

**BUILDING A BICYCLE TRANSPORTATION PARTNERSHIP
CALTRANS DISTRICT 2**

Report on Workshops In Susanville and Redding

September 2008



Prepared by:

MIG, Inc.
800 Hearst Avenue
Berkeley, CA 94710

Introduction

Based on increasing interest in bicycling as mode of transportation, Caltrans District 2 staff initiated an effort in March 2008 to form a bicycle partnership in its 7-county area (including Lassen, Modoc, Plumas, Shasta, Siskiyou, Tehama, and Trinity Counties). Caltrans staff is seeking the involvement of a variety of stakeholders – cities, counties, health agencies, bicycle clubs, bike shop owners, and other interested parties – in cooperatively planning, advocating, funding, and building a successful bicycle transportation network in the District 2 area.

Through a grant from Caltrans Headquarters, District 2 engaged the services of Moore, Iacofano, Goltsman, Inc. (MIG) to conduct two stakeholder workshops, in Susanville (to cover the east side of the District) and Redding (for the west side of the District) in August 2008. The workshops were intended to find out if there is interest among these stakeholders in forming a public-private bicycle partnership or perhaps a District 2 bicycle advisory committee.

Background to the Workshops

Planning for the workshops began in April 2008, with a kickoff meeting in Redding involving Nancy Kays of MIG, Scott White of District 2, and Tamy Quigley of District 2, who served as project manager. At that meeting, they developed goals for the workshop, targeted stakeholder attendees, developed a strategy for encouraging attendance, selected workshop locations, dates, and times, and wrote up a draft agenda. After some discussion, it was agreed that it would be most effective to target the active participation of specific bicycle transportation stakeholders rather than invite the public at large to the workshops. It was also decided that the workshops should be as interactive as possible, and involve small group discussions.

After securing workshop dates and locations, MIG staff in Berkeley designed a “Save the Date” postcard and sent it out to around a list of around 120 stakeholders in the seven counties that had been previously developed by District 2. After the postcard was mailed, MIG staff did follow-up phone calls with postcard recipients, focusing mainly on the east side counties, to solicit more names for the invitation list. An invitation postcard was then sent out in July 2008, to approximately 130 people and organizations. Examples of these postcards are shown in Appendix A.

District 2 staff then organized the contents of a workshop informational binder, secured speakers for the educational portion of the workshop, and developed a PowerPoint slide show. MIG received the workshop RSVPs, designed and printed the binder and its contents, designed the PowerPoint template, and took

care of meeting logistics. Together, MIG and District 2 developed a meeting strategy that involved an hour of presentations on bicycle plans, funding programs, and advocacy, followed by a buffet dinner and break-out group discussions that followed the format of a Discussion Questionnaire.

Because the workshops called for small group discussions with report-outs to the larger group, MIG staff trained five District 2 staff in the techniques of small-group facilitation and recording. This took place at the Lassen County offices in Susanville, just prior to the Susanville workshop.

The workshop agenda, which was the same for both workshops, is found in Appendix B, the PowerPoint slide show for the Susanville workshop is in Appendix C, the Discussion Questionnaire is in Appendix D, and a list of the contents of the workshop binder is shown in Appendix E.

Overall Workshop Results

At each workshop, after the first hour of educational presentations, participants working in small groups used the discussion questionnaire to explore a number of bicycle-related issues. What follows is a short summary of those discussions, highlighting what was common to both workshops. A later section features summaries of each of the separate workshops, and full transcriptions of the notes from the workshops were provided separately to District 2 staff.

To launch the discussion, participants discussed the components – both large and small – of a “bikeable community.” In both workshops, participants focused primarily on the idea of creating a safe and well-maintained bicycling system. Participants described a system that is a complete network, without gaps, connecting a variety of locations. Bicycling should be a travel choice on par with driving, walking, or taking transit in terms of safety and convenience. A bikeable community should also include supportive measures such as bike parking, water fountains, and restrooms. Finally, many participants stressed that the education of both drivers and bicyclists on courtesy and rules of the road is very important for a bikeable community.

Participants were asked to set funding priorities, based on the assumption that resources are not unlimited. The following statements describe the criteria participants used to set priorities. For example, some people mentioned that following existing bicycle plans, where they exist, would be the place to start. In both workshops, participants said that providing safe routes, particularly for children traveling to school, should be the highest priority, followed by filling gaps in the bicycle network. Susanville participants mentioned that improvements should always take all types of users into consideration – including youth, the elderly, and disabled persons. Redding participants talked about the idea of intermodal integration – making it convenient for people to put bicycles on buses,

for example, or creating paths that are for both bicycling and walking. Redding participants also thought that good-quality informational materials, such as bicycle maps and informational signage along trails and bike routes, should be a priority.

At each meeting, participants were asked to list examples of both good bicycling facilities and places where they believe there are deficiencies. These are listed in the sections on each workshop, and will be useful as models as this process goes forward.

When asked if they thought a bicycle partnership involving a broad variety of stakeholders could be useful for improving bicycling in the District 2 area, participants at both workshops were very positive, saying that this partnership could help local governments and other groups to --

- raise awareness and educate about bicycling
- identify problems and opportunities
- prioritize the use of available funding and advocate for new funding
- create enthusiasm and advocate for important projects
- bring together diverse interests to achieve common goals, and
- help with communication between the public, various groups, and decision-makers.

Most believe that there is power in numbers, and that a coordinated partnership is more effective than individual efforts. There were some comments about how there still need to be localized efforts as well as an overall District 2-wide partnership.

