion of the road proposed to include separated bike lanes has increased in the most recent early designs.

16. Adjourn – 8:30 pm

**NEXT MEETING:** The next Bicycle Committee meeting is scheduled for April 11, 2022 from 6:00pm to 8:30pm. The meeting will be held **via teleconference**.

Minutes respectfully prepared and submitted by:  
Tommy Travers, Transportation Planner

# Bicycle Hazard Reports

## April 4, 2022

Date	First Name	Last Name	Location	Cross Street	City	Reported Hazards	Additional Comments	Forwarded To	Forwarded Date	Response
03/16/22	Trician	Coming s	59 S Branciforte Ave	N/A	Santa Cruz	Bike: Plant overgrowth or interference, Debris on shoulder or bikeway, Other	At the upper end of the bike/pedestrian pathway at the bottom of S. Branciforte Ave. the ground is covered with eucalyptus pods. Because the pods are sort of triangular in shape, walking or riding on them is dangerous. It could cause someone to fall. I've not experienced this with other tree debris.	Claire Gallogly, Nathan Nguyen, Dan Estranero	03/21/22	<b>3/22/22 Dan Estranero:</b> Good Morning, We will look into this and have the vegetation cleared. <b>3/23/22 Dan Estranero:</b> Good Morning, Staff inspected the site, but did not find any debris in the area.
03/10/22	Tina	Andreata	1211 Soquel Ave	Seabright Ave	Santa Cruz	Bike: Other	Large sign poses a hazard to bicyclists (blocks vehicle drivers' view of bicyclists)	DPW	03/21/22	<b>3/21/22 Jana Vargas:</b> Good afternoon, Thank you for your email. I will forward to our Road Maintenance Department for review and response.
02/13/22	Franklin	Zheng	655 High St	Laurel St	Santa Cruz	Bike: Hazardous drain grate	Sewer grate in bike lane reduces usable width significantly, which requires bicycle users to swerve into the road to avoid crashing.	Claire Gallogly, Nathan Nguyen, Dan Estranero	02/22/22	<b>2/24/22 Dan Estranero:</b> Good Afternoon, The storm drain grate is designed for bikes to ride over so there is no need to swerve into the vehicle lane.
02/09/22	Anna	Kammer	Loma Prieta Ave	Holly Dr	Watsonville	Bike: Bikeway not clearly marked, Other	On the west side of Loma Prieta Ave. from address #32 to Holly Dr. the bike lane is very faded. It would be great if this part of the bike lane could be re-painted. Also, in this section the bike lane curves from being alongside the curb to being to the left of vehicles parked along the curb. Drivers tend to park IN the bike lane at either end of where the bike lane veers toward the curb, obligating cyclists to ride in the vehicle travel lane. Could these locations be more clearly marked with "NO PARKING" signs or red curbs?	Maria Rodriguez	02/22/22	Follow up email sent 4/4/22

# Bicycle Hazard Reports

## April 4, 2022

Date	First Name	Last Name	Location	Cross Street	City	Reported Hazards	Additional Comments	Forwarded To	Forwarded Date	Response
02/09/22	Anna	Kammer	Green Valley Rd	Behler Rd	Watsonville	Bike: Plant overgrowth or interference, Debris on shoulder or bikeway	On the east side of Green Valley Road in Watsonville between Behler Rd and Dick Phelps Rd there is a large swath of mud with grass growing on it encroaching into the bike lane. The bike lane is halfway covered by the mud and vegetation, obligating cyclists to ride close to, or in the vehicle travel lane. It would be great if this mud could be cleared from the bike lane.	DPW	02/22/22	<b>2/22/22 Jana Vargas:</b> Good afternoon, Thank you for your email. I will forward to our Road Maintenance Department for review and response. <b>3/24/22 Anna Kammer:</b> Good morning Jana, Thank you so much for having the road maintenance crew come out and clean this section of Green Valley Rd. between Behler Rd and Dick Phelps. Please let the crew know that their work is appreciated by those of us who ride our bikes on this route!
02/06/22	Richard	Stover	1231 Bay St	Mission St	Santa Cruz	Bike: Damaged bikeway signs	This was spotted Feb. 4.	Katherine Roberts (Caltrans)	02/08/22	<b>2/8/22 Katie Osekowsky:</b> Thank you Jason! I will share this with the appropriate Maintenance Crews for review.
02/04/22	John	Ottaviano	1003 Walnut Ave	Easterby Ave	Santa Cruz	Bike: Other	There is a stream that runs thru a pipe line at the end of the 600 block under Escalona Dr. Somehow the pipe has been clogged up, so that the flow of water is running along the sidewalk until it reaches Walnut Ave. The water then flows along the odd numbered side of Walnut Ave. This has been running for quite a while (months). I'm told that the signs "Don't walk on the Sidewalk" belong to the city. This issue poses a danger to bicyclists going down Walnut Ave. and turning on to Easterby St. The water flowing down Walnut Ave has made the concrete very slippery. I've seen several bicycles go out from their riders. The riders have been lucky to get by with some bruises and scratches but it could have been worse. If unable to repair, I would suggest on some signage to alert walkers and riders.	Claire Gallogly, Nathan Nguyen, Dan Estranero	02/08/22	Follow up email sent 4/4/22



**TO:** Bicycle Advisory Committee

**FROM:** Tommy Travers, Transportation Planner

**RE:** Bicycle Advisory Committee Pending Nomination of New Member

---

## **RECOMMENDATIONS**

Staff recommends that the Bicycle Advisory Committee:

1. Receive the following report regarding the nomination made by Commissioner Montesino for the City of Watsonville primary seat, and
  2. Recommend to the Regional Transportation Commission (RTC) approval of the nomination of Gina Gallino Cole for the seat
- 

## **BACKGROUND**

Representation on the Committee corresponds to Supervisorial District and City seats on the RTC. Each corresponding Commissioner nominates individuals to represent their respective jurisdiction for Committee consideration and RTC approval. Two additional seats for Bike to Work and the Community Traffic Safety Coalition also exist; nominations are made by the respective agency for these seats. Every seat on the Committee is a three-year term. After having served two 3-year terms on the Committee, Murray Fontes informed staff that he wished not to seek another term, making the Watsonville primary seat open. Staff notified Commissioner Montesino, who represents the City of Watsonville. The Bicycle Advisory Committee's description, role and membership are in the 2017 RTC Rules and Regulations available on the RTC website: <https://sccrtc.org/meetings/bike-committee/>.

## **DISCUSSION**

The Bicycle Advisory Committee seat representing Watsonville is currently vacant. After being informed by Mr. Fontes, staff updated the Committee website, asked Commissioner Montesino if he knew anyone who wanted to apply, and announced the opening at the February Committee meeting. Subsequently, staff shared with Commissioner Montesino Gina Cole's application and did not have on file any other recent applications from persons interested in the seat or living in Watsonville. The current roster is available at <https://sccrtc.org/about/committee-rosters/bicycle-committee/> and the current vacancies are:

- City of Watsonville – primary
- City of Scotts Valley – alternate

The three-year term for the seat will expire on March 31, 2025. Commissioner Montesino notified staff that he wished to nominate Gina Cole. Her application is included as Attachment 1.

## **SUMMARY**

Representation on the RTC's Bicycle Advisory Committee corresponds to Supervisorial District and City seats on the RTC. Each corresponding Commissioner nominates individuals to represent their respective jurisdiction for Committee consideration and RTC approval. Applications have been

received and nominations have been made for the Watsonville primary seat. Staff recommends the Committee consider this nomination and recommend to the RTC appointment of Gina Cole.

Attachment:

1. Application for pending Committee member nomination Gina Gallino Cole

## COMMITTEE APPOINTMENT APPLICATION

### Santa Cruz County Regional Transportation Commission (SCRTC) Bicycle Advisory Committee

The Bicycle Advisory Committee consists of eleven seats: one for each city within Santa Cruz County, one for each of the county supervisorial districts, one representing the Bike to Work program and one representing the Community Traffic Safety Coalition. Each of the seats has an alternate member appointed in the case that the primary member is unable to attend a meeting.

Meetings are usually held the second Monday of even numbered months from 6:00 p.m. to 8:30 p.m. in the Santa Cruz County Regional Transportation Commission conference room, located at 1101 Pacific Avenue Ste. 250 in downtown Santa Cruz, however during the COVID-19 pandemic have been held virtually. One meeting per year is typically held in mid- or south-county. Please refer to the Committee description and bylaws for more information: <https://scrtc.org/meetings/bike-committee/>.

If you are interested in serving on this committee, we recommend reviewing the by-laws and attending a meeting to familiarize yourself with the committee process. After doing so please complete this application and email a scanned signed copy to [ttravers@scrtc.org](mailto:ttravers@scrtc.org) or return a signed copy to the RTC office.

Name: Gina Gallino Cole

Home address: \_\_\_\_\_

Mailing address (if different): \_\_\_\_\_

Phone: (home) \_\_\_\_\_ business/message/mobile) \_\_\_\_\_

E-mail: \_\_\_\_\_

Length of residence in Santa Cruz County: 28 yrs in S.C. County  
19 yrs in N. Monterey County

I am applying to represent the following vacant position (circle one):

City of Scotts Valley – Alternate

City of Watsonville Primary

Other \_\_\_\_\_

I would consider a different position - either a different seat or alternate versus primary (circle one): Yes / No

**Previous experience on a government commission or committee:** (Please describe the committee/commission's purpose and your role.)

*\* See attached \**

**Other Relevant Work or Volunteer Experience**

Organization	Location	Position	Dates
<i>* See attached</i>			

**Statement of Qualifications:** Please attach a brief statement indicating why you are interested in serving on this committee and why you are qualified for the appointment. If you have served on this committee in the past, please summarize your accomplishments on the committee and indicate which of the committee's potential future endeavors most interest you.

**Certification:** I certify that the above information is true and correct and I authorize the verification of the information in the application in the event I am a finalist for the appointment.

Signature

Date

*March 25, 2022*

**Return Application to:**

SCCRTC Attn: Tommy Travers  
1101 Pacific Avenue Ste. 250  
Santa Cruz, CA 95060  
Or email: [ttravers@sccrtc.org](mailto:ttravers@sccrtc.org)

**Questions or Comments:**

Contact Tommy Travers at (831) 460-3200 or by email at [ttravers@sccrtc.org](mailto:ttravers@sccrtc.org).

**Previous experience on a government commission or committee:**

Planning Commissioner for District 2, Planning Commission for the City of Watsonville : January 2021 to January 2022.

Member, City of Watsonville, Vision Zero Task Force : October 2018 to present

Member, Community Traffic Safety Coalition : May 2019 to present

Member, City of Scotts Valley, Active Transportation Plan, Coordination Team : May 2019 to May 2021

Member, County of Santa Cruz, Active Transportation Plan, Coordination Team : August 2020 to November 2021

Member, City of Watsonville, Downtown Watsonville Specific Plan Stakeholders Committee : August 2019 to present

Member, City of Watsonville, Alcohol Ordinance Stakeholder Committee : 2017 to 2019

**Other Relevant Work or Volunteer Experience**

<b>Organization</b>	<b>Location</b>	<b>Position</b>	<b>Dates</b>
<b>Bike Santa Cruz County</b>	<b>Santa Cruz, CA</b>	<b>Executive Director</b>	<b>May 2019 - November 2021</b>
<b>Open Streets</b>	<b>Watsonville, CA</b>	<b>Work Group Volunteer</b>	<b>December 2018 to June 2018</b>
<b>Community Bike Collective</b>	<b>Watsonville, CA</b>	<b>Volunteer Youth Ride Leader</b>	<b>2019 to present</b>
<b>Friends of Watsonville Parks and Community Services</b>	<b>Watsonville, CA</b>	<b>Volunteer, Monthly Mayors' Ride Coordinator</b>	<b>2018-2021</b>
<b>Friends of the Rail and Trail</b>	<b>Santa Cruz County</b>	<b>Board Member</b>	<b>May 2019 to present</b>
<b>YWCA of Watsonville</b>	<b>Watsonville, CA</b>	<b>Board Member</b>	<b>November 2017 to November 2019</b>
<b>MHCAN</b>	<b>Santa Cruz</b>	<b>Board Member</b>	<b>May 2017 to May 2020</b>

Gina Gallino Cole

Santa Cruz County Regional Transportation Commission Bicycle Advisory Commission Application

**Statement of Qualifications:**

I am interested in serving on the Santa Cruz County Regional Transportation Commission Bicycle Advisory Commission because I believe that Commission is important for reviewing and providing feedback for the numerous bicycle related projects and policies that develop across the State, County, and jurisdictions. Although I have not served on this committee, I have participated in most of the committee's meetings since June 2019.

I have lived and worked and ridden bikes in Watsonville for most of my life. I have been active in our community as a teacher, a public health community organizer, and a cycling advocate for the past 18 years. In my time with Bike Santa Cruz County, I learned a tremendous amount about transportation planning and policies. I have a vested interest in the community of Watsonville, in ensuring that there are safe routes to schools for youth and safe routes to work for adults. I have a solid working knowledge of government systems and protocols as well as an understanding of the importance of community members participating in their local government.

I feel it is an important role to be able to be an effective liaison between the SCCRTC Bicycle Advisory Committee and the City of Watsonville. With all of the exciting, positive, cycling related changes such as the SC County ActiveTransportation Plan and the recent funding awarded to the city of Watsonville for connecting Pajaro Valley High School with a bike/pedestrian bridge, as well as expanding the Slough Trails and adding an additional car-free bridge across Lee Road in store for Watsonville, I would be honored to be part of the process for reviewing and providing feedback with the unique lens of a cyclist and an advocate.

With esteem,

Gina Gallino Cole

**TO:** Bicycle Advisory Committee

**FROM:** Tommy Travers, Transportation Planner

**RE:** FY 22/23 Bike to Work/Bike to School TDA funding request

---

## **RECOMMENDATION**

Staff recommends that the Committee:

1. Review the attached FY 22/23 Bike to Work/Bike to School funding request, work plan and budget from Ecology Action ([Attachment 1](#)) and provide input; and
  2. Recommend that the Regional Transportation Commission approve \$72,000 in FY 22/23 Transportation Development Act funds.
- 

## **BACKGROUND**

The RTC has supported the Bike to Work program for the more than 30 years that the program has been in existence, either through RTC staff support, sponsorship, or as the program's major funder. Bike to Work is a project of Ecology Action, a non-profit environmental organization, which houses a number of other transportation programs. In February 2003, the Commission approved \$40,000 in FY 03/04 TDA funds for the Bike to Work (BTW) program and committed to providing on-going funding at a level of \$40,000 per year as approved each year in its annual budget. The most recent budget increase was approved by RTC this year to fund the program with \$72,000.

BTW's goals of increasing levels of bicycling in Santa Cruz County are consistent with goals in the Commission's Regional Transportation Plan, and the project provides an unparalleled level of bicycle promotion throughout the County on an ongoing basis. BTW has grown steadily in participation and organization over the years.

Per the agreement with the RTC for receipt of TDA funds, the Commission has the opportunity to provide input or contingencies on funding or the work plan as part of any funding approval.

## **DISCUSSION**

Ecology Action submitted a FY 22/23 Bike to Work TDA request letter and other required materials ([Attachment 1](#)) for Bicycle Committee and Commission review and approval. They anticipate holding in-person Bike to Work/School events this fall and next spring while continuing online encouragement and education campaigns, including Bike Challenge months where community members are motivated to increase bicycle use for all trips in a friendly competition. The amount of \$72,000 has been budgeted in the RTC's FY 22/23 budget for the Bike to Work program.

The Transportation Development Act Claim form and the FY 22/23 scope of work provide a detailed description of services Ecology Action proposes to provide during the coming fiscal year. A summary of services provided by Ecology Action during the 2021 calendar year is also attached, as is the FY 22/23 budget. The requested amount represents over a third of BTW's annual budget which is \$189,000.

Funding the programs will be accomplished in three steps: 1) Inclusion in RTC budget for next fiscal year which is expected to occur at the April 7, 2022 meeting, 2) Bicycle Committee review and recommendation, and 3) Commission review and approval which is typically scheduled for the June RTC meeting.

## **SUMMARY**

Attached is a request from Ecology Action for TDA funding for the Bike to Work Program for \$72,000 in FY 22/23. Staff recommends that the Bicycle Advisory Committee provide input and recommend approval of the requested amount to the Regional Transportation Commission.

### Attachments:

1. Letter and supplemental materials from Piet Canin, Ecology Action's Strategic Development Director





April 1, 2022

Guy Preston  
Executive Director  
SCCRTC  
523 Pacific Avenue  
Santa Cruz, CA 95060

Dear Director Preston,

Ecology Action (EA) is requesting \$72,000 in Transportation Development Act (TDA) funds for FY 2022-2023 to support the Santa Cruz County Bike to Work and Bike/Walk to School (BTW/S) program which includes Fall/Spring Bike Transportation Campaigns for work (Bike to Work), school (Bike/Walk to School), May Bike Month, and Fall Bike Challenge on Love to Ride. The BTW program is one of the largest sustainable transportation campaigns in Santa Cruz County, providing critical opportunities to increase bike transportation, catalyze large scale behavior change, and provide bike encouragement to K-12 students and adults. These bike initiatives are needed more than ever as COVID-19 sparked a bike boom and this increased investment will help sustain the rise in biking as other forms of sustainable transportation have declined during the pandemic.

According to US Census data, Santa Cruz County's commute trips have the following mode share percentages – biking is 3%, public transit is 3%, and walking is 4.7%. The City of Santa Cruz mode share is 7.6% for biking, 7% for public transit, and 11% for walking. And the City of Watsonville is 1% for biking, 1.5% for transit, and 1.9% for walking. (US Census, American Community Survey, 5 year estimates 2015-2019)

This investment will allow Ecology Action to support the many current and soon-to-be bike improvements throughout the county including new sections of the Rail Trail in Santa Cruz and Watsonville, re-start and expansion of a county wide ebike share service, three new regional ebike rebate programs, and various local jurisdictions' bike infrastructure projects. Plus, future improvements such as two bike and pedestrian bridges over Highway One, Soquel Corridor bike improvements, and completion of more sections of the Rail Trail.

Ecology Action has been delivering popular inclusive encouragement bike programs for 35 years helping to foster the evolution of bike transportation in our coastal and mountain communities. We are well positioned to cultivate the accelerated adoption of bike transportation with greater access to quality ebikes and bike sharing schemes that are geared to underserved members of the county.

We will continue to use online platforms to strengthen our behavior change message, provide the social infrastructure for individuals and large employers alike to participate in a common challenge, and continue to respond to the barriers community members face to riding more often like safe routes. We piloted our safe route group rides throughout the county in 2021 as part Bike Month and Biketober. These rides, combined with ongoing encouragement and incentivization to get out and ride more often for all trips

creates a well-rounded approach to building confidence, skills, and inspiration to use biking for everyday transportation. We saw young kids just starting out to seniors looking for safe ways to get around, and many people in between. This social engagement makes biking an attractive form of transportation.

