

COUNTY OF SACRAMENTO
BICYCLE ADVISORY COMMITTEE
Meeting Agenda

Department of Transportation | Videoconference

Online: <https://zoom.us/j/98729158988?pwd=YkY1T3d3VXpjZ0EydIRabnZpTIYxdz09>

Dial-in: +1 669 900 6833 US,,98729158988#,,,,*778340#

WEDNESDAY September 15, 2021 - 6:00 p.m.

Members of the public wishing to address the committee on any item not on the agenda may do so at the beginning of the meeting. We ask that members of the public request to speak and keep their remarks brief. Testimony will be limited to a total of ten (10) minutes.

1. Roll Call / Welcome and Introductions

Members: Thomas Cassera, Robert Goss, Sue Schooley, Erin Stumpf, Jack Wursten, Dave Comerchero, Pat Perez

2. Public Comment on Non-agenda Topics

3. Review and Approve Meeting Minutes of August 25, 2021

Action Item

See attached for August 25, 2021 draft meeting minutes.

4. Capital Corridor SouthEast Connector

Review and Comment

Matt Lampa, Principal Civil Engineer, Capital SouthEast Connector Joint Powers Authority, (916) 876-9094, LampaM@SacCounty.NET

See attached staff report, Attachment 1 – Connector Update - Sept 2021

Estimated time: 15 min

5. FY 2022-23 County Budget Priorities

Review and Comment

Mikki McDaniel, Transit and Bicycle Coordinator (916) 875-4769, mcdanielm@sacounty.net

See attached staff report, Attachment 1 – FY 2021-22 Budget in Brief.

Estimated time: 10 min

6. Safe Routes to School Consulting Services

Review and Comment

Mikki McDaniel, Transit and Bicycle Coordinator (916) 875-4769, mcdanielm@sacounty.net

See attached staff report and Attachment 1 – Draft Scope of Services.

Estimated time: 10 min

7. Informational Items

- Final Meeting Minutes of May 19, 2021 and July 21, 2021

8. Staff Updates and Reports Back

- None

The meeting facilities are accessible to persons with disabilities. Requests for documents in accessible formats, interpreting services, assistive listening devices, or other accommodations should be made through the County Disability Compliance Office at (916) 874-7642 or (916) 874-7647 (TTY/TDD), no later than five working days prior to the meeting.

9. Future Agenda Items

- Re-envision Arden Arcade Complete Streets Plan
- Draft Sacramento County Active Transportation Plan
- Active Transportation Program Cycle 6 Project Candidates
- Hazel and US 50 Interchange

10. Set Next Meeting Dates

a) Next SacBAC meeting: October 20, 2021

Online: <https://zoom.us/j/98729158988?pwd=YkY1T3d3VXpjZ0EydIRabnZpTIYxdz09>

Dial-in: +1 669 900 6833 US,,98729158988#,,,,*778340#

b) Adjourn SacBAC

**COUNTY OF SACRAMENTO
BICYCLE ADVISORY COMMITTEE
DRAFT Meeting Minutes**

Department of Transportation | Videoconference

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1. Roll Call / Welcome and Introductions

Members: Thomas Cassera, Robert Goss, Sue Schooley, Erin Stumpf, Jack Wursten, Dave Comerchero

6:00 p.m.

Present: Thomas Cassera, Robert Goss, Sue Schooley, Jack Wursten, Dave Comerchero

Excused: Erin Stumpf

Unexcused: None

2. Public Comment on Non-agenda Topics

None

3. Review and Approve Meeting Minutes of May 19, 2021 and July 21, 2021

Action Item

See attached May 19, 2021 and July 21, 2021 draft meeting minutes.

Motion: Approve meeting minutes of May 19, 2021 as is.

Action: Motion/Second: Wursten/Comerchero

Yes: Thomas Cassera, Robert Goss, Sue Schooley, Jack Wursten, Dave Comerchero

No: None

Abstain: None

Motion: Remove Katherine Koumis from roll call since she had already resigned as a member, and approve the remaining meeting minutes of July 21, 2021.

Action: Motion/Second: Wursten/Cassera

Yes: Sue Schooley, Dave Comerchero, Jack Wursten, Thomas Cassera

No: None

Abstain: Robert Goss

- It was clarified that members who were absent from a meeting do not have to abstain from approving the minutes for said meeting
- Committee chair suggested that a consultant should finish their presentation before any committee members give feedback, and that each member will be asked for their input to avoid two-way conversations with consultant.

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the meeting.

4. Fair Oaks Bicycle and Pedestrian Mobility Phase 2

Review and Comment

Leslie Fung, (916) 876-5836, funjl@saccounty.net

6:07 p.m.

- Committee member expressed concern about green paint being used only for potential conflict points, as opposed to entire bike lane. It was suggested that the benefits of painting the entire lane for present, and potential, bicyclists should be weighed against maintenance issues. In response, restrictions due to wording in grants were brought up.
- There was reassurance that the frontage road on the Fulton and Fair Oaks intersection will be open. Additionally, while there is currently no left turn movement, it will be fully signalized in the future.
- Committee suggested making the wider lanes (12' versus 11') closer to the bicycle lane, rather than the median.
- Where delineators are present, the Committee supports the green paint as shown on the striping plan. However, the Committee's preference is for lanes fully painted in green where delineators are absent.

Motion: Make a recommendation to DOT: Where green lanes are appropriate, the Committee desires for continuous green paint to be used. The Committee requests a report back on the cost differential of continuous green paint versus partial green for the Fair Oaks Phase 2 project. The Committee requests a policy on the use of green bicycle lanes.

Action: Motion/Second: Comerchero/Goss

Yes: Thomas Cassera, Sue Schooley, Jack Wursten, Dave Comerchero, Robert Goss

No: None

Abstained: None

5. Active Transportation Plan Update

Review and Comment

Mikki McDaniel, Transit and Bicycle Coordinator (916) 875-4769, mcdanielm@saccounty.net

6:43 p.m.

- Efforts should be increased to get more community involved in bicycle engagement, for indoor and outdoor social events. (e.g. bike valet) Public and social media outreach should be more proactive.
- Under "Goal 1: Safety & Comfort", a percent increase of walking and bicycle trips was projected in the 1st bullet point, but no baseline year was provided. All similar bullet points with any projected change should be reviewed, and a baseline year added
- Under "Goal 2: Connectivity & Access", for the 4th bullet, the year of the ADA Transition Plan should be specified. (i.e. 2020)
- Again, under "Goal 2: Connectivity & Access", for the 7th bullet, no need to use "etc." in combination with "e.g."
- Committee expressed confusion on the math in the prioritization scoring table. It was explained that taking the maximum of the subcategories equals the total points. The paragraph clarifying the scoring methodology needs to be moved up earlier in the chapter. A scoring example should be included as well, preferably involving Fair Oaks Blvd and Howe Ave.
- In the table for estimated maintenance costs, the numbers under the column, "Cost per mile per year", should be double checked. There is too great a difference between Class IV and Class I.
- Under the prioritization category, Safety and Comfort, on page 18, the line "more comfortable" should be revised to "more comfortable and safe".
- All tables should be titled, and these should be visible on the same page. For example, on page 20, a header for the maintenance cost table should be added, with a year indicated.
- On page 29, the funding cycles should be specified for each of the programs described.

