



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

MEETING AGENDA

Monday, April 10, 2023

6:00 pm to 8:30 pm

In-Person Meeting

SCCRTC Office: 1101 Pacific Ave, Suite 250, Santa Cruz, CA

Remote Participation

Remote participation for a) members of the public, b) nonvoting alternates, or c) voting Committee members unable to attend in person due to an emergency or for cause per AB 2449 (see p. 3 below for more information):

<https://us02web.zoom.us/j/87121903768?pwd=WjNaYmtJdno4bjkvdCtGYlIldTJYQT09>

Online meeting ID: 832 4937 7389

Password: 005056

Dial-in: +1 669 900 9128 or +1 669 444 9171

COMMITTEE MEMBERSHIP

Member

Scott Roseman
Brad Kava
Sally Arnold
Anna Kammer
Rick Hyman
Paula Bradley
Matt Farrell
Richard Masoner
Gina Cole
Amelia Conlen, Chair
Leo Jed

Alternate

Corrina McFarlane
John Hunt
Peter Scott
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 13, 2023 Bicycle Advisory Committee meeting
7. Receive summary of hazard reports
8. Approve correspondence from Committee to City of Santa Cruz supporting its application for grant funds to update its Active Transportation Plan

REGULAR AGENDA

9. San Lorenzo Valley Schools Complex Circulation and Access Study – receive staff report
10. City of Capitola projects on Kennedy Drive and Capitola Road – provide input – Kailash Mozumder, City of Capitola
11. TDA allocation request for Bike To Work/School program – provide input and recommend for approval – Matt Miller, Ecology Action
12. TDA allocation requests for Ride N Stride and Community Traffic Safety Coalition programs – provide input and recommend for approval – Theresia Rogerson, County Health Services Agency
13. Construction safety for roadwork and encroachments affecting bikeways – receive staff report and discuss – Committee members
14. Updates related to Committee functions – Committee members (oral updates)
15. Adjourn

NEXT MEETING: The next Bicycle Committee meeting is scheduled for May 8, 2023 from 6:00pm to 8:30pm **IN PERSON at the RTC offices**. Members of the public and non-voting committee alternates may join remotely.

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.)

HOW TO REACH US

Santa Cruz County Regional Transportation Commission | 1101 Pacific Avenue Ste. 250, Santa Cruz, CA 95060
phone: (831) 460-3200 | email: info@sccrtc.org | website: www.sccrtc.org

AGENDAS ONLINE

To receive email notification when the Bicycle Committee meeting agenda packets are posted on our website, visit <https://sccrtc.org/about/esubscriptions/> and choose “BAC Interest – Bicycle”

REMOTE PARTICIPATION – Committee Members (AB 2449)

This meeting is being held in accordance with the California Brown Act. Under traditional Brown Act rules, members of the Committee may attend by teleconference if the location they are attending from is also open to the public to participate and the remote meeting location is listed on the agenda. Members of the Committee may also attend via Zoom up to two times per year due to an emergency or for cause according to requirements set forth in AB 2449, as long as a quorum of the committee is present in person at the RTC office. Committee alternates who are not voting are considered members of the public, not Committee members.

- AB 2449 defines “just cause” as:
 - Care of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner;
 - a contagious illness that prevents a member from attending in person;
 - a need related to a physical or mental disability as defined by statute; or
 - travel while on official business of the RTC or another state or local agency.
- AB 2449 defines “emergency circumstances” as a physical or family medical emergency that prevents a member from attending in person. The Committee member must provide a general description of the circumstances relating to your need to appear remotely at the given meeting (not exceeding 20 words). Medical condition does not need to be disclosed. The Committee must take action to approve the request to participate due to an emergency circumstance at the start of their regularly scheduled meeting.

REMOTE PARTICIPATION - Public

The public may participate in the meetings of the Regional Transportation Commission (RTC) and its committees in person or remotely via the provided Zoom link. If technical difficulties result in the loss of communication for remote participants, the RTC will work to restore the communication; however, the meeting will continue while efforts are being made to restore communication to the remote participants. Members of the public participating by Zoom are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair.

PARTICIPACIÓN REMOTA – El público

El público puede participar en las juntas de la Comisión Regional de Transporte (RTC) en persona o remotamente a través del enlace Zoom proporcionado. Si problemas técnicos resultan en la pérdida de comunicación con quienes participan remotamente, la RTC hará lo posible por restaurar la comunicación. Pero, la junta continuara mientras se hace lo posible por restaurar la comunicación con quienes participan remotamente.

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.

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. 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 13, 2023
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
Brad Kava, District 2
John Hunt, District 2 (Alt.)
Peter Scott, District 3 (Alt.)
Anna Kammer, District 4
Rick Hyman, District 5
Theresia Rogerson, District 5 (Alt.)
Paula Bradley, City of Capitola
Richard Masoner, City of Scotts Valley
Amelia Conlen, Bike-to-Work, Chair
Leo Jed, CTSC
Arnold Shir, CTSC (Alt.)

Staff:

Tommy Travers, Transportation Planner
Sarah Christensen, Senior Transportation Engineer
Amy Naranjo, Transportation Planner
Rachel Moriconi, Transportation Planner

Guests:

Russell Chen, County of Santa Cruz
Daniel Blomquist, Mark Thomas & Co.
Zach Siviglia, Mark Thomas & Co.
Janneke Strause, Transportation Agency for Monterey County
Jae Riddle, Bennett Williamson, Johanna Lighthill, members of the public

Unexcused Absences:

Excused Absences:

Corrina McFarlane, District 1 (Alt.)
Sally Arnold, District 3
Liz Hernandez, District 4 (Alt.)
Mike Moore, City of Capitola (Alt.)
Matt Farrell, City of Santa Cruz
Grace Voss, City of Santa Cruz (Alt.)
Gina Cole, City of Watsonville
Drew Rodgers, City of Watsonville (Alt.)
Matt Miller, Bike-to-Work (Alt.)

Vacancies:

City of Scotts Valley – Alternate

3. Staff announcements – Staff reminded the committee that meetings will be in person starting in April. A committee member recommended a letter from the Bicycle Advisory Committee to address the issue of in person meetings.
4. Oral communications – Multiple committee members commented about construction zones obstructing bike lanes and communicating such issues to local jurisdictions. Bennet Williamson commented about new state laws concerning bicycles and pedestrians and about new innovations regarding signals. Russell Chen responded with plans for the County owned signals. Staff introduced the new member of the committee, Brad Kava, who introduced himself.
5. Additions or deletions to consent and regular agendas – Handouts for two items were available on the RTC website.

CONSENT AGENDA

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

6. Approve draft minutes of the December 12, 2022 Bicycle Advisory Committee meeting
7. Receive summary of hazard reports – A committee member commented that the committee should consider its preferred design strategies for road crossings of the Coastal Rail Trail
8. Approve Letter of Support for grant application for Coastal Rail Trail funds

REGULAR AGENDA

9. Green Valley Road Path – provide input – Russell Chen, County of Santa Cruz and Daniel Blomquist, Mark Thomas & Co. – Russell Chen presented the new Green Valley Road bike path. A few committee members commented about repurposing the left turn lane on Green Valley Road for more space for bike facilities. Committee members commented about the safety of a wooden fence next to the bike lane, that art could be used as a form of traffic control, about reducing the number of westbound lanes on Green Valley Road both before and after Amesti Road, about reducing traffic speeds and encouraging reduced bike speeds on the shared path, about needs at the Green Valley/Holohan intersection including bike signal detection and designing for bike turning movements to use the path, and about the amount of mud in the bike lane. Daniel Blomquist presented the current project designs and responded that they are considering methods of reducing farm sediment being tracked into the bike lane and that the bike lane will be elevated.
10. Coastal Rail Trail Segment 12 design – provide input – Sarah Christensen, Senior Transportation Engineer, and Zach Siviglia, Mark Thomas & Co. – Sarah Christensen and Zach Siviglia presented on the status of the Coastal Rail Trail Segment 12 project and provided design considerations at several trail access points. A committee

member commented about the challenge in crossing a lot of the public roadways, including backed up queues of cars, and inquired about the possibility of tying the trail/street crossing into the traffic signals. A committee member requested signage and improved visibility at the trail terminus at Sumner Avenue near Rio Del Mar Boulevard. A committee member inquired about the large tree near Aptos Creed Road.

11. Draft evaluation criteria for RTC discretionary funds – review and provide input – Amy Naranjo, Transportation Planner – Amy Naranjo presented the initial draft evaluation process for RTC discretionary funding decisions and provided discussion points to encourage committee input. Multiple committee members expressed the value of letting the Bicycle Advisory Committee rank the priorities, and the importance of improving safety. Members also commented that the most impactful projects reduce vehicle miles traveled, improve accessibility, and/or increase the amount of separated bike facilities. Jae Riddle commented on the importance of parking demand management to reduce vehicle miles traveled and free up roadway space for bicycle facilities.
12. Updates related to Committee functions – Committee members (oral updates) – Arnold Shir provided an update on the CTSC staff positions, announced a recent grant award, and provided statistics on collisions. Paula Bradley announced the City of Capitola approved a contract for shared electric bicycles and that the City of Santa Cruz has sent out a survey on the docking station locations. Anna Kammer announced that a recent hazard report was resolved in Watsonville. Leo Jed announced that the California Department of Motor Vehicles is working on a handbook for electric bicycles and that a few other state entities are assisting.
13. Adjourn – 8:30pm

NEXT MEETING: The next Bicycle Committee meeting is scheduled for April 10, 2023 from 6:00pm to 8:30pm **IN PERSON at the RTC offices**. Members of the public and non-voting committee alternates may join remotely.

Minutes respectfully prepared and submitted by:
Jason Thompson, Transportation Planning Technician

Bicycle Hazard Report Summary April 10, 2023

Date	First Name	Last Name	Location	Cross Street	City	Reported Hazards	Additional Comments	Forwarded To	Forwarded Date	Response
03/21/23	Leanard	Moore	110 Flume Rd	N/A	Aptos	Bike: Rough pavement or potholes, Pavement cracks, Other	retaining wall/road slipping away, the whole road may fail. File was attached but exceeds size limit, it says, though the photo is 1.7MB, I can send separately	DPW	03/21/23	Flume Road is privately owned.
03/10/23	Alexander	Harrington	110 Flume Rd	Bean Hills Rd	Aptos	Bike: Other	Trees fallen into roadway	DPW	03/13/23	Flume Road is privately owned.
02/21/23	Nadene	Thorne	2930 E Cliff Dr	N/A	Santa Cruz	Bike: Bikeway not clearly marked, Sidewalk too narrow, Other	A number of us who often walk and bike ride along East Cliff Drive between 12th Avenue and Twin Lakes Beach along Schwan Lagoon are concerned about how narrow that section of the road is between the hillside and the drop-off to the lagoon. While narrow-seeming bike and pedestrian lanes are marked on the pavement, traffic swooping around the turn from the south toward the lagoon seem not to be looking for people along there. Similarly, walkers and riders on the hill side of the road coming up from Twin Lakes Beach force traffic to tend to lean over the center line, doubling the hazard. At night, the streetlight at Prospect Street is helpful, but for this short stretch there isn't enough warning time for a driver to see someone so close to the road. Over the years there have been discussions of proposals to improve safety of the foot and bike traffic along this stretch, but nothing has come of it. We don't know if there have been any accidents or injuries along this section of East Cliff, but we're certainly aware of innumerable near misses. Recognizing that there may be little that can be done to actually widen this segment, we're wondering if some signage and/or a flashing light (a sign at the beach end, signage and a flashing light before the curve around 12th and 13th Streets) might be a cost effective and low impact solution? In a neighborhood with many vacation rentals and their associated drivers from out of the area, generally the least attentive of travelers along this roadway, this seems a reasonable improvement to a hazardous situation us locals daily face.	Claire Gallogly, Dan Estranero	2/24/2023 (Forwarded to DPW on 2/28/23)	2/28/23 Ruby Zaragoza: Good morning, Thank you for your email. I will forward to our Traffic Division for review and response. 3/27/23 DPW Road Dispatch: Hello, The following hazard was taken care of on 02/13/2023, Work Order # 2023/02/13-012
02/10/23	Michael	Pisano	Highway 17 off-ramp	N/A	Santa Cruz	Bike: Rough pavement or potholes	The Hwy17 (3) off-ramp to Scotts Valley is littered with Pot Holes & the transition from asphalt to the overpass is uneven - and causes a large bump when driving over.	Caltrans	02/24/23	Follow up email sent 4/4/23
02/10/23	Michael	Pisano	2112 Wharf Rd	N/A	Capitola	Bike: Rough pavement or potholes	Several Large Pot Holes cannot be seen because of the shade from the why 1 overpass. Thank you	Kailash Mozumber	02/24/23	Follow up email sent 3/27/23
01/27/23	Becky	Steinbruner	Soquel Dr	Freedom Blvd	Aptos	Bike: Plant overgrowth or interference, Debris on shoulder or bikeway	The recent storms brought alot of mud onto the bike lane, and some acacia trees fell into the roadway. There was also flooding at the mural that caused alot of pooled mud and debris to gather in front of the "Welcome to Aptos" mural on the cement retaining wall near the Times Publishing Group driveway. The trees got cut back enough to clear the lane for motorized vehicles, but the trunks and branches are still protruding into the bike lane. This, along with the mud that now mostly covers the bike lane, causes cyclists to veer into the lane of traffic. At night, there are no lights to warn cyclists of the bike lane hazards and could cause an accident. I hope that maintenance crews can quickly clear the mud to re-open the bike lane, and also cut the tree trunks and branches so they do not intrude into the bike lane.	DPW	1/30/2023 (Forwarded to DPW on 2/7/23)	2/7/23 Jana Vargas: Good morning, Thank you for your email. I will forward to our Road Maintenance Department for review and response. Follow up email sent 4/4/23
01/18/23	Alex	Gluzman	22849 Summit Rd	N/A	Los Gatos	Bike: Rough pavement or potholes	Large pothole on the southbound lane going away from 17 about 600 feet from Old Santa Cruz	DPW	01/30/23	1/30/2023 Jana Vargas: Thank you for your email. I will forward to our Traffic Division for review and response. Follow up email sent 4/4/23