Finally, participants were asked to list groups or organizations that they feel should be included as stakeholders in a potential bicycle partnership in the District 2 area, beyond who was in attendance (see the workshop summary for that list). This list includes:

- U.S. Forest Service, State and National Parks
- Chambers of Commerce
- School Districts and PTA representatives
- Equestrians
- Prisons and other large employers (human resource staff)
- Elected Officials
- Economic Development Coordinators
- Religious Organizations
- Police/CHP/Fire/Emergency Services
- Health agencies
- Building industry (developers, contractors)
- Trucking industry

On the whole, despite the geographic differences in workshop location and the rural-urban differences of Susanville and Redding, our conclusion is that most participants expressed the same types of needs, desires, and ideas about bicycling and the bicycle transportation system. Should Caltrans continue to pursue the encouragement of a bicycle partnership in District 2, everyone should be aware that although there are differences between areas of the District, those who were present at these workshops expressed a unified desire for a safe and well-connected bicycle network that encourages bicycling by a diversity of users.

Next Step

The next step in this process will be to hold a third workshop, most likely in Redding, with previous attendees as well as new ones who have been identified as stakeholders. This third workshop, also sponsored by District 2, will be designed to facilitate the creation of a bicycle partnership in the District, and will focus on the practical steps needed to form the partnership.

Susanville Workshop Results - August 5, 2008

The Susanville workshop took place at the Sage Hen Restaurant in Susanville, in the back meeting room, from 4:00 pm to 7:00 p.m. There were 11 attendees, comprising two round tables, including representatives from the Bureau of Land Management, a Lassen County Supervisor, Lassen County Planning and Public Works, Lassen Lands Trails and Trust, City of Susanville Community Development, Modoc County Transportation and Public Works, Modoc County Planning, and a bicycle store in Susanville, the Bike Station.

The workshop began with a welcome and introduction by Nancy Kays of MIG, the meeting moderator, who then introduced Brenda Schimpf, Interim Director of District 2, who welcomed everyone on behalf of the District. She then turned it over to Tamy Quigley of District 2 who gave a presentation on the objectives of the workshop, and showed a brief welcome video made by Will Kempton, Caltrans Statewide Director, who emphasized the importance of bicycle planning to California. Tamy then introduced Jim Haagen-Smit, President of the California Bicycle Coalition, who spoke about bicycle advocacy. Next came Ian Howat of District 2, who spoke of the Safe Routes to School program, followed by Dave Moore, also of District 2, who gave a presentation on the Transportation



Enhancements program. Tamy Quigley then spoke about Bicycle Transportation Plans and the State Bicycle Transportation Account. Each speaker referred to reference materials in the workshop binder. The topics covered in the binder are found in Appendix E.



After the informational presentations and buffet dinner, Caltrans staff facilitated and recorded discussions at the two tables, following the Discussion Questionnaire. At the end of an hour of discussion, each small group had a representative report the main points of the discussion to the larger group. This was recorded in a wallgraphic by Jose Leal of MIG. The following are the summarized results of this discussion, combining flipchart notes, wallgraphic notes, and the

notes of individuals on their Discussion Questionnaire.

1. What are the components of a “bikeable community” – both large and small?

In answer to this question, participants mentioned safety as being the most important factor. They stressed that in order to create a safe environment, both drivers and cyclists must be educated on the “rules of the road,” and drivers must exhibit courtesy towards cyclists. The physical safety of the bike lanes and the need for a wide shoulder were also mentioned as important safety components.

Another important component discussed was connectivity. Participants said that in order to be successful, bike routes must have connectivity to home, work areas, shopping areas, schools, as well as to public lands and through subdivisions. Proper signage, bike maps and route maps showing this connectivity as well as the route’s safety level are also considered necessary.



In order to have a “bikeable community” biking needs to be promoted and encouraged as a lifestyle for all residents. The City can help by allowing more than two bikes on each bus, and by ensuring that all routes are up to appropriate safety and class standards.

2. Assuming that there will be limits to funding, how should bicycle improvements be prioritized?

Most participants agreed that projects should be prioritized according to the existing bicycle plan for the City. Focus should be on linking existing routes to trails and overall improvements to connectivity by creating a more complete network. Functionality and practicality, as well as improving the existing infrastructure’s ability to serve a diversity of users—such as elderly, disabled, and youth—were top priorities for several participants.

A couple participants put the acquisition of land as it becomes available—mainly subdivision and rail right-of-way—as a top priority. However, others were more interested in prioritizing according to immediacy of results in order to establish a higher visibility profile to the public. The Wendel-Susanville rail line was the only specific project mentioned as a priority.

3. What are good examples of bikeways in this area? Other places?

When discussing good examples of bikeways in the local area, the Bizz Johnson Trail was most often mentioned, as well as the Susanville Ranch Park trails. Skyline and the Skyline extension were also noted as good examples, specifically the gravel strip that separates the Skyline extension roadway and bike/pedestrian path. From the comments, it appears the most successful bikeways exhibit the highest levels of safety, aesthetics, and multi-user friendly design.

The Sacramento River bike path system in Redding is another successful bikeway and it was also mentioned that this is a good path for families and newer riders. It was noted that one of the challenges for the area is the upkeep on the River bike path. The Memorial Park Trail was also mentioned as successful.



Other notable bikeways in Northern California include the Tahoe Truckee River Trail, and the American River Parkway Trail.

Participants also noted bikeways in other states that they feel are successful. Places mentioned included Portland, OR, Anchorage, AK, North Shore, Oahu/HI, Klamath Falls, OR, Grand Junction, CO,

Durango, CO, Chico, CA, Seattle, WA, Washington D.C, Sun Valley, ID, and Jackson Hole, WY.

4. What places in your area are deficient in bikeways, and how?

Places that participants felt were deficient in bikeways or were in need of attention include some of the Highways such as 139, 299 and 36 West from Elks Lodge. In general, the highways were criticized for having sub-par shoulders or for needing wider shoulders. One participant complained of the inadequate shoulders in combination with a steep climb on Highway 139 from the hospital north to the summit.

