Active Transportation Program Technical Advisory Committee—Meeting Minutes – 2/22/23

Date: February 22, 2023	Time: 9:00am – 12:00pm	Location: Zoom
Attendees:		
TAC	**TAC Facilitators**	**Notetaker**
Laurie Waters, California Transportation Commissions Cathy McKeon, Caltrans	*Michael Hutnick, Caltrans, Associate Transportation Planner*	*Kendall Lim, Caltrans*
Other Attendees:		
Angela Shepard, CT *Victoria Custodia, CDPH/ATRC* *Aaron Hoyt, NCTC* *Adam Fukushima, City of San Luis Obispo* *Arianna Lopez, Southern Region* *Axel Santana* *Benjamin Garcia, CT sustainability* *Beverly Newman-Burckhard, CTC* *Caro, Cal Walks* *Chase McFadden, CT Complete Streets* *Clare Gallogly, City of Santa Cruz* *Cory Wilkerson, SCAG ATP Manager* *Drusilla Van Hengel, Nelson/Ngy* *Elijah Hall, CT* *Elika Changizi* *Erika Romero, Local Conservation Cores* *Dancy Yang, CT* *Jacob Lieb, LA Metro* *Jenie Lepage, TAC Safe Routes to School* *Joel Campos, SJCOG* *Jonathon Matz, Safe Routes Partnership* *Kathie Studwell*		

• *Keith Williams, Shasta regional transportation agency* • *Kenneth Kao, Metropolitan Transportation* • *Kevin Jenson, ADA Access Coordination SF Public Works Department* • *Laura Cohen, Rails to Trails* • *Maura Twomey* • *M Vazquez, County of Riverside* • *Nelson B, CCC* • *Oona Smith, HCAOG* • *Sarkes Khachek, SBCAG* • *Trina Luo, CT* • *Trinity Smyth, CDPH*		

Key Decisions and Action Items:

- Decisions:
- Action Items: Put out poll for best options on budget usage on Cycle 6/7 before next TAC meeting.

Item 1. Welcome, opening remarks, introductions, meeting structure

Speaker: Michael Hutnick, CT

- Welcome and Introductions.
- https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/tac

Item 2. Caltrans Office Chief Updates

Speaker: Cathy McKeon, CT

- ATP Staff Assignments
  - TAC Org Chart Updates
  - Elijah Hall (North Region), Trina Luo (South Regions), Desiree Fox (Central)
  - Angela Shepard is the new acting NI Project/ATRC Assistant
  - Michael Hutnick is taking over for Summer
- ATP Staffing Vacancies Opportunities
  - New openings in ATP

Item 3. Caltrans ATP Manager Updates: Active Transportation Program (ATP)

Speaker: Dancy Yang, CT

- Guidelines require progress reports, due quarterly
- Completion reports
- Final Delivery Report
- Next reporting open in April
- Training hopefully available soon
- Completion and final reports available in CalSMART
- Semi-Annual Report, March 2023 CTC Meeting
  - 99.49% in Submittal Compliance
  - Semi-Annual Report is drafted and pending comments
- SB1 Guidelines
  - Draft Accountability and Transparency Guidelines were presented in January CTC meeting
  - Revised Draft accountability will be presented in March CTC meeting
- CalSMART Reporting Issues in Final Delivery and Completion Reports
  - CalSMART Reporting Issues in Final Delivery and Completion Reports
    - CalSMART was not specifically built for ATP, it was built for SB1 programs
    - Working with CalSMART to include more
      - Counts
    - Supplementals – includes a short excel form if used CCC, NI and Plan supplementals
    - Completion and FDR's – approval process to include districts
    - Add Check Box to CalSMART to confirm if everything is up to date
  - Cathy - We are hoping to get TUF deadlines added to CalSMART. Agencies could be alerted if there are issues. This has been requested.
- Laurie Waters – How are things going on getting counts on FDR?
  - Dancy – It is looking good; we are getting a lot of counts now.
- Jacob Lieb - what does the noncompliance list get used for? does it affect competitiveness for future grants?
  - Dancy – There are consequences in the SB1 accountability and transparency guidelines. If a local agency is non-compliant in several reporting quarters, we put them on the non-compliant. It is up to the CTC on if they want to do the consequences.
- REBUILD CALIFORNIA MAPPING LINK: http://rebuildingca.ca.gov/map/