6. Informational Items

- Sacramento County Local Road Safety Plan Emphasis Areas
 - A more aggressive approach to speeding reduction is requested.
 - Be careful about the practical implementation of the Emergency Response goal, described in the 2nd bullet, as this could end up being very costly, in the tens of millions.
 - Review how pedestrian violations are planned to be decreased. Note that increasing enforcement would not be supported by the Committee.
- Examples of Community Stories – Active Transportation Plan
 - Ensure that people from the entire county, and not just city, are interviewed.

7. Staff Updates and Reports Back

- Active Transportation Committee
 - Some Committee members prefer to remain a primarily bike-focused group, given there are already other committees designed to focus on pedestrian and ADA safety.
 - Committee member proposed that attending an ATP meeting and observing the dynamics of their group would be a good idea before any final decisions are made.
- Personnel Changes

8. Future Agenda Items

- Active Transportation Program Cycle 6 Project Candidates
- Capital Corridor Southeast Connector
- Re-envision Arden Arcade Complete Streets Plan
- Non-Infrastructure Programs Consulting Services

9. Set Next Meeting Dates

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b) Adjourn SacBAC

Motion/Second: Comerchero/Goss

Yes: Thomas Cassera, Sue Schooley, Jack Wursten, Dave Comerchero, Robert Goss

No: None

Abstain: None

7:17 p.m.

To: Members of the County Bicycle Advisory Committee

Subject: Capital SouthEast Connector Project Update

Location/District: Kammerer Road (I-5 to SR 99), Grant Line Road (SR 99 to White Rock Road), White Rock Road (Grant Line to US 50)

Recommendation: Receive and File

Contact: Matt Lampa, Principal Civil Engineer, Capital SouthEast Connector Joint Powers Authority, (916) 876-9094, LampaM@SacCounty.NET

Summary: Construction is underway on three segments of the Capital SouthEast Connector, with planning efforts in progress on a fourth segment.

Segment A2 (Kammerer Road from Bruceville Road to Lotz Parkway): Two lane reconstruction consisting of two traffic lanes with raised median and 6-foot shoulders. Adjacent multi-use path to be constructed in a future phase. Completion of current construction anticipated late 2021/ early 2022

Segment B2 (Grant Line Road from Waterman Road to Bradshaw Road): Widen Grant Line Road from two to four lanes with raised median and shoulders, and construct adjacent multi-use path. Completion anticipated late 2021/ early 2022

Segment D3a (White Rock Road from Prairie City Road to East Bidwell Street): Reconstruct existing road from two to four lanes with earth median and 8-foot shoulders, and rough grade adjacent multi-use path. Completion of current construction anticipated late 2022

Segment C (Grant Line Road from Wilton Road to Calvine Road): Develop conceptual plans for a four lane facility with raised median and adjacent multi-use path. The study will evaluate intersection control with traffic signals and roundabouts. Completion anticipated late 2021/ early 2022

Funding Source(s): Segments of the Connector have been funded through various State, Regional, and Local funding sources.

Background Information: The Capital SouthEast Connector (“Connector”) will convert 34 miles of existing rural roads to a four-lane facility meeting current design standards, with a separated multi-use path for pedestrians and bicyclists. When complete, the Connector will provide a much-needed connection between Interstate 5, State Route 99, and US Highway 50. The Connector will have the longest multi-use path in the Sacramento Region, with connections to various trail systems planned throughout Sacramento County.

A Programmatic Environmental Impact Report for the Connector was adopted in 2012. Since that time the Connector has been included in various General Plans, Bicycle and Pedestrian Master Plans, and Specific Plans.



Capital SouthEast Connector Update

Matt Lampa, Principal Civil Engineer

September, 2021



Connector Project

PROJECT SUMMARY

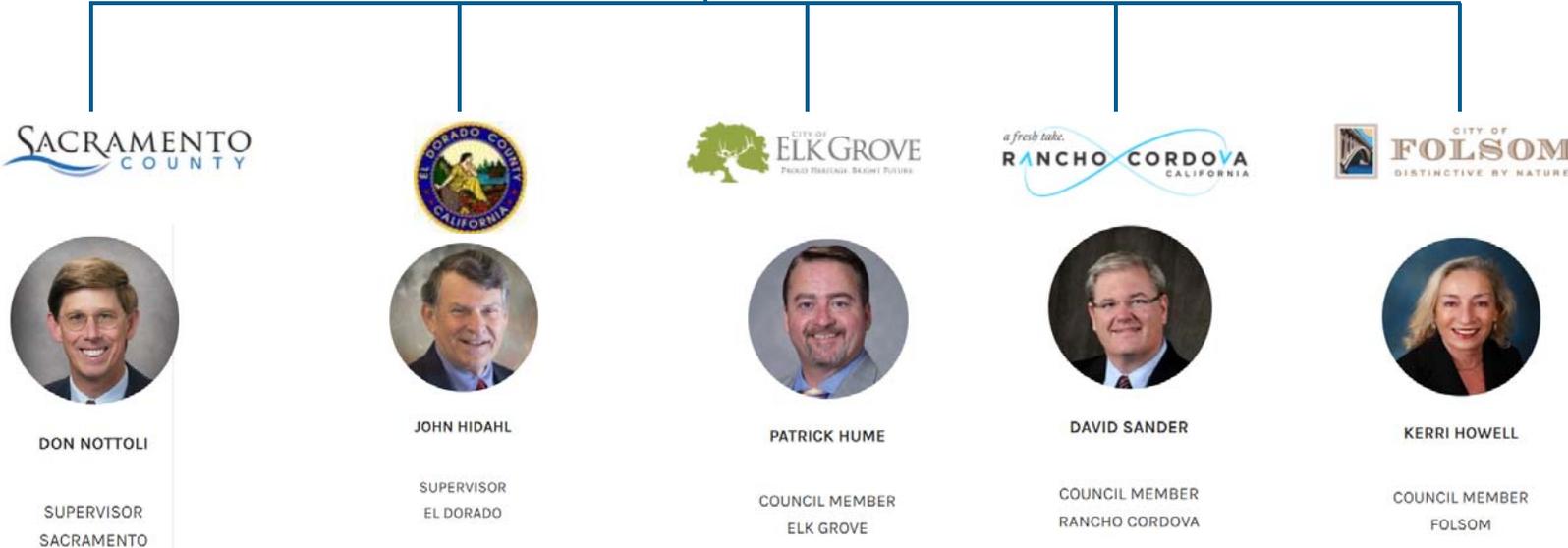
- ❑ 34 miles
- ❑ Connects I-5, SR 99 & Hwy 50
- ❑ Phase 1:
 - ✓ Limited access 4-lane facility
 - ✓ Signalized intersections
 - ✓ Multi-use path
- ❑ Phase 2:
 - ✓ Grade separated interchanges