Many participants felt that there are no safe routes to schools in several nearby towns—specifically Johnstonville and Janesville. In Janesville it was suggested that a safe route is needed to the school along Main Street. In Johnstonville they would like a safe route to school as well as a connection to Susanville.



Other areas mentioned were Main Street in Susanville, where it was suggested to remove the on-street parking in order to create a bike lane which would aid in sharing the road. One person requested that the Trails element of the 1990 Susanville General Plan be implemented and fully completed. Alturas was noted as being deficient in bikeways as well as Paul Bunyon Road, which has a lot of pedestrians and bikes and is in need of a Class I classification.

Overall, participants said that signage is needed in many areas. Also, one person said that it is important for cyclists to understand their impact on traffic.

5. Do you think a bicycle partnership can be useful for improving bicycling in the District 2 area? How could it help local governments and other groups get what they need?

All participants seemed to believe that a bicycle partnership would be useful for improving bicycling in the District 2 area. Some said there needs to be a partnership with the Counties and Caltrans—specifically noting Lassen, Modoc, and Plumas Counties. One person even noted that a partnership would improve the overall quality of life.

Participants were asked how they believe this partnership could help local governments and other groups get what they need and several said that it would help prioritize, especially for subdivisions, acquisitions, funding, and communication.



Some encouraged local activism, stressing the importance of the input of drivers, news articles, radio, campaigning, and bringing into play different user groups to motivate legislators. User groups such as commuters, truckers, and cyclists were encouraged to work together especially on maps and coding of bikeways and trails. Participants also noted that the Lassen Land and Trails Trust already coordinates regular monthly meetings of trail advocates to help keep moving the trail agendas forward.

6. *Who should be involved in addition to who's here tonight?*

- Chamber of Commerce
- Susanville Area Bicycle Assoc. (SABA)
- Local bike shop owners
- Cattlemen/Farm Bureau
- Lassen Land and Trails Trust
- School Districts
- Equestrians
- Almanor Basin
- Prisons (major employer)
- Public Health
- Elected officials
- Bureau of Land Management
- US Forest Service
- Lassen County
- Sierra Nevada Conservancy

7. *Would you be willing to join this partnership?*

This question received an overwhelmingly positive response. No one was opposed to joining the partnership.

8. Other comments:

Several Susanville participants expressed that they would like to see an east side bicycle partnership in addition to a west side partnership, given the large size of District 2 and the distance between the two sides of the District.

“New’ group without other agenda”

“We need to continue to support trails work done by Lassen County Trails Coordinator and by Lassen land and Trails Trust. Please help guide both groups to seek funds to trails work and staff to manage those projects.”

“It was a wonderful workshop! Our discussion was too lively for me to write ideas down here. I very much want to be involved with further discussions and workshops!!! Please keep me in the loop.”

Redding Workshop Results – August 7, 2008

The Redding workshop was held at the McConnell Foundation’s Lema Ranch meeting facility in Redding, from 4:00 to 7:00 p.m. There were 42 attendees, comprising six tables. Attendees included representatives from UDEI-BLM, Injury Prevention Coalition, Redding Mountain Bikers, People of Progress, City of Redding Planning, Community Services, and Traffic Operations, Trinity County Transportation Commission, bike shops (Hermit’s Hut, the Bike Shop, Chain Gang Bike Shop and We Ski II Velo), Shasta Wheelmen, City of Yreka Public Works, Trails and Bikeways Council of Greater Redding, Intermountain Injury Prevention Coalition, Redding School District, Healthy Shasta, Shasta Driving School, Turtle Bay Exploration Park, Mt. Shasta Planning Commission, Shasta College, Shasta County Public Health, McConnell Foundation, Shasta County Regional Transportation Planning Agency, and a few non-affiliated interested individuals.



As in Susanville, the Redding workshop began with a welcome and introduction by Nancy Kays of MIG and a special welcome by Brenda Schimpf, Interim Director of District 2. Tamy Quigley of gave a presentation on the objectives of the workshop, and showed the video made by Will Kempton. Tamy then introduced KC Butler, Executive Director of the California Bicycle Coalition, who spoke about bicycle advocacy. Next came

Ian Howat of District 2, who spoke of the Safe Routes to School program,

followed by Kelly Zolotoff, also of District 2, who gave a presentation on the Transportation Enhancements program. Tamy Quigley then covered Bicycle Transportation Plans and the Bicycle Transportation Account and introduced Pam Gluck, the Executive Director of American Trails, a nationwide advocacy organization. Again, the topics covered in the presentations were found in the workshop binder, the topics of which are listed in Appendix E.

Following the same format as the Susanville workshop, after the informational presentations and buffet dinner, Caltrans staff (with an extra person to help) facilitated and recorded discussions at the tables, following the Discussion Questionnaire. At the end of an hour of discussion, each small group had a representative report the main points of the discussion to the larger group. Again, this was recorded in a wallgraphic by Jose Leal of MIG. Since there was extra time at the end of the report-outs, Nancy Kays facilitated a general discussion with the whole group on whatever they wished to discuss about bicycle transportation or their thoughts on what they had heard during the evening.



The following are the summarized results of the small and large group discussions, combining flipchart notes, wallgraphic notes, and the notes of individuals on their Discussion Questionnaire.

1. What are the components of a “bikeable community” – both large and small

When discussing what makes up the components of a “bikeable community”, participants were clear that having clean, safe bike lanes that are wide enough and separate from cars was a very important factor. It was stressed that in order to create a bicycle friendly environment, education is important for both drivers and cyclists to increase awareness. In a bikeable community, cyclists should experience no harassment from motorists and there should be more stringent law enforcement for bicycle/vehicular collisions. Participants stressed the importance of traffic lights and bicycle friendly sensors at the intersections.