Item 4. Caltrans Active Transportation Resource Center Updates

Speaker: Angela Shepard, CT

- ATRC Manager update
  - Website, Listserve transitions
    - Transitioning to UCD ATRC
  - ATRC UCD Contract Status
    - In the process of contracting. There are some delays. Expecting Spring/Summer
  - SafeTREC Counts Database + Safe Speeds T3 (HSIP funded)
    - Statewide Active transportation database for bike and ped counts.

- Contract is going through legal.
- Working with UC Berkley
- Expected execution by May
  - Symposium – *on hold*
    - On hold due to Active Transportation contract execution delays
    - Anticipating Symposium in 2024

Speaker: Dillon Fitch-Polse, UCD

- CalSMART Reporting Issues in Final Delivery and Completion Reports
  - http://activetravelbenefits.ucdavis.edu/
  - Project #2
    - Validity Test and Calculation Improvements
      - Alternative Mechanism for estimating
    - Input and Calculate Program-level Benefits
    - Enhancements
      - Monetization of Benefits
        - Pressure from Legislature to have this
        - Benefits that will be qualitatively assessed
          - Dollar value
      - Build Program-Level Calculation Functionality
        - Filters by geographies, elements, funding
      - Improve NI benefits, can we quantify?
    - Conduct Outreach and Training
      - Include in next project
    - Tool is in testing phase. TBD how and if the tool will be used in ATP
  - Laurie – There are a few areas where we are supposed to be evaluating projects. Everything but cost effectiveness.
    - We are having applicants answer in a narrative way on why their project is cost effective
    - We can use the tool for rolling out the program benefits. Admin and Legislative staff are asking for this.
    - Emphasize the tool. There wasn't anything before like this.
  - Cathy – If agencies had multiple alternatives, could use tool to see which had most impact.
  - Clair Gallogly – There is a lot of documentation on elements that could be used.
    - Literature on Protected Bike Lanes can be a good resource.

Speaker: Caro Jauregui, CA Walks

- ATRC Kit of Parts Summary
  - ATRC Go Human Pilot Kit of Parts Program
    - The purpose of this was to pilot the kit of parts for community engagement that can be used for future ATP

- Kit of Parts is lending library of temporary demonstration materials that can be used to test out street design elements and active transportation safety improvements
- Timeline
  - Phase 1: Program Outreach and Community Selection
  - Phase 2: Event Planning
  - Phase 3: Deployment/Implementation
  - Phase 4: Evaluation and Share Lesions Learned
- Event Overview: Paradise
  - Thursday, October 27, 2022, 2 temp demonstrations were hosted on key routs to Paradise Ridge Elementary School
  - Two walking school busses were hosed along this route
  - A colorful driveway competition was hosted by eh local boys and girls club
  - Event Overview
    - 33 parents, students, and community members completed the engagement survey
    - Over 90 individuals participated in the demonstrations
- Event Overview: Los Banos
  - 2 temp demonstrations were hosted on 6th street in Downtown Los Banos
  - Event Overview
    - 103 community members, business owners, and stakeholder complete survey
    - Over 80 individuals participated in the demonstrations
- Event Overview
  - 2 temp demonstrations were hosted on CA Ave.
  - 80 community members, students, parents, business owners, and stakeholders completed survey
- Developed a summary report located here:
  - https://calwalks.org/atrc
  - https://scag.ca.gov/borrow-kit-parts
- Recommendations Report
  - 1: Allow enough planning time to ensure buy-in from the local jurisdictions who own and operate the row
  - 2: Expect and plan for shipping delays due to contracts and payment delays
  - 3: Take the time to train volunteers, especially if they need to conduct engagement surveys with resident using the temporary designs
  - 4: cover all costs associated with deployment, including payment of special permits, traffic control, and engagement activities by local partners.
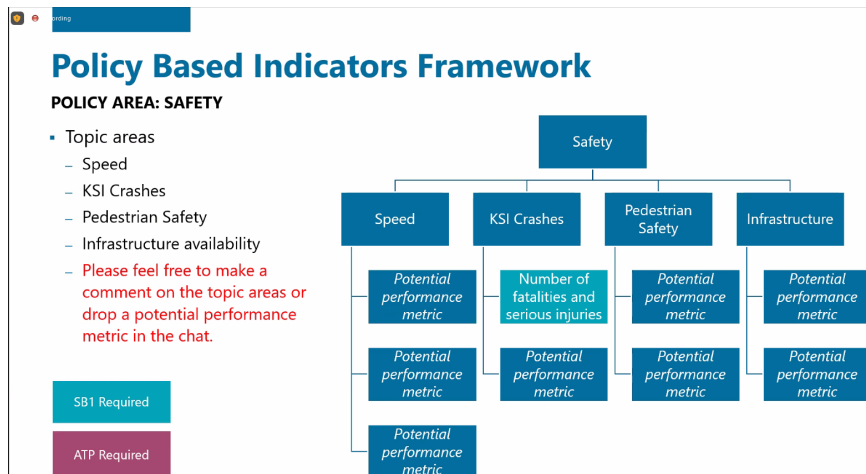- Recommendations for Caltrans and ATRC