The Bike to Work program continues to leverage RTC funding with some \$60,000 in cash support and some \$25,000 of in-kind contributions from local businesses, public agencies, and volunteers. EA supplements RTC funding with state and regional funds where possible to meet the growing COVID-19 bike boom demands, especially for our bicycle transportation encouragement and safety education programs in the schools.

Ecology Action is sincerely grateful to the RTC for your continued support and for consideration of this \$72,000 allocation request for FY 22/23 to support our Bike to Work/School program.

Sincerely,

A handwritten signature in black ink, appearing to read "Piet Canin", with a stylized flourish at the end.

Piet Canin,  
Strategic Development Director  
Ecology Action



## **Ecology Action's Bike to Work/Bike Campaign Program 2021**

### **Program Summary**

#### ***Program Summary***

Our 2021 program – like everything else in our lives – continued to be impacted by COVID surges and dips. Ecology Action adapted to the ongoing COVID restrictions by bolstering our online presence while easing into more in-person activities. Our mix of digital and live activities enhanced our offerings and active communication channel allowed us to reach individuals who were new to and those re-discovering bicycling during COVID by providing education, encouragement, and community. We were able to offer in person activities while following public health guidelines that enhanced community connections and bike education and encouragement impacts.

#### **2021 Accomplishments**

##### *Bike Challenge (May Bike Month + Biketober)*

- 1,592 participants (those who logged one ride or more)
- 481 new or occasional riders
- 26,940 total bike trips
- 294,463 miles biked
- 42% transportation trips
- 40,942 CO2 saved (lbs)

##### *Bike Month Activities (other than Bike Challenge)*

- 22 activities
- 595 participants
- 2,390 Fall Bike/Walk to School grade school participants

Ecology Action worked with partner public agencies, local community-based organizations, and businesses/employers to adapt to the continuing realities of the pandemic and seized upon dips in infection rates to host more in person events highlighted by Fall Bike/Walk to School for grade schools throughout the county. After a COVID hiatus, this long running event activated 2,390 school kids to bike and walk to school.

We also initiated Safe Routes Group Rides in the City of Watsonville, Santa Cruz, Capitola and Live Oak with 16 rides, across eight weekends, with 216 participating community members. These rides introduced safe, low-stress, and convenient routes for a variety of cyclists. Also, what is becoming a tradition, the Watsonville Mayor hosted the annual Mayor's ride with 25 riders. These were some of the in-person May and October Bike Month activities that helped get people get on their bikes and find community while building confidence and habits for biking for every day trips.

We also successfully continued our virtual webinars building a library of content spanning urban cycling, introduction to e-bikes, and bike commuting 101. We co-hosted a bike commuter workshop with REI marketing help that 182 people viewed.

As of February 2022, the Santa Cruz Love to Ride platform has 3,714 participants of which 517 are new riders from 217 employers. Since the start of the program these participants have recorded over 233,000 bike trips, covering 2.9 million miles. This community continues to grow and provide a reliable and durable platform for expanding cycling in Santa Cruz County. We are able to use several Love to Ride platform features to foster and support safe and regular cycling for everyday trips and build community in the process.

## **Bike To Work Program Scope of Work FY 22-23**

Ecology Action's (EA) Bike To Work (BTW) Program turns 36 in the Spring of 2023, a testament to the incredible growth from a small neighborhood affair to a large-scale community tradition that continues to evolve and meet the moment to sustain the once in a generation COVID-19 bike boom. The BTW program is one of the largest sustainable transportation campaigns in Santa Cruz County, providing critical opportunities to increase bike transportation, catalyze large scale behavior change, and provide bike encouragement from K-12 students to adults.

Ecology Action is keenly tuned and uniquely positioned to help sustain the incredible bike boom and help move folks on their journey from beginner riders to everyday transportation cyclists. We witnessed a wide variety of people biking for diverse purposes, seeing bike sales and ridership shoot upwards, and the reasons were manifold. With fear of COVID-19 transmission, the natural socially distant bicycle offered a safe form of transportation. Gyms and other fitness establishments closed so people turned to the bicycle for exercise. Shelter in place meant most people were reduced to their homes and neighborhoods for months, so the bike became an escape from the monotony of SIP, a healthy family activity, and a way to de-stress. Bike shops were busier than ever - they were labeled essential businesses and neighborhood streets and dirt trails were crowded with a variety of riders.

Ecology Action will also leverage and incorporate the new local and regional ebike rebates; the upcoming state ebike rebates and the upcoming countywide ebikeshare service to engage a wider cross section and number of residents. The ebike rebate programs with a focus on serving low-income consumers will make ebike ownership possible for a greater number of users. This could be a game changer as more folks are looking for alternatives to driving gasoline cars due to skyrocketing gasoline prices. And the ebike share service will make ebikes accessible without the challenges that bike ownership can present.

Our FY 22/23 programs look to sustain the bike boom with a range of encouragement, education, and support activities with both online and in-person (following public health guidelines) components.

We are using a mix of online platforms and in person activities to enhance our behavior change message and resources to meet the ever-changing needs of our community. Engagement with the online Love to Ride platform, which powers the Santa Cruz County Bike Challenge, illustrates the positive impact and functionality of virtual channels. The COVID-19 crisis accelerated the need to deliver more online bike transportation messaging and virtual behavior change programs. Ecology Action proposes these main components to our Bike to Work program:

- 1) Fall Bike/Walk to School.
- 2) Spring Bike/Walk to School.
- 3) Fall and Spring Bike Challenge via Love to Ride (October & May).

- 4) Spring Bike Month, which features fun, inclusive, positive, and educational bicycle activities such as the popular Safe Routes Community Rides. These activities are both virtual and in-person.
- 4) Ongoing support targeting bike commuters via online communications including original blog content, electronic newsletters, and social media
- 5) In addition to tips and content to support new and intermediate riders, we'll also include regular updates on bike infrastructure projects that will have a positive impact on local commuters (i.e. Rail Trail, Chanticleer Bike/Ped bridge, etc.)

Fall Bike Transportation Campaign for work, school and health (September/October 2022)

**Work Schedule/Tasks:**

EA will coordinate the Fall Bike Transportation Campaign for work, school and health activity which features incentives, resources, encouragement, peer and EA support and engagement to bike to work, school, errands, health and wellness. The following are tasks to be completed:

- Implement a Fall Bike Month featuring a variety of in person and on the bike activities including Safe Route Community Rides .
- Implement the Bike Month Challenge using the Love to Ride Platform
- Implement Fall Bike/Walk to School Day at K-12<sup>th</sup> grade schools throughout the County.
- Conduct outreach to novice bike commuters through targeted employer and employee outreach, online social marketing and media outreach
- Conduct comprehensive promotional campaign including print ads, online ads, electronic newsletters, website, social media, and hardcopy flyer distribution. Campaign will include promoting informative resources to increase ridership among infrequent riders.
- Coordinate Bike/Walk to School efforts with bike safety presentations conducted by EA's Bike Smart Youth Bike Safety program and the Community Traffic Safety Coalition (CTSC)
- Coordinate helmet distribution with CTSC at school sites based on supply of helmets and greatest need
- Conduct outreach to school teachers, administrators and parents to continue to expand student participation
- Recruit, train and coordinate 100+ volunteers
- Continue to innovate programming to engage new audiences and test new programs/initiatives

Performance Goals for Fall Bike Transportation Campaign for work, school, and health

- Increase participation levels by 5% for fall activities and Fall Bike Challenge. Using more tools to increase ongoing bike transportation including a mix of in person and digital encouragement, storytelling, and incentives.
- Increase the number of beginning cyclists participating by 2%.
- Place hundreds of event and informational posters at local businesses and around the community.
- Develop and send targeted emails to over 6,000 participants with bike commuting news, incentives, and resource information.
- Create bilingual Bike Month assets

- Conduct content marketing campaign including blog posts and social media posts featuring community members on a variety of topics (I.e. how to start commuting, riding in the rain, why I ride series, etc.)

### Spring Bike Month May 2023

#### Work Schedule/Tasks:

EA staff will coordinate the 36<sup>th</sup> annual Santa Cruz County Spring Bike Month, which will include Bike Month, Bike Month Challenge and Spring Bike Transportation Campaign for work, school and health activities that includes that includes Bike to Work/School. The main objective will be to continue to promote bicycle commuting as well as bicycle transportation for other trips that replace single occupancy vehicle trips. The following are tasks to be completed:

- Implement a Spring Bike Month featuring a variety of in person and on the bike activities including Safe Route Community Rides .
- Implement the Spring Month Challenge using the Love to Ride Platform
- Implement Spring Bike/Walk to School Day at K-12<sup>th</sup> grade schools throughout the County.
- Work with large employers to offer incentives and encourage participation.
- Continue Bike Challenge with local employers. Recruit 'teams' of employees that will help keep each other motivated to bike commute. Teams will record their bike trips on our challenge website – Love to Ride, and will earn 'points' for riding and encouraging others to ride. The team/business with the most points at the end of the month will be featured on Bike Month promotions.
- Promote bike commuting resources and safety tips through a regularly scheduled electronic newsletter with a distribution of 6,000+ local contacts.
- Maintain regular online presence via Ecology Action's social media channels including Facebook, Instagram, and LinkedIn and our campaign landing pages.
- Conduct comprehensive promotional campaign including print ads, online ads, electronic newsletters, website, social media and hardcopy flyer distribution. Campaign will focus on storytelling, relevant and timely content, social diffusion and positive peer pressure, incentives, and fun – all designed to invite and sustain more participation, ridership, and a local bike culture.
- Create artwork and other promotional collateral.
- Coordinate with bike safety presentations conducted by EA's Bike Smart Youth Bike & Walk Safety program the Community Traffic Safety Coalition (CTSC)
- Coordinate helmet distribution with CTSC at school sites.
- Promote Bike Month, bringing in partnerships with additional agencies and businesses to promote Bike Month activities and bike resources throughout the year.
- Recruit, coordinate and train 100+ volunteers.
- Continue efforts in South County to improve outreach to underrepresented populations.

#### Performance Goals for the Spring Bike Month, 2023

- Increase participation by 5% from the previous spring Bike Month activities including Bike Month Challenge on Love to Ride and other Bike Month activities/events.

- Continue to grow Bike Month Challenge with at least 5 new businesses.
- Innovate outreach/promotion to businesses, public agencies, & local organizations by identifying organization champions via Love to Ride, individuals who register and champion the challenges internally at their workplace.
- Target increasing the number of beginning cyclists participating in Bike Month activities including, Bike Month Challenge, and other Bike Month activities/events through marketing segmentation and tailored messaging.
- Develop and send at least 4 e-newsletters to 6,000+ people with bike commuting news, upcoming events, incentives, and resource information.
- Create bilingual Bike Month assets.
- Conduct content marketing campaign including blog posts and social media posts featuring community members on a variety of topics (l.e. how to start commuting, riding in the rain, why I ride series, etc.)



**EA's Bike to Work/School 22/23 Budget - \$72,000 TDA  
Funds**

	SCCRTC	Match*
Personnel		
Program Director (.15 FTE)	\$ 5,000.00	\$ 2,000.00
Senior Program Specialist (.25 FTE)	\$ 27,000.00	\$ 10,000.00
Program Specialist (.5 FTE)	\$ 20,000.00	\$ 20,000.00
Youth Coordinator (.25 FTE)	\$ 20,000.00	
Material		
Direct Costs (Online Challenge platform, program materials & supplies)		\$ 45,000.00
Inkind services (staff & supplies)		\$ 10,000.00
Inkind product donations (food, advertising, prizes)		\$ 30,000.00
Total	\$ 72,000.00	\$ 117,000.00
<b>TOTAL PROJECT BUDGET</b>		
<p><i>* Local business and public agencies donations contribute \$60,000 in cash plus an additional \$40,000 of inkind services and product annually for Bike to Work.</i></p>		

# Transportation Development Act (TDA) CLAIM FORM

*Submit a separate form for each project.*

*This form has been developed in an effort to standardize information required from TDA recipients, based on TDA Statute, RTC Rules and Regulations, and/or RTC board requests.*

*If you have any questions about this claim form or would like an electronic copy of the form, please contact the Santa Cruz County Regional Transportation Commission at 460-3200.*

## **Project Information**

1. Project Title: Bike to Work/School program
2. Implementing Agency: Ecology Action
3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant: SCCRTC
4. Funding requested this claim: TDA– Local Transportation Funds (LTF) \$ \_ \$72,000 \_\_\_\_\_  
STA (transit/paratransit only) \$ \_\_\_\_\_
5. Fiscal Year (FY) for which funds are claimed: FY \_22/23 \_\_\_\_\_
6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims:  
☒ Article 8 Bicycle and/or Pedestrian Facility  
☐ Article 4 Public Transportation  
☐ Article 8 Specialized Transportation via city sponsor  
☐ Article 3 & 8 TDA Admin or Planning
7. Contact Person/Project Manager  
Name: \_Piet Canin\_  
Telephone Number: \_831-515-1327 \_\_\_\_\_ E-mail: pcanin@ecoact.org \_\_\_\_\_  
  
Secondary Contact (in event primary not available): \_Matt Miller\_\_\_\_\_  
Telephone Number: \_916-849-6220 \_\_\_\_\_ E-mail: \_matt.miller@ecoact.org \_\_\_\_\_
8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks):

Our FY 22/23 programs looks to sustain the bike boom with a range of encouragement, education and support initiative both online and in-person (following public health guidelines).

We continue using a mix of online platforms and in person activities to enhance our behavior change message and resources to meet the ever-changing needs of our community. Engagement with the online Love to Ride platform that powers the new Santa Cruz County Bike Challenge illustrates the positive impact and functionality of virtual channels. The COVID 19 crisis accelerates the need to deliver more online bike transportation messaging and virtual behavior change programs. Given these factors Ecology Action proposes these main components to our Bike to Work program:

- 1) Fall Bike Transportation Campaign for work, school (Bike to School) & health.
- 2) Spring Bike Transportation Campaign for work, school (Bike to School) & health.
- 3) Fall and Spring Bike Challenge via Love to Ride (September & May).
- 4) Fall and Spring Bike Month, which features fun, inclusive, positive, and educational bicycle activities
- 4) Ongoing support targeting novice or infrequent bike commuters via online communications including original digital, electronic newsletters, social media and website/blog updates
- 5) In addition to tips and content to support new and intermediate riders, we'll also include regular updates on bike infrastructure projects that will have a positive impact on local commuters (i.e. Rail Trail, Chanticleer Bike/Ped bridge, etc)

9. Project Location/Limits (attach a map and/or photos if available/applicable, include street names):  
The project includes the entire Santa Cruz County area including all the incorporated cities.

Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community).

Ecology Action's BTW/S program provides incentives and tools for local commuters to bicycle for transportation therefore reducing their single-occupancy vehicle trips. BTW/S provides a variety of resources and services to support commuters in switching to bicycle transportation and to bike commute more often. One of the primary objectives of BTW/S is to normalize bicycling as a mode of transportation and provide residents with a variety of opportunities throughout the year to experience how bicycling is possible for many different types of trips they would otherwise take by car. BTW/S includes a multi-pronged promotional and outreach approach that reaches community members throughout Santa Cruz County. The benefits associated with BTW/S including reduction of traffic congestion, reduction of air, water, and noise pollution, reduction of greenhouse gasses, as well as the promotion of a healthy means of active transportation that helps combat obesity. BTW/S therefore provides a means for addressing some of the more pressing issues that Santa Cruz County is facing including worsening traffic congestion, growing childhood obesity rates, and climate change. BTW/S is an effective approach to building a more sustainable community.

Biking also offers a low cost means for shorter trips, therefore buffering everyone from rising gas prices, and with local, regional and soon to come state ebike rebates, ebikes are more affordable. And ebikes extend the travel range of riders with less effort therefore making cycling more attractive to a greater number of locals.

10. Project Productivity Goals for this fiscal year:

- a. Measures of performance, success or completion to be used to evaluate project/program (ex. increase use of facility/service, decrease collisions, etc.):

To measure the success of the Bike to Work/School program, Ecology Action (EA) tracks the following data using participant surveys: the number of program participants, the participant's bike commute mileage, the number of beginning and infrequent bike commuters, the number of first time participants, and the number of participants who usually drive alone to work. EA also tracks the number of K-12 school students who bike and walk to school and at a growing number of schools we survey pre-program biking and walking rates. Our Bike Month Challenge uses bike trip and mileage tracking apps to quantify bike commuter trips. We also survey program participants. EA also measures success by the amount of publicity generated through social media, news articles, radio talk shows, TV newscasts, the number of newsprint ads, and the number of radio and TV PSA's aired. Success is also measured by the number of website visits, emails delivered and the growing number of people that sign-up for our electronic newsletter. The number of community, business and school events staffed with informational booths is also tracked.

- b. Number of people to be served/anticipated number of users of project/program (ex. number of new or maintained bike miles; number of people served/rides provided):

We anticipate 7,000-10,000 people will participate directly in the program.

11. Consistency and relationship with the Regional Transportation Plan (RTP) - Is program/project listed in the RTP and/or consistent with a specific RTP Goal/Policy? Project RTC #26

12. Impact(s) of project on other modes of travel, if any (ex. parking to be removed):

The Bike to Work/School program helps reduce single-occupancy vehicle trips and parking demand while increasing the number of bus/bike combined trips. There also is an increase in people walking to work or school, especially those walking to school.

13. Estimated Project Cost/Budget, including other funding sources, and Schedule: *(attach project budget). Specialized*

*Transportation Claims require 10% local match or other performance standard. Local match can take the form of fares, donations, agency charges, grants, revenue sharing and other non-restricted sources. In kind services many NOT apply toward the local match. In lieu of a 10% match performance standard, the Volunteer Center performance standard is to provide 4,000 rides per year.*

What is the total project cost? \$189,000.

Is project fully funded? No.

What will TDA (and STA, if applicable) funds be used on (ex. operations, administration, brochures, engineering, construction)? Staff to operate the numerous activities that direct engage grade school students, college students, families, adults and seniors.

14. Preferred Method and Schedule for TDA-LTF fund distribution (*see RTC Rules and Regulations for details and requirements. Note if funds are distributed in advance of use, agencies will be required to subsequently provide documentation of actual expenditures.*):

a. Bike/Ped: Cities/County: ☐ Up to 90% upon initiation of work OR ☐ 100% upon project completion  
HSA/BTW: ☐ Quarterly disbursement OR ☐ Semi-annual disbursement

b. CTSA: ☐ Quarterly disbursement, with up to 35% in first quarter, and the remaining quarterly payments being one-third of the remaining claim amount;  
OR ☒ Quarterly disbursement

c. Volunteer Center: ☐ Full approved claim amount in the first quarter

d. SCMTD: ☐ Quarterly disbursement

15. TDA Eligibility:

	YES?/NO?
<b>A.</b> Has the project/program been approved by the claimant's governing body? Form of approval Work plan and annual budget_ (eg resolution, work program, budget, other document) If "NO," provide the approximate date approval is anticipated. _____	
<b>B.</b> Has this project previously received TDA funding? If yes, date RTC approved: May, 2021	Yes
<b>C.</b> For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____ )	
<b>D.</b> Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval).	To be reviewed by the RTC Committees at their April 2022 meetings.
<b>E.</b> For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: <a href="http://www.dot.ca.gov">http://www.dot.ca.gov</a> ).	
<b>F.</b> For Article 4 transit claims: Does operator meet Article 4 eligibility requirements? i. Farebox recovery ratio? and/or, ii. 50 percent expenditure rule as an older operator, defined as service starting prior to 1974?	