Several participants also felt strongly about having supporting amenities available to cyclists, including bike racks, bike locking ability, water fountains, and rest facilities. Many felt that convenience for users is a key component to a bikeable community.

Another important component discussed was connectivity. Participants stated that in order to be successful, bike routes must have a well designed and safe infrastructure with plenty of opportunities to ride a bike. It must be possible to



ride from home to work areas, shopping areas, schools, as well as over bridges, and short cuts through fields. Proper signage, bike maps and route maps showing this connectivity are also necessary. Overall, participants wanted to encourage bicycling, promoting that it is easier to go by bike than by car.

In order to have a “bikeable community” biking needs to be promoted and encouraged as a

lifestyle for all residents—keeping the mindset, “it is easier to go by bike than by car.” The city can help by allowing more bike racks on the buses, and by ensuring that all routes have appropriate lighting. Also, keeping in contact with government and promoting mass-transit and cycling options as employee incentives are other important components of a “bikeable community.”

2. Assuming that there will be limits to funding, how should bicycle improvements be prioritized?

Safety was a major priority among participants. They emphasized children’s safety and encouragement, hoping to get them into the habit of riding early to create a generation of riders. Safe routes to school, routes through the city from end to end, and overall better connectivity is a priority. Participants advocated for a better, more integrated plan for automobiles, bicycles, and pedestrians, emphasizing the need for equality between these modes of transportation. One person stated that better maintenance of existing shoulders is a priority over widening or creating new shoulders.

Many stated that it is important to have printed information and materials—such as maps, areas to bike, and “tough” areas where there is a narrower shoulder—as well as appropriate signage along routes. Several participants advocated for better education at every level, including: Planners (to create uniform planning standards), general public, pedestrians, motorists, cyclists, and students (7-12, to learn the rules of the road for cyclists and drivers). Bike racks, suitable for locking bicycles to, were requested as an amenity needed at schools and shops.

One participant said that “priorities in connectivity are already defined in City’s mapping” while another emphasized the importance of defining commuting versus recreational cycling, stating that “many stop at recreation with no thought

of usage for commuting.” Several participants suggested that funding for these improvements should be obtained from grants and various service clubs.

3. What are good examples of bikeways in this area? Other places?

When discussing good examples of bikeways in the local area, there were several routes that received many mentions. One of these was the Sacramento River Trail system, noted specifically as a large feeder trail with good accessibility, parking, and suitable for multiple uses. Dana to Downtown was another successful bikeway that was noted for its good connectivity. Other bikeways that participants often noted as successful include the Rail Trail, Hornback Trail, Sacramento Ditch Trail, Shasta View, the Blue Gravel Travel Trail in Buena Ventura, westside trails above Mary Lake, Hartnell, Lake Boulevard, and 299 East. Placer west of Buena Ventura was noted for its decent shoulder. One person preferred the outskirts of Redding because there is less traffic and another noted the potential of the Parkview/Park Marina trail, once completed. Mule Mountain was mentioned specifically because of its good connectivity from Redding to Whiskeytown, usability by all levels, and privacy.

Participants also mentioned good bikeways Siskiyou County, Marin County (because the routes are ranked), the Bizz Johnson Trail in Lassen County, the American River Trail in Sacramento, and bikeways in Chico, Arcata, Davis, Berkeley, and the San Francisco Bay Area. Examples outside of California include Portland, Eugene and Ashland, OR, the Olympic Peninsula, and Europe.



One participant said “all bike trails” are successful, while another said there are “not many, except for dedicated bike trails.” One person felt that “no developer wants to put in trails and the city does not force them.”

4. What places in your area are deficient in bikeways, and how?

Places that participants felt were deficient include Placer Road, Old Oregon Trail, Old Alturas, Court Street in Downtown, Rancho Road, Bear Mountain Road, and roads around Whiskeytown Lake. Areas such as Hilltop and Buena Ventura were generally criticized for having a lack of lanes, as well as SR 299 for having no lanes from Placer to Eureka. Several participants complained about the limited

crossings on freeways and over rivers, especially noting areas near bridges: Trinity Center to Highway 3 and access to the Sundial Bridge.

Other areas mentioned were Highway 273, Highway 36 near Lassen, and Highway 44 to Lassen. One participant commented that at the Breslauer and 273 intersection, the light does not pick up bicyclists and you must “cross traffic to activate the crosswalk, cross on the wrong side, and then cross traffic again to get back onto the correct side.”



Many participants were very critical of the bikeways in the area. Several people agreed that “most everywhere” is deficient, and one person felt very strongly that “ALL” areas are deficient. One participant said that Redding’s overall connectivity needs to be improved and that major centers where people

congregate need attention. Another participant commented that a deficiency is that new subdivisions are not connected to one another with bikeways



Lastly, it was noted that many areas do not get the attention they require. An example was given about street sweeping in downtown Redding, criticizing that they either don’t sweep at all or they end up sweeping into the bike lanes creating a hazardous route.

5. Do you think a bicycle partnership can be useful for improving bicycling in the District 2 area? How could it help local governments and other groups get what they need?

All participants seemed to believe that a bicycle partnership would be useful for improving bicycling in the District 2 area. Participants said there needs to be a consistent voice in order to encourage a partnership. They commented that a partnership would raise awareness, identify problems as well as opportunities for improvement, help with how to deal with maintenance, focus on common goals, and prioritize where funding should go. Several people also mentioned that a partnership could improve communication, possibly improve bicycle connectivity, and identify various funding sources for infrastructure.

Communication was seen as an important factor—particularly communication with legislators and between groups. Also several people noted that a website for information sharing would be helpful. Community support was encouraged to gain power in numbers, show the benefits to the non-biking community, and to urge local governments to act on opportunities.

All participants seemed to believe that a bicycle partnership would be useful for improving bicycling in the District 2 area. Participants said there needs to be a partnership with the Counties and Caltrans. One person even noted that a partnership would improve the overall quality of life.

