

Active Transportation Program – Technical Advisory Committee

Meeting Minutes

Thursday, April 19, 2018

9:00AM to 4:00PM

CSU Sacramento, Alumni Center

Attendees: April Nitsos, Tamy Quigley, Eileen Housteau, Mary Hartegan, James Stanger, Kate White, Jeanie Ward-Waller, Jim Townsend, Victoria Custodio, Stephen Patchan, Jaime Espinoza, Jerry Barton, Kevan Shafizadeh, Linda Khamoushian, Emily Abrahams, Robert Nelson, Lonora Graves, Teresa McWilliam, Richard Rendon, Cesar Hernandez, Laurie Waters, Paul Keener, Jonathan Matz, Oona Smith, Esther Postiglione, Adam Fukushima

By Phone: Rob Chavez, Kevin Jensen

Topic	Speaker
<i>Caltrans Update: HQ and District Perspective</i> April Nitsos has changed roles as part of office recognition to align the office with program source, which is now a state-only (nonfederal) program. James Stanger moved to another office and was replaced by Debbie Turner. Bob Baca also joined / stayed with mostly infrastructure work, scope changes, and delivery. SB1 is kicking off, California Transportation Commission (CTC) and Caltrans are working together. The “Draft Guidelines” and “Accountability Guidelines” are the most current guidelines and status. They will do outreach in May after CTC meeting question and answer session in Sacramento on May 21 and 28. There will be a live webcast, followed by a recording. They are only able to schedule two at this time. Some training sessions will be recorded.	April Nitsos / Tamy Quigley
<i>ATP Delivery Report</i> Cycle 1: Fiscal year 14-15 has concluded. 99% of funds were allocated. For fiscal year 15 -16 95% of funds are allocated. Cycle 2: For fiscal year 16 17, 87% were delivered. Completion is expected by February 28, 2019, for the first fiscal year of cycle 2. Fiscal year 17 – 18 is expected to be done February 29, 2020. Currently there is an allocation rate of 21%. Cycle 1 collecting data for what actually happened versus what the application says. That information will be provided in the final report. Once projects are open to the public, they have a year to submit that information. Cycle 3 starts fiscal year 19 – 20. Cycle 3a has started already. Projects that received SB 1 funding started. Those will have the same reporting. Cycle 4 noninfrastructure and plans will be a macro view. This is just a rollup.	Jaime Espinoza
<i>CTC Update</i> Anja Aulenbacher was hired to work on ATP. She has grant writing experience. For cycle 4 we had a workshop on Tuesday, the tenth one in this cycle, in conjunction with SB 1 accountability and guidelines workshop. For MPO funds our regions can have a supplemental call if they want and review the scores. There are not a lot of significant changes in guidelines. We are trying to align with SB 1 reporting so the reporting section will be different. Caltrans need to be sure they are consulting with regional and local agencies. ATP thus far has been focused on applications and guidelines. We need to focus more on reporting and how projects are going. It would benefit the process and MPOs to have continued guidance. Every year the CTC does an annual report to the legislature on what we have done, rolling up numbers, etc. An important part of that is making legislative recommendations. There is a	Laurie Waters

<p>call for projects for the next cycle after the next CTC meeting. We need to recruit evaluators and conduct training. The evaluation period is early to mid-August.</p>	
<p>Project Status Reports / Completion Reports The next round of progress reports is due May 15. Agencies have to submit updates and final reports. We received 157 reports in February. We sent out fillable forms due in November. We have 349 reports out of 456. Fillable reports will go directly to Mary Hartegan. This will help keep people from submitting old or scanned forms. Status will be updated and circulated. Her contact information is on the website. Tracking: they start reporting during their initial fiscal year, even if they get an extension. They must keep reporting until the final delivery report is received and approved.</p>	<p>Mary Hartegan</p>
<p>ATRC Update There are four opportunities for technical assistance out there. ATRC is involved with CCI's Active Transportation Technical Assistance Pilot. The Strategic Growth Council partnered with ATRC and targets disadvantaged and low-income communities. This will focus on three to five communities with an aim to help meet their needs. There is also the California Walks technical assistance program. This includes feedback on applications, help navigating the process, limited grant writing, etc. Projects must benefit disadvantaged communities. Active Transportation Resource Team's technical assistance will hold workshops and webinars to provide technical assistance for disadvantaged communities. The Safe Routes to School National Partnership technical assistance program is also available. They offer a beginning-to-end consultation and service grant-writing. Active Transportation Statewide Pedestrian and Bicycle Count Database: Caltrans is working with SCAG to develop a statewide database for counts. It would expand SCAG's regional database. Then there would be a statewide one-stop for data including methodology guidance.</p>	<p>Emily Abrahams</p>
<p>US Bicycle Route System Efforts The Adventure Cycling Association was placed in charge of this effort, which started in 2008. It is a proposed 50,000-mile national bike route network using existing roads, trails, and streets. He shared a map of proposed routes in California. Most of these are already on biking maps by Adventure Cycling Association.</p>	<p>Paul Moore</p>
<p>Training The first training is an introductory course to bicycle transportation, intro to planning and design, a one-day course from Caltrans and Sacramento State. It has been rolled out as a pilot. After that we took feedback, edited the course, and now rolling it out. First course is in Marysville in March 2018. May 8, 2018 will be in Redding, May 22, 2018 in Stockton, and June 12, 2018 in Oakland. Registration is open, but there is a waitlist. The ATRC website has training at the top. It is not ATP specific as much as general training on the topic. It focuses on mode shifts and reaching potential riders.</p>	<p>Emily Abrahams Teresa McWilliam Laurie Waters</p>