**Bike/Ped (Article 8) Only**

16. Project Cost/Budget, including other funding sources, and Schedule: (complete "24a" or "24b")

- a. Capital Projects (Bicycle projects: Bicycle Advisory Committee or RTC must approve the final project design plans prior to construction; see RTC Rules & Regulations)

	Planning	Environmental	Design/ Engineering	ROW	Construction	Other *	Contingency	Total
<b>SCHEDULE (Month/Yr) Completion Date __/__/__</b>								
<b>Total Cost/Phase</b>								
<b>\$TDA Requested (this claim)</b>								
<b>Prior TDA:</b>								
<b>Source 3:</b>								
<b>Source 4:</b>								
<b>Unsecured/ additional need**</b>								

\*Please describe what is included in "Other":

- b. Non-Capital Projects – Cost/Schedule: List any tasks and amount per task for which TDA will be used. Can be substituted with alternate budget format. **See attached budget.**

Work Element/Activity/Task	SCHEDULE (Month/Yr)	Total Cost per Element	\$ TDA requested	\$ Source 2:	\$ Source 3:	\$ Source 4:
Administration /Overhead						
Activity 1:						
Activity 2:						
Activity 3:						
Activity 4:						
Ex. Consultants						
Ex. Materials						

**SCMTD, CTSA, Bike to Work, HSA, Volunteer Center Only – PLEASE KEEP ANSWERS BRIEF**

**17. Improving Program Efficiency/Productivity**

- Describe any areas where special efforts have been made in the **last fiscal year** to reduce operating cost and/or increase ridership/program usage. Note any important trends.  
Ecology Action continues adapt to the covid public health restrictions by offering online program tools and resources for program participants as we get back to more in person activities. During a time when many sustainable transportation program efforts struggled to maintain participation and engagement Ecology Action effectively engaged more residents, businesses and organizations. We brought back the popular Fall Bike/Walk to School Day activity with over 2,000 school youth participating throughout the county.

We successfully continued to engage participants with updated online channels as we navigated the challenges brought on by the pandemic. We developed more interactive and attention grabbing content and formats as Zoom

webinars become the norm for program delivery. While this didn't necessarily reduce program cost it did allow us to deliver relevant programming that supported locals during the pandemic.

EA helps to reduce operating costs by investing in our volunteer program. EA continues to develop and foster our volunteer base through consistent volunteer retention with engagement events, regular communications, and recruitment of new volunteers. In addition, EA continues to solicit a wide array of product donations, both financial and in-kind. Local businesses, public agencies, and individuals provide a high level of skilled volunteer labor to assure the smooth running of the program. EA has built on its 30 years of success to generate non-TDA cash donations from local businesses, individuals and public agencies. Last year the program raised over \$30,000 in cash donations and \$20,000 in in-kind services and product donations to match the TDA funds. These cash donations are from non-transportation funding sources. EA also actively seeks other funding sources such as federal and state Safe Routes to School, local foundations, and applicable funders.

- Goals for next fiscal year (ex. identify opportunities to maximize economies of scale, planned productivity improvements). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

As Santa Cruz County transitions to a less restrictive covid existence we are looking to sustain the incredible bike boom that saw a wide variety of people biking for a variety purposes. Biking tilted upwards as it is a covid-safe form of transportation, exercise, escape from the monotony of SIP, a healthy family activity and way to de-stress. Bike shops were busier than ever - they were labeled essential business -- as demand overwhelmed supply, there was a 109% increase in local sporting good sales revenue from fall 2019 to fall 2020, neighborhood streets and dirt trails were crowded with a variety of riders. Other forms of sustainable transportation didn't do as well.

For the upcoming fiscal year, EA will engage more people by hosting in person activities while growing an robust and active online community through the Love to Ride platform. We are all starved for positive, safe and fun personal interaction, something biking has always offered. EA will provide inviting and inclusive venues for these type of gatherings that build community which in turn fosters sustained bike riding. People feel that they are part of something bigger.

EA will focus on business engagement by expanding our Bike Month Challenge where employees will be encouraged to participate in two monthly Bike Challenges using apps to track their bike commuter trips and miles. Prizes and gamification will be used to catalyze participation from new bike commuters and get those biking already to ride more often for bike transportation.

EA will continue to focus on expanding this program within the schools and leveraging our existing volunteer and administrator contacts at school sites to increase ridership among students while keeping staff time low.

EA will continue to foster ridership with year-round communication on our social media platforms and electronic newsletters as well as collaborative work and/or events with community partners, agencies, and organizations.

18. What is different from last year's program/claim?

We will be moving to more in person programming for FY 22/23 as public health regulations permit.

19. Schedule of regular progress reports including an evaluation at the end of the year:

- ☐ SCMD – April each year
- ☐ Specialized Transportation: Quarterly<sup>1</sup> to E/D TAC, RTC \_\_\_\_\_ (Months/Year)
- ☒ HSA/BTW: Bicycle Committee April, 2023\_ (Month, year); RTC May, 2023 (Month, year)

<sup>1</sup> If feasible, the quarterly TDA reports submitted by Community Bridges for Lift Line as the Consolidated Transportation Services Agency (CTSA) should include on-time performance of the service.

Vehicle on-time arrival to pick up a passenger at the scheduled time is an important measure of operational effectiveness and customer service.

**SCMTD, CTSA and Volunteer Center Only**

20. a. Are these transportation services responding to transportation needs not otherwise being met within the community or jurisdiction of the claimant?

b. Does the project meet an unmet transit need from the most recently approved RTC Unmet Paratransit and Transit Needs List? Describe.

**CTSA and Volunteer Center (Article 8) Only**

21. Where appropriate, are these specialized transportation services coordinated with other transportation services, including METRO service? Describe.

22. Provide performance information, as pertinent, which demonstrate service efficiency and effectiveness, such as: verification of the operating cost per passenger, operating cost per vehicle service hour, passengers per vehicle service hour, passengers per vehicle service mile, and vehicle service hours per employee for last fiscal year (definitions available in Section 99247 of TDA Guidelines). (99246d, per Performance Audits)

a. *Volunteer Center, only:* ☐ provide a minimum 4,000 rides per year

23. Discuss the needs and types of the passengers being served, the employment of part-time drivers and the contracting with common carriers of persons operating under a franchise or license to provide services during peak hours, as defined in subdivision (a) of Section 99260.2. (99246d, per 2010 Performance Audit)

**SCMTD, CTSA, Volunteer Center & RTC Only**

24. List the recommendations provided in the last TDA Triennial Performance Audit and your progress toward meeting them.

- Describe the work your agency has undertaken to implement each performance audit recommendation and the steps it will take to fully implement the recommendation.
- For any recommendations that have not been implemented, explain why the recommendation has not been implemented and describe the work your agency will undertake to implement each performance audit recommendation.
- Describe any problems encountered in implementing individual recommendations.

**SCMTD Only**

25. TDA Article 4 Eligibility Compliance – *Provide documentation for 50% expenditure limitation (PUC Section 99268.1).*

50 percent expenditure limitation (use if LTF remains below 50 percent of its operating costs):

- Overall operating cost for fiscal year: \$ \_\_\_\_\_
- TDA-LTF claim: \$ \_\_\_\_\_
- Source of information (e.g. audited financial statements, budget, etc):

<b><i>Funds</i></b>	<b><i>Urbanized Service</i></b>	<b><i>Rural/Non-Urban Service</i></b> <i>(could use FTA 5311 application)</i>
Fare Revenue:	\$ _____	\$ _____
Local Support Revenues:	\$ _____	\$ _____
Operation costs:	\$ _____	\$ _____

Ratio Fare Rev ÷ Op Cost: (minimum required=15% per PUC Sec.6645)	_____%	_____%
Cost per ride being subsidized for different services/funds	\$ _____	\$ _____

*Note: Exemptions for calculating operating costs – **spell out in your operating budget summary.***

- *Service extensions are exempt until two years after the end of the fiscal year during which they were established (PUC Sec. 99268.8). This exemption applies only if the new service was not provided nor was funded by LTF/STA during any of the prior three fiscal years.*
- *The additional operating costs to a transit operator of providing comparable complementary paratransit services, pursuant to the Americans with Disabilities Act, that exceed operator's prior year costs as adjusted by the CPI are excluded from operating cost.*
- *As set forth in Section 99268.2, ratio must be at least equal to one-fifth if serving an urbanized area or one-tenth if serving a non-urbanized area. If a ratio of the sum of fare revenues and local support to operating cost greater than one-fifth if serving an urbanized area, or one-tenth if serving a non-urbanized area, during the 1978 -79 fiscal year shall, at least, maintain that ratio in order to be eligible for additional funds pursuant to this section.*
- *Additional exclusions in calculating urban/rural farebox recovery: operating costs above the consumer price index for fuel, alternative fuel programs, power, insurance premiums and payments in settlement of claims, and state and federal mandates.*

26. Did the SCMTD operating budget increase over 15% from the prior fiscal year?

*If the answer is yes, please provide a statement identifying and substantiating the reason or need for the increase in the transit operating budget in excess of 15% above the preceding year, and identify substantial increases or decreases in the scope of operations or capital provisions for major new service - (transit claimants only, if applicable).*

27. Operating statistics (compare current fiscal year to date to last three full fiscal years; \*TDA required performance indicators), submit items from the following list.

- *Annual passengers*
  - *Rides/passenger trips provided by type (student, senior, adult, pass holders, etc, or however stat's kept) and amount of TDA \$ used for each type of ride*
- *Annual service hours*
- *Passengers per vehicle service hour\**
- *Annual service miles*
- *# of fixed-route miles*
- *Service Area – square miles*
- *Service Area Population*
- *Passengers per vehicle service mile\**
- *Average passengers per weekday*
- *Total operating costs in budget*
- *Operating cost per vehicle service hour\**
- *Total operating cost per passenger\**
- *Average Farebox Revenue per passenger (describe what is included)*
- *# of FTE employees (all employees, not just drivers)*
- *Vehicle Service hours/Employee\**
- *# of routes*
- *Average route length*
- *Average travel times/rider*
- *# of bus stops*
- *# of vehicles in operation*
- *# of monthly bus passes in circulation*
- *Max vehicles in service at any time:*
- *Hours of service:*
- *Approximate # of unduplicated passengers*
- *Cost per unit of service plus text about long range plans to make/keep this low*
- *Funds and percentage spent on administration/overhead/grantee allocation/etc*



- *Actual financials compared with budget*
- *Actual number of rides provided compared with goal and text about whether goal was met and why/why not*

Definitions:

- a) *"Operating cost" means all costs in the operating expense object classes exclusive of the costs in the depreciation and amortization expense object class of the uniform system of accounts and records adopted by the Controller pursuant to Section 99243. "Operating cost" excludes all subsidies for commuter rail services operated on railroad lines under the jurisdiction of the Federal Railroad Administration, all direct costs for providing charter services, all vehicles lease costs, and principal and interest payments on capital projects funded with certificates of participation.*
- b) *"Operating cost per passenger," means the operating cost divided by the total passengers.*
- c) *"Operating cost per vehicle service hour," means the operating cost divided by the vehicle service hours.*
- d) *"Passengers per vehicle service hour" means the total passengers divided by the vehicle service hours.*
- e) *"Passengers per vehicle service mile" means the total passengers divided by the vehicle service miles.*
- f) *"Total passengers" means the number of boarding passengers, whether revenue producing or not, carried by the public transportation system.*
- g) *"Transit vehicle" means a vehicle, including, but not limited to, one operated on rails or tracks, which is used for public transportation services funded, in whole or in part, under this chapter.*
- h) *"Vehicle service hours" means the total number of hours that each transit vehicle is in revenue service, including layover time.*
- i) *"Vehicle service miles" means the total number of miles that each transit vehicle is in revenue service.*
- j) *"Vehicle service hours per employee" means the vehicle service hours divided by the number of employees employed in connection with the public transportation system, based on the assumption that 2,000 person-hours of work in one year constitute one employee. The count of employees shall also include those individuals employed by the operator, which provide services to the agency of the operator responsible for the operation of the public transportation system even though not employed in that agency.*

**Documentation to Include with Your Claim (all TDA Claims):****All Claims**

- ☐ A letter of transmittal addressed to the SCCRTC Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- ☐ Statement from the TDA Eligible Claimant indicating its role and responsibilities.

**Article 8 Bicycle/Pedestrian Claims**

- ☐ Evidence of environmental review for capital projects

**All Transit and Specialized Transportation Claims (SCMTD, CTSA, and Volunteer Center)**

- ☐ A copy of the operating and capital budgets for the coming fiscal year
- ☐ Description of capital projects, including time frame over which project will be funded and implemented
- ☐ Operating Plan for current and upcoming activities – can be within project description
- ☐ TDA Standard Assurances Checklist

**Article 4 Transit Claims**

- ☐ A certification from the California Highway Patrol (completed within the last 13 months) indicating that the operator is in compliance with Section 1808.1 of the Vehicle Code.
- ☐ Other Certifications
- ☐ Written report of current and upcoming activities. (*per RTC Rules and Regulations*)

***Local Agency Certification:***

This TDA Claim has been prepared in accordance with the SCCRTC's Budget, SCCRTC's Rules and Regulations, and Caltrans TDA Guidebook (<http://www.dot.ca.gov/hq/MassTrans/State-TDA.html>). I certify that the information provided in this form is accurate and correct. I understand that if the required information has not been provided this form may be returned and the funding allocation may be delayed.

**PROOF OF EXPENDITURES:** Claimant acknowledges it is required to submit all expenditure backup as well as evidence of other funding used for project to RTC, to RTC's satisfaction, before receiving periodic disbursement or disbursement upon project completion.

**CERTIFIED FISCAL AUDIT:** Claimant certifies that it has submitted a satisfactory, independent fiscal audit, with the required certification statement, to SCCRTC and to the State Controller's Office, pursuant to PUC 99245 and CCR 6664 for the prior fiscal year (project year minus two). Claimant assures that this audit requirement will be completed for the current fiscal year (project year minus one). *This requirement does not apply to new transit operators nor Bike to Work or HSA claims submitted through the SCCRTC.*

Signature  Title: Strategic Development Director \_\_\_\_\_ Date: 4/1/22

\\Rtcserv2\shared\GRANTS\TDATDA\TDA Claim Form Master.doc

**TO:** Bicycle Advisory Committee

**FROM:** Tommy Travers, Transportation Planner

**RE:** FY 22/23 TDA Funding Request for the Community Traffic Safety Coalition and the Ride N Stride Program

---

## **RECOMMENDATIONS**

Staff recommends that the Bicycle Committee:

1. Review the attached FY 22/23 Community Traffic Safety Coalition (CTSC) and Ride N Stride Bicycle and Pedestrian School Education Program funding requests, work plans and budgets from the County Health Services Agency (HSA) (Attachments 2 & 4) and provide input; and
  2. Recommend that the Regional Transportation Commission approve \$156,000 in FY 22/23 Transportation Development Act funds.
- 

## **BACKGROUND**

Since FY 98/99, the Regional Transportation Commission has included \$50,000 in Transportation Development Act (TDA) funding for the Community Traffic Safety Coalition (CTSC), operated by the Santa Cruz County Health Services Agency (HSA).

Since FY 01/02, the Commission has also funded HSA's Ride N Stride Bicycle and Pedestrian School Education Program with TDA funds. In prior years, funding for this program came from the Congestion Mitigation and Air Quality Improvement Program and Commission reserves. The most recent budget increase was approved by RTC this year to fund the two programs with a combined \$156,000.

Per the agreement between the Commission and HSA for receipt of TDA funds, the Commission and Bicycle Advisory Committee have the opportunity to provide input or contingencies on funding or the work plan as part of any funding approval.

## **DISCUSSION**

The County HSA submitted a cover letter (Attachment 1) and two sets of FY 21/22 TDA claim forms, work plans and budgets for Bicycle Committee and Commission review and approval. The first work plan, claim form and budget are for the ongoing work of the Ride N Stride Bicycle and Pedestrian School Education Program (Attachment 2). This project includes staff costs to present lessons on bicycle and pedestrian safety to elementary school students. The FY 22/23 funding request for this program is \$78,000.

The second work plan, claim form and budget are for continuation of the CTSC including Vision Zero coordination (Attachment 4). The CTSC serves Santa Cruz County residents through efforts to prevent bicycle and pedestrian injuries and fatalities and increase the use of safe alternative modes of transportation. The CTSC coordinated the Vision Zero program for the city of Watsonville and continues to be closely involved with implementation of that plan, with the HSA providing staff support for the Watsonville Vision Zero Task Force. The CTSC has developed a Vision Zero Work Plan for coordination with other jurisdictions for future plans and occasionally meets with other jurisdictions.

Progress Reports for both programs for 2021 have been requested and expect to be posted on the Committee website prior to the April 11 meeting, for Committee review.

In total, the amount requested for the two programs does not exceed the \$156,000 currently available in the RTC budget. HSA will provide a total of \$204,000 in matching funds to the requested allocation, including in-kind contributions.

Funding the programs will be accomplished in three steps: 1) Inclusion in RTC budget for next fiscal year which is expected at the April 7, 2022 RTC meeting, 2) Bicycle Advisory Committee review and recommendation, and 3) RTC review and approval typically scheduled for the June RTC meeting.

The agreement between the RTC and County HSA for the CTSC and Ride N Stride programs includes annual review, feedback and comment by the Commission on their respective work plans as part of the funding review and approval process.

## **SUMMARY**

Attached is a request from the Health Services Agency for TDA funding for the CTSC and the Ride N Stride Program for \$156,000 in FY 22/23. Staff recommends that the Bicycle Advisory Committee provide input and recommend approval of the requested amount to the Regional Transportation Commission, with \$78,000 going to the Community Traffic Safety Coalition and \$78,000 going to the Ride N Stride Program.

### Attachments:

1. Letter from Corrine Hyland, Health Services Manager
2. Ride N Stride claim form and work plan
3. CTSC claim form and work plan
4. Ride N Stride & CTSC FY 22/23 budgets

# COMMUNITY TRAFFIC SAFETY COALITION



April 1, 2022

Guy Preston, Executive Director  
Santa Cruz County Regional Transportation Commission  
1523 Pacific Avenue  
Santa Cruz, CA 95060-3911

**Regarding: FY 2022-2023 TDA Request for the Community Traffic Safety Coalition (CTSC) and Ride n' Stride programs**

Dear Mr. Preston:

The Santa Cruz County Health Services Agency (HSA) provides Safe & Active Transportation programming through its CTSC and Ride n' Stride programs. CTSC's mission is to prevent traffic-related injuries and fatalities for all road users, with a focus on people bicycling and walking. The CTSC has developed a new two-year work plan for fiscal years 2022-2024 that supports current Vision Zero cities, Watsonville and Santa Cruz, and strives to bring Vision Zero to other jurisdictions in the county with an aim to eliminate all traffic related fatalities and serious injuries. The CTSC envisions safe, accessible, and equitable transportation for all.