City of Santa Cruz
c/o Claire Gallogly
809 Center St
Santa Cruz CA 95060

March 8, 2023

Dear City of Santa Cruz partners,

I am writing to express the support of the Bicycle Advisory Committee to the Santa Cruz County Regional Transportation Commission for the City of Santa Cruz's application for the Active Transportation Plan update. *Although the 2017 Active Transportation Plan was an important first step for the City, this request will fund a much needed update that includes the perspective of frequently marginalized populations and adopts Vision Zero language.* Specifically, this planning process will conduct innovative outreach with traditionally disadvantaged communities, ensuring that a wider diversity of voices is included within the Plan. Completion of the Plan update will further our shared goal to increase active transportation in our community.

The Committee supports a Plan with full inclusion of Highway 1 between Highway 9 and Shaffer Road. The Plan update will allow our community to improve on past work and incorporate a Vision Zero lens. In particular, with equity as a key driver of the overall process, diverse voices will create a plan that is representative of the entire community.

The Bicycle Advisory Committee reviews policies, plans, and projects related to bicycling throughout Santa Cruz County, and we have been pleased to see the City of Santa Cruz working towards innovative bicycle infrastructure. An update to the Active Transportation Plan will provide specific, actionable recommendations for new bicycle facilities and is a critical step towards completing a network of safe bike routes.

The *Santa Cruz Active Transportation Plan Update* is an important next step to achieve a shared vision of a Santa Cruz community that is accessible to people of all ages and abilities by active modes. The Bicycle Advisory Committee strongly supports funding this project to improve active transportation in the City of Santa Cruz. We respectfully encourage you to support this much needed project.

Sincerely,

Amelia Conlen, Chair
Bicycle Advisory Committee
Santa Cruz County Regional Transportation Commission

TO: SCCRTC Bicycle Advisory Committee

FROM: Brianna Goodman, Transportation Planner

RE: San Lorenzo Valley (SLV) Schools Complex Circulation and Access Study

RECOMMENDATIONS

Staff recommends that the advisory committee receive an information update for the SLV Schools Complex Circulation and Access Study and consider forming an ad-hoc subcommittee in order to provide further input to the project team.

BACKGROUND

In January 2022, RTC entered into a Memorandum of Understanding with SLVUSD, Caltrans, METRO, and the County of Santa Cruz to coordinate delivery of the SLV Schools Access Project. RTC staff in conjunction with Caltrans and the SLVUSD identified the need to carry out more thorough analysis for this segment as an addendum to the Highway 9/SLV Complete Streets Corridor Plan (SLV Plan), and the next step toward implementing the SLV Schools Access Project.

The SLV Schools Access Study (Study) includes public input, needs assessment, traffic analysis, preliminary engineering, and feasible recommendations for the SLV Schools Complex on Highway 9 just north of Felton, as well as Highway 9 itself between Graham Hill Road and the southerly intersection of Glen Arbor Road. Recommendations will be provided to improve multimodal system performance within the SLV Schools Complex as well as circulation improvements, transit access improvements, and bicycle and walking facilities for students and other users on Highway 9.

In October (Bicycle Advisory Committee) and December (Elderly & Disabled Transportation Advisory Committee), a staff report and presentation, include project progress update and concept plans, were provided to the advisory committees for discussion and input.

DISCUSSION

The Study serves as the next step toward implementing the SLV Schools Access Project identified in the SLV Plan. The RTC, in collaboration with multidisciplinary partner agencies and stakeholders (Caltrans, County, SLVUSD, Metro), collaborated to carry out thorough analysis and public engagement for the Study as an addendum to the SLV Plan.

The Study proposes multimodal transportation recommendations on Highway 9 between Graham Hill Road and Glen Arbor Road, and site access and circulation improvements at San Lorenzo Valley High School, Middle School, and Elementary School (SLV Schools Complex). The draft Study will be published shortly. Once it is available, staff would like to convene an ad-hoc subcommittee composed of interested members from each advisory committee to review, provide input, and recommend approval of the document.

SUMMARY

As a follow-up to the presentations and discussions from late 2022 with the advisory committees regarding the SLV Schools Access Study, staff wishes to continue engagement with an ad-hoc subcommittee.

TO: Bicycle Advisory Committee and Elderly & Disabled Technical Advisory Committee

FROM: Tommy Travers, Transportation Planner

RE: City of Capitola projects on Kennedy Drive and on Capitola Road

RECOMMENDATION

Staff recommends that the Committees provide input on the City of Capitola’s designs for the Kennedy Drive Sidewalk Project and the Capitola Road Pavement Project

BACKGROUND

The Santa Cruz County Regional Transportation Commission (RTC) has discretion over about 5% of funds available to operate, maintain, and improve the transportation network in Santa Cruz County. The discretionary funding sources include the Surface Transportation Block Grant Program/Regional Surface Transportation Program Exchange (STBG/RSTPX) and State Transportation Improvement Program (STIP) funds.

The City of Capitola is designing two projects that include “complete streets” opportunities to improve pedestrian and bicycle mobility and access. The Kennedy Drive Sidewalk Project is funded through RSTPX and local city general funds. The Capitola Road Pavement Project, which was previously the 41st Ave/Capitola Road Intersection Project, is funded through STIP, Measure D, state SB 1, and city general funds. The city is bringing the design plans to the Committee for review.

DISCUSSION

The Kennedy Drive Sidewalk Project adds a new sidewalk, new uphill bike lane, crosswalk striping, and ADA curb ramp. The project is located between Park Avenue and Sir Francis Avenue (ATTACHMENT 1). The project aims to eliminate conflicts between pedestrians, vehicles, and bicycles and is expected to go out to bid in May 2023. The Capitola Road Pavement Project will restore deteriorated pavement from the 41st Avenue intersection west to 30th Avenue (ATTACHMENT 2). The project is proposed to include bike lane realignment approaching 30th Avenue, green bike lane markings at intersections, and upgraded ADA curb ramps. The project is expected to go out to bid in summer 2023.

SUMMARY

The City of Capitola is seeking the input of the Committee prior to construction of

two projects including bicycle and pedestrian improvements.

ATTACHMENTS

1. Kennedy Drive Sidewalk Project presentation slides
2. Capitola Road Pavement Project presentation slides

Kennedy Drive Sidewalk Project Background



- Identified during the public scoping sessions for McGregor Park
- Awarded \$197,000 in RTP funding in 2021 from the RTC

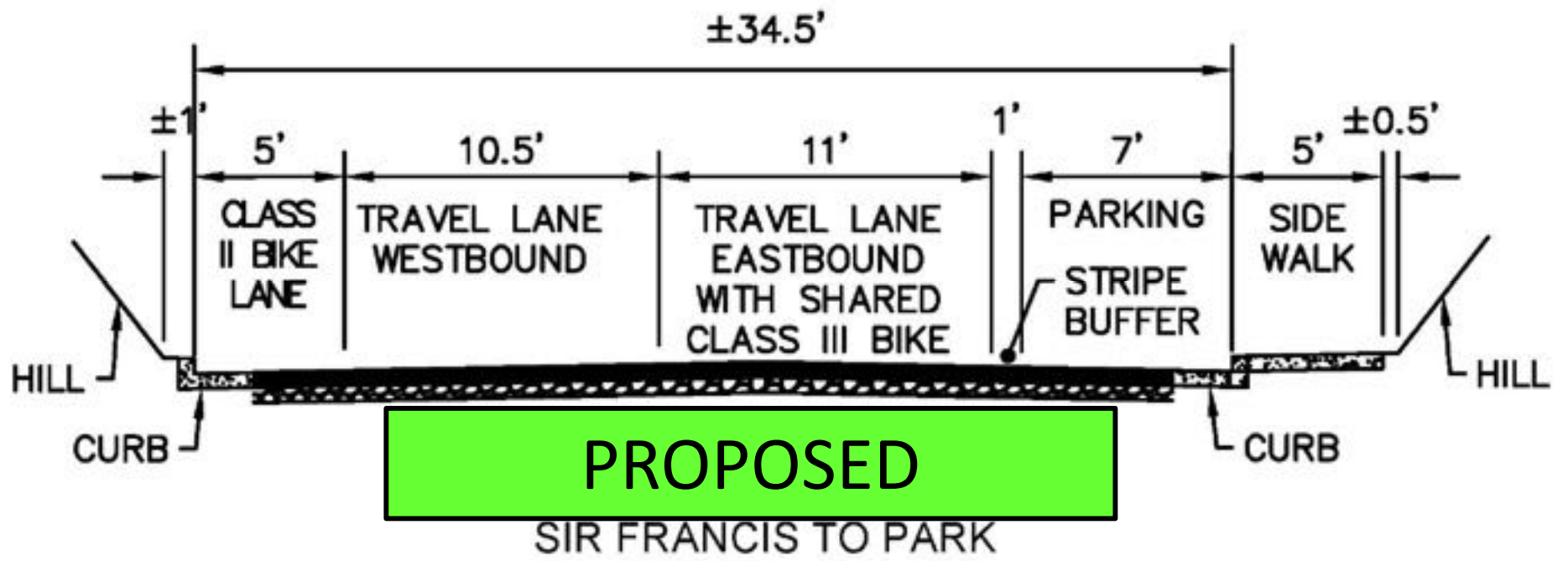
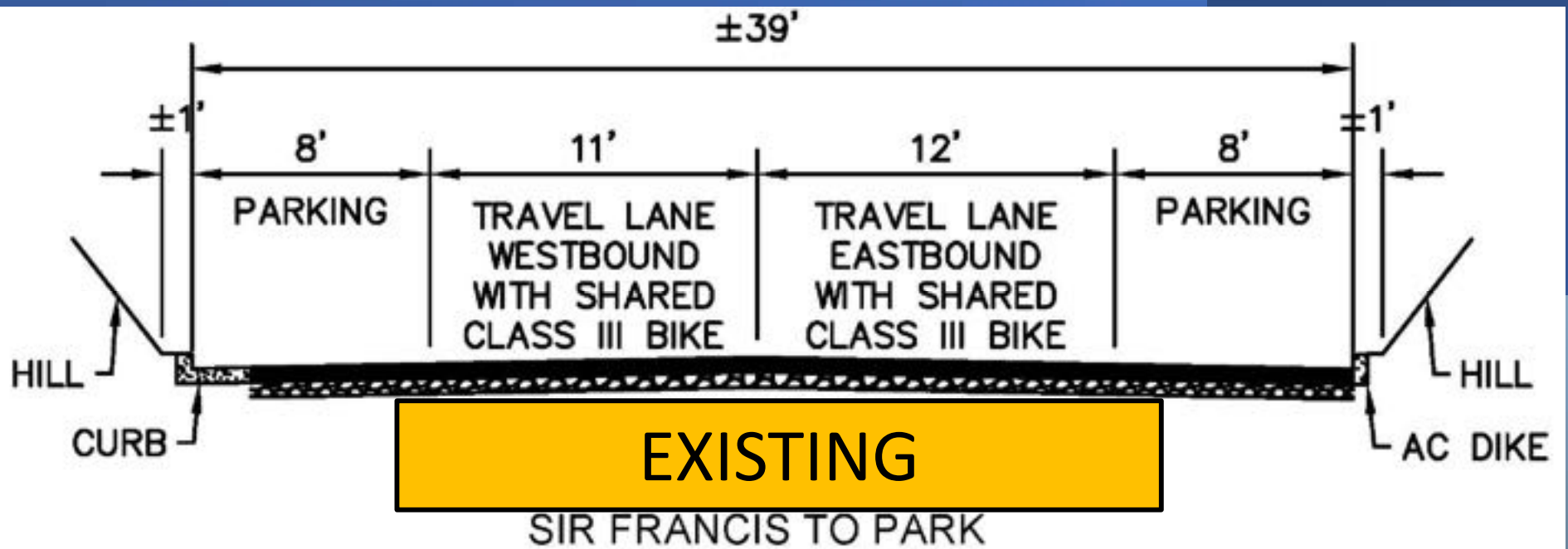


