



ACTIVE TRANSPORTATION PROGRAM – TECHNICAL ADVISORY COMMITTEE  
MEETING MINUTES

November 21, 9:00 a.m. – 4:00 p.m.  
California State University, Sacramento Modoc Hall –  
6000 J Street, Sacramento, CA 95819

Attendance: Ali Doerr-Westbrook, Anja Aulenbacher, Ariana zur Nieden, Axel Santana, Bill Sadler, Claire Filesler, Cory Wilkerson, David Ripperda, Desiree Fox, Dillon Fitch, Edward Frondoso, Elika Changizi, Emily Abrahams, Esther Rivera, Gary Gutierrez, Jacob Lieb, Jaime Espinoza, Jeanne LePage, Jesse Gothan, Jesse Rosemoore, Jonathan Matz, Justin Wong, Keith Williams, Kendee Vance, Kenneth Kao, Kevin Shafizadeh, Laura Garwood, Laurie Waters, Linda Khamoushian, Mary Hartegan, Maura Twomey, Meredith Lee, Miguel A. Vasquez, Morgan Gunner, Nelson Bellesheim, Nicholas Mueller, Philip Chu, Roberta Jensen, Stephen Manganiello, Summer Lopez, Teresa McWilliam, Victoria Custodio

Attendance by Phone: Aaron Hoyt, Kevin Jensen, Marc Mattox, Melanie Mullis, Oona Smith, Richard Rendon, Tony Dang

TOPIC	SPEAKER
<p>Action Item Follow-Up:</p> <p>Gary will craft a general term for the charter applying to all members saying that members will recuse themselves if there could be a potential conflict of interest. There will be a footnote on the sign-in sheet. He will develop that language and send it out to all members prior to the next TAC meeting. If there is feedback, he'll bring that to the committee; if there is not, we will adopt the charter.</p> <p>UC Berkeley is seeking participation in one-time applicant focus groups, an evaluator focus group, and a cost-benefit project TAC. They will send out information for people to share.</p> <p>Dillon Fitch will provide an update on the cost-benefit tool in 2020 or 2021.</p> <p>Laurie Waters would like people to participate in the symposium planning committee.</p> <p>Anja Aulenbacher will send out data on applicants who used a regional definition for DACs last cycle: the statistics, the definitions, and the success rates.</p> <p>The minutes will be shared with the larger workgroup.</p>	<p>Gary Gutierrez</p>
<p>CTC Updates:</p> <p>CTC Cycle 5 ATP workshop kick-offs began. Upcoming workshop dates will be listed on the CTC website.</p>	<p>Laurie Waters</p>

<p><u>Caltrans Updates:</u></p> <ol style="list-style-type: none"> <li>1. <u>Reporting:</u> Program reporting to the Commission will be semiannual, but project reporting will be quarterly. Caltrans is still improving the CalSMART reporting tool. Progress reports were due November 15, with a compliance rate of 94%. The next reports will be due January 31.</li> <li>2. <u>Walk and Bike TAC:</u> The Complete Streets project on the state highway system is underway with the Walk Bike TAC. Updates to guidance will soon be open for public comment and will be shared with TAC and member agencies. They received an update from bike and ped coordinator district 4 and an update on their pedestrian plan.</li> <li>3. <u>Active Transportation Resource Center (ATRC):</u> The new ATRC website is live: <a href="http://caatpresources.org">http://caatpresources.org</a> Reminder: ATRC and FHWA Trainings contact the ATRC to schedule: <a href="mailto:atrc@csus.edu">atrc@csus.edu</a>. Contracts currently underway include: UC Berkeley (enhancements to the TIMS tool), SCAG (statewide count guidance and database). Automated loan program is being finalized, pilot programs have already been launched. Upcoming contract: ATP DAC technical assistance (TA) entailing training and capacity-building, data collection, and guidance on developing an application for ten selected communities including at least one tribal government. Contract finalization and work will begin in December 2019 - January 2020. Next NI workshop on December 11<sup>th</sup> in Marysville (D3)</li> </ol>	<p>Mary Hartegan</p> <p>Ali Doerr-Westbrook</p> <p>Emily Abrahams</p>
<p><u>Benefit Cost Tool, UC Davis</u></p> <p>Benefit Cost Tool project kick-off began in November. Project looks at broad concepts of estimation, behavioral change, and equity to gauge a quantification of the benefits of ATP projects. Timeline is estimated at almost two years. There will be a TAC for this project with quarterly meetings to vet the project. Tool should be ready for ATP Cycle 6 in 2022.</p>	<p>Dillon Fitch</p>
<p><u>ATP Symposium Debrief</u></p> <p>A fact sheet with data from the symposium surveys was created and dispersed. Symposium was successful despite challenges. Symposium had a total of 300 participants. Most attendees felt they learned good information, and most rated the event 'very good' or 'excellent'. Symposium received good feedback with a lot of interest for future events. Received 81 post event surveys.</p>	<p>Laurie Waters</p> <p>Summer Lopez</p>
<p><u>ATP Cycle 5 Workshop Kick-Off Feedback and Discussion:</u></p> <p>Two kick-off meetings have occurred in Sacramento and in LA. Workshops throughout the state will begin in December. TAC group identified areas for revision on the application. CTC is looking to add a "quick-build" component as an eligible project. CTC is looking to further define Tactical Urbanism for Cycle 5.</p>	<p>Laurie Waters</p>

<p>TAC discussed the Disadvantaged Communities Definition with no resolution to what will be listed on the application. CTC staff will propose something and take it to the workgroup to make a decision.</p> <p>TAC discussed the review process and possible solutions for a new review style. The option presented are:</p> <ol style="list-style-type: none"> <li>1. Status quo (continue the current two-person team review)</li> <li>2. Adding a third person to each team</li> <li>3. Have a 5-10-person review committee to review all applications in the state.</li> </ol> <p>TAC came to conclusion that there are key issues with review process: not enough comments and evaluators not understanding the project areas. CTC will be looking to improve the current process without too much change.</p>	
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