- 1: a temp demonstration component like this program should not be incorporated into the upcoming cycle of the ATP application
- 2: a second version of this program should be hosted by agencies like COG's, Dept. of Public Health, or Caltrans districts
- 3: Cover all costs because this type of project can become expensive very quickly

***Speaker: Victoria Custodio, CDPH***

- ATRC On the Moves Synergy 2023 Webinars
  - Hosted quarterly
  - Q1 – ATRC Updated, March
  - Opportunity to discuss successes and challenges
  - Recorded for future use

***Speaker: Drusilla Van Hengel, Nelson/Nygaard***

- ATP DAC TA
  - Disadvantaged Communities
    - Raise awareness
    - Make informed decisions around resourcing
    - Develop targeted draft work products
    - Build internal capacity
  - Cycle 6 DAC TA Recipients and Award Status
  - Cycle 7 DAC TA Recipients
  - Elements for Cycle 7 DAC TA Curriculum
    - Joint Workshops
    - One on one support
    - Informal office hours
    - Homework assignments
    - Site visits
  - Overview of Cycle 7 DAC TA Curriculum
    - Currently putting together site visits; March and April
- ATP Evaluation and Re Regional Technical Assistance Program
  - Assist local agencies, particularly DACs
  - Project components
    - Evaluation Framework
    - Visual Communications
    - Technical Assistance
  - This work in completed in four tasks

Task #	Task Name	Lead/Support
1.1	Kick-Off	• NN
1.2	TA Management Plan	• NN
2.1	Research & Review Guidelines	• NN
2.2	Develop ATP Evaluation Framework	• NN (lead) • Stakeholders and ATRC (support)
3.1	Develop Process for Requesting TA	• SafeTREC (lead) • NN and ATRC (support)
3.2	Pre/Post Project Performance Metric Data Collection TA	• NN (co-lead) • SafeTREC (co-lead)
3.3	Project Impact Analysis TA	• NN (co-lead) • SafeTREC (co-lead)
3.4	Automated Counter Loan Program TA	• NN (lead) • ATRC (support)
4.1	Project Profiles	• NN (lead) • ATRC (support)
4.2	Infographic Reports	• NN

- ATP Evaluation Framework & TA
  - Relating Goals to Policy Areas
    - Mode shift, safety, GHG, Public health, equity/disadvantage communities, economic benefits, quality of life.
  - Performance Indicator Principles
    - Indicators that are easy to understand
    - Use data available form others or already in a workstream
    - Transferability
    - Reflect on legislative priorities
    - Differentiate between output and outcome
  - Policy Based Indicators Framework

    - Jacob Lieb - suggest more focus on access. measured by jobs/services/transit/healthcare/educational opportunities served.