The Ride n' Stride program provides bicycle and pedestrian safety education to at least 2,000 elementary school students a year. In addition, Ride n' Stride staff collaborate with Ecology Action's Walk Smart program to deliver critical pedestrian safety education in the schools. CTSC and Ride n' Stride program staff also work with school districts and agency partners to conduct outreach efforts and provide safety education and equipment, such as bicycle helmets, to low-income residents.

HSA is requesting \$78,000 to support staffing and project implementation for CTSC and the Vision Zero Work Plan and \$78,000 to support the Ride n' Stride school education program. HSA will provide at least \$102,000 in match for each program through other grant funding, HSA program management, fiscal and administrative support, and community in-kind contributions, for a total CTSC/Ride n' Stride budget of \$360,000 for FY 2022-23. As in the past two years, all TDA funds not used due to the COVID-19 pandemic will be rolled over to the next fiscal year for continued programming.

Enclosed you will find the Transportation Development Act (TDA) Local Transportation Funds Claim forms, work plans and budgets for each program. I attest to the accuracy of this claim and all its accompanying documentation. Every effort has been made to ensure that the CTSC and Ride n' Stride work plans reflect the needs and concerns of the community. Thank you for your consideration and continued support of our vision for safe, accessible, and equitable transportation for all.

Sincerely,

*Corinne Hyland*

Corinne Hyland, MPH  
Health Services Manager  
Community Health Education  
County of Santa Cruz Health Services Agency  
(831) 454-7558 [corinne.hyland@santacruzcounty.us](mailto:corinne.hyland@santacruzcounty.us)

## Transportation Development Act (TDA) CLAIM FORM

*Submit a separate form for each project.*

*This form has been developed in an effort to standardize information required from TDA recipients, based on TDA Statute, RTC Rules and Regulations, and/or RTC board requests.*

*If you have any questions about this claim form or would like an electronic copy of the form, please contact the Santa Cruz County Regional Transportation Commission at 460-3200.*

### **Project Information**

1. Project Title: **Ride n' Stride** (Bike & Pedestrian Safety school-based education program of CTSC)
2. Implementing Agency: County of Santa Cruz Health Services Agency
3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant: Santa Cruz County Regional Transportation Commission
4. Funding requested this claim: TDA– Local Transportation Funds (LTF) \$78,000.00  
STA (transit/paratransit only) \$ \_\_\_\_\_
5. Fiscal Year (FY) for which funds are claimed: FY 2022/2023
6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims:  
☒ Article 8 Bicycle and/or Pedestrian Facility  
☐ Article 4 Public Transportation  
☐ Article 8 Specialized Transportation via city sponsor  
☐ Article 3 & 8 TDA Admin or Planning
7. Contact Person/Project Manager  
 Name: Theresia Rogerson  
 Telephone Number: (831) 454-4312 E-mail: [theresia.rogerson@santacruzcounty.us](mailto:theresia.rogerson@santacruzcounty.us)  
  
 Secondary Contact (in event primary not available): Corinne Hyland  
 Telephone Number: (831) 454-7558 E-mail: [corinne.hyland@santacruzcounty.us](mailto:corinne.hyland@santacruzcounty.us)
8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks):  
See attached **Ride n' Stride Education Work Plan for FY 2022-23**
9. Project Location/Limits (attach a map and/or photos if available/applicable, include street names): All projects are countywide and education presentations are available for every elementary school.
10. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community) The Ride n' Stride program provides school-based education and encouragement with the goal of increased bike and pedestrian safety practices among youth. Ride n' Stride increases student confidence in using active modes of transportation in the community. Program staff are bilingual, enabling the program to be effective in reaching the county's diverse population of students and parents with key messages promoting the benefits of riding and walking. Program evaluations consistently show an increase in bike safety knowledge among students and high satisfaction levels among teachers.
11. Project Productivity Goals for this fiscal year:
  - a. Measures of performance, success or completion to be used to evaluate project/program (ex. increase use of facility/service, decrease collisions, etc.): To measure program success, Ride n' Stride staff administer teacher

evaluations and pre/post-test for students to measure gains in knowledge. Please see attached Ride n' Stride Work Plan for full evaluation measures.

- b. Number of people to be served/anticipated number of users of project/program (ex. number of new or maintained bike miles; number of people served/rides provided): The program aims to reach 2,000 elementary school students through classroom presentations and approximately 500 more students and/or school community members through additional outreach and education programming.
12. Consistency and relationship with the Regional Transportation Plan (RTP) - Is program/project listed in the RTP and/or consistent with a specific RTP Goal/Policy? Programmed into the 2040 RTP under project #CO50.
13. Impact(s) of project on other modes of travel, if any (ex. parking to be removed): Through traffic safety education, biking and walking encouragement, and provision of bicycle helmets, more students and parents will gain confidence and motivation to use active forms of transportation, thereby reducing the numbers of vehicle mode trips to and from school sites, as well as for other local trips.
14. Estimated Project Cost/Budget, including other funding sources, and Schedule: *(attach project budget). Specialized Transportation Claims require 10% local match or other performance standard. Local match can take the form of fares, donations, agency charges, grants, revenue sharing and other non-restricted sources. In kind services many NOT apply toward the local match. In lieu of a 10% match performance standard, the Volunteer Center performance standard is to provide 4,000 rides per year.*

What is the total project cost? \$180,000.00

Is project fully funded? No, funding is sought each year to match TDA funding.

What will TDA (and STA, if applicable) funds be used on (ex. operations, administration, brochures, engineering, construction)? TDA funds are used for personnel, travel and materials needed to implement the program. Please see attached Ride n' Stride Safety Program Budget for FY 2022-23.

15. Preferred Method and Schedule for TDA-LTF fund distribution *(see RTC Rules and Regulations for details and requirements. Note if funds are distributed in advance of use, agencies will be required to subsequently provide documentation of actual expenditures.):*
- a. Bike/Ped: Cities/County: ☐ Up to 90% upon initiation of work OR ☐ 100% upon project completion  
HSA/BTW: ☐ Quarterly disbursement OR ☒ Semi-annual disbursement
- b. CTSA: ☐ Quarterly disbursement, with up to 35% in first quarter, and the remaining quarterly payments being one-third of the remaining claim amount;  
OR ☐ Quarterly disbursement
- c. Volunteer Center: ☐ Full approved claim amount in the first quarter
- d. SCMTD: ☐ Quarterly disbursement

16. TDA Eligibility:

	YES?/NO?
<b>A.</b> Has the project/program been approved by the claimant's governing body? Form of approval: Budget (eg resolution, work program, budget, other document) If "NO," provide the approximate date approval is anticipated. _____	Yes
<b>B.</b> Has this project previously received TDA funding? If yes, date RTC approved: Annually	Yes
<b>C.</b> For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____ )	N/A

<b>D.</b> Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval).	No
<b>E.</b> For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: <a href="http://www.dot.ca.gov">http://www.dot.ca.gov</a> ).	N/A
<b>F.</b> For Article 4 transit claims: Does operator meet Article 4 eligibility requirements? i. Farebox recovery ratio? and/or, ii. 50 percent expenditure rule as an older operator, defined as service starting prior to 1974?	N/A

**Bike/Ped (Article 8) Only**

17. Project Cost/Budget, including other funding sources, and Schedule: (complete "24a" or "24b")

- a. Capital Projects (Bicycle projects: Bicycle Advisory Committee or RTC must approve the final project design plans prior to construction; see RTC Rules & Regulations)

	Planning	Environ- mental	Design/ Engineering	ROW	Construction	Other *	Contingency	Total
<b>SCHEDULE (Month/Yr) Completion Date /</b>								
<b>Total Cost/Phase</b>								
<b>\$TDA Requested (this claim)</b>								
<b>Prior TDA:</b>								
<b>Source 3:</b>								
<b>Source 4:</b>								
<b>Unsecured/ additional need**</b>								

\*Please describe what is included in "Other":

- b. Non-Capital Projects – Cost/Schedule: List any tasks and amount per task for which TDA will be used. Can be substituted with alternate budget format.

Please see attached Ride n' Stride Safety Program Budget for FY 2022-23.

Work Element/Activi ty/Task	SCHEDULE (Month/Yr)	Total Cost per Element	\$ TDA requested	\$ Source 2:	\$ Source 3:	\$ Source 4:
Administration /Overhead						
Activity 1:						
Activity 2:						
Activity 3:						
Activity 4:						
Ex. Consultants						



Ex. Materials						
---------------	--	--	--	--	--	--

**SCMTD, CTSA, Bike to Work, HSA, Volunteer Center Only – PLEASE KEEP ANSWERS BRIEF**

18. Improving Program Efficiency/Productivity

- Describe any areas where special efforts have been made in the **last fiscal year** to reduce operating cost and/or increase ridership/program usage. Note any important trends.
- Goals for next fiscal year (ex. identify opportunities to maximize economies of scale, planned productivity improvements). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

Ride n' Stride staff continued to partner on Walk Smart with Ecology Action this past year, collaborating on promotion, scheduling, and delivery in the schools. Ride n' Stride continued to utilize existing or low-cost educational materials and program supplies, and program staff secured other sources of traffic safety funding for distribution of bicycle helmets, educational materials, and reflective items to participants. In addition, the program utilized in-kind donations of teacher and volunteer time to support the program. All program staff contributed to streamlining our process to promote the program and respond to community requests and inquiries. With new virtual and in-person delivery options, presentations can be catered to teacher and student needs with less travel and staff time accrued overall. Also, Ride n' Stride experienced reductions in personnel costs again this past year due to continued staff deployment to the COVID-19 pandemic response as well as staff vacancies and leaves of absence. This will mean the third year of unused TDA funding rollover will be requested for use in the next fiscal year. This rollover will be used to improve program curriculum, materials, and efficiencies. When possible, HSA uses TDA allocations from RTC to leverage additional funding and will focus this next year on reestablishing an adequate level of staffing to ensure continued success and benefits to the community through Ride n' Stride programming.

19. What is different from last year's program/claim?

This next year Ride n' Stride staff plan to focus on further testing and refinement of grade level curriculum and program evaluation in both virtual and in-person formats for bicycle and pedestrian school education, including a hybrid model where students are in-person and staff are presenting to them virtually. Ride n' Stride will also aim to establish closer relationships with partner agencies and Helmet Fit Sites to expand our reach in community education and safety equipment distribution. Program staff will continue to be involved in local transportation planning and other traffic safety efforts, such as Vision Zero, providing a public health perspective at meetings and events. These efforts, combined with Ride n' Stride objectives, will encourage active transportation while increasing safety for all road users.

20. Schedule of regular progress reports including an evaluation at the end of the year:

- ☐ SCMD – April each year
- ☐ Specialized Transportation: Quarterly<sup>1</sup> to E/D TAC, RTC \_\_\_\_\_ (Months/Year)
- ☒ HSA/BTW: Bicycle Committee (Annually in April/May 2023); RTC (Biannually in January 2023 and July 2023)

**SCMTD, CTSA and Volunteer Center Only**

21. a. Are these transportation services responding to transportation needs not otherwise being met within the community or jurisdiction of the claimant?

b. Does the project meet an unmet transit need from the most recently approved RTC Unmet Paratransit and Transit Needs List? Describe.

<sup>1</sup> If feasible, the quarterly TDA reports submitted by Community Bridges for Lift Line as the Consolidated Transportation Services Agency (CTSA) should include on-time performance of the service.

Vehicle on-time arrival to pick up a passenger at the scheduled time is an important measure of operational effectiveness and customer service.

**CTSA and Volunteer Center (Article 8) Only**

22. Where appropriate, are these specialized transportation services coordinated with other transportation services, including METRO service? Describe.
23. Provide performance information, as pertinent, which demonstrate service efficiency and effectiveness, such as: verification of the operating cost per passenger, operating cost per vehicle service hour, passengers per vehicle service hour, passengers per vehicle service mile, and vehicle service hours per employee for last fiscal year (definitions available in Section 99247 of TDA Guidelines). (99246d, per Performance Audits)
- a. *Volunteer Center, only:* ☐ provide a minimum 4,000 rides per year
24. Discuss the needs and types of the passengers being served, the employment of part-time drivers and the contracting with common carriers of persons operating under a franchise or license to provide services during peak hours, as defined in subdivision (a) of Section 99260.2. (99246d, per 2010 Performance Audit)

**SCMTD, CTSA, Volunteer Center & RTC Only**

25. List the recommendations provided in the last TDA Triennial Performance Audit and your progress toward meeting them.
- Describe the work your agency has undertaken to implement each performance audit recommendation and the steps it will take to fully implement the recommendation.
  - For any recommendations that have not been implemented, explain why the recommendation has not been implemented and describe the work your agency will undertake to implement each performance audit recommendation.
  - Describe any problems encountered in implementing individual recommendations.

**SCMTD Only**

26. TDA Article 4 Eligibility Compliance – *Provide documentation for 50% expenditure limitation (PUC Section 99268.1). 50 percent expenditure limitation (use if LTF remains below 50 percent of its operating costs):*
- Overall operating cost for fiscal year: \$ \_\_\_\_\_
  - TDA-LTF claim: \$ \_\_\_\_\_
  - Source of information (e.g. audited financial statements, budget, etc):

<b><i>Funds</i></b>	<b><i>Urbanized Service</i></b>	<b><i>Rural/Non-Urban Service</i></b> <i>(could use FTA 5311 application)</i>
Fare Revenue:	\$ _____	\$ _____
Local Support Revenues:	\$ _____	\$ _____
Operation costs:	\$ _____	\$ _____
Ratio Fare Rev ÷ Op Cost: (minimum required=15% per PUC Sec.6645)	_____ %	_____ %
Cost per ride being subsidized for different services/funds	\$ _____	\$ _____

*Note: Exemptions for calculating operating costs – spell out in your operating budget summary.*

- *Service extensions are exempt until two years after the end of the fiscal year during which they were established (PUC Sec. 99268.8). This exemption applies only if the new service was not provided nor was funded by LTF/STA during any of the prior three fiscal years.*
- *The additional operating costs to a transit operator of providing comparable complementary paratransit services, pursuant to the*

*Americans with Disabilities Act, that exceed operator's prior year costs as adjusted by the CPI are excluded from operating cost.*

- *As set forth in Section 99268.2, ratio must be at least equal to one-fifth if serving an urbanized area or one-tenth if serving a non-urbanized area. If a ratio of the sum of fare revenues and local support to operating cost greater than one-fifth if serving an urbanized area, or one-tenth if serving a non-urbanized area, during the 1978 -79 fiscal year shall, at least, maintain that ratio in order to be eligible for additional funds pursuant to this section.*
- *Additional exclusions in calculating urban/rural farebox recovery: operating costs above the consumer price index for fuel, alternative fuel programs, power, insurance premiums and payments in settlement of claims, and state and federal mandates.*

27. Did the SCMTD operating budget increase over 15% from the prior fiscal year?

*If the answer is yes, please provide a statement identifying and substantiating the reason or need for the increase in the transit operating budget in excess of 15% above the preceding year, and identify substantial increases or decreases in the scope of operations or capital provisions for major new service - (transit claimants only, if applicable).*

28. Operating statistics (compare current fiscal year to date to last three full fiscal years; \*TDA required performance indicators), submit items from the following list.

- *Annual passengers*
  - *Rides/passenger trips provided by type (student, senior, adult, pass holders, etc, or however stat's kept) and amount of TDA \$ used for each type of ride*
- *Annual service hours*
- *Passengers per vehicle service hour\**
- *Annual service miles*
- *# of fixed-route miles*
- *Service Area – square miles*
- *Service Area Population*
- *Passengers per vehicle service mile\**
- *Average passengers per weekday*
- *Total operating costs in budget*
- *Operating cost per vehicle service hour\**
- *Total operating cost per passenger\**
- *Average Farebox Revenue per passenger (describe what is included)*
- *# of FTE employees (all employees, not just drivers)*
- *Vehicle Service hours/Employee\**
- *# of routes*
- *Average route length*
- *Average travel times/rider*
- *# of bus stops*
- *# of vehicles in operation*
- *# of monthly bus passes in circulation*
- *Max vehicles in service at any time:*
- *Hours of service:*
- *Approximate # of unduplicated passengers*
- *Cost per unit of service plus text about long range plans to make/keep this low*
- *Funds and percentage spent on administration/overhead/grantee allocation/etc*
- *Actual financials compared with budget*
- *Actual number of rides provided compared with goal and text about whether goal was met and why/why not*

Definitions:

- a) "Operating cost" means all costs in the operating expense object classes exclusive of the costs in the depreciation and amortization expense object class of the uniform system of accounts and records adopted by the Controller pursuant to Section 99243. "Operating cost" excludes all subsidies for commuter rail services operated on railroad lines under the jurisdiction of the Federal Railroad Administration, all direct costs for providing charter services, all vehicles lease costs, and principal and interest payments on capital projects funded with certificates of participation.

- b) *"Operating cost per passenger," means the operating cost divided by the total passengers.*
- c) *"Operating cost per vehicle service hour," means the operating cost divided by the vehicle service hours.*
- d) *"Passengers per vehicle service hour" means the total passengers divided by the vehicle service hours.*
- e) *"Passengers per vehicle service mile" means the total passengers divided by the vehicle service miles.*
- f) *"Total passengers" means the number of boarding passengers, whether revenue producing or not, carried by the public transportation system.*
- g) *"Transit vehicle" means a vehicle, including, but not limited to, one operated on rails or tracks, which is used for public transportation services funded, in whole or in part, under this chapter.*
- h) *"Vehicle service hours" means the total number of hours that each transit vehicle is in revenue service, including layover time.*
- i) *"Vehicle service miles" means the total number of miles that each transit vehicle is in revenue service.*
- j) *"Vehicle service hours per employee" means the vehicle service hours divided by the number of employees employed in connection with the public transportation system, based on the assumption that 2,000 person-hours of work in one year constitute one employee. The count of employees shall also include those individuals employed by the operator, which provide services to the agency of the operator responsible for the operation of the public transportation system even though not employed in that agency.*

**Documentation to Include with Your Claim (all TDA Claims):****All Claims**

- ☐ A letter of transmittal addressed to the SCCRTC Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- ☐ Statement from the TDA Eligible Claimant indicating its role and responsibilities.

**Article 8 Bicycle/Pedestrian Claims**

- ☐ Evidence of environmental review for capital projects

**All Transit and Specialized Transportation Claims (SCMTD, CTSA, and Volunteer Center)**

- ☐ A copy of the operating and capital budgets for the coming fiscal year
- ☐ Description of capital projects, including time frame over which project will be funded and implemented
- ☐ Operating Plan for current and upcoming activities – can be within project description
- ☐ TDA Standard Assurances Checklist

**Article 4 Transit Claims**

- ☐ A certification from the California Highway Patrol (completed within the last 13 months) indicating that the operator is in compliance with Section 1808.1 of the Vehicle Code.
- ☐ Other Certifications
- ☐ Written report of current and upcoming activities. (*per RTC Rules and Regulations*)

***Local Agency Certification:***

This TDA Claim has been prepared in accordance with the SCCRTC's Budget, SCCRTC's Rules and Regulations, and Caltrans TDA Guidebook (<http://www.dot.ca.gov/hq/MassTrans/State-TDA.html>). I certify that the information provided in this form is accurate and correct. I understand that if the required information has not been provided this form may be returned and the funding allocation may be delayed.