Connector Organization



Board of Directors





Background

- ❑ Connector JPA Programmatic EIR
- ❑ General Plans:
 - ✓ Sac Co.
 - ✓ El Dorado Co.
 - ✓ Folsom
 - ✓ Rancho Cordova
 - ✓ Elk Grove
- ❑ Bike & Ped Master Plans, Specific Plans:
 - ✓ Sac Co. Bikeway MP
 - ✓ E.G. Bicycle, Ped, & Trails MP
 - ✓ SACOG Regional Bike, Ped, & Trails MP
 - ✓ Folsom Plan Area Specific Plan



Where we are today

Approximately \$170M in Improvements Complete!



SR 99/ Grant Line Interchange



White Rock Rd Reconstruction to Prairie City



Grant Line Rd RxR Grade Sep



Silva Valley Pkwy Interchange



Where we are today

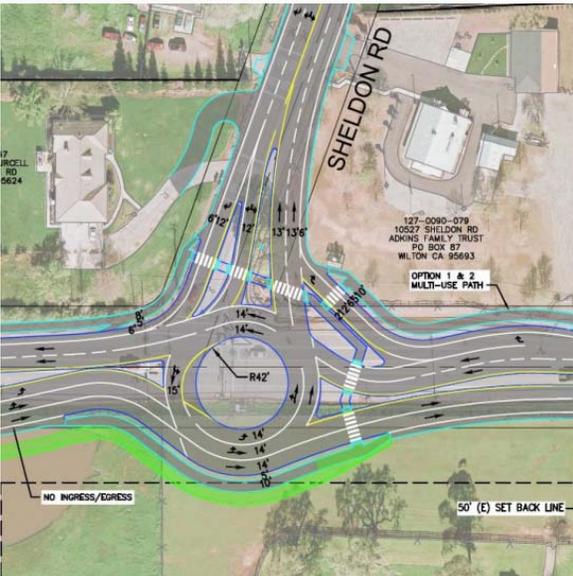
**Construction Underway - Approximately \$65M,
Planning studies ongoing**



Segment A2 – Kammerer Rd



Segment B2 – Grant Line Rd



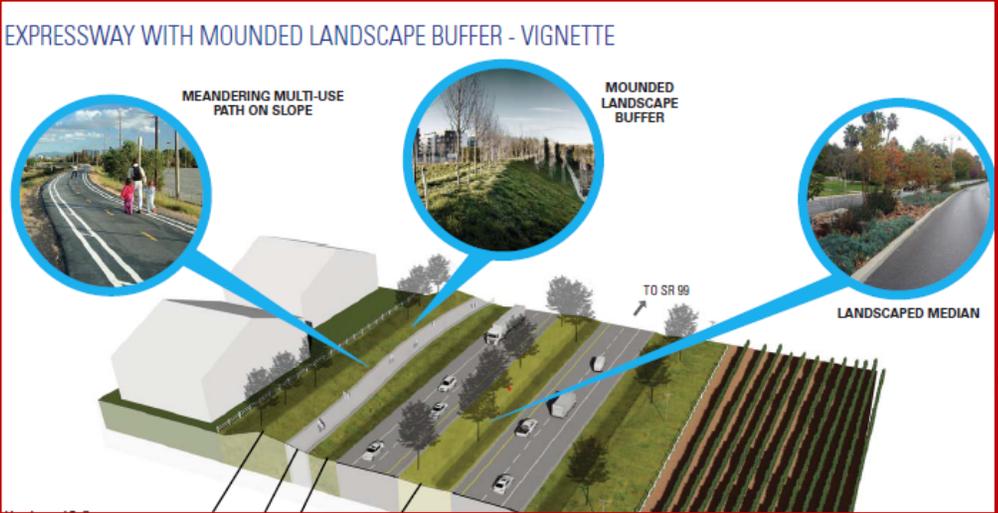
Segment C – Grant Line Rd



Segment D3a – White Rock Rd



Segment A



Kammerer Road Project

- ✓ 6.3 Miles
- ✓ CEQA Approved
- ✓ A1 construction planned within 5 years
- ✓ A2 in construction (2 Lanes)