When asked how they believe this partnership could help local governments and other groups get what they need, several people said that it would help prioritize, especially for subdivisions, acquisitions, funding, and communication. Some



encouraged local activism, stressing the importance of automobile input, news articles, radio, campaigning, and bringing into play different user groups to motivate legislators. Different user groups such as commuters, truckers, and cyclists were encouraged to work together especially on maps and coding of bikeways and trails. One participant noted that a partnership would only be effective if it was localized—there cannot be just one partnership for all of District 2.

Another emphasized the importance of creating informed roadway users—motorists, bicycles, and pedestrians—through education.

6. Who should be involved in addition to who's here tonight?

- US Forest Service
- Engineers
- Chamber of Commerce
- Economic Development Coordinator
- Staff/Legislators – State, County, City
- Large employers
- Human resource contacts of large employee firms (consider benefits program for alternative commuting)
- School districts
- Parent Teacher Associations (PTAs)
- City and County planners
- Media

- Religious organizations
- Police/CHP
- All law enforcement agencies, local, state, and federal
- Public safety – CHP, CALFIRE, USFS, RPD
- Bicycle clubs
- Bicycle shops
- Health agencies/emergency services
- Emergency service providers
- Local contractors
- Redding Area Bus Authority
- RTPA – Regional Transportation Planning Agency
- National Parks, State Parks
- Shasta Builders exchange
- Trucking industry
- People anti-road bikes, for perspective
- Whiskeytown NRA
- Bureau of Land Management
- Healthy Shasta
- EMS
- You only need a few people – this group is OK.

7. *Would you be willing to join this partnership?*

This question drew an overwhelming positive response. No one was opposed to joining the partnership.

8. *Other comments:*

“Need to decide scope of connection with Caltrans – i.e. what role does Caltrans want to serve?”

“We need something such as bike awareness workshops that target businesses and schools, discussing the rules, how to maneuver through the city and on the roads and to discuss incentives that work can provide (showers, bike racks, lockers, etc). It could possibly get companies to have bike to work days and start getting people out there.”

“Cyclist would be better educated if law enforcement would move the cyclist up on the priority list for issuing citations.”

“I would like to consider possibly starting a cycling “club” on campus and promoting cycling to students. Perhaps they can get involved in projects in the community.”

“Higher focus on accessibility/safety for lower income areas who may have to rely on bicycles in the near future. Also family housing areas have more vehicle trips – so to reduce global warming – focus could be on multifamily housing areas. Contests for kids to ride to school often.”

PROJECT STAFF

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APPENDICES

- A. Save The Date and Invitation Postcards**
- B. Workshop Agenda**
- C. Slide Show**
- D. Discussion Questionnaire**
- E. Workshop Binder Contents**

APPENDIX A

SAVE THE DATE AND INVITATION POSTCARDS

save the date! **august 5 or 7**



You're invited to an important inaugural meeting
with others who believe in the value and promise of
bicycling in Northeastern California!

You're invited to a dinner workshop to help get the wheels turning! Learn how Caltrans supports bicycling the District 2 area, which serves Lassen, Modoc, Plumas, Shasta, Siskiyou, Tehama and Trinity Counties, and what can be done to make improvements. This is a great opportunity to:

- Join a new coalition of bicycle interests
- Learn about funding sources
- Hear from bicycle transportation experts
- Give us your vision of a great bicycling system
- Learn about writing a Bicycle Transportation Plan

Join the discussion!

Tuesday, August 5, 2008 | 4:00 p.m. to 7:00 p.m.

Sage Hen Restaurant, Susanville

Thursday, August 7, 2008 | 4:00 p.m. to 7:00 p.m.

McConnell Foundation - Lema Ranch, Redding

You will receive an invitation before this free event with details. Spaces are limited. Please RSVP for one date only after you receive the invitation.

Questions? Contact Nancy Kays at MIG, Inc. at (530) 753-9606 or nancykays@migcom.com.

Caltrans District 2
P.O. Box 496073
Redding, California
96049-6073

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you are invited! august 5 or 7



You're invited to an important inaugural meeting
with others who believe in the value and promise of
bicycling in Northeastern California!



You're invited to a dinner workshop to help get the wheels turning! Learn how Caltrans supports bicycling in the District 2 area, which serves Lassen, Modoc, Plumas, Shasta, Siskiyou, Tehama and Trinity Counties. We are looking forward to working together with you to improve the bicycle transportation system! This is a great opportunity to:

- Join a new coalition of bicycle interests
- Learn about funding sources
- Hear from bicycle transportation experts
- Give us your vision of a great bicycling system
- Learn about writing a Bicycle Transportation Plan

Join the discussion!

Tuesday, August 5, 2008 | 4:00 p.m. to 7:00 p.m.

Sage Hen Restaurant
2945 Riverside Dr., Susanville

Thursday, August 7, 2008 | 4:00 p.m. to 7:00 p.m.

McConnell Foundation - Lema Ranch
800 Shasta View Dr., Redding

This is a free event, but spaces are limited. Please RSVP for one date only by contacting Nancy Kays at MIG, Inc. Email nancykays@migcom.com or call 530-753-9606. Please let us know if you are representing a group or agency.