**PROOF OF EXPENDITURES:** Claimant acknowledges it is required to submit all expenditure backup as well as evidence of other funding used for project to RTC, to RTC's satisfaction, before receiving periodic disbursement or disbursement upon project completion.

**CERTIFIED FISCAL AUDIT:** Claimant certifies that it has submitted a satisfactory, independent fiscal audit, with the required certification statement, to SCCRTC and to the State Controller's Office, pursuant to PUC 99245 and CCR 6664 for the prior fiscal year (project year minus two). Claimant assures that this audit requirement will be completed for the current fiscal year (project year minus one). *This requirement does not apply to new transit operators nor Bike to Work or HSA claims submitted through the SCCRTC.*

Signature Courne Hyland Title: Senior Health Services Manager Date: 4/6/22

## **Community Traffic Safety Coalition (CTSC) Ride n' Stride Education Work Plan FY 2022-2023**

The Ride n' Stride program aims to increase safe bicycling and walking knowledge among elementary school students throughout Santa Cruz County. Classroom bicycle and pedestrian safety presentations were adapted for virtual delivery during COVID-19 restrictions. The curriculum teaches basic active transportation safety to young students in preschools and K-5<sup>th</sup> grades. Interactive education sessions on bicycle and pedestrian safety (including other wheeled devices, such as scooters and skateboards) are designed to be age appropriate and are offered in English and/or Spanish.

A number of years ago Ride 'n Stride assisted Ecology Action in development of Walk Smart, a program targeting second grade students that combines classroom presentations with the practical experience of a walking fieldtrip. To compliment classroom programming for both Ride n' Stride and Walk Smart, previously developed activity packets for teachers align with California Common Core standards and reinforce traffic safety messages. The packets are geared for 2<sup>nd</sup>/3<sup>rd</sup> grade for pedestrian safety education and 5<sup>th</sup> grade classrooms for bicycle safety education. Moving forward this year, Ride n' Stride will offer programming to second grade classrooms not receiving Walk Smart as well as all other elementary school grade levels.

Ride n' Stride encourages students to be role models of safe riding and walking for their friends, siblings and parents. In addition to engaging the students and teachers, Ride n' Stride staff also conduct outreach to parents/caregivers and the broader school communities. The combined outreach and education components are listed below and work towards a vision of safe and active transportation for all our youngest community members.

### ***FY 2022-23 Work Plan Objectives and Activities:***

- ❑ Conduct bicycle and pedestrian safety education sessions for at least 2,000 elementary school and pre-school students in Santa Cruz County school districts, including distribution of supplemental resources, such as activity packets/books.
- ❑ Conduct at least 4 traffic safety presentations to parents and caregivers through schools, community agencies and neighborhood groups to promote safe bicycling and walking.
- ❑ Participate in at least 3 school or community events to provide traffic safety information and promote safe bicycling and walking.
- ❑ Work with the Community Traffic Safety Coalition (CTSC), Helmet Fit Sites, and community partners to coordinate distribution and proper fitting of at least 200 bike helmets to students and other community members.
- ❑ Further develop elementary school bilingual curriculum based on grade level, in both virtual and in-person formats, including student and teacher resources and child-to-adult interventions.
- ❑ Participate in the fall and spring Bike/Walk to School events, bike rodeos, walking field trips, and other bike/pedestrian safety activities, as staff time permits.
- ❑ Participate in traffic safety meetings, such as the CTSC, Watsonville Vision Zero Task Force, as staffing capacity and other program priorities allow.
- ❑ Further develop program evaluations for teachers and pre/post-tests for students, in both virtual and in-person formats, and continue reporting bike and pedestrian observational survey results among children and youth if conducted.

## Transportation Development Act (TDA) CLAIM FORM

*Submit a separate form for each project.*

*This form has been developed in an effort to standardize information required from TDA recipients, based on TDA Statute, RTC Rules and Regulations, and/or RTC board requests.*

*If you have any questions about this claim form or would like an electronic copy of the form, please contact the Santa Cruz County Regional Transportation Commission at 460-3200.*

### **Project Information**

1. Project Title: **Community Traffic Safety Coalition (CTSC)**
2. Implementing Agency: County of Santa Cruz Health Services Agency
3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant: Santa Cruz County Regional Transportation Commission
4. Funding requested this claim: TDA– Local Transportation Funds (LTF) \$78,000.00  
STA (transit/paratransit only) \$ \_\_\_\_\_
5. Fiscal Year (FY) for which funds are claimed: **FY 2022/2023**
6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims:  
☒ Article 8 Bicycle and/or Pedestrian Facility  
☐ Article 4 Public Transportation  
☐ Article 8 Specialized Transportation via city sponsor  
☐ Article 3 & 8 TDA Admin or Planning
7. Contact Person/Project Manager  
 Name: Theresia Rogerson  
 Telephone Number: (831) 454-4312 E-mail: [theresia.rogerson@santacruzcounty.us](mailto:theresia.rogerson@santacruzcounty.us)  
  
 Secondary Contact (in event primary not available): Corinne Hyland  
 Telephone Number: (831) 454-7558 E-mail: [corinne.hyland@santacruzcounty.us](mailto:corinne.hyland@santacruzcounty.us)
8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks):  
Please see attached **CTSC Vision Zero Work Plan for FY 2022-2024**.
9. Project Location/Limits (attach a map and/or photos if available/applicable, include street names): The Vision Zero work plan has a countywide focus engaging all jurisdictions. As needs and opportunities arise in the work plan period, specific jurisdictions or populations may be targeted for traffic safety activities.
10. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community) Our Santa Cruz County community experiences higher rates of bicycle and pedestrian involved fatal and injury collisions than other comparison cities across the state and the pandemic exacerbated this (Please see attached **CTSC Vision Zero Work Plan for FY 2022-2024** for data and rankings). To address this, the CTSC adopted Vision Zero in 2016 as a new approach to traffic safety work. Vision Zero is a world-wide traffic safety program that aims to eliminate all traffic fatalities and severe injuries while increasing safe, healthy, and equitable mobility for all. This program aligns with the mission of the CTSC, which is to prevent traffic-related injuries and fatalities for all road users, with a focus on people biking and walking. The CTSC therefore provides a forum for various agencies and individuals to share information, address issues, collaborate on solutions, and act as a resource for its members and the community. The CTSC envisions safe, accessible and equitable transportation for all.

## 11. Project Productivity Goals for this fiscal year:

a. Measures of performance, success or completion to be used to evaluate project/program (ex. increase use of facility/service, decrease collisions, etc.): Please see attached **CTSC Vision Zero Work Plan for FY 2022-2024**.

b. Number of people to be served/anticipated number of users of project/program (ex. number of new or maintained bike miles; number of people served/rides provided): The target audience for Vision Zero policy adoption in the CTSC work plan is community stakeholders and decision makers in each jurisdiction while also engaging a broad spectrum of community members throughout the county in identifying issues and developing solutions. Through a variety of program activities, such as outreach and education, several thousand people are reached directly each year.

## 12. Consistency and relationship with the Regional Transportation Plan (RTP) - Is program/project listed in the RTP and/or consistent with a specific RTP Goal/Policy? Programmed into the 2040 RTP under project #CO50.

## 13. Impact(s) of project on other modes of travel, if any (ex. parking to be removed): CTSC works to promote safe and active transportation by conducting community-based activities such as participating in Bike/Walk to School/Work Days and Open Streets events, distributing bike helmets to low-income youth and adults, and utilizing both traditional and social media messaging to reach all age groups. The aim of the attached two-year Vision Zero work plan is to develop policies and systems that use a Safe System approach.

14. Estimated Project Cost/Budget, including other funding sources, and Schedule: *(attach project budget). Specialized Transportation Claims require 10% local match or other performance standard. Local match can take the form of fares, donations, agency charges, grants, revenue sharing and other non-restricted sources. In kind services many NOT apply toward the local match. In lieu of a 10% match performance standard, the Volunteer Center performance standard is to provide 4,000 rides per year.*

What is the total project cost? \$180,000.00

Is project fully funded? No, funding is sought each year to match TDA funding.

What will TDA (and STA, if applicable) funds be used on (ex. operations, administration, brochures, engineering, construction)? TDA funds are used for personnel, travel and materials needed to implement the program. Please see attached Community Traffic Safety Coalition Budget for FY 2022-23.

15. Preferred Method and Schedule for TDA-LTF fund distribution *(see RTC Rules and Regulations for details and requirements. Note if funds are distributed in advance of use, agencies will be required to subsequently provide documentation of actual expenditures.):*

a. Bike/Ped: Cities/County: ☐ Up to 90% upon initiation of work OR ☐ 100% upon project completion  
HSA/BTW: ☐ Quarterly disbursement OR ☒ Semi-annual disbursement

b. CTSA: ☐ Quarterly disbursement, with up to 35% in first quarter, and the remaining quarterly payments being one-third of the remaining claim amount;  
OR ☐ Quarterly disbursement

c. Volunteer Center: ☐ Full approved claim amount in the first quarter

d. SCMTD: ☐ Quarterly disbursement

## 16. TDA Eligibility:

	YES?/NO?
A. Has the project/program been approved by the claimant's governing body? Form of approval: Budget (eg resolution, work program, budget, other document)	Yes



If "NO," provide the approximate date approval is anticipated. _____	
<b>B.</b> Has this project previously received TDA funding? If yes, date RTC approved: Annually	Yes
<b>C.</b> For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____ )	N/A
<b>D.</b> Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval).	No
<b>E.</b> For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: <a href="http://www.dot.ca.gov">http://www.dot.ca.gov</a> ).	N/A
<b>F.</b> For Article 4 transit claims: Does operator meet Article 4 eligibility requirements? i. Farebox recovery ratio? and/or, ii. 50 percent expenditure rule as an older operator, defined as service starting prior to 1974?	N/A

**Bike/Ped (Article 8) Only**

17. Project Cost/Budget, including other funding sources, and Schedule: (complete "24a" or "24b")

- a. Capital Projects (Bicycle projects: Bicycle Advisory Committee or RTC must approve the final project design plans prior to construction; see RTC Rules & Regulations)

	Planning	Environ- mental	Design/ Engineering	ROW	Construction	Other *	Contingency	Total
<b>SCHEDULE (Month/Yr) Completion Date /</b>								
<b>Total Cost/Phase</b>								
<b>\$TDA Requested (this claim)</b>								
<b>Prior TDA:</b>								
<b>Source 3:</b>								
<b>Source 4:</b>								
<b>Unsecured/ additional need**</b>								

\*Please describe what is included in "Other":

- b. Non-Capital Projects – Cost/Schedule: List any tasks and amount per task for which TDA will be used. Can be substituted with alternate budget format.

Please see attached Community Traffic Safety Coalition Budget for FY 2022-23.

Work Element/Activi ty/Task	SCHEDULE (Month/Yr)	Total Cost per Element	\$ TDA requested	\$ Source 2:	\$ Source 3:	\$ Source 4:
Administration /Overhead						
Activity 1:						
Activity 2:						

Activity 3:						
Activity 4:						
Ex. Consultants						
Ex. Materials						

**SCMTD, CTSA, Bike to Work, HSA, Volunteer Center Only – PLEASE KEEP ANSWERS BRIEF**

18. Improving Program Efficiency/Productivity

- Describe any areas where special efforts have been made in the **last fiscal year** to reduce operating cost and/or increase ridership/program usage. Note any important trends.
- Goals for next fiscal year (ex. identify opportunities to maximize economies of scale, planned productivity improvements). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

This past fiscal year, with City staff now assuming primary responsibility for the Watsonville Vision Zero Task Force (WVZTF), CTSC staff have been able to continue supporting Watsonville while shifting more attention to our second Vision Zero city, Santa Cruz, as well as working with other jurisdictions. All CTSC Vision Zero activities use a combination of funding sources, partnerships, and volunteer contributions, which has increased participation in both Coalition and Task Force meetings. HSA has been successful in receiving state Office of Traffic Safety funding for bicycle, pedestrian and child passenger safety this past year and will be applying again for state Active Transportation Program funding. As with Ride n' Stride, CTSC experienced reductions in personnel costs again this past year due to continued staff deployment to the COVID-19 pandemic response as well as staff vacancies and leaves of absence. This will mean the third year of unused TDA funding rollover will be requested for use in the next fiscal year. This rollover will be used to improve program partnerships, materials, and efficiencies. When possible, HSA uses TDA allocations from RTC to leverage additional funding and will focus this next year on reestablishing an adequate level of staffing to ensure continued success and benefits to the community through CTSC Vision Zero programming.

19. What is different from last year's program/claim?

A model is forming whereby CTSC staff transition away from supporting Vision Zero jurisdictions as they become more self-sufficient. While CTSC staff continued to support the Watsonville Vision Zero Task Force (WVZTF) this past year, more effort is now underway in assisting the City of Santa Cruz in creating their own task force for Vision Zero with public health as a key stakeholder. The Coalition will continue to promote Vision Zero policy in the remaining jurisdictions and has begun work with Scotts Valley and the County. The CTSC will continue to provide leadership for Vision Zero data collection & analysis, action plan development, and project implementation with staff and leadership in each jurisdiction. TDA funded resources will focus on these goals as well as educating the community about Vision Zero concepts and convening stakeholders around policies, strategies, and a new Safe System approach.

20. Schedule of regular progress reports including an evaluation at the end of the year:

- ☐ SCMD – April each year
- ☐ Specialized Transportation: Quarterly<sup>1</sup> to E/D TAC, RTC \_\_\_\_\_ (Months/Year)
- X HSA/BTW: Bicycle Committee (Annually in April/May 2023); RTC (Biannually in January 2023 and July 2023)

<sup>1</sup> If feasible, the quarterly TDA reports submitted by Community Bridges for Lift Line as the Consolidated Transportation Services Agency (CTSA) should include on-time performance of the service.

Vehicle on-time arrival to pick up a passenger at the scheduled time is an important measure of operational effectiveness and customer service.

**SCMTD, CTSA and Volunteer Center Only**

21. a. Are these transportation services responding to transportation needs not otherwise being met within the community or jurisdiction of the claimant?

b. Does the project meet an unmet transit need from the most recently approved RTC Unmet Paratransit and Transit Needs List? Describe.

**CTSA and Volunteer Center (Article 8) Only**

22. Where appropriate, are these specialized transportation services coordinated with other transportation services, including METRO service? Describe.

23. Provide performance information, as pertinent, which demonstrate service efficiency and effectiveness, such as: verification of the operating cost per passenger, operating cost per vehicle service hour, passengers per vehicle service hour, passengers per vehicle service mile, and vehicle service hours per employee for last fiscal year (definitions available in Section 99247 of TDA Guidelines). (99246d, per Performance Audits)

a. *Volunteer Center, only:* ☐ provide a minimum 4,000 rides per year

24. Discuss the needs and types of the passengers being served, the employment of part-time drivers and the contracting with common carriers of persons operating under a franchise or license to provide services during peak hours, as defined in subdivision (a) of Section 99260.2. (99246d, per 2010 Performance Audit)

**SCMTD, CTSA, Volunteer Center & RTC Only**

25. List the recommendations provided in the last TDA Triennial Performance Audit and your progress toward meeting them.

- Describe the work your agency has undertaken to implement each performance audit recommendation and the steps it will take to fully implement the recommendation.
- For any recommendations that have not been implemented, explain why the recommendation has not been implemented and describe the work your agency will undertake to implement each performance audit recommendation.
- Describe any problems encountered in implementing individual recommendations.

**SCMTD Only**

26. TDA Article 4 Eligibility Compliance – *Provide documentation for 50% expenditure limitation (PUC Section 99268.1). 50 percent expenditure limitation (use if LTF remains below 50 percent of its operating costs):*

- Overall operating cost for fiscal year: \$ \_\_\_\_\_
- TDA-LTF claim: \$ \_\_\_\_\_
- Source of information (e.g. audited financial statements, budget, etc):

<b><i>Funds</i></b>	<b><i>Urbanized Service</i></b>	<b><i>Rural/Non-Urban Service</i></b> <i>(could use FTA 5311 application)</i>
Fare Revenue:	\$ _____	\$ _____
Local Support Revenues:	\$ _____	\$ _____

Operation costs:	\$	\$
Ratio Fare Rev ÷ Op Cost: (minimum required=15% per PUC Sec.6645)	_____ %	_____ %
Cost per ride being subsidized for different services/funds	\$	\$

Note: Exemptions for calculating operating costs – **spell out in your operating budget summary.**

- Service extensions are exempt until two years after the end of the fiscal year during which they were established (PUC Sec. 99268.8). This exemption applies only if the new service was not provided nor was funded by LTF/STA during any of the prior three fiscal years.
- The additional operating costs to a transit operator of providing comparable complementary paratransit services, pursuant to the Americans with Disabilities Act, that exceed operator's prior year costs as adjusted by the CPI are excluded from operating cost.
- As set forth in Section 99268.2, ratio must be at least equal to one-fifth if serving an urbanized area or one-tenth if serving a non-urbanized area. If a ratio of the sum of fare revenues and local support to operating cost greater than one-fifth if serving an urbanized area, or one-tenth if serving a non-urbanized area, during the 1978 -79 fiscal year shall, at least, maintain that ratio in order to be eligible for additional funds pursuant to this section.
- Additional exclusions in calculating urban/rural farebox recovery: operating costs above the consumer price index for fuel, alternative fuel programs, power, insurance premiums and payments in settlement of claims, and state and federal mandates.

27. Did the SCMTD operating budget increase over 15% from the prior fiscal year?

*If the answer is yes, please provide a statement identifying and substantiating the reason or need for the increase in the transit operating budget in excess of 15% above the preceding year, and identify substantial increases or decreases in the scope of operations or capital provisions for major new service - (transit claimants only, if applicable).*

28. Operating statistics (compare current fiscal year to date to last three full fiscal years; \*TDA required performance indicators), submit items from the following list.