Map of project vicinity: Kennedy Drive

Kennedy Drive Sidewalk Project Rendering – View East

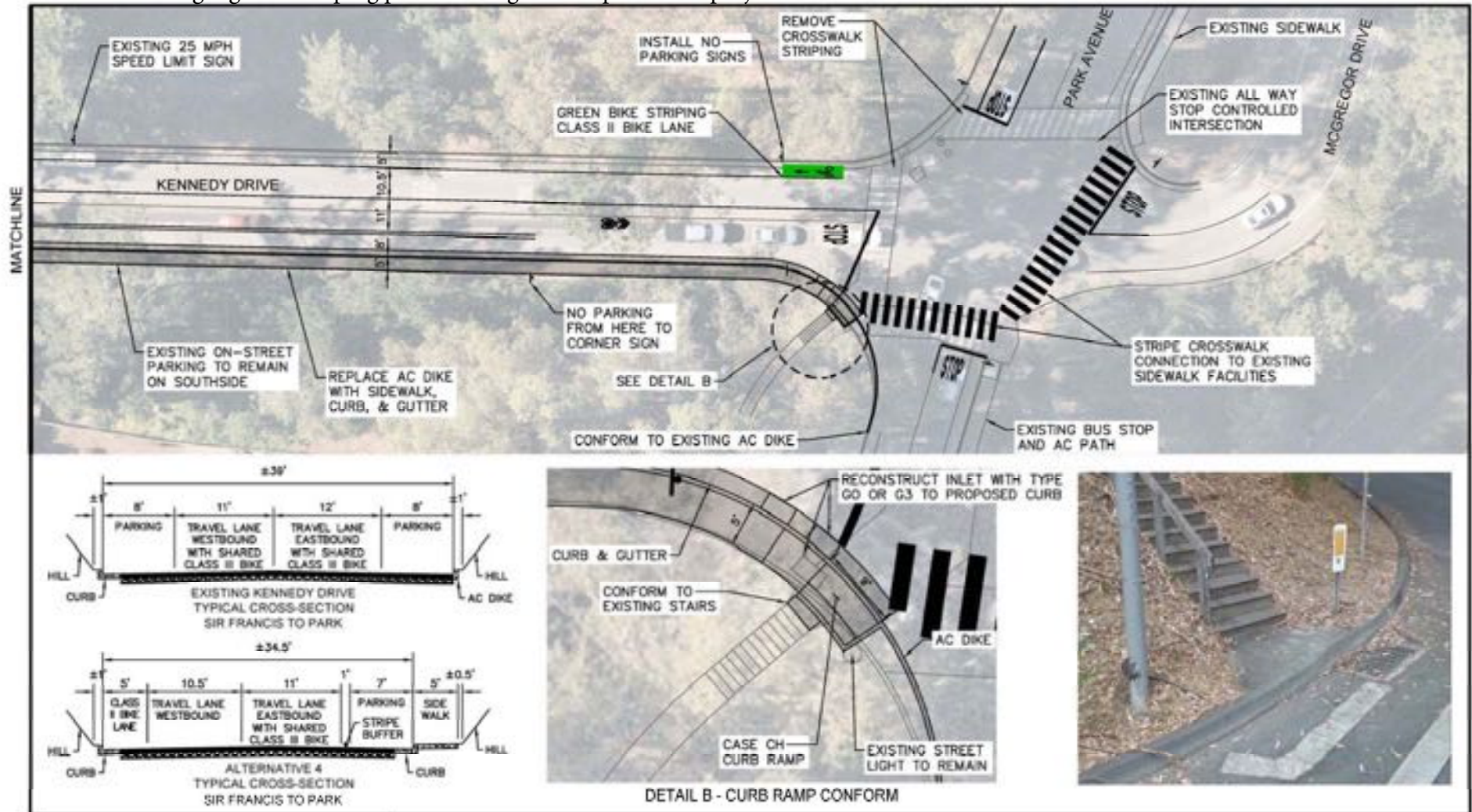


10-4
View of street looking downhill towards Park Ave, with proposed sidewalk and new striping imposed.

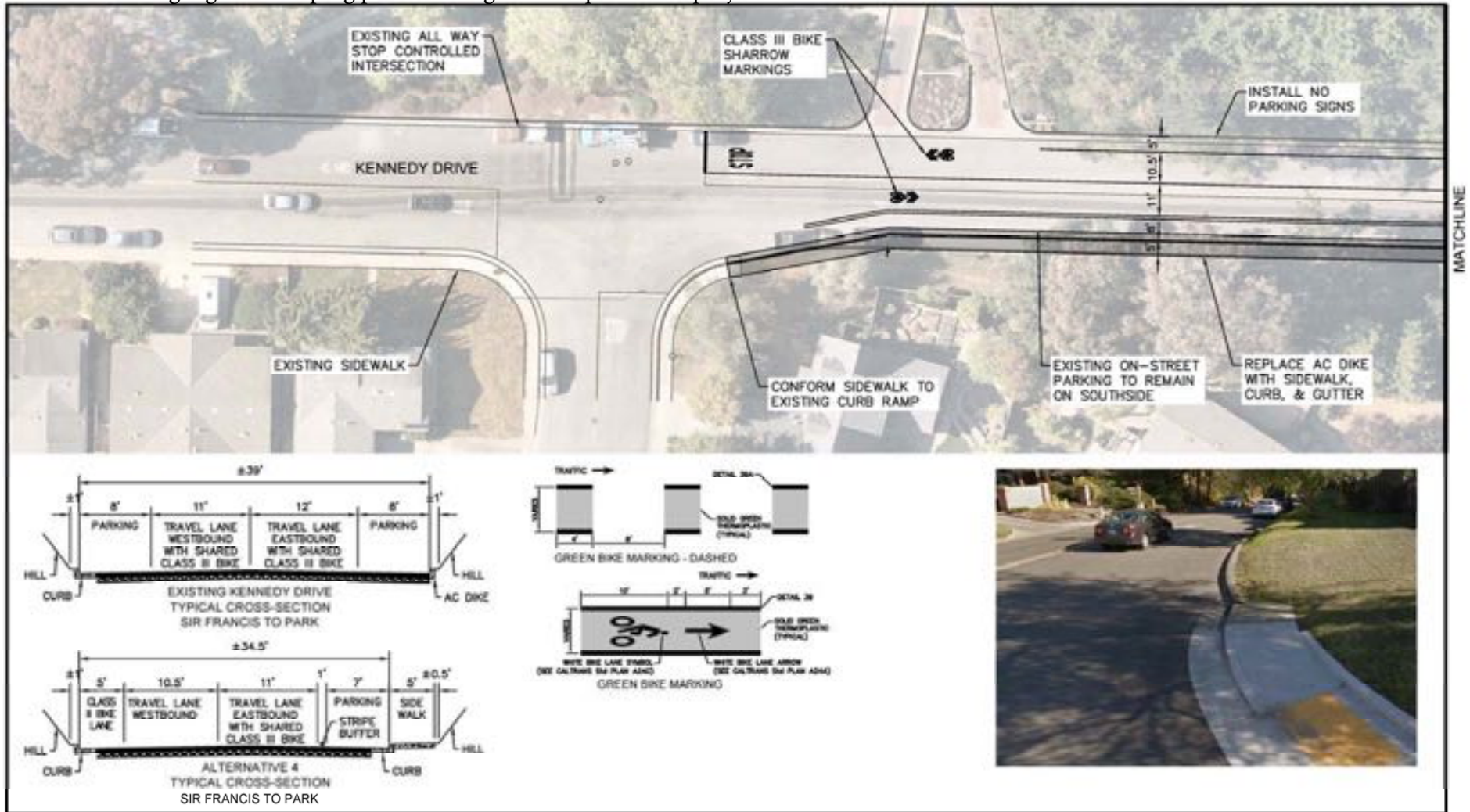


Cross sections showing existing and proposed, including widths of lanes and sidewalk.

Construction signage and striping plan showing eastern portion of project



Construction signage and striping plan showing western portion of project





Map of vicinity of the Capitola Road/41st Ave intersection

Images showing current pavement and striping poor conditions



WB Lanes @ east side of Clares Street looking west



WB Lanes @ west side of Clares Street looking west





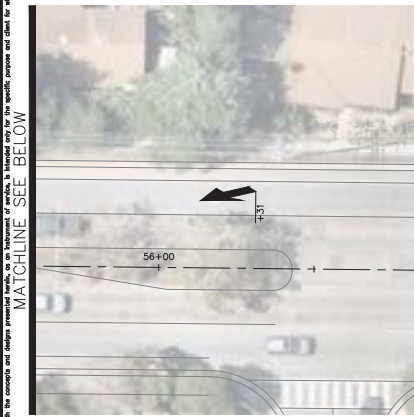
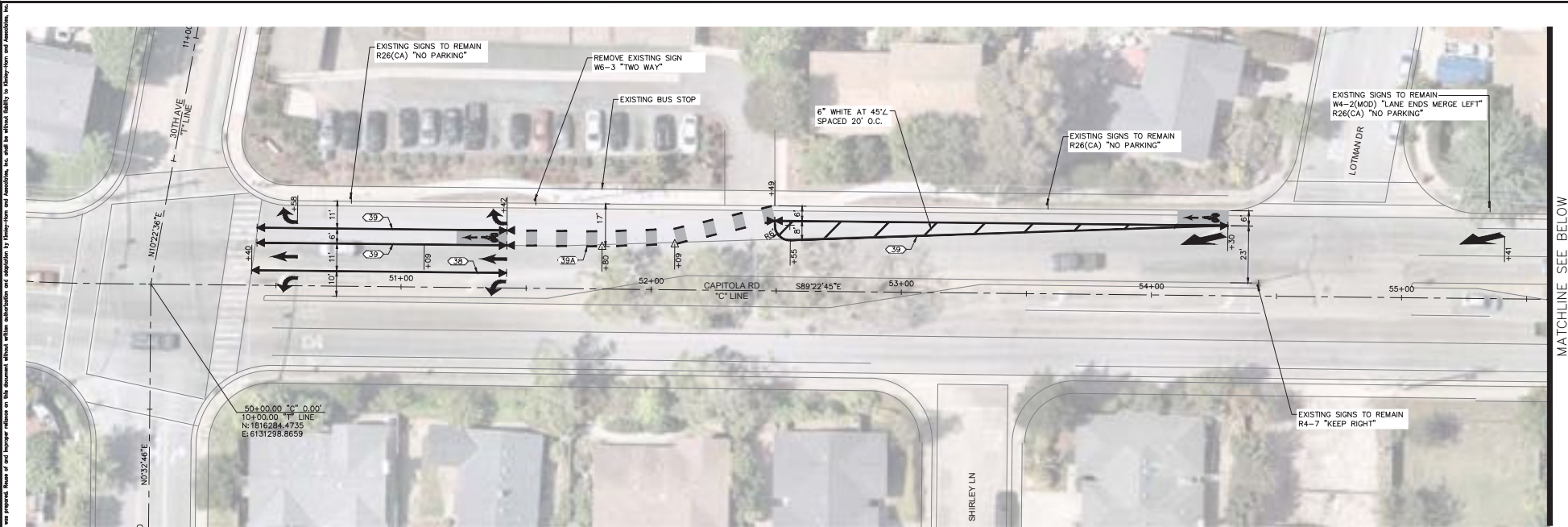
WB Lanes @ east side of 41st Avenue looking west