Caltrans District 2
P.O. Box 496073
Redding, California
96049-6073

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APPENDIX B
WORKSHOP AGENDA

Building a Bicycle Transportation Partnership



august 2008

SUSANVILLE – August 5, 4:00 – 7:00 p.m., Sage Hen Restaurant
REDDING – August 7, 4:00 – 7:00 p.m., McConnell Foundation-Lema Ranch

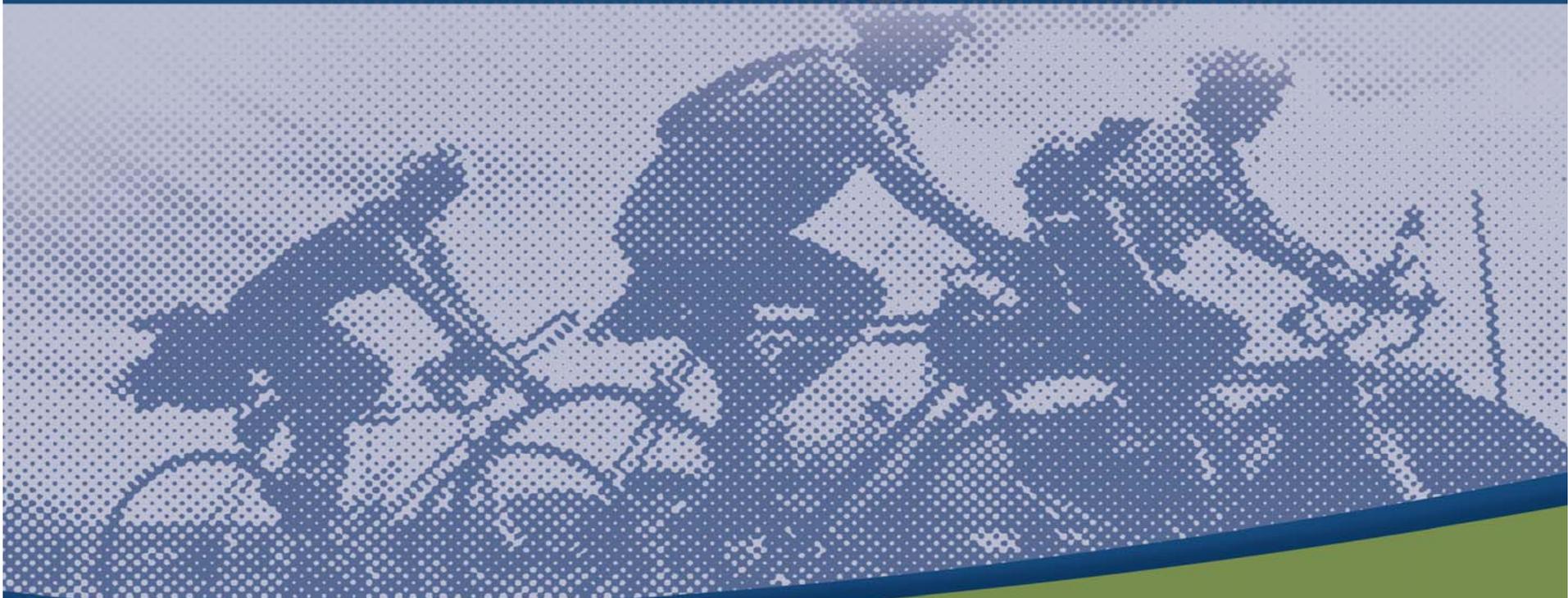
AGENDA

- | | |
|-------------------------|--------------------------------------|
| 3:30 – 4:00 p.m. | Sign-in |
| 4:00 – 5:00 p.m. | Welcome and Presentations |
| 5:00 – 5:15 p.m. | Dinner Buffet |
| 5:15 – 6:15 p.m. | Small Group Breakout Sessions |
| 6:15 – 6:45 p.m. | Report Outs from Small Groups |
| 6:45 – 7:00 p.m. | Next Steps |

APPENDIX C

SLIDE SHOW

Building a Bicycle Transportation Partnership



august 5, 2008
Susanville

august 7, 2008
Redding





Welcome

Tamy Quigley
Bicycle Coordinator
Caltrans D2 Office of System Planning

Workshop Objectives

Why Bicycle ?

There is a growing need and responsibility to provide options that give people the opportunity to bike – to bike more often, to bike more places, and to feel safe while doing so

Why are we here ??????



- Welcome and thank all of you for being here
- We want to hear from you
- Join forces and be heard
- It matters to communicate
- Becoming an advocate
- Continue to network and partner
- Educate
- Outcome

Welcome



Jim Haagen-Smit, President California Bicycle Coalition

Jim has spent many years working to advance mountain biking as a way to encourage bicycling for all purposes.

Building a Bicycle Transportation Partnership



Welcome

Ian Howat, P.E.

Caltrans Office of Local Assistance

Presenting

Safe Routes to School Programs

Building a Bicycle Transportation Partnership



Welcome

Dave Moore, Office Chief
Caltrans Office of Advance Planning

Presenting
Transportation Enhancement Programs

Building a Bicycle Transportation Partnership



Welcome

Tamy Quigley
Bicycle Coordinator
Caltrans D2 Office of System Planning

Presenting
Bicycle Transportation Plans
Bicycle Transportation Account

Building a Bicycle Transportation Partnership

Typical Bicycle Transportation Plans include:

- City Bicycle Transportation Plans
- County Bicycle Transportation Plans
- Regional / Countywide Bicycle Transportation Plans



City, County, or Regional / Countywide Bicycle Transportation Plans

Whether you are preparing a city, county or regional countywide Bicycle Transportation Plan in order to establish eligibility for BTA funding all plans must include the same criteria --- Streets and Highways Code Section 891.2 items a. through k. as they pertain to the appropriate jurisdiction.



Bicycle Transportation Plan Format

Local agencies have successfully employed various approaches to ensuring their plans address the required elements and that the location of the information is apparent to the reviewer.

BTP Plan Format con't

- Mirroring items a. – k. in the plans Table of Contents (especially if the sole purpose of the BTP is to qualify for BTA funding.)
- Adding a supplement that focuses on items a. – k. (some agencies have employed a question and answer stating the elements and responding with the applicable discussion).
- Including a page that identifies the locations in the plan where the reviewer will find discussions of the required elements.