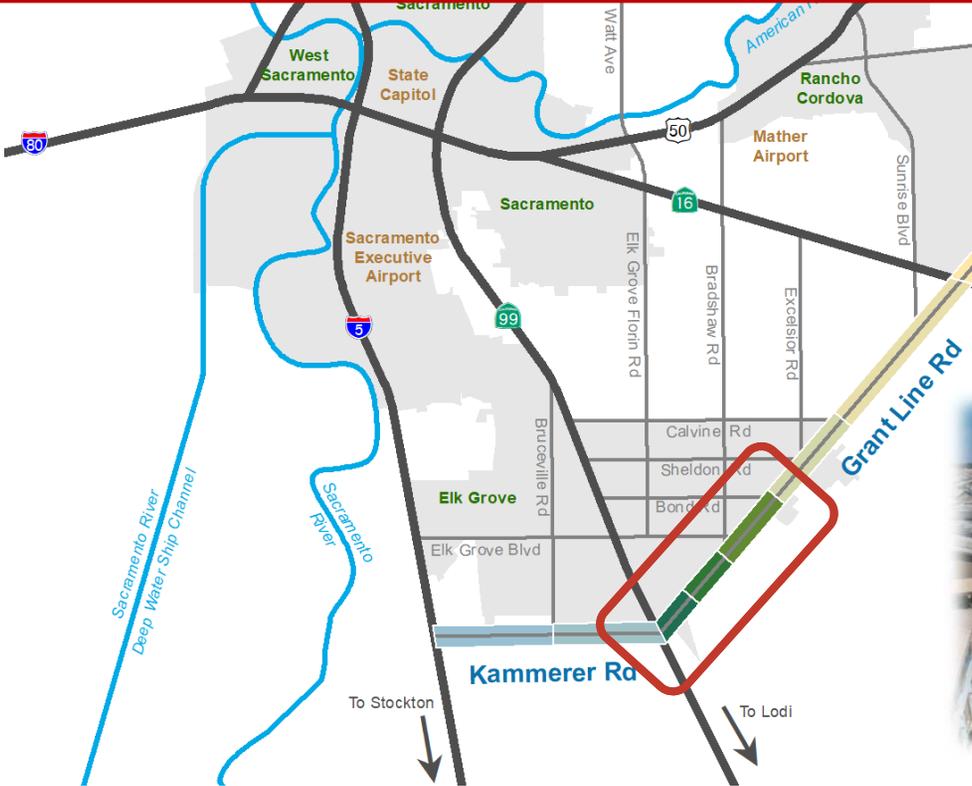


A1	I-5 to Bruceville
A2	Bruceville to CA-99
B1	CA-99 to Waterman
B2	Waterman to Bradshaw
B3	Bradshaw to Bond
C	Bond to Calvine
D1	Calvine to CA-16
D2	CA-16 to White Rock
D3	White Rock to El Dorado
E1	El Dorado to Latrobe
E2	Latrobe to US-50
E3	US-50 to Silva Valley

Segment B

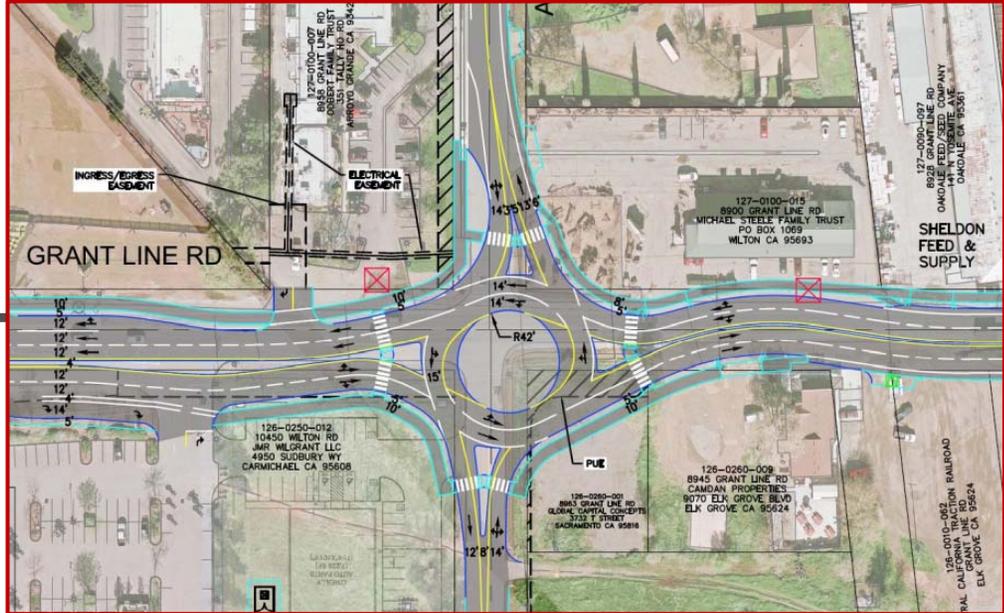
East Elk Grove

- ✓ 4.3 Miles
- ✓ SR 99 Interchange and UPRR Grade Separation *Complete*
- ✓ B2 in construction

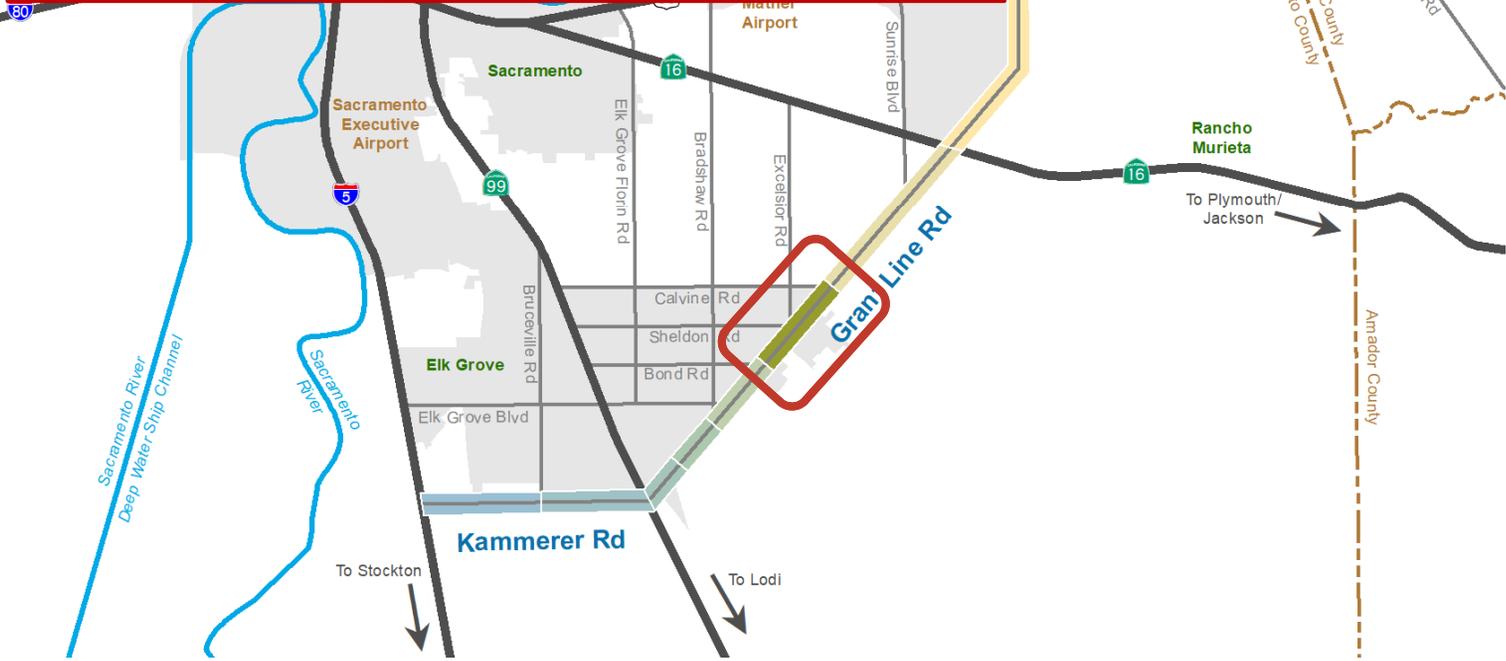


- A1** | I-5 to Bruceville
- A2** | Bruceville to CA-99
- B1** | CA-99 to Waterman
- B2** | Waterman to Bradshaw
- B3** | Bradshaw to Bond
- C** | Bond to Calvine
- D1** | Calvine to CA-16
- D2** | CA-16 to White Rock
- D3** | White Rock to El Dorado
- E1** | El Dorado to Latrobe
- E2** | Latrobe to US-50
- E3** | US-50 to Silva Valley