- Annual passengers
  - Rides/passenger trips provided by type (student, senior, adult, pass holders, etc, or however stat's kept) and amount of TDA \$ used for each type of ride
- Annual service hours
- Passengers per vehicle service hour\*
- Annual service miles
- # of fixed-route miles
- Service Area – square miles
- Service Area Population
- Passengers per vehicle service mile\*
- Average passengers per weekday
- Total operating costs in budget
- Operating cost per vehicle service hour\*
- Total operating cost per passenger\*
- Average Farebox Revenue per passenger (describe what is included)
- # of FTE employees (all employees, not just drivers)
- Vehicle Service hours/Employee\*
- # of routes
- Average route length
- Average travel times/rider
- # of bus stops
- # of vehicles in operation
- # of monthly bus passes in circulation
- Max vehicles in service at any time:
- Hours of service:
- Approximate # of unduplicated passengers
- Cost per unit of service plus text about long range plans to make/keep this low

- *Funds and percentage spent on administration/overhead/grantee allocation/etc*
- *Actual financials compared with budget*
- *Actual number of rides provided compared with goal and text about whether goal was met and why/why not*

Definitions:

- a) *"Operating cost" means all costs in the operating expense object classes exclusive of the costs in the depreciation and amortization expense object class of the uniform system of accounts and records adopted by the Controller pursuant to Section 99243. "Operating cost" excludes all subsidies for commuter rail services operated on railroad lines under the jurisdiction of the Federal Railroad Administration, all direct costs for providing charter services, all vehicles lease costs, and principal and interest payments on capital projects funded with certificates of participation.*
- b) *"Operating cost per passenger," means the operating cost divided by the total passengers.*
- c) *"Operating cost per vehicle service hour," means the operating cost divided by the vehicle service hours.*
- d) *"Passengers per vehicle service hour" means the total passengers divided by the vehicle service hours.*
- e) *"Passengers per vehicle service mile" means the total passengers divided by the vehicle service miles.*
- f) *"Total passengers" means the number of boarding passengers, whether revenue producing or not, carried by the public transportation system.*
- g) *"Transit vehicle" means a vehicle, including, but not limited to, one operated on rails or tracks, which is used for public transportation services funded, in whole or in part, under this chapter.*
- h) *"Vehicle service hours" means the total number of hours that each transit vehicle is in revenue service, including layover time.*
- i) *"Vehicle service miles" means the total number of miles that each transit vehicle is in revenue service.*
- j) *"Vehicle service hours per employee" means the vehicle service hours divided by the number of employees employed in connection with the public transportation system, based on the assumption that 2,000 person-hours of work in one year constitute one employee. The count of employees shall also include those individuals employed by the operator, which provide services to the agency of the operator responsible for the operation of the public transportation system even though not employed in that agency.*

**Documentation to Include with Your Claim (all TDA Claims):****All Claims**

- ☐ A letter of transmittal addressed to the SCCRTC Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- ☐ Statement from the TDA Eligible Claimant indicating its role and responsibilities.

**Article 8 Bicycle/Pedestrian Claims**

- ☐ Evidence of environmental review for capital projects

**All Transit and Specialized Transportation Claims (SCMTD, CTSA, and Volunteer Center)**

- ☐ A copy of the operating and capital budgets for the coming fiscal year
- ☐ Description of capital projects, including time frame over which project will be funded and implemented
- ☐ Operating Plan for current and upcoming activities – can be within project description
- ☐ TDA Standard Assurances Checklist

**Article 4 Transit Claims**

- ☐ A certification from the California Highway Patrol (completed within the last 13 months) indicating that the operator is in compliance with Section 1808.1 of the Vehicle Code.
- ☐ Other Certifications
- ☐ Written report of current and upcoming activities. (*per RTC Rules and Regulations*)

***Local Agency Certification:***

This TDA Claim has been prepared in accordance with the SCCRTC's Budget, SCCRTC's Rules and Regulations, and Caltrans TDA Guidebook (<http://www.dot.ca.gov/hq/MassTrans/State-TDA.html>). I certify that the information provided in this form is accurate and correct. I understand that if the required information has not been provided this form may be returned and the funding allocation may be delayed.

**PROOF OF EXPENDITURES:** Claimant acknowledges it is required to submit all expenditure backup as well as evidence of other funding used for project to RTC, to RTC's satisfaction, before receiving periodic disbursement or disbursement upon project completion.

**CERTIFIED FISCAL AUDIT:** Claimant certifies that it has submitted a satisfactory, independent fiscal audit, with the required certification statement, to SCCRTC and to the State Controller's Office, pursuant to PUC 99245 and CCR 6664 for the prior fiscal year (project year minus two). Claimant assures that this audit requirement will be completed for the current fiscal year (project year minus one). *This requirement does not apply to new transit operators nor Bike to Work or HSA claims submitted through the SCCRTC.*

Signature Courne Hyland Title: Senior Health Services Manager Date: 4/6/22

# COMMUNITY TRAFFIC SAFETY COALITION

## of SANTA CRUZ COUNTY



[www.sctrafficsafety.org](http://www.sctrafficsafety.org) ♦ [www.facebook.com/sctrafficsafety](https://www.facebook.com/sctrafficsafety) ♦ [CTSC@santacruzcounty.us](mailto:CTSC@santacruzcounty.us) ♦ (831) 454-7551

### CTSC Work Plan: Vision Zero

#### Fiscal Years 2022-2024

##### CTSC Vision and Mission

The mission of the Community Traffic Safety Coalition (CTSC) of the Santa Cruz County Health Services Agency is to prevent traffic-related injuries and fatalities for all road users, with a focus on people bicycling and walking. The CTSC envisions safe, accessible, and equitable transportation for all.

##### Vision Zero Needs Statement

Vision Zero is a world-wide traffic safety program that aims to eliminate all traffic fatalities and severe injuries while increasing safe, healthy, and equitable mobility for all. The mission, goals, and activities of the CTSC align with this aim. In June of 2022, CTSC will complete their sixth year of Vision Zero work and this plan will continue that work into 2024.

In 2019, OTS ranked Santa Cruz County as the 3<sup>rd</sup> worst for bicyclists killed and injured compared to 58 California counties. The City of Santa Cruz (in the north part of the county) was ranked 1<sup>st</sup> for the number of bicyclist injuries/fatalities compared to 105 similar sized cities. The City of Watsonville (in the south part of the county) was ranked 1<sup>st</sup> for pedestrian injuries/fatalities compared to 105 other similar sized cities.

According to [UC Berkeley SafeTREC's Transportation Injury Mapping System](#) (TIMS), the number of people killed or seriously injured in Santa Cruz County in the 3-year period from 2018 to 2020 has increased to 154.7 people on average as compared to 135.3 people on average from 2015 to 2017. According to more recent media accounts, in the six-month period between October 2021 and March 2022, CTSC staff documented a total of 22 crashes involving serious injuries or fatalities in the county. Of the 13 crashes involving fatalities, three of those killed were pedestrians and one was a bicyclist.

The serious traffic safety problem in our county led us to Vision Zero. From our data analysis and community engagement, we know that traffic violence has taken a disproportionate toll on Santa Cruz County bicyclists and pedestrians. To begin ensuring safety in our transportation system, our two most populous cities, Watsonville and Santa Cruz, passed Vision Zero policies in 2018 and 2019, respectively, to eliminate traffic related fatalities and severe injuries by 2030 for all road users.

# COMMUNITY TRAFFIC SAFETY COALITION

## of SANTA CRUZ COUNTY



[www.sctrafficsafety.org](http://www.sctrafficsafety.org) ♦ [www.facebook.com/sctrafficsafety](https://www.facebook.com/sctrafficsafety) ♦ [CTSC@santacruzcounty.us](mailto:CTSC@santacruzcounty.us) ♦ (831) 454-7551

### Safe System Core Principles

In order to achieve Vision Zero, many countries have moved away from using the traditional E's (Education, Engineering, Enforcement, Encouragement, Evaluation, and Equity) and instead have adopted a Safe System approach to road safety, including the U.S. Department of Transportation. The Safe System approach works by building and reinforcing multiple layers of protection to both prevent crashes from happening in the first place and minimize the harm caused to those involved when crashes do occur.



Source: <https://highways.dot.gov/public-roads/winter-2022/01>

In this sense, it is a comprehensive and systematic approach to road safety that is human-centered and incorporates the following principles:

1. **Death and Serious Injuries are Unacceptable.** A Safe System approach prioritizes the elimination of crashes that result in death and serious injuries.
2. **Humans Make Mistakes.** People will inevitably make mistakes and decisions that can lead or contribute to crashes, but the transportation system can be designed and operated to accommodate certain types and levels of human mistakes and avoid death and serious injuries when a crash occurs.



# COMMUNITY TRAFFIC SAFETY COALITION

## of SANTA CRUZ COUNTY



[www.sctrfficsafety.org](http://www.sctrfficsafety.org) ♦ [www.facebook.com/sctrfficsafety](https://www.facebook.com/sctrfficsafety) ♦ [CTSC@santacruzcounty.us](mailto:CTSC@santacruzcounty.us) ♦ (831) 454-7551

3. **Humans Are Vulnerable.** Human bodies have physical limits for tolerating crash forces before death or serious injury occurs; therefore, it is critical to design and operate a transportation system that is human-centric and accommodates physical human vulnerabilities.
4. **Responsibility is Shared.** All stakeholders – including government at all levels, industry, non-profit/advocacy, researchers, and the general public – are vital to preventing fatalities and serious injuries on our roadways.
5. **Safety is Proactive.** Proactive tools should be used to identify and address safety issues in the transportation system, rather than waiting for crashes to occur and reacting afterwards.
6. **Redundancy is Crucial.** Reducing risks requires that all parts of the transportation system be strengthened, so that if one part fails, the other parts still protect people.

Source: <https://highways.dot.gov/public-roads/winter-2022/01>

A statistic often used when discussing traffic safety is that “more than 90% of traffic crashes are due to human error.” This view was dominant in the five E’s approach, used by the Safe Routes to School movement, and places a majority of the blame on the individual, whether that be the pedestrian, cyclist, or driver. By using a more effective and equitable Safe System approach, Vision Zero objectives can be aligned with the five elements displayed in the wheel above: Safer People, Safer Roads, Safer Vehicles, Safer Speeds, and Post-Crash Care.

Data has shown that underserved communities and communities of color oftentimes experience the highest rates of fatal and injury crashes. A study done by the CTSC in 2017 found that more than half of our county’s fatal and life changing injury crashes occur on only 6% of our streets with more than half of these dangerous streets located in low-income neighborhoods [www.sctrfficsafety.org/visionzero](http://www.sctrfficsafety.org/visionzero) . Even as the Coalition moves towards utilizing a Safe System approach, equity will continue to remain an emphasis for all the work conducted.

### Vision Zero Work Plan Objectives and Activities for Fiscal Years 2022-2024

#### Primary Objectives:

1. Continue to assist the City of Watsonville in Vision Zero Action Plan implementation.
  2. Assist the City of Santa Cruz in developing a Vision Zero Task Force and Action Plan.
  3. Promote Vision Zero adoption and implementation in all other jurisdictions.
  4. Develop and maintain countywide Vision Zero collaboration and support.
- 1) Continue to assist City of Watsonville in Vision Zero Action Plan implementation through activities, such as:

# COMMUNITY TRAFFIC SAFETY COALITION

## of SANTA CRUZ COUNTY



[www.sctrafficsafety.org](http://www.sctrafficsafety.org) ♦ [www.facebook.com/sctrafficsafety](https://www.facebook.com/sctrafficsafety) ♦ [CTSC@santacruzcounty.us](mailto:CTSC@santacruzcounty.us) ♦ (831) 454-7551



- Provide support and assistance to the City of Watsonville and other south county organizations in managing the Watsonville Vision Zero Task Force.
  - Advocate for continued community engagement and equity prioritization.
  - Provide technical assistance in tracking and measuring progress, as well as evaluating programs.
  - Encourage accountability and transparency throughout plan implementation.
  - Help in identifying funding sources for implementation and sustainability of projects.
- 2) Assist the City of Santa Cruz in developing a Vision Zero Task Force and Action Plan through activities, such as:
- Advocate for community engagement and equity prioritization in Vision Zero initiatives.
  - Provide a public health perspective into strategies and policy objectives.
  - Assist in development of measurable and attainable goals for Vision Zero action items.
  - Encourage accountability and transparency at all stages of Vision Zero plan implementation.
- 3) Promote Vision Zero adoption and implementation in all other jurisdictions through activities, such as:
- Invite communication between local jurisdictions and other Vision Zero communities.
  - Convene city/county staff to discuss Vision Zero policy adoption and implementation.
  - Create traffic violence data summaries for jurisdictions considering Vision Zero.
  - Support implementation of Vision Zero Action Plans once adopted.
- 4) Develop and maintain countywide Vision Zero collaboration and support through activities, such as:

Proposed activities here are aligned with the five *Safe System elements: Safer People, Safer Roads, Safer Vehicles, Safer Speeds, and Post-Crash Care*

# COMMUNITY TRAFFIC SAFETY COALITION

## of SANTA CRUZ COUNTY



[www.sctrafficsafety.org](http://www.sctrafficsafety.org) ♦ [www.facebook.com/sctrafficsafety](https://www.facebook.com/sctrafficsafety) ♦ [CTSC@santacruzcounty.us](mailto:CTSC@santacruzcounty.us) ♦ (831) 454-7551

### Safer People:

- Host events for elected officials and relevant government staff members to experience traveling through the county using active modes of transportation.
- Reframe the narrative around road safety to reflect the shared responsibility among various stakeholders, instead of a focus on individual behaviors.
- Participate in the regional Street Smarts campaign to bring awareness and education of road safety issues to the public.
- Provide educational materials about shared- and micro-mobility programs and options to the community.
- Collaborate with County Substance Use Disorders Services (SUDS) on DUI/impaired driving prevention.
- Develop educational materials on Safe Systems and informational handouts about Vision Zero to share with the media that helps guide their communications on crashes.
- Continue child passenger safety education for parents and caregivers on properly securing young passengers in their vehicles.

### Safer Roads:

- Use all relevant safety data to supplement crash data when evaluating problem areas and traffic situations.
- Include community members and community feedback when designing traffic safety systems.
- Incorporate systems-level changes that allow for consideration of project impacts on those using active transportation.
- Provide opportunities for community members and advocates to provide input to decision makers during planning stages of infrastructure projects.
- Advocate for planning and engineering efforts that incorporate a Safe Systems approach, such as reduce speeds by narrowing travel lanes.
- Develop questions for candidates running for office regarding safe and active transportation.
- Promote protected or separated bicycle and pedestrian facilities when feasible.
- Conduct a crash data analysis focused on arterials for each jurisdiction.
- Encourage funding and land use planning that increases opportunities for more active and sustainable forms of transportation.

### Safer Vehicles:

- Provide input on local, state, or federal policies and designs that make vehicles safer, such as collision avoidance systems and connected vehicle technology.

# COMMUNITY TRAFFIC SAFETY COALITION

## of SANTA CRUZ COUNTY



[www.sctrfficsafety.org](http://www.sctrfficsafety.org) ♦ [www.facebook.com/sctrfficsafety](https://www.facebook.com/sctrfficsafety) ♦ [CTSC@santacruzcounty.us](mailto:CTSC@santacruzcounty.us) ♦ (831) 454-7551

- Keep informed about the latest car seat and vehicle restraint system safety technology and recall information.
- Advocate for appropriate safety measures, such as installing lateral protective devices (LPDs), also known as side guards, for local jurisdictions and private fleets with large commercial vehicles.

### Safer Speeds:

- Implement creative projects to slow down traffic and reduce the potential for crashes to cause serious injuries and fatalities.
- Engage with local government to address traffic speed issues that community members experience.
- Support projects that slow vehicle speeds and protect cyclists and pedestrians.
- Work with jurisdictions to acquire funding to implement temporary projects that slow vehicle speeds.
- Find research reports on effective measures to slow down drivers to share with local jurisdictions.

### Post-Crash Care:

- Post online acknowledgement and response to lives lost and those severely injured.
- Maintain a current database of serious injury and fatality crashes reported by the media and community members.
- Involve multiple stakeholders, such as media and road safety advocates, to review factors leading to a crash.
- Identify the built environment factors that played into crashes and understand that the designers of those systems hold responsibility as well.
- Work with media contacts to review collision factors, such as road design, when reporting on crashes.
- Work with law enforcement agencies to share local crash data and report on traffic citation trends.
- Change the narrative around responsibility for crashes to look past individual behaviors and to focus on the road system holistically.
- Assist jurisdictions in developing a plan to respond to fatal and severe injury crashes.
- Participate in the World Day of Remembrance for Road Traffic Victims or other annual memorial events.
- Develop resources to support families who have been impacted by traffic violence.

# COMMUNITY TRAFFIC SAFETY COALITION

## of SANTA CRUZ COUNTY



[www.sctrafficsafety.org](http://www.sctrafficsafety.org) ♦ [www.facebook.com/sctrafficsafety](https://www.facebook.com/sctrafficsafety) ♦ [CTSC@santacruzcounty.us](mailto:CTSC@santacruzcounty.us) ♦ (831) 454-7551

### CTSC Roles and Responsibilities

The coalition staff are employed by the County of Santa Cruz Health Services Agency (HSA) and are responsible for assisting the coalition in managing its operations, including coalition meetings, member communication, and community engagement, as well as work plan development, implementation, and evaluation. The coalition members and partner agencies actively participate in meetings and play an advisory role in fiscal management and strategic planning. Members and partner agencies take on specific work plan tasks as appropriate. Two coalition leaders (Co-Chairs) are elected by coalition members for two-year terms and are responsible for facilitating coalition meetings, providing expertise and guidance to coalition staff, and signing coalition letters.

CTSC will provide support, technical assistance, and resources to jurisdictions and the community to implement Vision Zero, as well as develop and maintain collaborative relationships for other grant funded traffic safety programs that support Vision Zero. The Coalition and staff are also committed to providing traffic safety programming that the community has relied on for many years, such as the Ride n' Stride education program, the Bicycle Traffic School diversion program, Bicycle Helmet Fit and Distribution Sites, participation in Bike/Walk to School and other community outreach events, Pace Car and Trash Can Sticker traffic calming programs, maintenance of the CTSC website at [www.sctrafficsafety.org](http://www.sctrafficsafety.org) and Facebook page, and traffic related injury and fatality surveillance.

### TDA/RnS Budget, FY 2022-23

Line Item	TDA Budget	HSA Match	Total Project Costs
<b>Personnel</b> (Salary + Benefits)			
Bilingual Health Program Specialist, 1 FTE	74,500	58,500	133,000
Program Director/Support Staff		43,500	43,500
<b>Subtotal Personnel</b>	<b>74,500</b>	<b>102,000</b>	<b>176,500</b>
<b>Travel/Mileage</b>	500		500
<b>Direct Costs</b>			
Education Materials & Supplies	3,000		3,000
<b>Totals</b>	<b>\$78,000</b>	<b>\$102,000</b>	<b>\$180,000</b>

### TDA/CTSC Budget, FY 2022-23

Line Item	TDA Budget	HSA Match	Total Project Costs
<b>Personnel</b> (Salary + Benefits)			
Health Educator , 1 FTE	74,500	56,500	131,000
Program Director/Support Staff		45,500	45,500
<b>Subtotal Personnel</b>	<b>74,500</b>	<b>102,000</b>	<b>176,500</b>
<b>Travel/Mileage</b>	500		500
<b>Direct Costs</b>			
Project Implementation	3,000		3,000
<b>Totals</b>	<b>\$78,000</b>	<b>\$102,000</b>	<b>\$180,000</b>

**For Bicycle Advisory Committee**

**From:** Mcroberts, Ingrid@DOT <Ingrid.Mcroberts@dot.ca.gov>  
**Sent:** Friday, March 11, 2022 4:38 PM  
**To:** Thomas Travers <ttravers@scrtc.org>  
**Cc:** Streder, Melissa@DOT <melissa.streder@dot.ca.gov>; Monroy-Ochoa, Orchid N@DOT <orchid.monroy@dot.ca.gov>  
**Subject:** RE: District 5 Active Transportation Plan\_Roll-out announcement

Thank you to SCCRTC and the RTC Bicycle Advisory Committee for your letters. Caltrans District 5 recently completed our Active Transportation Plan [<https://www.catplan.org/district-5>] which we are rolling-out and working toward implementation. In the next few months District 5 Planning will have a new Complete Streets branch with a Complete Streets Coordinator who will work with local partners to ensure the goals of the Active Transportation Plan are met.