BTP Approval Process

*** Adoption***

Following development of BTP the city or county intending to use the plan to establish BTA eligibility must adopt the plan through their local governing board or council.

BTP Approval Process



*** RTPA Approval***

Following adoption of a plan, the city or county sends the plan to the appropriate Regional Transportation Planning Agency (RTPA) for approval. RTPA approval consists of verifying the plan to be in compliance with Section 891.2 and the Regional Transportation Plan.



BTP Approval Process

*** Caltrans Approval***

Following RTPA approval, the local agency submits the plan, resolution adopting the plan, and RTPA letter of approval to the Bicycle Facilities Unit (BFU) at Caltrans headquarters for review and approval.



BTP Approval Process

*** Regional / Countywide BTP***

RTPA's may submit a Regional / Countywide plan to the BFU for review and approval. The county and cities in the county intending to use the plan developed by the RTPA to establish eligibility for BTA funds must adopt the plan as their own through their local governing board or council.



BTP Approval Process

Adoption of BTP

Cities and counties may adopt BTP's any time during the year and submit them to the Caltrans Bicycle Facilities Unit for approval prior to, or concurrently with the BTA application deadline which is typically the first working day in December.



BTP Approval Process

Caltrans Role

The Caltrans BFU role is to ensure that the local agency has adopted the BTP and that the appropriate RTPA has approved the BTP. During the BTA application review process, the BFU will ensure projects are included in a BTP.

Additional Information

Please note – eligible BTA projects must be listed in a BTP. Referencing goals and policies does not fulfill the project listing requirement. For example,

1. Construct a Class II bikeway on Ash Avenue from Dome Drive to Lava Lane;
2. Purchase and install bicycle / pedestrian lighting along the Cinder Cone Class I bikeway from Street A to Street B
3. Develop a bicycle commuter route map covering the vicinity of the City of Today in the County of Tomorrow.



BTP adoption = 5 consecutive BTA funding cycle

If the BTP is adoption in 2008 and submitted December 1, 2008 with an application for 2009/2010 BTA funding it would establish eligibility for state fiscal years 2009/2010 through 2013/2014 funding cycles. The state fiscal year begins on July 1 and ends June 30 the following year.



Caltrans District 2 Staff

BTP coordination – Regional Planning staff and
Tamy Quigley 225-3478

BTA coordination – Wendy Paquin 225-2735

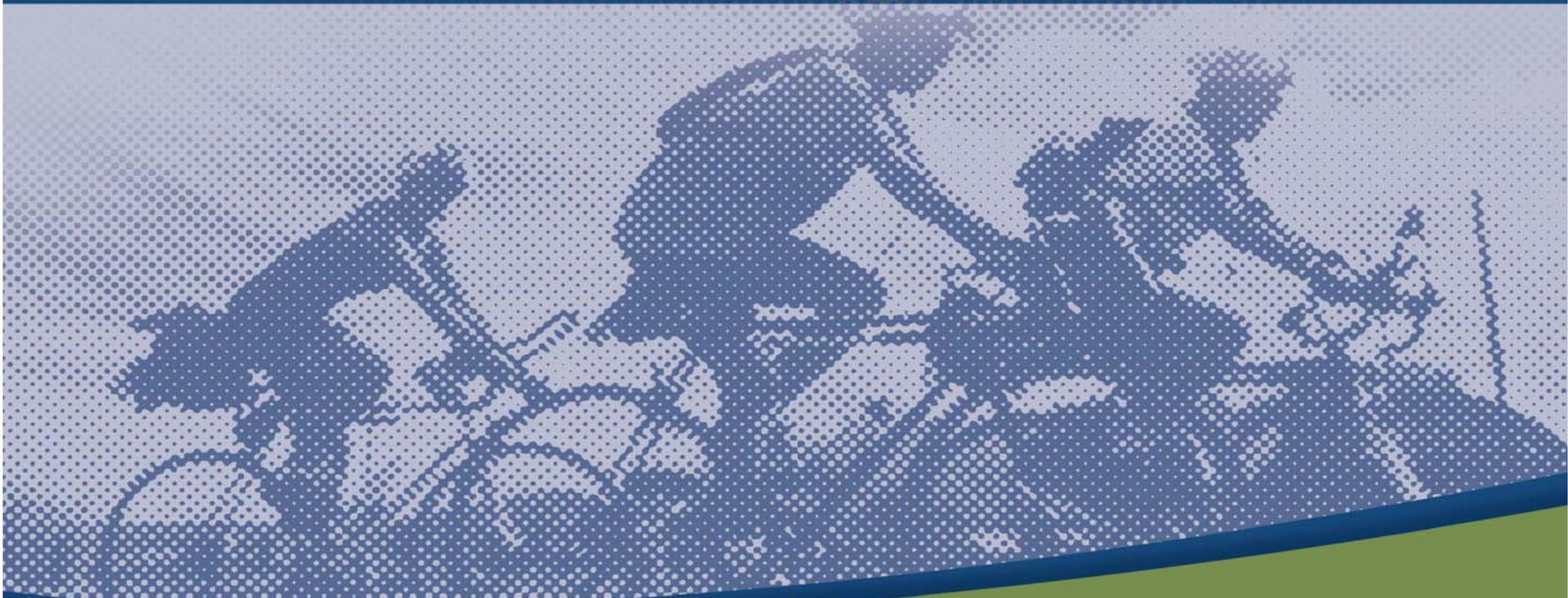
Caltrans HQ Staff

BTP & BTA coordination – Ken McGuire (916) 653-2750

David Preibe (916) 653-0036

All e mail is firstname_lastname@dot.ca.gov

Building a Bicycle Transportation Partnership



august 5, 2008
Susanville

august 7, 2008
Redding



Bicycle Transportation Account

The BTA provides state funds for city and county projects that improve safety and convenience for all bicycle users.