Segment C

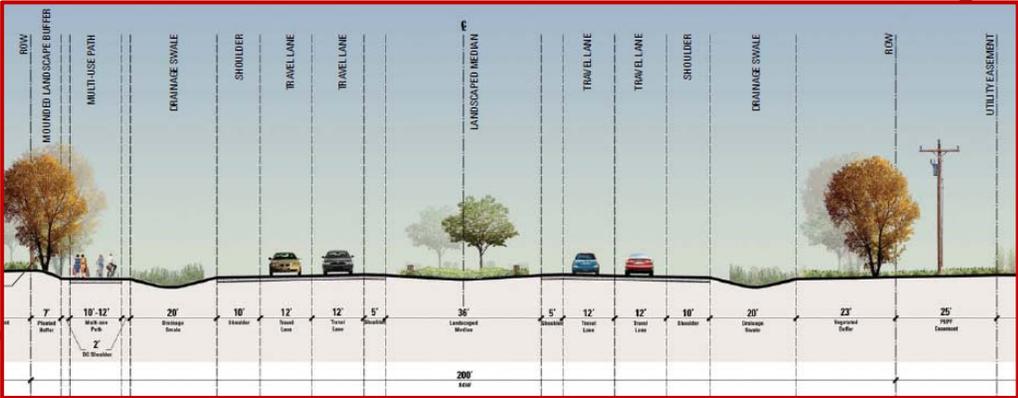


- ✓ Sheldon-Wilton Area
- ✓ 2.7 Miles
- ✓ Precise Roadway Plan Underway
- ✓ Near-Term Intersection Improvements



A1	I-5 to Bruceville
A2	Bruceville to CA-99
B1	CA-99 to Waterman
B2	Waterman to Bradshaw
B3	Bradshaw to Bond
C	Bond to Calvin
D1	Calvin to CA-16
D2	CA-16 to White Rock
D3	White Rock to El Dorado
E1	El Dorado to Latrobe
E2	Latrobe to US-50
E3	US-50 to Silva Valley

Segment D3



Folsom

- ✓ 7.5 Miles
- ✓ White Rock to Prairie City Roadway Complete
- ✓ Prairie City to E. Bidwell – in construction



- A1 | I-5 to Bruceville
- A2 | Bruceville to CA-99
- B1 | CA-99 to Waterman
- B2 | Waterman to Bradshaw
- B3 | Bradshaw to Bond
- C | Bond to Calvine
- D1 | Calvine to CA-16
- D2 | CA-16 to White Rock
- D3 | White Rock to El Dorado
- E1 | El Dorado to Latrobe
- E2 | Latrobe to US-50
- E3 | US-50 to Silva Valley

Continued Progress

- ✓ **Environmentally Clear Segments of the Project**
 - 22.5 miles underway or completed
 - More funding needed to begin work on others

- ✓ **Design and Obtain Permits**
 - Advance design of certain segments based on limited funding
 - South Sacramento Habitat Conservation Plan

- ✓ **Acquire Right-of-Way and Relocate Utilities**
 - Strategic locations of property until more funding arrives

- ✓ **This is when we become “*Shovel Ready*”**

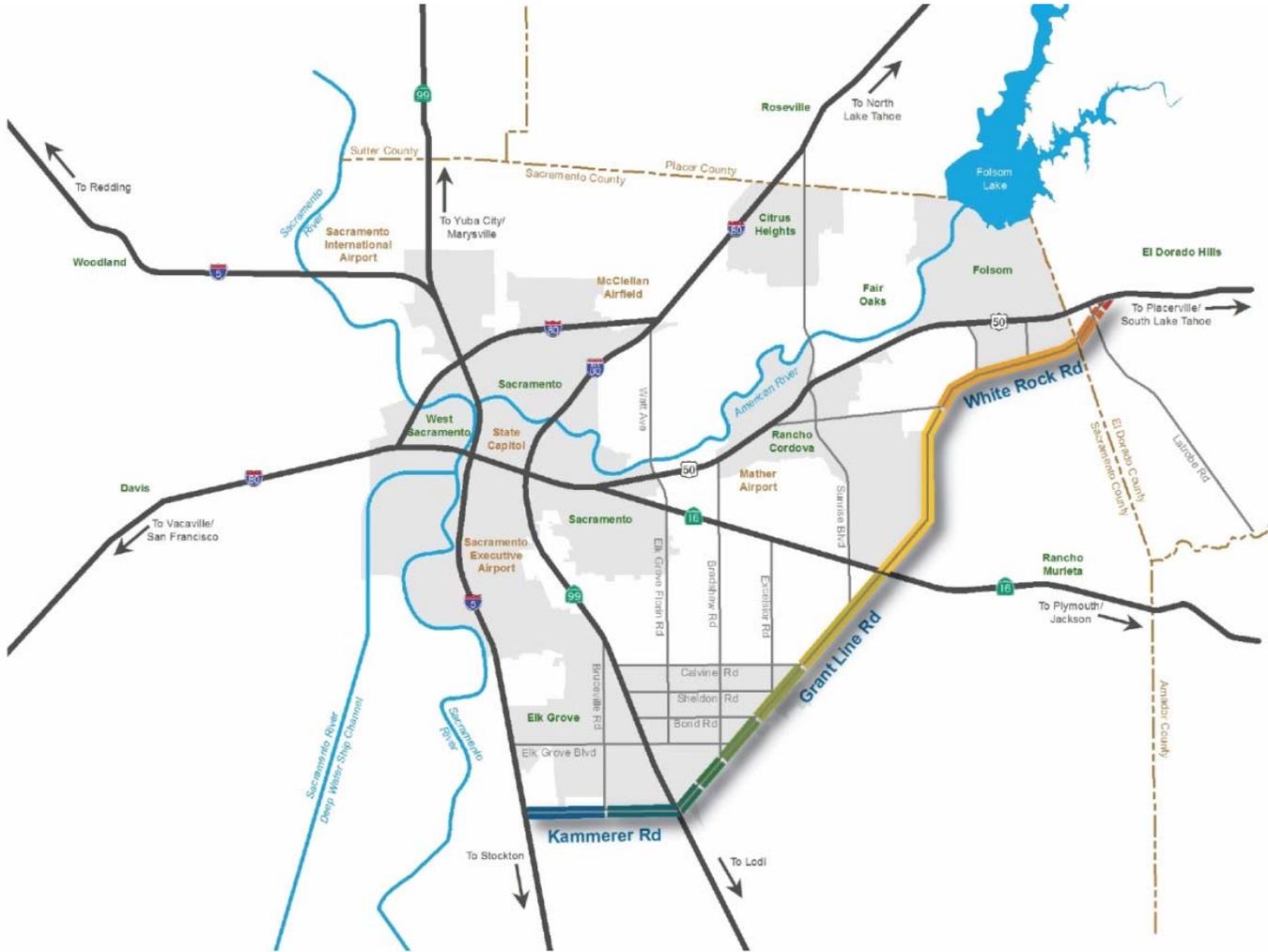
- ✓ **Engage in large-scale funding opportunities**
 - State Advocacy
 - Federal Advocacy