Policy Based Indicators Framework — POLICY AREA: SAFETY

- Keith Williams - I would suggest this performance measure for mode shift: Percent of Key Planned AT Network implemented.
- Miguel Vazquez - Is there a way to make a connection between ATP and housing production (perhaps ATP can be an incentive--in terms of infrastructure--to accelerate housing production)

Policy Based Indicators Framework — POLICY AREA: GHG REDUCTION AND CLIMATE READINESS
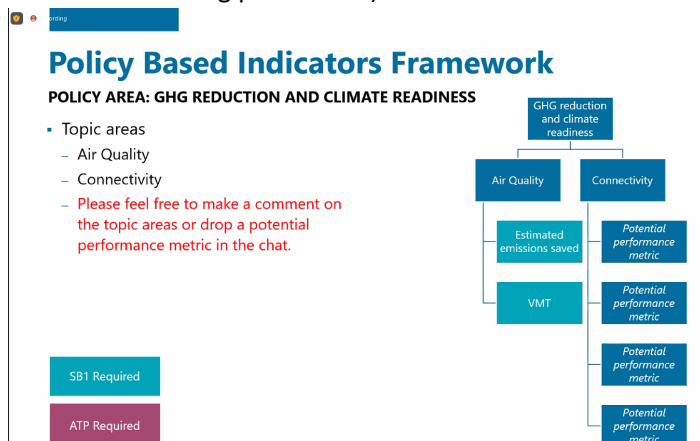
- Victoria Custodio - At CDPH, we are exploring broader definitions of safety so it's not just physical safety (being hit by a car), but also psychological safety. I think some NI projects enhance community physical safety and psychological safety. Not sure how to put that into an indicator form, but we are thinking on this. It's part of our broader CDPH and state focus on trauma informed practice.
- Axel Santana - For safety—decrease in traffic related police stops?
- Victoria Custodio - Resilience is a big term of focus across multiple state depts

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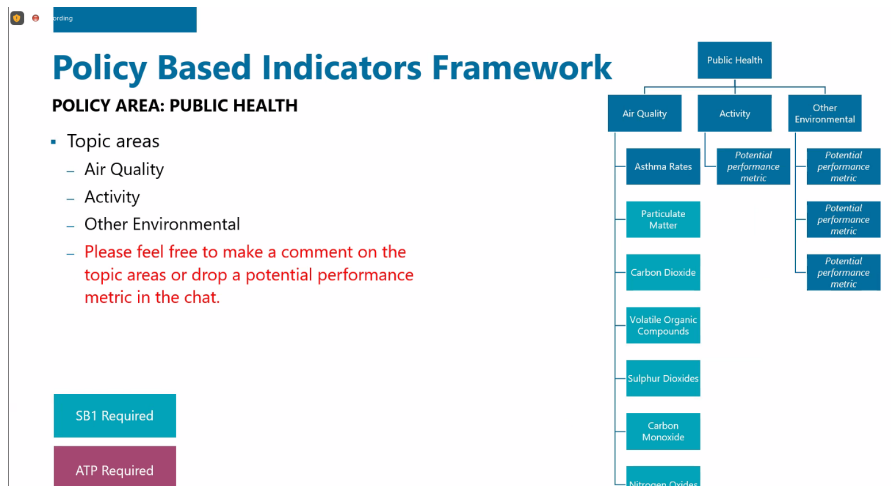
- Laura Cohen - Rails-to-Trails Conservancy has developed a tool to measure how different projects improve overall low-stress biking connectivity at the community level - it's called BikeAble. More info here: https://www.railstotrails.org/our-work/research-and-information/bikeable/