WB Lanes @ west side of 41st Avenue looking east



Signage and striping plan between Lotman Drive and 30th Ave



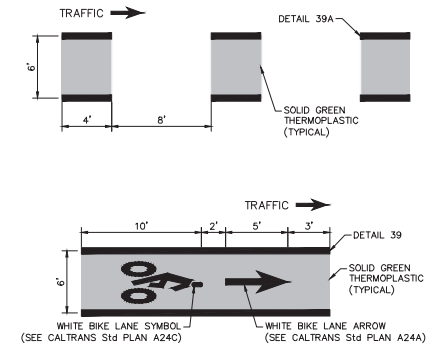
GENERAL SIGNING AND STRIPING NOTES

- ROADWAY ALIGNMENT SHOWN FOR PAVEMENT DELINEATION STATIONING GENERATED WITHOUT EXISTING MONUMENT OR BENCHMARK BASIS. ENGINEER ON SITE TO SHALL VERIFY STRIPING LOCATION PRIOR TO INSTALLATION.
- ALL EXISTING SIGNS SHALL BE PROTECTED IN PLACE UNLESS SPECIFIED FOR REMOVAL OR RELOCATION.
- ALL EXISTING SIGNS SPECIFIED FOR REMOVAL SHALL NOT BE REMOVED UNTIL NO LONGER PERTINENT TO TRAFFIC CONTROL.
- ALL EXISTING PAVEMENT DELINEATION CONFLICTING WITH PROPOSED STRIPING SHALL BE REMOVED PRIOR TO NEW STRIPING INSTALLATION.
- ALL PAVEMENT DELINEATION MUST BE IN ACCORDANCE WITH THE CURRENT VERSION OF THE CALIFORNIA MUTCD AND CALTRANS STANDARD PLANS.
- ALL STRIPING DIMENSIONS SHOWN ARE MEASURED FROM STRIPE TO STRIPE OR TO TOP OF CURB TO STRIPE WHICHEVER SCENARIO IS CLOSER.

LEGEND

- EXISTING SIGN
- ▲ PROPOSED SIGN
- EXISTING STRIPING DETAIL
- PROPOSED STRIPING DETAIL
- STRIPING CHANGE
- ▲ STRIPING LIMIT
- ▲ ANGLE POINT
- PM PAVEMENT MARKING

STRIPING AND MARKING TABLE BASE BID			
DETAIL	PATTERN OR LEGEND	LF	SOFT
9	LANE LINE	0	—
38	CHANNELIZING LINE	102	—
39	BIKE LANE LINE (INCLUDES BUFFER)	628	—
39A	INTERSECTION LINE (BIKE LANE)	296	—
PM	CONTINENTAL CROSSWALK MARKING	—	0
PM	BIKE SYMBOL/ARROW MARKING	—	21
PM	TYPE I ARROW	—	28
PM	TYPE IV ARROW	—	60
PM	TYPE VI ARROW	—	126
PM	GREEN PAINT FOR BIKE LANE	—	336
TOTAL		1026	571



No.	REVISIONS	DATE	BY

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 PHONE: 669-800-4130
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KHA PROJECT
 097763137
 DATE
 2/3/2022
 SCALE AS SHOWN
 DESIGNED BY DW
 DRAWN BY DW
 CHECKED BY KM

CAPITOLA ROAD STRIPING IMPROVEMENTS
 PREPARED FOR
CITY OF CAPITOLA
 SANTA CRUZ COUNTY
 CA



SIGNING AND STRIPING PLAN

SHEET NO. 9
 OF X SHEETS
SS-1

TO: Bicycle Advisory Committee
FROM: Tommy Travers, Transportation Planner
RE: FY 23/24 Bike to Work/Bike to School TDA funding request

RECOMMENDATION

Staff recommends that the Committee:

1. Review the attached FY 23/24 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 23/24 Transportation Development Act (TDA) 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 in 2022 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.

Per the agreement with the RTC for receipt of TDA funds, the RTC has the opportunity to provide input or contingencies on funding or the work plan as part of any funding approval; therefore, the Committee should advise the Commission as to what changes or contingencies are recommended.

DISCUSSION

Ecology Action submitted a FY 23/24 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/Walk to School events this fall and next spring while continuing general-public 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. Events including group rides, workshops, and e-bike demos will also be held, similar to the previous fiscal year. In a change from pre-COVID times, Ecology Action proposes to no longer conduct countywide tabling on

Bike to Work Day to engage members of the public in person. The amount of \$72,000 has been budgeted in the RTC's FY 23/24 budget for the Bike to Work program.

The Transportation Development Act Claim form and the FY 23/24 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 2022 calendar year is also attached, as is the FY 23/24 budget. The requested amount represents over a third of BTW's annual budget which is \$187,000.

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 2023 meeting, 2) Bicycle Committee review and recommendation, and 3) Commission review and approval which is scheduled for the May or 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 23/24. Staff recommends that the Bicycle Advisory Committee provide input, including possible changes and contingencies, 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



March 21, 2023

Guy Preston
Executive Director
SCCRTC
1101 Pacific Avenue, Suite 250
Santa Cruz, CA 95060

Dear Director Preston,

Ecology Action (EA) is requesting \$72,000 in Transportation Development Act (TDA) funds for FY 2023-2024 to support the Santa Cruz County Bike to Work (BTW) and Walk and Roll to School (WRTS) program which includes Fall/Spring campaigns Bike Month and Biketober. The BTW program is one of the largest sustainable transportation campaigns in Santa Cruz County, providing critical opportunities to increase bike transportation, catalyze community scale behavior change, and provide bike encouragement to K-12 students and adults.

This foundational work allows Ecology Action to support the many current and soon-to-be bike improvements throughout the county including current sections of the Rail Trail in Santa Cruz and Watsonville, the re-start and expansion of a county wide ebike share service, local, regional and state 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 36 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 improved access to ebikes and bike sharing programs that are equitably support underserved members of the county. In 2022, we transitioned to Walk and Roll to School Day to be more inclusive of all physical abilities as well as more modes of transportation. In early 2022, we launched a new active transportation brand, Modo, to continue our mission of equitably providing community climate solutions and building a more inclusive, multi culturally appropriate brand as we expand and deepen our work of bringing active transportation for all in Santa Cruz County and beyond.

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. This year we'll be adding additional mini campaigns outside of our concentrated Bike Month and Biketober campaigns to support more riding more months of the year. We also will be rolling out a Spanish language challenge site and communications this year. We will continue our safe route group rides throughout the county as part Bike Month and Biketober as well as during other parts of the year



to offer more consistent opportunities for people to try low stress bike routes today, while we wait for more and better bike infrastructure to roll out in the months and years ahead.

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've seen young kids just starting out to seniors looking for safe ways to get around, and many people in between. This social engagement and normalization make biking an attractive form of transportation.

The Bike to Work program continues to leverage RTC funding with some \$80,000 in cash and in-kind product support. We also partner with local businesses, public agencies, and community organizations and groups to amplify and support our work.

Ecology Action is sincerely grateful to the RTC for your continued support and consideration of this \$72,000 allocation request for FY 23/24 to support our community bike programs.

Sincerely,

A handwritten signature in black ink that reads "Piet Canin".

Piet Canin
Strategic Development
Director Ecology Action



Ecology Action's Bike to Work/Bike Campaign Program 2022

Program Summary

Our 2022 program – like everything else in our lives – continued to be impacted by COVID but to a diminishing degree. Ecology Action has continued to provide both digital and in person activities to provide flexible programming options for participation. Our community bike programs continue to recruit new commuters, encourages students to choose active forms of transportation, and engages more businesses every year.

Alongside physical infrastructure improvements like the rail trail and enhanced on street bike facilities that local jurisdictions are putting in place, Ecology Action's programming actively provides the social infrastructure to get more locals biking and biking more often for transportation. Our Bike Month events, bike challenge, group rides, and Walk and Roll to School Day help provide active transportation resources and opportunities to build habits and become regular bike riders.

2022 Accomplishments

Bike Challenge (May Bike Month + Biketober)

- 1,819 participants (those who logged one ride or more)
- 178 participating workplaces
- 127 new to biking
- 97,989 total bike trips
- 34,146 transport trips
- 1,289,014 miles biked
- 35% transportation trips
- 111,145 CO2 saved (lbs)

Bike Month + Biketober Activities (other than Bike Challenge)

- 17 activities
- 18 Group Commute Ride participants
- 2,499 Spring Bike and Walk to School participants
- 2,850 Fall Walk and Roll to School participants

Ecology Action worked with partner public agencies, local community-based organizations, and businesses/employers to host in person events like Walk & Roll to School Days for grade schools throughout the county, and a new variation of the Safe Route Group Rides piloted in 2021 during the middle of the work week called Group Commute.

As of March 2023, the Santa Cruz Love to Ride platform has 4,579 people registered, including 598 new riders, and 281 employers. Since the start of the program these participants have recorded over 337,428 bike trips, covering almost 4.3 million miles. This community continues to grow and provide a reliable and durable platform for expanding cycling in Santa Cruz County. We leverage 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 23-24

Ecology Action's (EA) Bike To Work (BTW) Program turns 37 in the Spring of 2024, 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. From helping build on the COVID bike boom, to incorporating more ebike activities and content as popularity surges, to facilitating group rides on routes that offer low stress and safer connectivity today while enhanced bike infrastructure like the rail trails and protected bike lanes are built tomorrow. The BTW program is one of the largest sustainable transportation campaigns in Santa Cruz County, providing critical opportunities to increase bike transportation, catalyze community 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 bike boom and help move folks on their journey from beginner riders to everyday transportation cyclists. Ecology Action will continue to leverage and incorporate the local and regional ebike rebates; the upcoming state ebike rebates, and the upcoming countywide ebike share service to engage a wider cross section and number of residents. The ebike rebate programs which include equity focused low-income rebates will make ebike ownership possible for a greater number of users. These programs are a game changer as more folks are looking for alternatives to driving gasoline cars, want to act on climate change, and participate in a transition to a low carbon, sustainable, and equitable future. And the ebike share service will make ebikes accessible without the challenges that bike ownership can present like maintenance, storage, and the threat of theft.

Our FY 23/24 programs endeavor to continue advancing active transportation across Santa Cruz County with a range of encouragement, education, and support activities with both online and in-person components.

We use 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's main Bike to Work program components are:

- 1) Fall Walk/Roll to School Day (in person).
- 2) Spring Walk/Roll to School Day (in person).
- 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 ranging from rides to workshops, ebike demo events, and collaborations with local organizations.



5) Safe Routes Community Rides throughout the year, with a goal of one per quarter in various locations around the county, primarily in the urbanized areas of Santa Cruz, Live Oak, Capitola, Aptos, and Watsonville. Scotts Valley may be considered if adequately safe routes can be identified.

6) Ongoing support targeting bike commuters via online communications including original blog content, electronic newsletters, and social media

7) 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, new striping/bike lane additions etc.)