Currently we are collecting and cataloging comments, information on new or updated plans, and additional relevant information. We greatly appreciate your detailed comments. As you may know we collected the data for the plan early in this process which informed the Location Based Needs (LBN) and is a snapshot in time. The plan methodology was developed by the consultant Toole Design and it did not factor in approaches that would allow for updates or changes to the plan and data. In the future District 5 will have the ability to update the plan to include new LBN's or retire them as projects are completed by Caltrans or Local Partners. We are working toward developing a new methodology for the updated plan and we greatly appreciate your detailed comments which will help to inform the methodology for the updated D5 AT Plan.

We appreciate your continued partnership and look forward to coordination on implementation on the plan.

Thank you,  
Ingrid McRoberts  
Associate Transportation Planner  
LDR – Santa Barbara County  
District 5 Active Transportation Plan lead  
Caltrans District 5  
Phone: (805) 835-6555

**TO:** Bicycle Advisory Committee  
**FROM:** Tommy Travers, Transportation Planner  
**RE:** Officer Elections

---

## **RECOMMENDATION**

Staff recommends that the Bicycle Committee nominate and vote for a Chair and Vice-Chair to serve for the next two years.

---

## **DISCUSSION**

In accordance with the RTC Rules & Regulations, Committee elections will be held every two years starting with the April 9, 2018 meeting. Staff recommends that Committee members consider whether they are interested in serving in either one of these capacities. Interested members should be familiar with Rosenberg's Rules of Order, be willing to facilitate the meetings in a diplomatic and constructive manner, and have some history of the Bicycle Advisory Committee and its workings. Nominations should be made by Committee members at the meeting and then voting will occur.

The SCCRTC's Rules and Regulations provides the following information regarding officers' duties:

A Chairperson and Vice Chairperson for each Committee shall be elected to serve for a term of one or two years. The Chairperson shall preside at all meetings of the Committee. The Chairperson shall maintain order and decorum at the meetings, decide all questions of order, and announce the Committee's decisions. The Vice Chairperson shall perform the duties of the Chairperson in his or her absence. In the event both officers are absent from the Committee, the majority of quorum may appoint a presiding officer for that meeting. All officers shall continue in their respective offices until their successors have been elected and have assumed office.

The Chair and Vice-Chair provide assistance to each other in their duties and should be available to write letters on the Committee's behalf and to attend occasional meetings.

Staff expresses our thanks to Amelia Conlen and Murray Fontes for their fine service over the past two years.



## **SUMMARY**

Staff recommends that the Committee hold elections for a new Chair and Vice-Chair to serve the Committee through March 2024.

**AGENDA:** April 11, 2022

**TO:** Bicycle Committee

**FROM:** Grace Blakeslee, Senior Transportation Planner

**RE:** Coastal Rail Trail Segments 8 through 12 Schematic Plans

---

## **RECOMMENDATIONS**

Staff recommends that the Bicycle Committee provide input on the schematic plans for Coastal Rail Trail Segments 8 & 9 (Pacific Avenue to 17<sup>th</sup>), Segments 10 & 11 (17<sup>th</sup> to State Park Drive) and Segment 12 (State Park Drive to Rio Del Mar Boulevard).

---

## **BACKGROUND**

The Monterey Bay Sanctuary Scenic Trail Network (MBSST) is the RTC's proposed 50-mile bicycle and pedestrian trail network. The spine of the trail network is the 32-mile Coastal Rail Trail from Davenport to Watsonville/Pajaro, to be built within the Santa Cruz Branch Rail Line (SCBRL) RTC-owned rail right-of-way. The remaining miles will be connecting paths, sidewalks, bike lanes, other roadway improvements or unpaved coastal spur trails. The MBSST Master Plan organized the trail alignment into 20 Segments with logical beginning and end points.

Segments 8 through 12 of the Coastal Rail Trail are currently under development, with each project preparing an Environmental Impact Report (EIR) and associated preliminary engineering and technical studies.

## **DISCUSSION**

### ***Coastal Rail Trail Segments 8 through 12***

Segments 8 & 9 of the Coastal Rail Trail includes 2.5 miles of the Coastal Rail Trail between Pacific Avenue in the City of Santa Cruz and 17th Avenue in the unincorporated Live Oak area of Santa Cruz County along the SCBRL. The City of Santa Cruz is the project sponsor for Segment 8 & 9.

[Segments 10 & 11 of the Coastal Rail Trail](#) includes 4.7 miles of the MBSST's rail trail spine between 17th Avenue in Live Oak through Jade Street Park in the City of Capitola, then down the coast to State Park Drive. The County of Santa Cruz is the project sponsor for Segments 10 & 11.

[Segment 12 of the Coastal Rail Trail](#) is being developed as part of the Highway 1 Auxiliary Lanes and Bus on Shoulder Project between the State Park Drive and Freedom Boulevard Interchanges. The Coastal Rail Trail Segment 12 Project proposes to construct a 1.25-mile-long trail between State Park Drive and Rio del Mar Boulevard along the SCBL. The RTC is leading delivery of this project.

## **Environmental Review**

The City and County of Santa Cruz released Notices of Preparation (NOPs) for Environmental Impact Reports in Fall 2021 for Segments 8 & 9 and Segments 10 & 11, respectively. The NOPs included two possible alternatives, including the Rail-with-Trail and Railbank-with-Trail alignments.

Instead of two separate alternatives, the City and County have adopted a phased approach to delivery of their respective Coastal Rail Trail projects. The phased approach includes an analysis of a single build alternative to construct the Trail Next to the Railroad Track Alignment referred to as the "Ultimate Trail Configuration", with an "Optional Interim Phase" to allow for an interim trail that would construct the Trail on the Railroad Track Alignment. The analysis will show the potential impacts of building an interim trail by itself, as well as removing/relocating the interim trail, and re-constructing the railroad tracks for a potential ultimate configuration, assuming rail service is re-activated. It would also provide a full analysis of potential impacts of building the trail next to the railroad track alignment (Ultimate Trail Configuration) without an interim first phase. A detailed discussion of the phased approach was provided to the RTC at their [February 17, 2020 Transportation Policy Workshop](#). The Draft Environmental Impact Report for the Segments 8 & 9 and Segments 10 & 11 of the Coastal Rail Trail are scheduled to be released by the end of 2022.

The Notice of Preparation of an EIR for the Highway 1 Auxiliary Lanes and Bus on Shoulder Project between the State Park Drive and Freedom Boulevard Interchanges, which includes Segment 12 of the Coastal Rail Trail, was released in 2020. The Draft Environmental Impact Report for Segment 12 will also include a single build alternative for the Ultimate Trail Configuration (i.e. Trail Next to the Railroad Track Alignment) with an optional first phase to potentially construct an interim trail (i.e. Trail on the Railroad Track Alignment) discussed previously in this staff report. The

environmental phase of the project is ongoing and is scheduled to be complete in Spring of 2023.

### **Preliminary Design**

The City of Santa Cruz, County of Santa Cruz, and RTC are soliciting input on the designs for Coastal Rail Trail Segments 8 through 12 between Pacific Avenue and Rio Del Mar Boulevard. The City, County, and RTC are soliciting input on two Coastal Rail Trail alignments for Segments 9 through 12: a Trail Next to Railroad Track Alignment ("Ultimate Trail Configuration") and a Trail on the Railroad Track Alignment ("Interim Trail"). A virtual public open house for Segments 8 & 9 took place on March 31, 2022 and for Segments 10 & 11 a virtual public workshop is scheduled on April 6, 2022 from 5-8pm. An in-person public open house for Segments 10 & 11 is scheduled for April 13, 2022 from 5:30-8:30pm at the Live Oak Elementary Multipurpose Room.

#### ***Trail Next to the Railroad Track Alignment ("Ultimate Trail Configuration") between San Lorenzo River and State Park Drive***

For Segments 9 through 11, most of the trail would be 12ft wide including paved shoulders. For Segment 12, the trail would be 16ft wide including paved shoulders throughout. Construction for Segments 8 through 12 includes new trail bridges adjacent to or cantilevered off existing railroad bridges, except the Capitola Trestle over Soquel Creek where the trail users will utilize the existing sidewalk and on-street bike facilities to travel through Capitola Village. New at-grade trail crossings would be located adjacent to the at-grade railroad crossings on existing roadways. Additional project features include construction of retaining walls along the trail and trail viaducts adjacent to the railroad track alignment. Fencing is only expected between the trail and railroad tracks and in locations where there is a grade differential between the trail and surrounding topography.

#### ***Trail on the Railroad Track Alignment ("Optional Interim Phase") between San Lorenzo River and State Park Drive***

For Segments 9 through 12, most of the trail would be 16ft wide including paved shoulders and would be constructed on the existing railroad track alignment. The rails and ties would be removed, and the trail would be constructed on the railroad ballast. Fencing is only expected to be needed in locations where there is a grade differential between the trail and surrounding topography. Construction of the Trail on the Railroad Track Alignment requires railbanking the Santa Cruz Branch Rail Line to allow for

the removal of the rails and ties and construction of the trail in the existing railroad track alignment.

Railbanking is a voluntary process whereby a freight railroad company and a trail agency enter into an agreement to use a rail corridor that has been approved for abandonment as a trail (or some other use, including commuter rail with trail) until some future time when the railroad might need the corridor again for freight rail service. Rails and ties are permitted to be removed but could also remain in place. Railbanking does not preclude construction of the Trail Next to the Railroad Alignment or light or commuter passenger rail. A detailed discussion of railbanking was presented to the RTC at their [September 2, 2021](#) and [February 3, 2022](#) meetings.

### **Exhibits and input**

Schematic plans for both [Segments 8 & 9 Ultimate Trail](#) and a [Segments 8 & 9 Interim Trail](#) alignments are available for review and comments are due on April 15, 2022. Exhibits for the Segments 10 & 11 project as well as the Segment 12 project—both the Ultimate Trail Configuration and the Interim Trail alignments—will be posted to the RTC website prior to the Bicycle Committee meeting and made available for review and comment until May 2, 2022. City, County of Santa Cruz and RTC staff will present the schematic plans to the Bicycle Committee at their April 11, 2022 meeting.

### **Project Delivery**

The City of Santa Cruz is seeking funds for construction of Segments 8 and 9 and will submit applications for the state's Active Transportation Program (ATP) Cycle 6 funding. Cycle 6 ATP grant applications are due in June 2022. The City and County have each programmed \$1.5 million and RTC programmed \$2 million in FY23/24 Measure D funds to serve as a future grant match for construction of Segments 8 & 9. The City of Santa Cruz is also seeking additional Measure D-Active Transportation funding to complete preconstruction components of the project (*see separate agenda item*).

RTC previously programmed \$4 million in Measure D funds to the County of Santa Cruz for environmental and preliminary design of Segments 10 & 11 between FY20/21 and FY22/23. The County of Santa Cruz is seeking additional Measure D-Active Transportation funding to serve as a match to preconstruction and construction components of the project (*see separate agenda item*). The County of Santa Cruz also plans to apply for the State's Active Transportation Program (ATP) Cycle 6 funding.

RTC staff plans to pursue Senate Bill 1 (SB1) Solutions for Congested Corridors and Local Partnership Program funding for the Highway 1 Auxiliary Lanes and Bus on Shoulder Project between the State Park Drive and Freedom Boulevard Interchanges, including Segment 12 of the Coastal Rail Trail. SB1 Solutions for Congested Corridors and Local Partnership Program applications are due in November/December of 2022. Only the construction component of the project is eligible for the SB1 competitive funds, and a local match of 20-30% of the construction cost is likely needed to compete. RTC is seeking additional Measure D-Active Transportation funding to serve as a grant match (*see separate agenda item*).

## **SUMMARY**

Segments 8 through 12 are currently under development, with each project preparing an Environmental Impact Report (EIR) and associated preliminary engineering and technical studies. The City, County of Santa Cruz, and RTC are soliciting input on the schematic plans for the Trail Next to the Railroad Track Alignment ("Ultimate Trail Configuration") and the Trail on the Railroad Track Alignment ("Optional Interim Phase") between Pacific Avenue and Rio Del Mar Boulevard.

**TO:** RTC Advisory Committees

**FROM:** RTC Staff

**RE:** Measure D Active Transportation- Monterey Bay Sanctuary Scenic Trail Network (MBSST)/Coastal Rail Trail Five-Year Program of Projects

---

## **RECOMMENDATIONS**

Staff recommends that the RTC's Advisory Committees provide input on options and priorities for Measure D Active Transportation funds through FY26/27 (MBSST 5-Year Plan).

---

## **BACKGROUND**

In November 2016, over two-thirds of Santa Cruz County voters approved a ½-cent transaction and use tax (sales tax) for transportation projects and programs (Measure D-2016). The voter-approved [Expenditure Plan](#) allocates revenues generated by formula for five categories of projects over 30 years:

- Neighborhood projects: 30% of net measure revenues:
  - \$5 million for the Highway 17 Wildlife Crossing
  - \$10 million for San Lorenzo Valley (SLV)/Highway 9 Corridor
  - Balance (approx. 28%) to cities and County by formula
- Transportation for Seniors and People with Disabilities: 20% total
  - 16% to Santa Cruz METRO and 4% to Lift Line
- Highway Corridors: 25%
- **Active Transportation (Monterey Bay Sanctuary Scenic Trail Network (MBSST)/Coastal Rail Trail): 17%**
- Rail Corridor: 8%

Each agency receiving measure revenues is required to annually develop, update, hold a public hearing on, and adopt a five-year program of projects (5-Year Plan) that identifies how they plan to use Measure revenues in the upcoming 5 years. The Regional Transportation Commission (RTC) is responsible for developing the five-year programs of projects for regional Expenditure Plan categories and projects, including the 17% designated for the Monterey Bay Sanctuary Scenic Trail Network (MBSST)/Coastal Rail Trail in the Active Transportation Category (Measure D-Active Transportation).

Agencies receiving direct formula allocations (cities, the County of Santa Cruz, Santa Cruz Metropolitan Transit District and Community Bridges/Lift

Line) typically develop and update their five-year programs of projects as part of adoption of their budgets and/or capital improvement programs each spring. Community members are encouraged to provide input on those plans directly to each recipient agency. Approved plans are posted on the RTC's website: [www.sccrtc.org/move](http://www.sccrtc.org/move).

Although Measure D-2016 provides significant funding to deliver investments identified in the Expenditure Plan, it is insufficient to fully fund all investments. Consistent with the Measure's Ordinance and long range *Strategic Implementation Plan* (SIP), in order to expeditiously deliver regional programs and projects and to competitively position projects to leverage other grants, the 5-year plans utilize some Measure Revenues to serve as match to other grants and focuses some funds on pre-construction phases, in order to get projects "shovel-ready" and more competitive for grants and other funding opportunities.

## **DISCUSSION**

17% of Measure D revenues are allocated to the Active Transportation category (Measure D-Active Transportation) for the Monterey Bay Sanctuary Scenic Trail Network, with the planned 32 mile Coastal Rail Trail in the Santa Cruz Branch Rail Line corridor making up the spine. Funds can be used for trail construction, trail operations and management, as well as maintenance and drainage of the corridor. As noted earlier, measure revenues will need to leverage other state and federal grants in order to complete the entire trail network.

18 miles of trail are currently under development (Attachment 2 map), however completion of Segments 8-12 (from Pacific Avenue in Santa Cruz to Rio del Mar in Aptos) in the next five to seven years is subject to securing full funding. The City of Santa Cruz and the County of Santa Cruz public works departments are submitting Active Transportation Program (ATP) grant applications for Segments 8-11, which are due to the California Transportation Commission (CTC) on June 15, 2022. In partnership with Caltrans, the County of Santa Cruz and Santa Cruz METRO, the RTC will be seeking state and federal grant funding for a multimodal project between Watsonville and Aptos that includes auxiliary and bus-on-shoulder lanes on Highway 1, electric bus purchases, Soquel Ave upgrades, and Segment 12 of the Coastal Rail Trail.

### **Measure-Active Transportation Category Fund Requests**

RTC typically holds a public hearing on and updates 5-year funding plans for all of the Measure D regional categories at the same time. However, staff will be recommending that the RTC consider updates to the MBSST 5-year program of projects for FY22/23-FY26/27 at its May 2022 meeting in order to address some near-term cost increases, as well as to consider grant



leveraging opportunities, and future funding needs to complete and maintain the MBSST Network, and potential financing options.

Agencies have indicated that they will need additional Measure-Active Transportation funds through FY26/27 as follows:

- Segments 8 & 9 (Pacific Ave to 17<sup>th</sup> Ave): The City of Santa Cruz is requesting an additional **\$370,000** to cover part of the cost of further analysis and public input on these segments, including potential interim and ultimate (adjacent to the rail tracks) trail alignments. This is in addition to funds previously committed by the RTC (\$2 million Measure-Active Transportation), the City of Santa Cruz, and the County of Santa Cruz to serve as match to an ATP application to fund the trail adjacent to the railroad tracks (ultimate trail), though through the environmental review phase an interim trail and other designs will also be analyzed and preferred alternative selected. **The City of Santa Cruz has requested support letters from E&DTAC and Bike Committee for their ATP application.**
- Segments 10 & 11 (17th Avenue to St. Park Dr): The County of Santa Cruz has indicated that an additional **\$10 million**, including approximately \$237,000 for interim trail studies and environmental analysis and \$9.8 million for final design and construction of the trail adjacent to the railroad tracks (ultimate trail). If approved, this would bring the total Measure-Active Transportation funds programmed to Segments 10 & 11 to over \$14 million (about 20% of the total estimated \$70 million cost of the ultimate trail alignment). RTC action in May 2022 on the 5-year plan would provide more certainty to the County on how much matching funding will be available when it submits an ATP application (matching funds account for up to 5 ATP points). **The committee may provide support letters for the ATP application.**
- Segment 12 (State Park Dr. to Rio Del Mar Blvd.): Staff anticipates at least **\$10.8 million** would be needed from the Measure-Active Transportation category over the next five years (plus an extra \$1.8 million through FY28/29) for design and right-of-way, and to leverage grants for the construction of Segment 12, if the RTC chooses to construct this segment of the trail next to the railroad tracks (ultimate trail). The balance of Segment 12 costs are anticipated to come from a combination of Measure D-Highway funds and state and/or federal grants. Segment 12 is currently part of a proposed multimodal project that includes Highway 1 Freedom Blvd-State Park Drive Auxiliary Lanes and Bus-on-Shoulder, Segment 12 Coastal Rail Trail, and Soquel Drive transit, bike, pedestrian, and roadway improvements. Measure D-

Highway category funding can be used for Segment 12's bike and pedestrian crossings of Highway 1. In addition to the MBSST 5-Year Plan, staff is concurrently evaluating financing and other options to leverage grants and expedite delivery of this multimodal project (discussed below) and staff also plans to recommend that the RTC consider an updated 5-Year Plan for the Highway Corridors category in May 2022 that includes possible financing to leverage grants.