- Miguel Vazquez – BMI

- Jlepage - Asthma ER visit reduction

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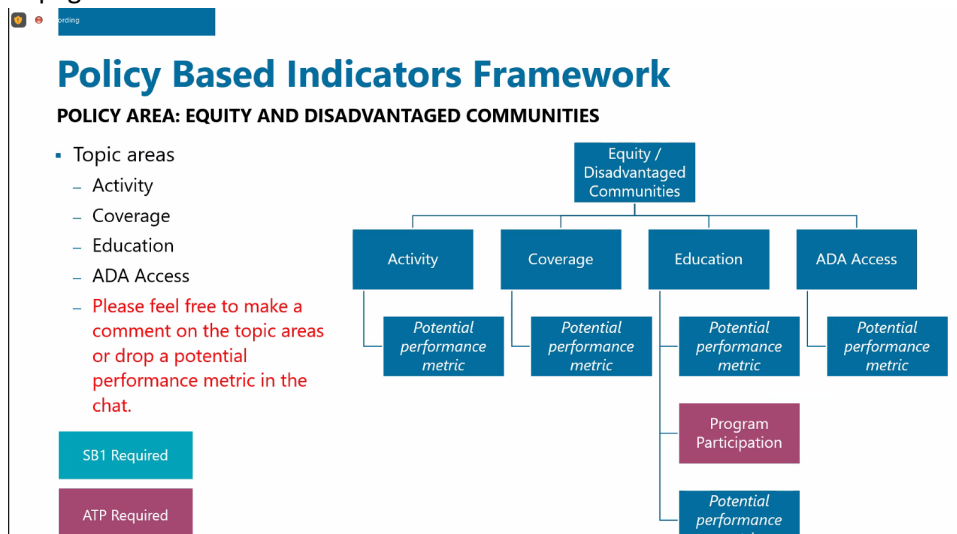
- Trinity Smyth - For climate readiness, assuming this includes or is intended to cover climate adaptation & resilience? If so, similar to what Miguel mentioned, things like % of project area shaded, and other adaptation measures including cool pavement, protections from flooding, etc. are important.

- Claire Gallogly - What does coverage mean in this context?
  - Ex. Compared to non DAC, how many lane mile of low stress bike lanes.

- Axel Santana - Will coverage be disaggregated by race/ethnicity/other demographic factors? For equity/DACs

- Victoria Custodio - I would like to see race/ethnicity/gender if possible under equity

- Claire Gallogly - % buildout of network

- Miguel Vazquez - how can we get to the point when we can say that these improvements are helping communities move to not being disadvantaged?

- Miguel Vazquez - Can ATP improve street vending opportunities?
- Keith - Business permit applications requested along project alignment.
- Adam Fukushima - Along the lines of equity, it would be good to have an indicator showing percentage of people using active transportation modes by race and gender vs auto modes. This data can come from the census

- Miguel - I suggest adding happiness, Trauma Prevention

High Quality Indicator Characteristics	Sample Screening Questions
Comparable	Is the indicator measured consistently over time and are the data consistent
Available	How current is the data; How frequently is it updated ; Who is it accessible to; Can agencies (regardless of resources) collect the data
Accessible	Are the data publicly available; If not, can it be collected or requested ; How challenging is it to access?
Source	What are the implications of the source as it relates to reliability, reputation, and quality? Does it match with the geography of the project
Measurement	Is the indicator a raw value (such as % of lane miles with bike lanes) or is it a composite index
Disaggregation	Can the indicator be calculated in such a way that disparities between groups can be identified

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    - Next steps
        - Gather data
        - Hold Stakeholder interviews
        - Recommending framework
    -

Speaker: Michael Hutnick

- Q & A
    - Send additional questions to michael.hutnick@dot.ca.gov and angela.shepard@dot.ca.gov

Item 5. ATP Updates

Speaker: Laurie Waters, CTC and Beverley Newman-Burckhard

- Cycle 6 Updates
    - We are getting in the MPO recommendations
    - We are adopting the MTC recommendations in the March meetings
        - All need to be adopted in June
    - Budget release in January
        - There is a deficit
        - ATP augmentation for Cycle 6 was from the general fund
        - 300 million they want to swap with state highway
        - 200 million taken form cycle 7
            - Already programmed cycle 6 so they don't want to take funds from agencies
    - Cycle 6 Staff Recommendations with 450 mill funding
        -

Component	Funding Available	Projects Funded	Cutoff Score
Statewide	$225 million	19 fully, 1 partially	95
Small Urban & Rural	$45 million	1 partially	95

        - The project being funded partially – 500 million
        - It is eligible for small urban & rural
    - Need TAC help Cycle 6/7
        - Maybe only fund safety projects?
        - Really limit ATP funding that agencies can request?