Comments or Questions

Contact Info

Matt Lampa
916-876-9094
LampaM@SacCounty.net



To: Members of the County Bicycle Advisory Committee

Subject: County Budget FY 2022-23 Budget Priorities

Location/District: All

Recommendation: Action

Contact: Mikki McDaniel, Associate Planner, SacDOT, (916) 875-4769, mcdanielm@sacounty.net

Summary: The Board of Supervisors, through the Department, is seeking input from County advisory committees on their top five critical needs or priorities for the FY 2022-23 budget. Attached is the current year's FY 2021-22 Budget in Brief. Currently, 1.0 full time equivalent staff is currently assigned to bicycle and pedestrian planning/infrastructure at SacDOT. The Department has no annual budget available for information technology equipment needed for virtual and in person meetings. Staff is currently researching whether use of a conference room in a nearby Department would be possible.

Staff made the suggestions by email on possible needs, at the request of a Committee member, which include:

- Increased funding for bicycle and pedestrian infrastructure
- Non-infrastructure bicycle and pedestrian programs, such as a traffic school, driver education, and open streets events
- Purchase of equipment to enable the Committee to hold hybrid in-person and virtual meetings
- Increased staff dedicated to bicycle planning and implementation
- Support for the Transportation Management Agencies

One committee member made the following suggestions on budget priorities by email to staff on August 26th:

- Increased funding for bicycle and pedestrian infrastructure
- Increased funding for maintenance of bicycle infrastructure, including street sweeping, replacement of warning indicators, etc.
- Driver education programs for bicycle and pedestrian incident prevention

Staff will gather further suggestions of critical needs and prioritization at the September 15th meeting of the Sacramento County Bicycle Advisory Committee (SacBAC). SacDOT management has been asked to report back to the County's Chief Financial Officer with SacBAC's budget priorities by September 16th, a revised deadline to accommodate the Committee's meeting schedule.

Funding Source(s): None

Background Information: In June, the Board of Supervisors approved a Community Engagement Plan for the Preparation of the FY 2022-23 County Budget. To implement this plan, the Board of Supervisors is seeking input from selected advisory committees, including the Sacramento County Bicycle Advisory Committee, on next year's budget, FY 2022-23.

SACRAMENTO COUNTY

FISCAL YEAR 2021-22 BUDGET IN BRIEF

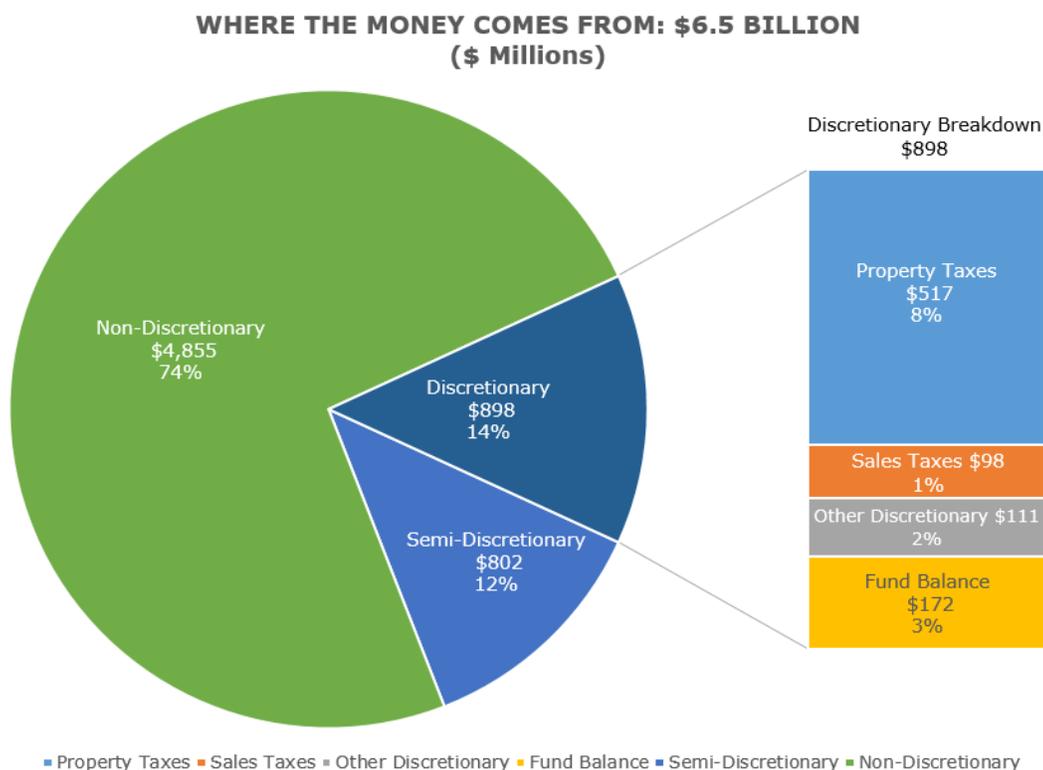
APPROVED JUNE 2021

The purpose of this Budget in Brief is to provide a general overview of Sacramento County’s Fiscal Year (FY) 2021-22 (July 1, 2021 to June 30, 2022) Approved Budget, showing where the money comes from and how the County plans to spend it. This brief also explains key budget concepts and processes, important fiscal issues facing the County, and information on how to get involved in the County’s budget process.