Applicants

- Cities and counties
- A city or county may apply for funds on behalf of another agency that is not a city or county

Program Eligibility

- Prepare and adopt a Bicycle Transportation Plan (BTP)
- Streets and Highways Code Section 891.2 Compliance
- Regional Transportation Planning Agency Approval
- Caltrans Bicycle Facilities Unit Approval
- BTP adoption establishes eligibility for five consecutive BTA funding cycles

Program Categories

- Bikeways
- Bicycle parking
- Bicycle racks on public transit vehicles
- Traffic control devices
- Safety improvements on existing bikeways
- Planning
- Improvements and maintenance on existing bikeways

Funding Considerations

- The BTA provides \$7.2 million in state funds, per Streets and Highways Code Section 2106
- The funds must be encumbered within the fiscal year of appropriation. The funds are then available for expenditure during the succeeding two fiscal years

Funding Criteria

- Local Agencies must provide a minimum 10 percent match – based on the total project cost
- No applicant shall receive more than 25 percent of the total amount allocated to the BTA in a single fiscal year
- The local match may come from any source except the BTA

Schedule

- Each year HQ sends a memo about the upcoming BTA cycle to the Districts
- The Districts forward the information to all cities and counties within their jurisdiction
- Local agency applications and BTP's are typically due to Caltrans District Local Assistance offices the first working day of December each year

Local Agency Role

- Prepare & adopt a BTP
- Prepare a BTA application
- Submit application to DLAE
- Execute Local Agency – State Agreement
- Implement project
- Submit invoices
- Progress invoices to BFU throughout 3 year project
- Final invoices to DLAE by April 1 of the 3rd year

Regional Agency Role

- Review and Approve BTP
- Some regional agencies prepare a regional BTP & request local agency sponsorship of BTA applications
- Some regional agencies prioritize BTA projects

District Role

- Forward BTA solicitation package to local agencies
- Review BTA applications per criteria
- Forward BTA applications, BTP's, District BTA evaluation form and ranking of projects to HQ BFU by the first week in January
- Inspect project & process final invoices
- Respond to inquiries

Headquarters Role

- Request District solicitation of BTPs & BTA applications
- Review BTPs and log BTA applications into database
- Convene BTA Committee
- Forward recommended list of BTA projects to HQ management for selection of projects
- Process Local Agency – State agreements
- Process progress pay and review final invoices
- Respond to all inquiries

References

- Funding – S&H Code Section 2106
- Bicycle Transportation Act - S&H Code Section 890 – 894.2
- Local Programs Procedures Guidelines – Chapter 21
- Highway Design Manual Chapter 1000
- Division of Local Assistance web site
<http://www.dot.ca.gov/hq/LocalPrograms/>



Welcome

Tamy Quigley
Bicycle Coordinator
Caltrans D2 Office of System Planning

Presenting
Additional Funding Sources

Building a Bicycle Transportation Partnership

Additional Funding Sources

- **Bikes Belong** – REI / Bicycle Friendly Communities Grant Program. Works to put more people on more bikes more often. Concentrated efforts include Federal Policy and Funding, Community Grants and Promoting Bicycling.
- **California State Parks** – Planning Division, Parks and Recreation
- **Rails to Trails** – Strategies for trail development and funding
- **American Trails** – Building trails across America

APPENDIX D
DISCUSSION QUESTIONNAIRE

5. Do you think a bicycle partnership can be useful for improving bicycling in the District 2 area? How could it help local governments and other groups get what they need?

6. Who should be involved in addition to who's here tonight?

7. Would you be willing to join this partnership?

8. Other comments:

Name_____

Organization_____

APPENDIX E
WORKSHOP BINDER LIST

INFORMATIONAL BINDER CONTENTS

AGENDA

WEB REFERENCES

- California Bicycle Coalition
- Legislation
- Programs
 - Safe Routes to School
 - Transportation Enhancements
 - Bicycle Transportation Account
 - Bicycle Transportation Plans
- Additional Funding Programs
 - Bikes Belong Friendly Communities Grants
 - California State Parks
 - California Parks Grants Division
 - American Trails

CALIFORNIA BICYCLE COALITION

- Current Legislation
- About the California Bicycle Coalition
- Who Rides Bicycles – And Why More People Should
- Safety Risks to people Who Ride Bicycles for Transportation
- CBC and the Complete Streets Movement
- Bicycling and the Economy
- The Active Outdoor Recreation Economy, Pacific Region – Economy

SAFE ROUTES TO SCHOOL

- California's Two Safe Routes to School Funding programs
- Cycle 2 SRTS Estimated Apportionments

TRANSPORTATION ENHANCEMENT

- Fact Sheet

BICYCLE TRANSPORTATION ACCOUNT

- Fund it. Build it. Bike it!!
- BTA PowerPoint slide show
- BTA sample project application

BICYCLE TRANSPORTATION PLANS

- BTP PowerPoint slide show
- BTP Checklist
- Streets and Highways Code on BTPs
- Excerpt from City of Gridley Bicycle Plan
- Excerpt from City of Santa Cruz Bicycle Transportation Plan 2004

RESOURCES

- 10 Strategies for Effective Bicycle and Pedestrian Advisory Committees
- Acquiring Resources
- Advocacy Groups
- Basics of Bicycle Advocacy
- Rails-to-Trails Building Partnerships
- Forming, Sustaining & Growing a Bicycle Advocacy Organization
- REI/Bicycle Friendly Communities Grant Program
- Bicycle Friendly Communities
- California State Parks Planning Division, Park & Recreation Technical Assistance
- Rails-to-Trails Successful Strategies for Trail Development Workshop

BICYCLE WORKSHOP DISCUSSION QUESTIONNAIRE

BIKEABILITY CHECKLIST