



ACTIVE TRANSPORTATION PROGRAM – TECHNICAL ADVISORY COMMITTEE
MEETING MINUTES

DATE: Thursday, February 13, 2020

TIME: 9:00 a.m. – 3:00 p.m.

LOCATION: California State University, Sacramento
Modoc Hall - 6000 J Street, Sacramento, CA 95819

Attendance: Laurie Waters, Jaime Espinoza, Gary Gutierrez, Emily Abrahams, Nelson Bellesheim, Elika Changizi, Phillip Chu, Morgan Cunneen, Claire Gallogly, Desiree Fox, Edward Frondoso, Victoria Custodio, Mary Hartegan, Aaron Hoyt, Katie Jackson, Roberta Jensen, Anika, Jesi, Kenneth Kao, Hannah Keyes, Linda Khamoushian, Meredith Lee, Jeanne LePage, Summer Lopez, Stephen Manganiello, Marc Mattox, Teresa McWilliam, Savannah North, Meghan Pedroncelli, Marsie Rosenberg-Gutierrez, Oona Smith, Kevan Shafizadeh, Tim Sobelman, Maura Twomey, Cory Wilkerson, Keith Williams, Justin Wong, Dancy Yang, Ariana Zur Nieden

Attendance by Phone: Sarkes Khacheck, Esther Rivera, Melanie Mullis, Patricia Chen, Laura Cohen, David Ripperda, Kevin Jensen

Key Decisions and Action Items:

- The TAC voted not to have plans be a mandatory part of every project.
- The next meeting is April 8.
- Laurie Waters needs good pedestrian resources from Jonathan Matz and others
- Future updates on the CAT Plan will be given to receive policy/guidance recommendations

TOPIC	SPEAKER
<p>Action Item Follow-Up:</p> <p><i>Organizational Chart Updates</i> The organizational chart has been updated as well as the sign in sheet (with an asterisk regarding conflicts of interest). By signing the sheet, you are indicating that you will recuse yourself if there is a conflict of interest.</p> <p>Jaime Espinoza is the new Co-Chair of the ATP TAC alongside Laurie Waters</p> <p><i>Charter Updates</i> Charter is finalized and updated and can be found on the website.</p> <p><i>Caltrans Update</i> The ATP Chapter is being rewritten and updated and will be combined with all state programs into one chapter. It will be ready midyear.</p>	<p>Jaime Espinoza</p>
<p>CTC Updates:</p> <p>About 12 workshops have been held (two kick-offs, some central, and branch). Please see CTC website for dates and workshops. Recently held a Central workshop focused on a Project Study Report (PSR) equivalency.</p>	<p>Laurie Waters</p>

Guidelines Updates

Laurie presented draft guidelines at the January commission meeting. There weren't any large changes.

- Increasing small infrastructure to \$2 million
- Tribes receive all 5 leveraging points
- Add Healthy Places as a DAC option
- Counts and performance metrics only required for programmed projects

Caltrans Updates:

1. PSR Presentation Feedback: PSR Presentation was given at the Central workshop in West Sacramento. Initial comments stated it was welcome and informative. Please contact Caltrans if there was something missed or something that needs to be emphasized.
2. Reporting: Caltrans has had a compliance rate of 96%, so 576 reports were received. Any discrepancies found in the quarterly reports are made aware to Mary Hartegan and Dancy Yang and are taken to program managers. The next ATP program report and SB 1 report will be presented at the March CTC meeting and will cover the latter half of 2019. An enhancement is coming to their reporting tool, Calsmart so that reports can be printed. Mary and Dancy created an FAQ that was passed out and emailed to TAC members.
3. ATP Programmed vs. Allocated Status Update: Presented an overview of the cycle structure for the first four cycles. Cycle 1 has closed with 97% of funds allocated. Cycle 2 includes extensions, 63% of funds have been allocated, and 99% will be allocated by February 2021.
4. Walk and Bike TAC: As of recent, topics have included the Caltrans Active Transportation Action Plan and updates on the Caltrans Active Transportation Plan. A lot of work has been done leading up to the development of the plan including collecting assets for inventory.
5. Active Transportation Resource Center (ATRC): Trainings are occurring throughout 2020. Please visit ATRC website for upcoming trainings, workshops and webinars. Reach out if there are any additional training topics of interest.

The UC Davis Active Transportation Benefit Cost Tool has kicked off and held four focus group meetings. The survey offered to the groups is still available and was shared post-meeting with TAC members. Next steps are a White Paper, Literature Review, and a project TAC workshop Summer 2020.

The TIMS tool is being updated and comments are welcome. Link to share comments was sent via email to TAC members.

Jaime Espinoza

Dancy Yang

Roberta Jensen

Anika Jesi

Emily Abrahams
and Summer Lopez

<p>Count Guidance with SCAG scope has been finalized. ATRC is working through the contracting process with SCAG. The goal is to expand their regional count database to a statewide database.</p> <p>ATP Disadvantaged Communities Technical Assistance Program has launched. Local Government Commission (LGC) is the selected consultant. The needs assessment survey was launched and will be open until February 28, 2020. Ten communities including at least one tribal community will be selected by early March. Information and survey can be found on the ATRC website.</p> <p>The Automated Counter Loan Program with Sacramento State will be launched soon. A soft launch pilot is currently occurring with Sacramento County and HCAOG.</p>	
<p><u>Scoring Rubric Discussion and Quick Build Projects:</u> CTC has been working on the scoring rubrics to clarify the points system. CTC is still working on language regarding Quick Builds in the guidelines. Still working through how Quick Builds will work including engagement, reporting, and other aspects of Quick Builds in future Cycles.</p>	Laurie Waters
<p><u>Complete Streets Discussion:</u> Gave an overview of the Active Transportation Action Plan as well as a timeline. A new Complete Streets program is being developed at the department. As the plans move forward, Tim and Anika will be bringing more updates to the TAC.</p>	Tim Sobelman and Anika Jesi
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