Where the money comes from

The \$6.5 billion in planned spending during FY 2021-22 comes from the following general sources:

- \$4.8 billion of **Non-Discretionary** funding including fees and charges for services and federal and State funding that must be used for specific programs and services and cannot be reallocated to other uses

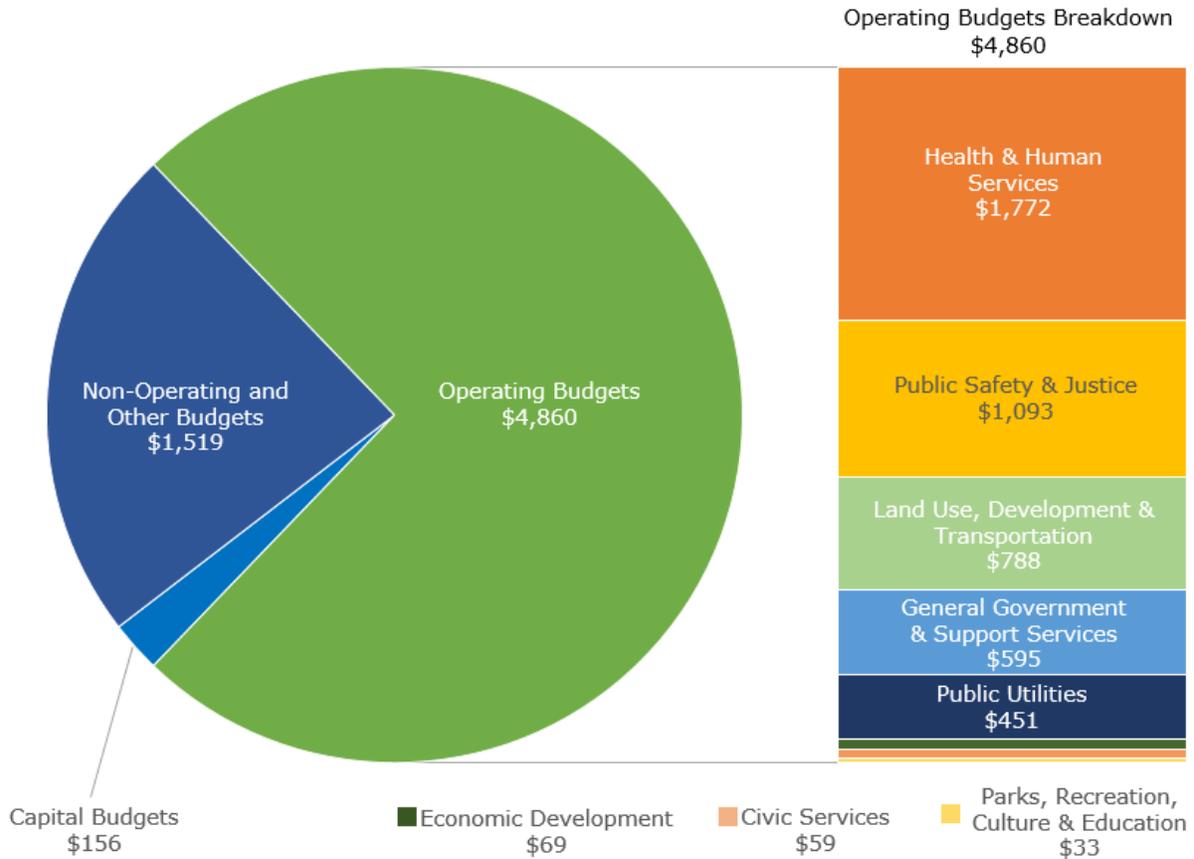


- \$800 million of **Semi-Discretionary** funding that is generally limited to social services and public safety spending, but over which the County has some discretion as to use of funds
- \$900 million of **Discretionary** funding from property taxes, sales taxes, other discretionary revenue, and beginning fund balance in the County’s General Fund. The County has broad discretion over how to use this funding.

Where the money goes

- At \$4.9 billion, **Operating Budgets** for County programs and services account for most of the \$6.5 billion County budget. More detail on major program areas is included in the following sections.

WHERE THE MONEY GOES: \$6.5 BILLION ALL FUNDS BUDGET (\$ Millions)



- Non-operating and Other Budgets**, including transfers between funds, and **Capital Budgets** covering construction projects and equipment purchases account for the remainder of the County's budget.

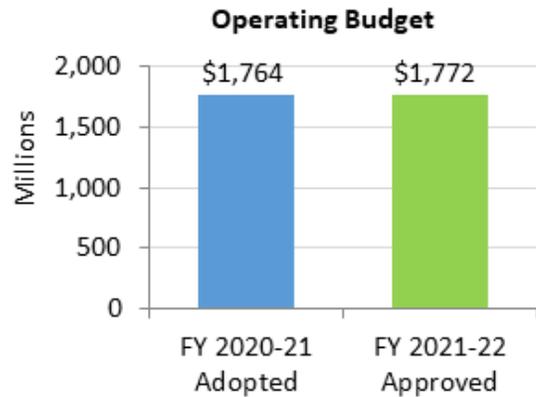
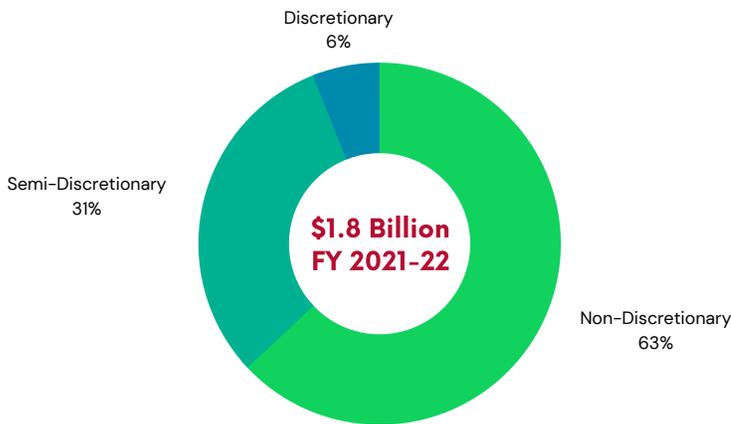
Health & Human Services

Departments

- Coroner
- Child Support Services
- Child, Family and Adult Services
- Environmental Management
- Health Services
- Human Assistance

FY 2021-22 Major Initiatives

- Alternative emergency response to mental health issues
- Homeless encampment initiative
- Increased capacity in Public Health
- Additional foster care and emergency response units in Child Protective Services



What is a Budget?

A budget is an annual spending plan that provides authorization to spend money for certain purposes and establishes limits for how much can be spent in certain categories. A budget is also an expression of organizational policies and priorities, as it determines how limited resources will be allocated to accomplish the organization’s mission.

Sacramento County’s budget covers the fiscal year (FY) July 1 through June 30 and is governed by rules spelled out in the State’s County Budget Act and the County Charter. Additionally, State and federal laws restrict how the County spends much of the funding it receives, with even discretionary resources needed to meet local match requirements. The budget also reflects policies and priorities established by the Board of Supervisors.