Fall Biketober October 2023

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 Biketober 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 Walk & Roll to School Day at K-12th 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.
- Coordinate Walk & Roll to School efforts with bike safety presentations conducted by EA's Bike Safe Youth Bike Safety program and the Community Traffic Safety Coalition (CTSC)
- Coordinate helmet distribution with CTSC at school sites as CTSC team has bandwidth/inventory
- Conduct outreach to school teachers, administrators and parents to continue to expand student participation
- Recruit, train, and coordinate volunteers for 35-40 school sites across the county
- Continue to innovate programming to engage new audiences and test new programs and initiatives to inspire bike ridership

Performance Goals for Fall Biketober, 2023

- Increase participation levels by 5% for fall activities, Walk and Roll to School, and 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 campaign posters at local businesses and locations 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
- Produce content including blog posts and social media posts on a variety of topics (i.e. ABC quick check, how to properly fit a helmet, winter bike maintenance, etc.)

Spring Bike Month May 2024

Work Schedule/Tasks:

EA staff will coordinate the 37th 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 Walk and Roll to School. The main objective will be to continue to promote bicycling for transportation for 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 Walk & Roll to School Day at K-12th 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 participation awards or points for riding and encouraging others to ride. One of the top seven local employers will win an employer prize.
- Promote bike commuting resources and safety tips through social and web platforms
- 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, digital 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 campaign assets
- Coordinate with bike safety presentations conducted by EA’s Bike Safe Youth Bike & Walk Safety Education Team
- Coordinate helmet distribution with CTSC at school sites as CTSC team has bandwidth/inventory



- Promote Bike Month, bringing in partnerships with additional agencies and businesses to promote Bike Month activities and bike resources throughout the year.
- Recruit, train, and coordinate volunteers for 35-40 school sites across the county
- Continue efforts in South County to improve outreach to underrepresented populations.

Performance Goals for the Spring Bike Month, 2024

- Increase participation by 5% from the previous spring Bike Month activities including Walk and Roll to School Day, Bike Month Challenge on Love to Ride, and 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.
- Place hundreds of campaign posters at local businesses and locations 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 campaign assets
- Produce content including blog posts and social media posts on a variety of topics (i.e. ABC quick check, how to properly fit a helmet, winter bike maintenance, etc.)

**EA's Bike to Work/School 23/24 Budget -
\$72,000 TDA Funds**

	SCCRTC	Match*
Personnel		
Senior Program Specialist (.3 FTE)	\$ 32,000.00	
Program Specialist (.5 FTE)	\$ 20,000.00	\$ 15,000.00
Youth Coordinator (.25 FTE)	\$ 20,000.00	\$ 15,000.00
Material		
Other Direct Costs:		
Online Challenge Platform		\$ 44,000.00
Incentives		\$ 15,000.00
Advertising + Promotion		\$ 11,000.00
Food + Beverage		\$ 10,000.00
Misc material/supplies/mileage		\$ 5,000.00
Total	\$ 72,000.00	\$ 115,000.00
TOTAL PROJECT BUDGET		\$ 187,000.00
<p><i>* Local business and public agencies donations annually contribute approximately \$85,000 in cash and in kind products.</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_23/24 _____
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 23/24 programs looks to sustain the bike boom with a range of encouragement, education and support initiatives focused on equity 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 (in person Walk & Roll to School).
- 2) Spring Bike Transportation Campaign for work, & school (in person Walk & Roll to School).
- 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, walk, roll (non car trips) to school. Our Bike Month Challenge uses bike trip and mileage tracking apps to quantify bike commuter/transportation 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, especially those walking, skateboarding, scooting, (non-car trips) to school for our newly named Walk & Roll to School Day.

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? \$187,000.

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?
A. Has the project/program been approved by the claimant's governing body? Form of approval work program and budget (eg resolution, work program, budget, other document) If "NO," provide the approximate date approval is anticipated. _____	YES
B. Has this project previously received TDA funding? If yes, date RTC approved: _ If yes, date RTC approved: May, 2022	YES
C. 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: _____)	
D. 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 2023 meetings.
E. 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: http://www.dot.ca.gov).	
F. 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?	

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
SCHEDULE (Month/Yr) Completion Date /								
Total Cost/Phase								
\$TDA Requested (this claim)								
Prior TDA:								
Source 3:								
Source 4:								
Unsecured/ additional need**								

*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/Year)	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.

To increase program visibility, engagement and impact, we developed a new branding for all of our active transportation programs – under the heading of Modo. Modo allows us to better communicate and connect with a wide audience throughout Santa Cruz County including grade school students in Watsonville, university students at UCSC, seniors in Live Oak and residents of all ages, backgrounds, abilities and mobility needs throughout the county. This branding eliminates industry inside jargon to make our widespread programs more accessible.

We developed more interactive and attention grabbing content and formats in Zoom webinars formats while also

conducting in person workshops.

EA works 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 over 30 years of success to generate non-TDA cash donations from local businesses, individuals and public agencies. Last year the program raised over \$50,000 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 Active Transportation, 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 continues the transitions to much fewer Covid restrictions we are working to sustain the bike boom that saw a wide variety of people biking for a multitude of purposes during the pandemic. 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.

For the upcoming fiscal year, EA will engage more people by hosting in person activities while growing a robust and active online community through the Love to Ride platform. We are all starved for positive, safe and fun personal interaction, and fortunately biking offers this connection. EA will provide inviting and inclusive venues for these type of gatherings that build community which in turn fosters sustained bike transportation.

EA will leverage the re-introduction and expansion of ebikeshare to reach more residents by highlight an ebike scheme that eliminates the purchase cost, secure storage and maintenance expense barriers of owning a quality ebike. We will work with BCycle and the local host jurisdiction to educate county residents on the basics of ebikeshare and its benefits.

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.

- 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:

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

We will be moving to more in person programing for FY 23/24 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: Quarterly¹ to E/D TAC, RTC _____ (Months/Year)
- HSA/BTW: Bicycle Committee April, 2024 (Month, year); RTC May, 2024 (Month, year)

¹ 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.

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 timeframe over which project will be funded and implemented
- Operating Plan for current and upcoming activities (*can be within project/program 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

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: Development Director Date: March 29, 2023

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TO: Bicycle Advisory Committee and Elderly & Disabled Transportation Advisory Committee

FROM: Tommy Travers, Transportation Planner

RE: FY 23/24 TDA Funding Request for the Community Traffic Safety Coalition and the Ride N Stride Program

RECOMMENDATIONS

Staff recommends that the Committee:

1. Review the attached FY 23/24 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) and provide input; and
 2. Recommend that the Regional Transportation Commission approve \$156,000 in FY 23/24 Transportation Development Act funds for both programs, and budget the funds such that the HSA may combine both claims and budgets into a single Vision Zero program.
-

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 in 2022 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 Advisory Committees have the opportunity to provide input or contingencies on funding or the work plan as part of any funding approval; therefore, the Committee should advise the Commission as to what changes or contingencies are recommended.

DISCUSSION

The County HSA submitted a cover letter ([Attachment 1](#)) and two sets of FY 23/24 TDA claim forms, work plans and budgets for Advisory 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 & 4). This project includes staff costs to present lessons on bicycle and pedestrian safety to elementary school students. The FY 23/24 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 (Attachments 3 & 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 involved with implementation of that plan, having transitioned staff support from the HSA to the City of Watsonville 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 the first half of FY 2022 have been included in this packet, and those for the second half of FY 2022 have been requested and expect to be posted on the Committee website prior to its April 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. HSA staff requests the ability to submit a single TDA claim form and budget in the future, since both programs include education and have overlapping goals; the primary benefit would be administrative efficiencies.

Funding the programs will be accomplished in three steps: 1) Inclusion in RTC budget for next fiscal year which is expected at the April 2023 RTC meeting, 2) Advisory Committees review and recommendation, and 3) RTC review and approval typically scheduled for the May or 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 23/24. Staff recommends that the 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 a) July-Dec 2021 progress report, b) claim form, and c) work plan
3. CTSC a) July-Dec 2021 progress report, b) claim form, and c) work plan
4. Ride N Stride & CTSC FY 22/23 budgets

COMMUNITY TRAFFIC SAFETY COALITION



March 29, 2023

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

Regarding: FY 2023-2024 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. HSA is requesting \$78,000 in TDA funding 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/or community in-kind contributions, for a total CTSC/Ride n' Stride budget of \$360,000 for FY 2023-24.

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 developed a two-year work plan for FYs 2022-2024 that continues to support the current Vision Zero jurisdictions of Watsonville, Santa Cruz, Scotts Valley and the County. CTSC staff work with coalition members to advocate for Vision Zero policies with an aim to eliminate all traffic related fatalities and serious injuries.

The Ride n' Stride program provides bilingual bicycle and pedestrian safety education to at least 2,000 elementary school students a year. 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. Our goal in the coming year is to combine all our programs under Vision Zero with one TDA claim and budget.

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
Senior Health Services Manager
County of Santa Cruz Health Services Agency
(831) 454-7558 corinne.hyland@santacruzcounty.us

BIANNUAL PROGRESS REPORT
TRANSPORTATION DEVELOPMENT ACT FUNDS

FIRST BIANNUAL PERIOD
July 1 – December 31, 2021

Project Title: Ride n’ Stride Bicycle and Pedestrian Education Program

Agency: Santa Cruz County Health Services Agency

Project Contact: Theresia Rogerson 831-454-4312

theresia.rogerson@santacruzcounty.us

Progress on FY 2021/22 Objectives and Activities during this biannual period:

1. 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.

During this first biannual period, Ride n’ Stride staff began teaching some in-person, while still also offering virtual format, bicycle and pedestrian safety presentations for preschool and K-5 grade elementary school students during summer school and the Fall semester. Staff also delivered the Walk Smart program jointly with Ecology Action targeting second grade students in the Fall semester. The walking field trip component of Walk Smart has been on hold due to the restrictions on group gatherings in place from the Delta and then the new Omicron variant COVID case surges.

In this six-month period, students received a Ride n’ Stride presentation combining both *bicycle and pedestrian safety* at **five** elementary schools throughout the county reaching **592** students at H.A. Hyde, Amesti, Mintie White, Starlight, and Bay View schools. Ride n’ Stride staff also assisted in delivering a Walk Smart *pedestrian* safety presentation at **one** elementary school reaching **22** students at Linscott school. A total of **6** elementary schools and **614** students were reached this biannual period. All Ride n’ Stride program participants received reflective blinky lights to use when walking or biking.

2. Conduct at least 4 traffic safety presentations to parents and caregivers through schools, community agencies and neighborhood groups to promote safe bicycling and walking.

Ride n’ Stride staff were able to take advantage of community group events in the Fall as the COVID Delta surge subsided, conducting **one** pedestrian safety presentation at a Watsonville Nature Center Walk on September 5th serving **12** community members and staff, as well as **one** bike safety presentation at a Watsonville Nature Center River Bike Ride on September 26th serving **22** community members. A total of **2** traffic safety presentations were conducted reaching **34** community members, including parents and caregivers, this biannual period.

3. Participate in at least **4** school or community events to provide traffic safety information and promote safe bicycling and walking.

Ride n' Stride staff participated in **four** community events providing bicycle and pedestrian safety education and outreach this biannual period: the Rail Trail Segment 18 Ribbon Cutting event in Watsonville on July 17th reaching **50** community members, the El Mercado flea market at Ramsay Park in Watsonville on August 10th reaching **15** community members, the County Fair at the Fairgrounds in Watsonville on September 15th reaching **13** community members, and the Pajaro Valley Health Trust health fair at the Watsonville Plaza on October 1st reaching **180** individuals. The Ride n' Stride team participated in a total of **4** community events reaching **258** community members throughout this biannual period.

4. Work with the Community Traffic Safety Coalition (CTSC) and community partners to coordinate distribution and proper fitting of at least **200** bike helmets to students and other community members.

Ride n' Stride staff assisted in distributing a total of **80** helmets in Watsonville at the Mayor's Bike Ride on August 22nd, the Digital Nest youth program on September 2nd, and the Nature Center River Ride on September 26th. On October 28th, **54** helmets were fit and distributed to students at Bay View Elementary in Santa Cruz, **12** helmets on November 9th to high school students at an event facilitated by Watsonville Wetlands and the Community Bike Collective, and **40** helmets to low-income community members at the City of Santa Cruz Street Smarts Bike Light and Helmet Distribution event on November 16th in Beach Flats. A total of **186** helmets were distributed this biannual period.

5. Further develop, revise or procure multi-grade level bilingual curriculum in both online and virtual formats, student and teacher resources, and/or child-to-adult interventions for classroom presentations.