- No new call for projects, maybe fund cycle 6 more?
- Downsides of doing something different:
  - Some agencies missed the cutoff and are waiting for the next round
- Programming capacity 450 million for Cycle 7
- Comments/Ideas:
  - Send to CTC and next TAC meeting we can talk about it
  - Jonathan Matz – How would not calling for more projects work? If there was another call, possible putting smaller cap
    - Laurie – we would have to check on statutes on not calling for projects. We could use applicants that scored higher than an 80 and they were eligible for the next cycle
  - Keith Williams - What if Cycle 7 prioritized funding projects that EITHER fund SUPPORT (PAED, PSE, & ROW) or CON, but not projects that combine support and CON?
  - Clair Gallogly – Many of the ideas would also require changing the applications. There could be a threshold on project size. Preconstruction phases and NI
  - Laurie – there is some sort of 2 levels of evaluations where the agency submits a proposal. The agency would have to get through the proposal stage first. This may cause more work though.
  - Jacob Lieb – 1. Establishing a baseline expectation. Potentially back casting to cycle 6. This would set a good tone with policy makers. 2. Funding vision zero
  - Laurie – Legislature loves the big projects. Although, there are many smaller projects that need to be done too.
  - Jlepage - I like Claire's idea - perhaps limit call to small, planning and NI projects only and eliminate medium/large projects from this call?
  - Miguel Vazquez - Is there a way to explore public/private partnerships to fund projects?
    - Cathy - @Miguel - By Public/Private partnerships, are you referring to on-system improvements or other public partners?
  - Cory Wilkerson – Limit project size. Set at either small infrastructure or medium infrastructure. Applications wouldn't have to change, but only accept projects that are less funding.
  - Kathie Studwell - Agree with suggestion that we forgo Cycle 7 if not enough funds and fund more from Cycle 6. If limited to small projects, would have to drastically reduce time involved in completing application and make it much simpler. Simply not worth the time to invest for such small reward. Agree with others it would be a non-starter.
  - Miguel Vazquez - Theoretically, I am thinking for instance, what if Bird or Lime, would contribute cash to improve roadways where their products move?...what about business that are destinations that would benefit from street improvements?

- - - Cathy - We have had issues with this. We have had a private party involved with ATP funding and it was hard to manage. Their agreements would have to be very strong because they could just pull out.
    - Adam Fukushima – The simplest solution seems like it would be best to allocate more funds to cycle 6. There are demonstrated need for those applications.
    - Laura Cohen - I like the idea of looking at the high scoring projects from Cycle 6 that just missed the cutoff & just asking them for a cost/timeline update. That may require legislative authority to skip a new call for projects, but this seems like it would save the most time & effort for applicants and for CTC & CT staff. I understand the proposal to just have a call for small projects, but that could still result in 300-400 applications to review/score.
        - If we did small projects, at least we would be funding more than 20 projects
    - Laurie – if there was a decision not to call for more projects, there is a chance that we could get more money and then we would have no projects.
    - Kenneth Kao – Some of the programs, if the budget got better, it could be restored but it does not say if for ATP.
    - Joel Campos – What about having a cycle 7 but only small & rural and MPO component.
        - This would require a statute change
    - Jenny Russo - From an MPO perspective, I like the idea of funding more projects from Cycle 6. We have a lot of good projects still leftover in our region. I would request that we also allow MPOs that conducted a supplemental call for projects to consider those in their MPO component as well.
    - Keith Williams – We should still allow big projects. We should not wait because of time. Some agencies that cannot afford to prepare ATP applications on their own, some require consultants. Some are in contracts already with consultants.
    - Maura Twomey/Laurie – Splitting, and funding more for cycle 6 but making sure cycle 7 is still robust
    - Jonathon Matz – combination funding
    - Oona Smith – limiting to smaller projects would be good. Legislature has said AT plans were required. Is the quick build still in the works?
        - Quick builds are still in the works. There is an emphasis that they are beneficial.
    -
  - How should we talk to other stakeholders on this?
- Other

Item 6. Closing Remarks

Speaker: Michael Hutnick, CT

Adjourn

- The meeting adjourned at 12pm