- RTC also uses Measure D-Active Transportation category funds for corridor maintenance, encroachments, planning and oversight. In FY20/21 these expenditures totaled about \$1 million, but with annual escalation and maintenance of sections of trail anticipated to be constructed through FY26/27, staff estimates an extra \$3.6 million over previously programmed amounts is needed through FY26/27. *(Beyond FY26/27, additional funding will be needed for continued anticipated corridor expenses, described below under "Other Considerations".)*

### **Constraints on Measure Active Transportation and Highway Categories**

The Measure-Active Transportation Category currently generates about \$4.4 million annually and will not have enough funding available (funding capacity) to support the nearly \$25 million in new programming requests and prior commitments on a "pay-as-you-go" basis within the next five programming years. Based on the revenue projections and the above programming requests/estimates, the Active Transportation category would be oversubscribed and have a deficit starting in FY24/25 and through FY27/28, with a total deficit of \$9-\$10 million at the end of this 5-Year Plan period (FY26/27). However, the RTC could advance the current trail funding requests if funds are borrowed (e.g., issue revenue bonds) to bridge the gap.

The Highway Category only generates approximately \$6.5 million annually (FY22/23 revenue estimate). RTC has taken an approach to consider a portion of the Segment 12 coastal rail trail cost (~\$36 million of the total \$48 million) as Highway expenditures, because bicycle and pedestrian crossings over Highway 1 are eligible for Measure D-Highway funds. An analysis of the Highway category's pay-go capacity is also underway, to understand whether funding for right-of-way and to leverage grants for the construction for Segment 12 will be available. Based on the revenue projections and Segment 12 and Highway 1 project cost estimates, the Highway Category would be oversubscribed and have a deficit starting in FY24/25 and through FY33/34, with a total deficit of approximately \$45 million in FY27/28. Therefore, the RTC would also need to consider financing (e.g., issue revenue bonds) for the Highway Category to fund the Highway 1 – State Park to Freedom project and a portion of Segment 12 coastal rail trail.

### **Other Considerations for the Active Transportation Category**

As to not oversubscribe the Active Transportation category long term, RTC should also consider potential future programming needs, including potential cost increases, funds needed to implement additional segments, future corridor maintenance, future grant leveraging opportunities, and debt service on any financing.

Future Trail Segments: While over 18 miles of Coastal Rail Trail are currently under development and 1.5 miles completed, pre-construction work has not yet been advanced on 12.5 miles of Coastal Rail Trail. Table 1 below list coastal rail trail segments that are not currently under development or funded. Cost estimates are only at a planning level analysis and engineering has not yet commenced. These planning level estimates were used for the Unified Corridor Investment Study (UCIS) and were escalated (3.5% per year) to estimate current year dollars (2022\$). An assumed 20% RTC-provided match to leverage grants and other funds is shown to provide an approximation of how much Measure D funds might be needed to leverage state and federal grants. Typically grant applications are more competitive the larger the match. As part of the long-range implementation plan (SIP) update, staff will return to the committee for input on future priorities.

### **Coastal Rail Trail Segments with Assumed Future Funding Needs**

<b>Segment #</b>	<b>Location &amp; Distance</b>	<b>Estimated Total Cost (2022\$Millions)</b>	<b>20% Match (\$Millions)</b>
Segment 6*	Wilder Ranch to Schaffer Rd (1.49 miles)	\$6.1	\$1.2
Segment 7-Phase 3	Natural Bridges Drive to Schaffer Rd (.28 miles)	\$3.6	\$0.7
Segment 13	Rio Del Mar to Hidden Beach (.85 miles)	\$18.9	\$3.8
Segment 14	Seascape (along Sumner Rd) (1.17 miles)	\$7.8	\$1.6
Segment 15	Seascape Park to Manresa State Beach (1.37 miles)	\$28.1	\$5.6
Segment 16	Manresa State Beach to Ellicott Slough (2.66 miles)	\$28.2	\$5.6
Segment 17A	Harkins Slough -Buena Vista Avenue to Lee Rd (4.00 miles)	\$83.5	\$16.7
Segment 17B	San Andreas & Beach Street from Buena Vista to Lee Street	NA	NA
Segment 18-Phase 3	Lee Rd to Segment 18- Phase 1 (.5 miles)	\$3.8	\$0.8
Segment 19	Walker Street (.47 Miles)	\$2.0	\$0.4
Segment 20	Pajaro River (.74 miles)	\$15.1	\$3.0
<b>TOTAL</b>		<b>\$197</b>	<b>\$39</b>

*\*Note: Segment 6 trail could be eliminated if there is a desire to use the existing parallel Class 1 trail on Caltrans right-of-way instead. The table above does not include Segments 1-4 extending north of the rail right-of-way from Davenport to the San Mateo County line. RTC is currently focusing on developing the 32-mile section along the rail right-of-way.*

Future Maintenance: RTC has been programming some Measure-Active Transportation Category funds to maintain each trail segment once they are completed and open for public use. Funding for maintenance of constructed trail sections (including filling potholes and periodic trail restriping and resurfacing) is not committed beyond FY26/27.

For the five year period (FY21/22 to FY26/27) a total of approximately \$1 million is programmed to maintenance for Coastal Rail Trail segments in the City of Santa Cruz, City of Watsonville and the North Coast Rail Trail. The RTC is working with local jurisdictions, State Parks, and other agencies to update long-term maintenance costs estimates for the Coastal Rail Trail. A high-level estimate for maintenance of the 18 miles of trail currently under development or recently completed is about \$1 million per year (2022\$). The RTC will need to consider Coastal Rail Trail future maintenance cost when programming Measure D funds.

The trail maintenance funding is in addition to the Measure D-Active Transportation funds used for ongoing corridor management, including oversight, encroachments, drainage and vegetation control and other corridor maintenance. These costs vary from year to year, with costs often exceeding \$1 million per year.

### **Options**

Since there is not sufficient “pay-as-you go” revenue capacity to cover the short-term funding for the trail adjacent to the railroad tracks (ultimate trail) for all MBSST projects currently under development within the next five years, and there is uncertainty in cost of on-going projects and the needs of future projects and corridor maintenance, the RTC could:

1. Program less than the Measure D funds described above and shown in Attachment 1. Project sponsors might have to postpone projects, use more local or other funds, or request higher grant amounts.
2. Keep some Measure D funds in reserve to cover potential cost increases and maintenance of sections of trail once built.
3. Authorize debt financing, such as bonding or short term loans, against future Measure D funds to accelerate delivery of Segments 8-12 or a subset of these segments. Annual principal and interest payments (debt service) would be required to be repaid from future Active Transportation Category revenue. *(As previously noted, financing would also be needed from the Highway category with debt service repaid from the Highway category)*

4. Consider design modifications to reduce the cost of the projects, including potentially pursuing the optional interim trail until such time that funding for a rail transit project is secured.

Attachment 1 shows a potential MBSST 5-year Program of Projects (5-Year Plan) for FY22/23-26/27, based on a strategy to use Measure funds to leverage other grants to fully fund the trail adjacent to the railroad track (ultimate trail) alignment for the segments currently under development. To fund this plan, RTC would need to adopt a strategy and policy to utilize financing to cover anticipated revenue shortfalls. **Staff recommends that the committee provide input on this preliminary 5-year plan (Attachment 1), as well as other options described in this report.**

In addition to adding funds for projects and ongoing costs discussed above, Attachment 1 also reflects updated revenue estimates and project schedules for previously approved projects.

#### Changing Circumstances

Staff may reevaluate Measure D funding recommendations under some circumstances.

- Final construction costs may end up higher than current estimates.
- Grant Awards
  - 2022 ATP grant applications are due June 15, 2022, with awards anticipated to be announced December 2022.
    - Segments 8-9: using previously programmed Measure D and local funds as match.
    - Segments 10-11: submitting two applications: one for pre-construction and one to fully fund the project.
  - SB 1 Cycle 3: Applications due in December 2022, with CTC approvals anticipated by June 2023 (Highway 1/Segment 12).
  - If any of these applications are not approved, the RTC and project sponsors would need to work together to reevaluate funding and implementation plans.
  - If other funding and grant opportunities arise and funds secured, this could reduce Measure D needed for some sections of trail.
- Maintenance of trail sections after they are constructed. The RTC is working with cities and the County to discuss cost sharing options for continued maintenance of the trail once it is built.
- Lower cost designs are implemented.

#### Next Steps

The RTC's Bicycle Advisory Committee, the Elderly & Disabled Transportation Advisory Committee, and Interagency Technical Advisory Committee (ITAC) Committees are reviewing the 5-year plan for the Active Transportation category in April. They are scheduled to review updates for the other categories at August or September committee meetings.

As project cost estimates and schedules are refined, and if Measure D and other funding assumptions change, amendments to the 5-year plan may be proposed throughout the year. Modifications requiring approved funds to be shifted between fiscal years will be handled administratively. Amendments adding new projects or increasing or decreasing Measure D funds for individual projects would be subject to the availability of funding and require RTC board approval during a public meeting.

## **SUMMARY**

In 2016 a super-majority of Santa Cruz County voters approved Measure D, a 30-year ½-cent sales tax which provides critical funding to improve local highways, construct new bicycle and pedestrian facilities, repair local roads, maintain and expand transit and paratransit services for seniors and people with disabilities, maintain and plan for the Santa Cruz Branch rail corridor, and maintain other publicly owned transportation facilities. The measure requires recipient agencies to annually prepare and update a program of projects, identifying how agencies plan to invest Measure revenues over the next 5 years. Staff recommends that the RTC's advisory committees review options for anticipated Measure-Active Transportation category funds and provide recommendations as it feels appropriate.

### Attachments:

1. Potential Active Transportation (MBSST/Coastal Rail Trail) 5-year Programs of Projects (FY22/23-26/27)
2. Map

*s:\measured\5yearplan\_rtc\futureupdates\mbsst-5yr-2022-sr.docx*

## Measure D: 5-Year Program of Projects (FY22/23-26/27)

**PROPOSED SPRING 2022 UPDATES**

Previously updated 6/6/19, 12/5/19, 5/7/20, 6/29/20, 9/3/20, 5/6/21, 6/3/21, 8/5/21, 10/7/21.

Category: **Active Transportation/MBSST-Coastal Rail Trail (17% of Measure D Revenues)**

	Rail Trail Project/Program	Description	Prior Years Spent*	FY21/22*	Planned <sup>1</sup>					Total Measure D to FY26/27	Future	2022 Proposed Updates
					FY22/23	FY23/24	FY24/25	FY25/26	FY26/27			
1	North Coast Segment 5	EIR & design consultants, legal, Environmental Health Services & ROW; RTC project mgmt, oversight, outreach and technical assistance	\$2,418,800	\$438,600	\$280,000	\$50,000	\$0	\$0	\$0	<b>\$3,187,400</b>	\$0	Add funds in FY22/23 and FY23/24 for anticipated staff oversight, technical assistance. Previously \$3,057,400.
2	North Coast Segment 5: trail maintenance and operations	Ongoing maintenance of sections of trail once constructed. Includes restriping, sweeping, vegetation management, mitigations, and periodic repaving.	\$0	\$0	\$0	\$125,000	\$200,000	\$200,000	\$200,000	<b>\$725,000</b>	\$200k/yr	Move all funds out to later years based on updated schedule. Previously \$600k.
3	North Coast Seg 5: Trail construction and reserve to match grants	Funds to serve as match to grant application(s). Includes \$125k for Davenport Crosswalk.	\$0	\$0	\$2,075,000	\$875,000	\$875,000	\$0	\$0	<b>\$3,825,000</b>	\$0	Shift funds out one year based on updated schedule
4	Segment 7: Natural Bridges to Bay/California (Phase I), Bay/Californiat to Wharf (Phase II), City of Santa Cruz (SC) lead	Allocation to City of Santa Cruz for Segment 7 rail trail	\$0	\$1,100,000	\$1,000,000	\$0	\$0	\$0	\$0	<b>\$2,100,000</b>	\$0	No change to total. Shift \$1M from FY21/22 to FY22/23 based on updated schedule for Phase 2. Phase 1 - \$1.1M invoiced in FY21/22.
5	Segment 7: Oversight and technical assistance	RTC project management, oversight, outreach and technical assistance (consultants, legal, Environmental Health Services & ROW)	\$217,144	\$40,000	\$35,000	\$35,000	\$0	\$0	\$0	<b>\$327,144</b>	\$0	Previously \$292k. Add \$35k in FY23/24 based on updated schedule.
6	Seg 8: San Lorenzo River trestle widening, City of Santa Cruz	Allocation to City of SC for widening of existing walkway on the existing railroad bridge over San Lorenzo River near Boardwalk	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	<b>\$500,000</b>	\$0	No change. Project completed.
7	Segment 8: Oversight and technical assistance	RTC project management, oversight, outreach and technical assistance (consultants, legal, Environmental Health Services & ROW)	\$7,149	\$0	\$0	\$0	\$0	\$0	\$0	<b>\$7,149</b>	\$0	No change. Project completed.
8	Seg 8/9: SC Wharf to 17th Ave., City of SC lead (partnership with County)	Allocation to City of SC: \$2M set aside to serve as match for construction grants. Joint project with County.	\$0	\$0	\$370,000	\$2,000,000	\$0	\$0	\$0	<b>\$2,370,000</b>	\$0	Add \$370,000 for interim trail analysis and additional public outreach. Shift construction funds out to FY23/24
9	Segment 8/9: Oversight and technical assistance	RTC project management, oversight, outreach and technical assistance (consultants, legal, Environmental Health Services & ROW)	\$29,937	\$48,685	\$40,000	\$40,000	\$40,000	\$0	\$0	<b>\$198,621</b>	\$0	Increase FY24/25 to \$40k. Previously \$185,481 total.
10	Trail maintenance and operations in Santa Cruz	Ongoing maintenance. Includes restriping, sweeping, vegetation management, mitigations, and periodic repaving.	\$0	\$45,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	<b>\$345,000</b>	TBD	Add funds in FY26/27.
11	Segment 10-11: Segment 10 (17th-47th/Jade St. park), Seg 11 (Monterey to St. Park Dr)	Allocation to County DPW for planning, environmental review, design, and right of way and construction. County led project.	\$254,722	\$1,800,000	\$2,182,145	\$436,814	\$1,717,570	\$6,121,456	\$1,530,364	<b>\$14,043,071</b>	TBD-maint.	County requesting \$9.8M to serve as match for ATP grant for ultimate trail configuration and additional \$235k for additional analysis of alignments. Previously \$4M
12	Segment 10-11 Oversight and technical assistance	RTC project mgmt, oversight, outreach and technical assistance (consultants, legal, Environmental Health Services & ROW)	\$57,083	\$55,000	\$55,000	\$55,000	\$55,000	\$40,000	\$30,000	<b>\$347,083</b>	TBD	Add funds in FY26/27.
13	Capitola Trestle Railroad Bridge Interim Trail analysis	Analysis of feasibility for building a trail on the bridge through Capitola Village and over Soquel Creek.	\$0	\$50,000						<b>\$50,000</b>	\$0	No change

	Rail Trail Project/Program	Description	Prior Years Spent*	FY21/22*	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	Total Measure D to FY26/27	Future	2022 Proposed Updates
14	Segment 12: State Park Drive to Rio Del Mar Boulevard	Design, right-of-way, and matching funds for construction grants for ultimate trail alignment. Assumes work associated with bridges over Highway 1 to be implemented with the Hwy 1 Freedom-State Park project and paid out of Measure-Highway Corridors funds.	\$0	\$0	\$128,160	\$512,640	\$7,293,600	\$1,353,833	\$1,466,000	\$10,754,233	\$1,818,167	Add \$10,043,073 (\$236,867 in FY22/23 for studies/analysis associated with the interim trail, funds in FY23/24 for Final Design and ROW; funds FY24/25-26/27 for construction of the Ultimate Trail Configuration.). Construction timing dependent on grants and Hwy & Trail catory financing
15	Segment 18: Ohlone to slough trail (Phase I), Remainder Lee to Walker (Phase II), City of Watsonville lead	Allocation to City of Watsonville for trail construction.	\$0	\$150,000	\$933,333	\$933,333	\$933,333	\$0	\$0	\$2,950,000	\$0	May shift funds out a year.
16	Segment 18: Oversight and technical assistance	RTC project management, oversight, outreach and technical assistance (consultants, legal, Environmental Health Services & ROW)	\$104,460	\$20,000	\$29,000	\$10,425	\$10,000	\$5,000	\$0	\$178,885	\$0	Add \$15k in FY22/23 to assist with right-of-way and add funds in FY25/26.
17	Trail maintenance and operations in Watsonville	Ongoing maintenance. Includes restriping, sweeping, vegetation management, mitigations, and periodic repaving.	\$0	\$10,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$65,000	TBD	Add funds in FY26/27.
18	Capitola Trail: City Hall to Monterey Ave	RTC project management, oversight, outreach and technical assistance (consultants, legal, Environmental Health Services & ROW)	\$1,793	\$13,207	\$1,000	\$1,000	\$0	\$0	\$0	\$17,000	\$0	Add funds in FY22/23-23/24.
19	Santa Cruz County Regional Conservation Investment Strategy - Grant match	Match to Wildlife Conservation Board grant for early mitigation planning for transportation projects.	\$11,382	\$5,958	\$0	\$0	\$0	\$0	\$0	\$17,340	\$0	No change.
20	Ongoing oversight, coordination, and assistance, including on development of future trail sections	Includes RTC staff and consultants work related to overall trail planning, surveys, soil investigations, Environmental Health (EHS), legal, stakeholder coordination, response to public comments, and development of future projects/grant applications	\$911,791	\$245,000	\$220,000	\$220,000	\$220,000	\$220,000	\$231,000	\$2,267,791	TBD	Add funds in FY26/27.
21	Corridor encroachments & maintenance	Ongoing corridor maintenance, including vegetation, tree removal, trash, graffiti, drainage, encroachments, storm damage repairs outside of what is required for railroad operations. <u>Includes RTC staff time and contracts.</u>	\$1,196,923	\$1,346,900	\$1,557,350	\$1,148,028	\$1,020,409	\$1,058,218	\$1,106,785	\$8,434,613	Estimated \$1.1M/year + escalation	Includes significant drainage work, add funds in FY26/27 and update other estimates. Previously \$5.4M.
Estimated 5-Year Measure D Expenditures			\$5,711,183	\$5,368,350	\$8,976,988	\$6,513,240	\$12,435,912	\$9,069,508	\$4,635,149	\$52,710,331		

1- Funds may be shifted between years based on actual expenditures/use rates when sufficient cash capacity exists.

\*Prior and FY21/22 actuals and carryover to be adjusted based on audited actuals. Shown here are preliminary estimates.