Ride n' Stride team members participated in a group created within County Public Health called Schools Virtual & In-Person Implementation Collaboration where members could share health education best practices, collaborate on program promotion in the schools, develop guidelines around COVID safe practices, and demonstrate presentation delivery and resources in a collaborative group setting.

6. Participate in the fall and spring Bike/Walk to School/Work events, bike rodeos, walking field trips, and other bike/pedestrian safety activities, as staff time permits.

On October 21st, Ride n' Stride staff participated in National Bike/Walk to School Day at Amesti Elementary and MacQuiddy Elementary schools in Watsonville, assisting with the Ecology Action hosted event by setting up tables and supplies at the schools, assisting students with crossing streets, checking students in at the school entrance, and distributing healthy snacks.

7. Participate in traffic safety meetings, such as CTSC, South County Bike/Pedestrian Work Group, Vision Zero, and planning grant meetings as staffing capacity and other program priorities allow.

Ride n' Stride staff attended Community Traffic Safety Coalition (CTSC) meetings in August, October, and December. CTSC meeting agenda items included developing and planning the Fiscal Year 2022-2024 Vision Zero Work Plan and providing an opportunity

for community members to share news, voice their concerns on traffic safety issues, and discuss recent traffic crashes.

Ride n' Stride staff also attended Watsonville Vision Zero Task Force (WVZTF) meetings in July, September, and November covering progress on Vision Zero Action Plan priority projects, proposals for various funding sources, community bicycle and pedestrian safety award applications, member and guest announcements, and local event planning to honor those impacted by road violence.

8. Develop online teacher program evaluations, continue conducting pre/post-testing of students online or in-person and continue reporting bike and pedestrian observational survey results among children and youth.

Since the beginning of the COVID-19 pandemic in 2020, the Ride n' Stride program has focused on education to as many schools as possible with many presentations being delivered virtually. Methods of evaluation administered virtually have been explored but not yet implemented fully. This will be an area to develop further in the next biannual period. Ride n' Stride staff did assist with Office of Traffic Safety (OTS) pre-grant bicycle helmet usage surveys at 4 locations throughout the county, including two weekend and two commuter observations, which will be compared to the post-grant survey data collected in September 2022.

Plans for work to be done next TDA biannual period:

The primary Ride n' Stride staff person went out on an extended leave beginning in the end of December 2021 and hiring an extra help staff to fill in for their duties is being considered. Once staffing is more stable, the program will focus more time on development of promotion and evaluation components. Ride n' Stride staff will continue to work directly with the school districts and individual school staff to bring bicycle and pedestrian safety education to students while adjusting to guidelines to keep safety and health the top priority.

Please find the May 11, 2022 invoice and supporting documentation for TDA funds for the biannual period July - December 2021 attached.

- 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, safety equipment distribution, 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 2023-24.

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) If "NO," provide the approximate date approval is anticipated. _____	Yes
B. Has this project previously received TDA funding? If yes, date RTC approved: __ Annually _____	Yes
C. 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
D. 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

E. 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: http://www.dot.ca.gov).	N/A
F. 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	Environmental	Design/Engineering	ROW	Construction	Other*	Contingency	Total
SCHEDULE (Month/Yr) Completion Date / /								
Total Cost/Phase								
\$TDA Requested (this claim)								
Prior TDA:								
Source 3:								
Source 4:								
Unsecured/ additional need**								

*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 2023-24.

Work Element/Activity/Task	SCHEDULE (Month/Year)	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 collaborate with Ecology Action this past year on promotion, scheduling, and delivery of bicycle and pedestrian education 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 utilizes 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 continued virtual and in-person delivery options, presentations are now catered to teacher and student needs with less travel and staff time accrued overall. Ride n' Stride experienced reductions in personnel costs again this past year due to continued staff disaster response deployments as well as staff vacancies and leaves of absence. The unused TDA funding rollover has been used to improve program curriculum, educational materials, and project delivery efficiencies. HSA has been successful in using TDA allocations from RTC to leverage additional funding and will focus this next year on training new staff being hired 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 utilizing updated grade level curriculum and program evaluation in both virtual and in-person formats for bicycle and pedestrian school education. Ride n' Stride will also strengthen 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: Quarterly¹ to E/D TAC, RTC _____ (Months/Year)
- HSA/BTW: Bicycle Committee (Annually in April/May); RTC (Biannually in January and July)

¹ 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.

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 timeframe over which project will be funded and implemented
- Operating Plan for current and upcoming activities (*can be within project/program 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

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 Corinne Hyland Title: Senior Health Services Manager Date: 4/4/23

**Community Traffic Safety Coalition (CTSC)
Ride n' Stride Education Work Plan
FY 2023-2024**

The Ride n' Stride program aims to increase safe bicycling and walking knowledge and behavior among elementary school students throughout Santa Cruz County. Classroom bicycle and pedestrian safety presentations were adapted for virtual delivery during pandemic restrictions and both virtual and in-person formats are now available. The curriculum used covers basic bicycle and pedestrian transportation safety to young students in preschools and K-6th grades.

Interactive education sessions include additional micromobility devices, such as scooters and skateboards, are designed to be age appropriate, and are offered in English and/or Spanish. To compliment classroom programming for Ride n' Stride, previously developed activity packets are offered to teachers and align with California Common Core standards to reinforce traffic safety messages. The packets are geared for 2nd/3rd grade for pedestrian safety education and 5th grade classrooms for bicycle safety education.

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

FY 2023-24 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.
- ❑ 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 and 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 to report bike and pedestrian observational survey results among children and youth when conducted.

**BIANNUAL PROGRESS REPORT
TRANSPORTATION DEVELOPMENT ACT FUNDS**

**FY 21-22 First BIENNIAL PERIOD
July 1, 2021 – December 31, 2021**

Project Title: Community Traffic Safety Coalition

Agency: Santa Cruz County Health Services Agency

Project Contact: Theresia Rogerson 831-454-4312 theresia.rogerson@santacruzcounty.us

Vision Zero Work Plan Activities Progress

1) City of Watsonville

Continue assisting in Vision Zero Action Plan implementation.

- CTSC staff joined a sub-committee of the Watsonville Vision Zero Task Force (WVZTF) to develop application materials for the League of American Bicyclists' (LAB) Bicycle Friendly Community Award. The sub-committee met on a bi-weekly basis between July 2021 and September 2021 to complete the application, with submission in September 2021.
- In December 2021, the LAB renewed Watsonville's bronze level status and provided the WVZTF members with the City of Watsonville's Bicycle Friendly Community Report Card, which were distributed to the community for review.
- During the November 2021 WVZTF meeting, the group discussed applying for a Walk Friendly Community Award in 2022 for a potential submission in June 2022.
- The CTSC staff continue to assist with meeting minutes for the bi-monthly WVZTF meetings, assisting with recording and finalizing minutes for the meetings.
- Alongside Bike Santa Cruz County, the CTSC staff planned and implemented the City of Watsonville's first World Day of Remembrance for Road Traffic Victims event in November 2021. CTSC and Bike Santa Cruz County staff, as well as members of the WVZTF led a walk from the Plaza with the first half in silence to honor those who were killed or seriously injured due to traffic violence.

2) City of Santa Cruz

Assist in community engagement, data collection, and developing a Santa Cruz Vision Zero Task Force and Action Plan.

- CTSC staff met regularly with the City of Santa Cruz staff to discuss movement on developing a Vision Zero Task Force and a Vision Zero Action Plan during this biannual period.

- CTSC staff plans to meet with the new City of Santa Cruz City Manager in 2022 to move forward with Vision Zero progress.

3) County of Santa Cruz, Capitola, Scotts Valley, UCSC

Advocate for Vision Zero policy adoption and implementation in each jurisdiction.

County of Santa Cruz

- CTSC staff have been in communication with County Public Works staff about proposing a Vision Zero policy in the unincorporated area of the county.
- CTSC staff have also met with a member of the Santa Cruz County Board of Supervisors to discuss advocating for adoption of a Vision Zero program in the unincorporated area of the County.

City of Capitola

- A City of Capitola representative has been attending the CTSC and WVZTF meetings and CSTC staff began conversations regarding promoting Vision Zero policy in Capitola.

City of Scotts Valley

- In September 2021, CTSC staff reached out to community members of Scotts Valley who expressed concerns about traffic safety in their neighborhood and invited them to attend coalition meetings.
- CTSC staff set up a virtual follow-up meeting in November 2021 with Scotts Valley community members to hear about their experiences trying to improve traffic safety and to inform them about Vision Zero.
- In December 2021, CTSC staff set up an informal walk audit with members of the Blue Bonnet neighborhood in Scotts Valley. Staff from the Scotts Valley Public Works Department attended the walk to discuss traffic safety projects in the area.

4) Countywide

Develop and maintain countywide Vision Zero collaboration and implementation through Education, Engineering, Enforcement, Encouragement, Evaluation and Engagement with all efforts incorporating Equity.

- CTSC staff researched traffic safety messaging from the California Office of Traffic Safety and the National Highway Traffic Safety Administration to share with community members via the CTSC Facebook page during this biannual period.
- CTSC staff continue to track traffic-related fatalities and severe injuries and discuss these incidents as part of each CTSC/WVZTF meeting.
- Local law enforcement agencies are regularly invited to report traffic-related fatalities and injuries to the two groups.

- CTSC staff use Facebook to post messages that acknowledge losses to families of traffic violence victims.
- CTSC staff communicate about local crashes with the relevant jurisdictions to gather further information if available.
- Starting in October 2021, the CTSC staff and coalition members began to develop the CTSC FY 2022-2024 Vision Zero Work Plan. This was a collaborative effort to update and re-imagine the work plan for the upcoming fiscal year period.
- CTSC staff and coalition members focused on incorporating a Safe Systems approach to the work plan to align with the national Vision Zero Network and the Federal Highway Administration that can be viewed at https://safety.fhwa.dot.gov/zerodeaths/docs/FHWA_SafeSystem_Brochure_V9_508_200717.pdf

CTSC Media Coverage

Ecology Action – July 15, 2021

Good Things Come to Those Who Wait, and State Transportation Funding is Coming to Santa Cruz County

https://ecoact.org/active-transportation/good-things-come-to-those-who-wait-and-state-transportation-funding-is-coming-to-santa-cruz-county?utm_source=ActiveCampaign&utm_medium=email&utm_content=July+2021+Active+Transportation+Newsletter&utm_campaign=July++21+Transportation+Email

The Pajaronian – July 19, 2021

Watsonville celebrates completion of Rail Trail portion

<https://pajaronian.com/watsonville-celebrates-completion-of-rail-trail-segment/>

Ecology Action – July 26, 2021

County of Santa Cruz Active Transportation Plan Moves Forward with Temporary Installations

https://ecoact.org/active-transportation/county-of-santa-cruz-active-transportation-plan-moves-forward-with-temporary-installations?utm_source=ActiveCampaign&utm_medium=email&utm_content=July+2021+Active+Transportation+Newsletter&utm_campaign=July++21+Transportation+Email

Families for Safe Streets – November 21, 2021

World Day of Remembrance Walk: listed on the Families for Safe Streets websites

<https://worlddayofremembranceffss.org/#calendar>

Santa Cruz Sentinel – December 3, 2021

Guest Commentary: A Mother’s Plea About Saving Lives on Our Streets

<https://www.santacruzsentinel.com/2021/12/03/guest-commentary-a-mothers-plea-about-saving-lives-on-our-streets/>

CTSC Letters of Support

- 1) October 7, 2021 – Letter to the City of Santa Cruz City Council to express concerns about the underground garage entrance/exit onto the new 831 Water St. Housing Development
- 2) October 8, 2021 – Letter to the Santa Cruz County Regional Transportation Commission in support for a Santa Cruz County Climate Adaptation Vulnerability Assessment and Transportation Priorities Report for Caltrans Sustainable Communities Grant
- 3) October 25, 2021 – Letter to the City of Watsonville Public Works & Utilities Department in support for the Watsonville Active Transportation Plan grant proposal.
- 4) December 9, 2021 – Letter to the California Coastal Commission in support of approval for the California Coastal Commission Federal Consistency Determination for the North Coast Rail Trail between Wilder Ranch and Davenport

Ongoing CTSC Programs

Bicycle Traffic School (BTS) – BTS two-hour classes are now offered quarterly and are taught by CTSC staff's League Cycling Instructor (LCI), which is a certification from the League of American Bicyclists (LAB). These classes are now taught virtually while COVID-19 mitigation limits in-person group gatherings. CTSC staff provides information about this diversion program to local law enforcement agencies regularly. In addition, the class is offered free to the public for those who want to feel safer and more confident riding on busy local streets.

Traffic Calming Programs - In an effort to slow traffic on residential streets, CTSC offers both a Trash Can Sticker and PACE Car stickers for community members to use when speeding is an issue in their neighborhood. The Trash Can Sticker is a sticker developed by CTSC that says 'Please Drive Slowly' to be placed on curbside waste collection bins. This traffic calming program is currently operating in the City of Santa Cruz only. The Santa Cruz County Cycling Club (SCCCC) awarded funding for initial development and production of the stickers. Other waste management agencies in the county will be approached in the future to offer the program in other jurisdictions. The PACE Car program also aims to reduce speeds in neighborhoods and has been ongoing for many years. Pace car community members sign a pledge to drive within the speed limit, stop for pedestrians, drive courteously, and display a Pace Car Sticker on their vehicles. Pace car drivers act as "mobile speed bumps," slowing any speeding drivers behind them. The more Pace car drivers in a neighborhood, the more effectively the program works to slow traffic.

Anyone who is interested in requesting a Trash Can or Pace Car sticker may go to the Order/Comment Form of the CTSC website at www.sctrafficsafety.org

CTSC Website, Facebook Page and YouTube Channel – CTSC maintains an active social media presence through its website, Facebook page, and YouTube channel. The Facebook page at www.facebook.com/sctrafficsafety is used to share timely traffic safety related news and events, promote safe traffic behaviors, and air targeted PSAs. The YouTube channel at www.youtube.com/sctrafficsafety includes video playlists for bike safety, distracted driving, and child passenger safety resources.

Please find the May 11, 2022 invoice and supporting documentation for TDA funds for the biannual period July - December 2021 attached.

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_2023/2024_____
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: ___Arnold Shir_____
Telephone Number: _831-454-5477_____ E-mail: _arnold.shir@santacruzcounty.us_____
- Secondary Contact (in event primary not available):___Theresia Rogerson_____
Telephone Number: _831-454-4312_____ E-mail: _theresia.rogerson@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 our 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): The 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 projects 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 2023-24.

- 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. Has this project previously received TDA funding? If yes, date RTC approved: <u>Annually</u>	Yes
C. 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
D. 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
E. 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: http://www.dot.ca.gov).	N/A
F. 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	Environmental	Design/Engineering	ROW	Construction	Other*	Contingency	Total
SCHEDULE (Month/Yr) Completion Date /								
Total Cost/Phase								
\$TDA Requested (this claim)								
Prior TDA:								
Source 3:								
Source 4:								
Unsecured/ additional need**								

*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 2023-24.

Work Element/Activity/Task	SCHEDULE (Month/Year)	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:

CTSC staff will continue participating in the Watsonville Vision Zero Task Force (WVZTF) as the City staff have taken on more support of the group. This has allowed CTSC staff to shift more attention to our second Vision Zero city, Santa Cruz, as well as to begin working with new Vision Zero jurisdictions, Scotts Valley and the County, that adopted Vision Zero resolutions in 2022. 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 was recently awarded state Active Transportation Program Cycle 6 funding for non-infrastructure work in Watsonville schools. As with Ride n’ Stride, CTSC experienced reductions in personnel costs again this past year due to continued staff disaster response deployments as well as staff vacancies and leaves of absence. TDA funding rollover from previous pandemic years is being used this fiscal year for temporary staff until permanent staff can be hired. The rollover is also being used to reestablish program partnerships, restock educational materials, and improve efficiencies in program delivery. HSA has successfully used TDA allocations from RTC to leverage additional funding and will focus this next year on training new staff being hired to ensure continued success and benefits to the community through CTSC Vision Zero programming.

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

CTSC staff continue to transition away from supporting Vision Zero jurisdictions as they become more self-sufficient. While CTSC staff will continue to participate in the Watsonville Vision Zero Task Force (WVZTF), more time will be focused on assisting the City of Santa Cruz in creating their own task force for Vision Zero with public health as a key stakeholder and in developing a Vision Zero Action Plan. With Vision Zero policies now in place in Scotts Valley and the County, CTSC staff will support these jurisdictions and encourage the remaining jurisdictions to adopt Vision Zero. 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 utilizing a Safe System approach.

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

- SCMD – April each year
- Specialized Transportation: Quarterly¹ to E/D TAC, RTC _____ (Months/Year)

¹ 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.

HSA/BTW: Bicycle Committee (Annually in April/May); RTC (Biannually in January and Jul)

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 timeframe over which project will be funded and implemented
- Operating Plan for current and upcoming activities (*can be within project/program 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

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 Corinne Hyland Title: Senior Health Services Manager Date: 4/4/23

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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 3rd 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 1st 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 1st 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.

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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.

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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.sctrafficsafety.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:

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- 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*

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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.

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- 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.

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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 and Facebook page, and traffic related injury and fatality surveillance.

**Ride n' Stride Bicycle and Pedestrian Education Program
TDA/RnS Budget, FY 2023-24**

Line Item	TDA Budget	HSA Match	Total Project Costs
Personnel (Salary + Benefits)			
Bilingual Health Program Specialists, 1 .0 FTE	74,500	58,500	133,000
Program Manager/Support Staff		43,500	43,500
Subtotal Personnel	74,500	102,000	176,500
Travel/Mileage	500		500
Direct Costs			
Education Materials & Supplies	3,000		3,000
Totals	\$78,000	\$102,000	\$180,000

**Community Traffic Safety Coalition
TDA/CTSC Budget, FY 2023-24**

Line Item	TDA Budget	HSA Match	Total Project Costs
Personnel (Salary + Benefits)			
Health Educator , 1 .0 FTE	74,500	56,500	131,000
Program Manager/Support Staff		45,500	45,500
Subtotal Personnel	74,500	102,000	176,500
Travel/Mileage	500		500
Direct Costs			
Project Implementation	3,000		3,000
Totals	\$78,000	\$102,000	\$180,000

TO: Bicycle Advisory Committee
FROM: Tommy Travers, Transportation Planner
RE: Construction safety for roadwork and encroachments affecting bikeways

RECOMMENDATION

Staff recommends that the Bicycle Advisory Committee discuss an issue brought forth by Member Scott Roseman and previously discussed by the Community Traffic Safety Coalition (CTSC) regarding construction safety for roadwork and encroachments affecting bicyclists.

BACKGROUND

As discussed briefly during the February Committee meeting, recently lengthy roadwork projects in Santa Cruz County have shown that bicyclists can be either not considered or inadequately considered when construction work occurs along roadways. The Committee may wish to formally ask local jurisdictions to implement improvements to policies and practices regarding mitigating construction impacts to bicyclists.

DISCUSSION

In order to facilitate discussion and ideas to improve bicycle safety and accommodation near construction zones, staff and members of the committee requested information from the CTSC and the local road jurisdictions regarding what is currently recommended and what is required.

Current requirements as reported by the jurisdictions tend to refer their own forces or encroaching parties to follow certain sections of the California MUTCD. These sections include 6D.101(CA) "Bicycle Considerations" and 6G.05 "Work Affecting Pedestrian and Bicycle Facilities." Section 6C.01 states that "Traffic control planning should be completed for all highway construction, utility work, and maintenance operations... Planning for all road users should be included in the process." Jurisdiction staff noted that planning for bicyclists sharing the lane with motor vehicles can be justified when considering speed differentials and other factors.

Of note are text in Section 6G.05 that "Signs should be placed such that they do not block the bicyclist's path of travel and they do not narrow any existing pedestrian passages to less than 48 inches" and text in Section 6D.101(CA) that "When the roadway width is inadequate for allowing bicyclists and motor vehicles to travel side by side, warning signs should be used to advise motorists of the presence of bicyclists in the travel way lanes. See section 6G.05 [bicycle logo and 'Share the Road']" and "Bicyclists shall not be led into direct conflicts with mainline traffic, work site vehicles, or equipment." ([Attachment 1](#))

Below is an example of a recent local project on Soquel Avenue which at this location included a series of three signs placed to completely block the bike lane, and none of them being related to bicycles.



It may be the case that local jurisdictions need to improve the amount of review of their own and contractors' temporary traffic control (TTC) plans, as well as the amount of field inspections performed during major projects, to ensure that requirements are being followed. Fines or contractor disqualification for future work or encroachments may be considered as enforcement options. In addition, for major projects, jurisdictions could attempt to provide TTC plans to the public or advisory committees in advance to allow input.

In addition, some elements of the California MUTCD may be in need of revision, such as the recommendation of "share the road" wording rather than the generally more acceptable "bikes may use full lane." Additional sign text that may be worth considering includes:

- "Construction in bike lane ahead. Proceed with caution"
- "Bikes merge with motor vehicles"
- "Bike lane blocked ahead"
- "Bikes may use sidewalk"

Any jurisdiction may take action to use non-standard signs on their roads if they choose to do so. The quantity of signs placed in the road should be considered if their presence itself is an

unavoidable hazard to bicyclists. That said, jurisdictions could explore creative ways to place temporary construction signs out of the way of bicyclists, such as strapping them overhead to existing sign posts or requesting permission if necessary to place them visibly in landscaping space adjacent to the road or sidewalk.

Another possible action to support bicyclists of all ages and abilities is to allow slow speed bicycling on sidewalks in construction zones where no other separation from motor vehicles exist; this may require ordinance changes in the cities of Santa Cruz, Watsonville, and Capitola.

Additional ideas for improvement include prioritizing temporary bike detours, where they might exist close by and would not be burdensome to use, and the importance of considering adjacent concurrent projects' schedules so that reasonable bike routes and detours are coordinated during major projects.

The CTSC has a document entitled "Recommended Guidelines to Protect the Safety of Bicyclists and Pedestrians, Including Those with Disabilities During Road Construction, Maintenance, or Encroachment" ([Attachment 2](#)) which was originally development over 20 years ago and was last updated in 2015. It includes additional relevant text from the California MUTCD. The bicycle elements of this document may contribute to Committee recommendations.

The Committee may wish to discuss these or other ideas and consider its own specific recommendations to local jurisdictions and/or RTC Commissioners to make policy changes to improve bicycle safety in construction zones.

SUMMARY

Staff recommends that the Bicycle Advisory Committee discuss the issue of bicyclist safety in construction zones and consider recommendations to local jurisdictions.

ATTACHMENTS

1. Excerpts from California MUTCD
2. CTSC's Recommended Guidelines for bike and ped construction impacts

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Support:

¹⁰ Judicious use of the special devices described in Item E in Paragraph 9 might be helpful for certain difficult TTC situations, but misuse or overuse of special devices or techniques might lessen their effectiveness.

Section 6D.101(CA) Bicycle Considerations

Support:

⁰¹ There are several considerations in planning for bicyclists in TTC zones on highways and streets:

- A. A travel route that replicates the most desirable characteristics of a wide paved shoulder or bikeway through or around the TTC zone is desirable for bicyclists.
- B. If the TTC zone interrupts the continuity of an existing bikeway system, signs directing bicyclists through or around the zone and back to the bikeway is desirable.
- C. Unless a separate bike path through or around the TTC zone is provided, adequate roadway lane width to allow bicyclists and motor vehicles to travel side by side through or around the TTC zone is desirable.

Guidance:

- D. When the roadway width is inadequate for allowing bicyclists and motor vehicles to travel side by side, warning signs should be used to advise motorists of the presence of bicyclists in the travel way lanes. See Section 6G.05 for more details.

Standard:

- E. Bicyclists shall not be led into direct conflicts with mainline traffic, work site vehicles, or equipment moving through or around the TTC zone.

Support:

⁰² Figures 6H-15, 6H-30, 6H-32(CA), 6H-36(CA), 6H-101(CA), 6H-102(CA), 6H-103(CA), and 6H-104(CA) show typical TTC device usage and techniques for bicycle movement through TTC zones.

- B. *Upgrading of devices:*
 - 1. *A full complement of standard pavement markings*
 - 2. *Brighter and/or wider pavement markings*
 - 3. *Larger and/or brighter signs*
 - 4. *Channelizing devices with greater conspicuity*
 - 5. *Temporary traffic barriers in place of channelizing devices*
- C. *Improved geometrics at detours or crossovers*
- D. *Increased distances:*
 - 1. *Longer advance warning area*
 - 2. *Longer tapers*
- E. *Lighting:*
 - 1. *Temporary roadway lighting*
 - 2. *Steady-burn lights used with channelizing devices*
 - 3. *Flashing lights for isolated hazards*
 - 4. *Illuminated signs*
 - 5. *Floodlights*
- F. *Pedestrian routes and temporary facilities*
- G. *Bicycle diversions and temporary facilities*

Section 6G.05 Work Affecting Pedestrian and Bicycle Facilities

Support:

⁰¹ It is not uncommon, particularly in urban areas, that road work and the associated TTC will affect existing pedestrian or bicycle facilities. It is essential that the needs of all road users, including pedestrians with disabilities, are considered in TTC zones.

⁰² In addition to specific provisions identified in Sections 6G.06 through 6G.14, there are a number of provisions that might be applicable for all of the types of activities identified in this Chapter.

Guidance:

⁰³ *Where pedestrian or bicycle usage is high, the typical applications should be modified by giving particular attention to the provisions set forth in Chapter 6D, this Chapter, Section 6F.74, and in other Sections of Part 6 related to accessibility and detectability provisions in TTC zones.*

⁰⁴ *Pedestrians should be separated from the worksite by appropriate devices that maintain the accessibility and detectability for pedestrians with disabilities.*

⁰⁵ *Bicyclists and pedestrians should not be exposed to unprotected excavations, open utility access, overhanging equipment, or other such conditions.*

⁰⁶ *Except for short duration and mobile operations, when a highway shoulder is occupied, a **SHOULDER WORK (W21-5) sign, a SHOULDER CLOSED C30A(CA) sign, or other similar signs** should be placed in advance of the activity area. When work is performed on a paved shoulder 8 feet or more in width, channelizing devices should be placed on a taper having a length that conforms to the requirements of a shoulder taper. Signs should be placed such that they do not narrow any existing pedestrian passages to less than 48 inches.*

^{06a} *When existing accommodations for bicycle travel are disrupted or closed in a long-term duration project (see Section 6G.02), information and devices contained in Figures 6H-101(CA) through 6H-104(CA), as appropriate per situation encountered, should be used in order to replicate existing conditions for the needs and control of bicyclists through a TTC zone.*

^{06b} *Except for short durations and mobile operations (see Section 6G.02), when a highway shoulder is occupied and bicyclists would be sharing a lane with vehicular traffic, as a result of the TTC zone, a combination of **bicycle crossing W11-1** and **SHARE THE ROAD W16 1** plaque should be placed in advance of the activity area. When work is performed on a paved shoulder 8 feet or more in width, channelizing devices should be placed on a taper having a length that conforms to the requirements of a shoulder taper. Signs should be placed such that they do not block the bicyclist's path of travel and they do not narrow any existing pedestrian passages to less than 48 inches.*

⁰⁷ **Pedestrian detours should be avoided since pedestrians rarely observe them and the cost of providing accessibility and detectability might outweigh the cost of maintaining a continuous route. Whenever possible,**

work should be done in a manner that does not create a need to detour pedestrians from existing routes or crossings.

Standard:

⁰⁸ Where pedestrian routes are closed, alternate pedestrian routes shall be provided.

⁰⁹ When existing pedestrian facilities are disrupted, closed, or relocated in a TTC zone, the temporary facilities shall be detectable and shall include accessibility features consistent with the features present in the existing pedestrian facility.

Option:

¹⁰ If establishing or maintaining an alternate pedestrian route is not feasible during the project, an alternate means of providing for pedestrians may be used, such as adding free bus service around the project or assigning a person the responsibility to assist pedestrians with disabilities through the project limits. See Section 6D.01 for details.

Section 6G.06 Work Outside of the Shoulder

Support:

⁰¹ When work is being performed off the roadway (beyond the shoulders, but within the right-of-way), little or no TTC might be needed. TTC generally is not needed where work is confined to an area 15 feet or more from the edge of the traveled way. However, TTC is appropriate where distracting situations exist, such as vehicles parked on the shoulder, vehicles accessing the worksite via the highway, and equipment traveling on or crossing the roadway to perform the work operations (for example, mowing). For work beyond the shoulder, see Figure 6H-1.

Guidance:

⁰² Where the situations described in Paragraph 1 exist, a single warning sign, such as ROAD WORK AHEAD (W20-1) or Workers W21 1 sign, should be used. If the equipment travels on the roadway, the equipment should be equipped with appropriate flags, high-intensity rotating, flashing, oscillating, or strobe lights, and/or a SLOW MOVING VEHICLE (W21-4) sign.

Option:

⁰³ If work vehicles are on the shoulder, a SHOULDER WORK (W21-5) sign may be used. For mowing operations, the sign MOWING AHEAD (W21-8) may be used.

⁰⁴ Where the activity is spread out over a distance of more than 2 miles, the SHOULDER WORK (W21-5) sign may be repeated every 1 mile.

⁰⁵ A supplementary plaque with the message NEXT XX MILES (W7-3aP) may be used.

Guidance:

⁰⁶ A general warning sign like ROAD MACHINERY AHEAD (W21-3) should be used if workers and equipment must occasionally move onto the shoulder.

Section 6G.07 Work on the Shoulder with No Encroachment

Support:

⁰¹ The provisions of this Section apply to short-term through long-term stationary operations.

Standard:

⁰² When paved shoulders having a width of 8 feet or more are closed, at least one advance warning sign shall be used. In addition, channelizing devices shall be used to close the shoulder in advance to delineate the beginning of the work space and direct motor vehicle traffic to remain within the traveled way.

Guidance:

⁰³ When paved shoulders having a width of 8 feet or more are closed on freeways and expressways, road users should be warned about potential disabled vehicles that cannot get off the traveled way. An initial general warning sign, such as ROAD WORK AHEAD (W20-1), should be used, followed by a RIGHT or LEFT SHOULDER CLOSED (W21-5a) sign. Where the downstream end of the shoulder closure extends beyond the distance that can be perceived by road users, a supplementary plaque bearing the message NEXT XX FEET (W16-4P) or MILES (W7-3aP) should be placed below the SHOULDER CLOSED (W21-5a) sign. On multi-lane, divided highways, signs advising of shoulder work or the condition of the shoulder should be placed only on the side of the affected shoulder.

Recommended Guidelines to Protect the Safety of Bicyclists and Pedestrians, Including Those with Disabilities During Road Construction, Maintenance or Encroachment



As stated in the California MUTCD 2012 Edition, “The needs and control of all road users (motorists, bicyclists, and pedestrians within the highway, or on private roads open to public travel, including persons with disabilities in accordance with the Americans with Disabilities Act of 1990 (ADA)) through a temporary traffic control (TTC) zone shall be an essential part of highway construction, utility work, maintenance operations, and the management of traffic incidents.”

THE PROBLEMS

There are three general situations which impact bicyclists, pedestrians, and disabled travelers:

1. Work in the *bikeway** or *walkway* that forces bicyclists or pedestrians to compete with motor vehicles in a narrow car lane.
2. Work which is not in the *bikeway* or *walkway* but which puts equipment, debris, or warning signs in the *bikeway* or *walkway*.
3. Work that blocks the direction of travel without a clear, safe, and convenient detour for cyclists, pedestrians, or wheelchair travelers.

In addition, please be aware of these specific hazards for bicyclists, pedestrians, and disabled travelers:

Hazards to Bicyclists

- Signs, equipment, or debris in the *bikeway*.
- *Bikeway* blocked without advance warning.
- Rough pavement or gravel without advance warning.
- Poor pavement transitions, especially when parallel to the line of travel (e.g. metal plate edges or pavement removal/resurface areas which are not tapered).
- Inadequate time to pass through a signalized traffic control.

Hazards to All Pedestrians (including those who are visually impaired or use mobility equipment)

- Blocked/hazardous *walkway* that is not marked in a way that is visible in advance, especially at night.
- Alternate route or detour that is not negotiable by pedestrians using wheelchairs, strollers, carts, etc.
- Blocked/hazardous *walkway* without a barrier that is solid enough to be discernible by guide dog or cane.
- Signs, equipment, or debris partially blocking the *walkway* or encroaching on minimum clearance envelope of 4 feet wide by 7 feet tall.
- Sidewalk blocked with no curb cut or ramp to exit or advance warning to exit at a prior curb cut.
- Rough pavement, grooves, or gravel without advance warning. Rocks of 3 inch diameter or greater are especially hazardous as they may cause a wheelchair to stop abruptly and eject the occupant.

* For the purposes of these guidelines, “*bikeway*” will be used to refer to the space usually used by bicyclists for travel within a given right-of-way, including painted bike lanes, paved shoulders, the right side of a wide travel lane, or the center of a narrow travel lane if there is no bike lane or shoulder. “*Walkway*” will be used to refer to sidewalks, shoulders, and paths where pedestrians, including people using wheelchairs, usually travel.

THE SOLUTIONS

The CA MUTCD follows these “fundamental principles” for bicyclists and pedestrians in TTC zones:

1. Bicycle and pedestrian “movement should be disrupted as little as practicable”
2. “Bicyclists and pedestrians, including those with disabilities, should be provided with access and reasonably safe passage through the TTC zone.”
3. “Motorists, bicyclists, and pedestrians should be guided in a clear and positive manner while approaching and traversing TTC zones and incident sites.”

In addition, please consider the following specific safety and access measures:

Detours

- When construction blocks the *bikeway*, accommodations should be made for bicyclists if they are made for motorists, including safe and well-marked detours when needed. When motorists are detoured, try finding a safe corridor that may be left open for bicyclists. If not possible, post “End Bike Lane” and “Bikes May Use Full Lane” (BMUFL) signs to encourage cyclists to merge into the travel lane. Rather than directing bicyclists to walk their bikes, try to provide a rideable alternative.
- If construction or signs must block the *walkway*, establish safe, well-signed detours for pedestrians that are accessible for pedestrians using wheelchairs, strollers, carts, etc.
- When traffic control is conducted using temporary traffic signals, timing should accommodate bicyclists, who will be slower than motor vehicles, especially in the uphill direction. Consider push button signals or special bicycle loop detectors for bicyclists, if practical.
- Barriers should have a portion low enough and solid enough to be easily discernible by a cane, guide dog, or child. If necessary, use flaggers to guide pedestrians in a clear, calm manner.
- For long-term duration projects, the chevron-style “shared roadway bicycle marking” (sharrow) may be used along detours with on-street parking and inadequate lane width.

Signs

- Whenever possible, construction warning signs should be placed out of the *bikeway* and *walkway*, so that the sign itself is not a barrier for bicyclists, pedestrians, or wheelchair travelers. Remove construction signs promptly when construction pauses or ends.
- Any construction or sign that blocks the *bikeway* should have sufficient sight distance, including nighttime visibility, to allow cyclists time to merge safely into the travel lane. Use “End Bike Lane” and “BMUFL” signs appropriately.
- Any construction or sign which blocks the *walkway* should have prior warning to allow pedestrians and wheelchair travelers time to exit the walkway at a prior curb cut.
- For all construction where the *bikeway* or *walkway* is blocked or narrows, post appropriate caution signs to warn motorists to slow down and watch for bicyclists and pedestrians.

Pavement Surface

- Temporary pavement or metal plates installed during TTC zones should have cold mix asphalt tapered at the edges for bicyclist, pedestrian and wheelchair traveler safety. Avoid placing metal plate edges in the middle of the *bikeway*. Debris in the *bikeway* or *walkway* should be cleared at the end of each workday.
- If no smooth surface is available for bicyclists, pedestrians, or wheelchair travelers, post signs warning “Rough Surface” or “Uneven Pavement” at the beginning of the work area. Keep signs posted at the end of the workday. Use reflective signage on barricades with flashers for night safety.
- Prior to “sign off” on projects, verify that the pavement in the *bikeway* and *walkway* is even. Overlay should be smoothed at drainage grates, manholes, and gutter pan, and after narrow trenching in the *bikeway*.