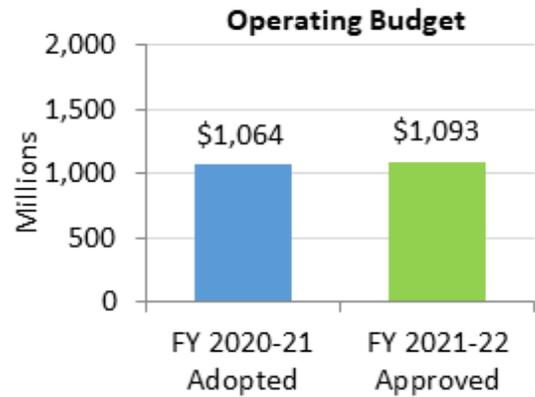
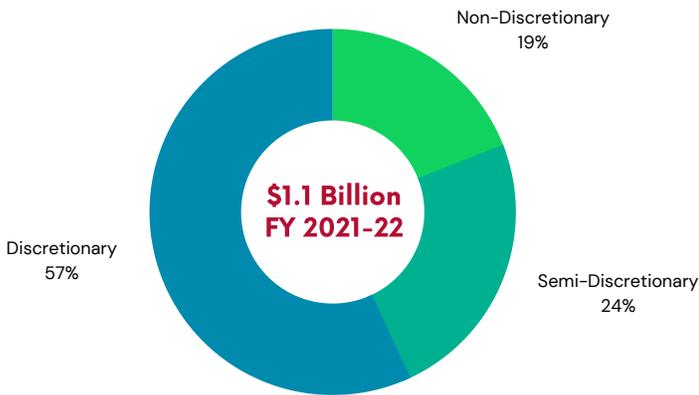
Public Safety & Justice

Departments

- Animal Care and Regulation
- Conflict Criminal Defenders
- District Attorney
- Emergency Services
- Office of Inspector General
- Probation
- Public Defender
- Sheriff

FY 2021-22 Major Initiatives

- Enhanced correctional staffing to meet obligations of Mays Consent Decree
- Body-worn cameras for Sheriff's Deputies
- Additional 911 Dispatchers to improve response times
- Pre-trial programs for Probation and Public Defender to support alternatives to incarceration



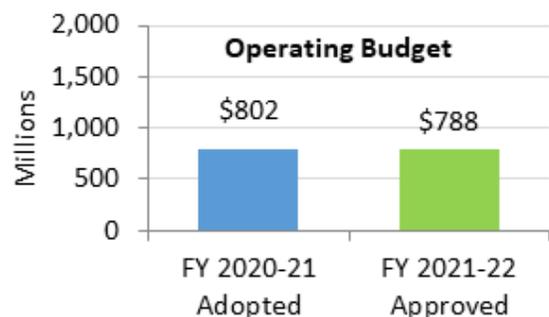
Land Use, Development & Transportation

Departments

- Airports
- Development and Code Services
- Planning & Environmental Review
- Transportation

FY 2021-22 Major Initiatives

- Substantial investment in County road maintenance
- Development of four master planned communities
- Improvements at Sacramento International Airport



Budget Process and Timeline

The County’s annual budget process starts in September for the budget year beginning the following July 1. **Key milestones include:**

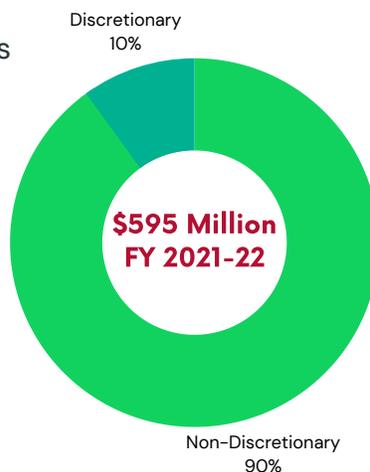
- September–December: Internal services budgets and charges are developed
- January–February: Departments work on budget requests
- March: Discretionary revenue estimates for upcoming FY and Mid-Year review for current FY
- April: County Executive decides on budget recommendations
- May: Recommended Budget document completed and released
- June: Recommended Budget hearings and approval
- July: Departments submit requested revisions based on changes to State budget, other available funding, or necessary re-budgeting; revenue estimates are revised based on the latest information
- August: Revised Recommended Budget document completed and released
- September: Revised Recommended Budget Hearings and formal budget adoption



General Government & Support Services

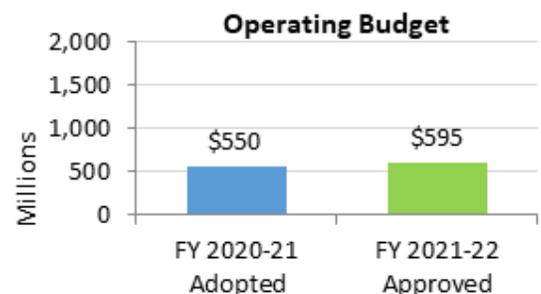
Departments

- Board of Supervisors
- Clerk of the Board
- County Counsel
- County Executive
- Finance
- General Services
- Personnel Services
- Technology



FY 2021-22 Major Initiatives

- New property tax system
- Enhanced cybersecurity risk management and response capabilities



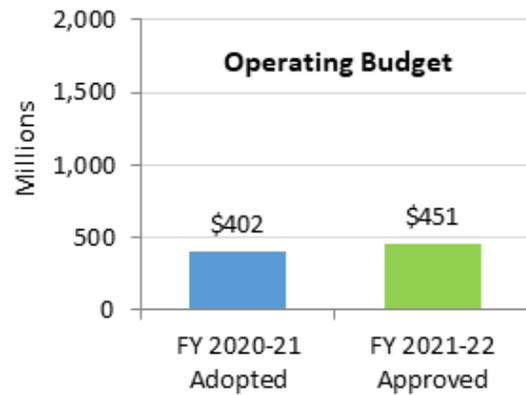
Public Utilities

Departments

- Waste Management & Recycling
- Water Resources

FY 2021-22 Major Initiatives

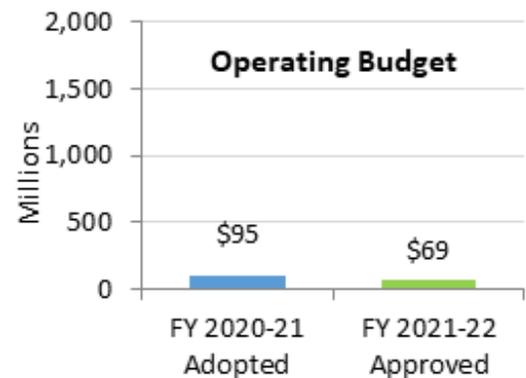
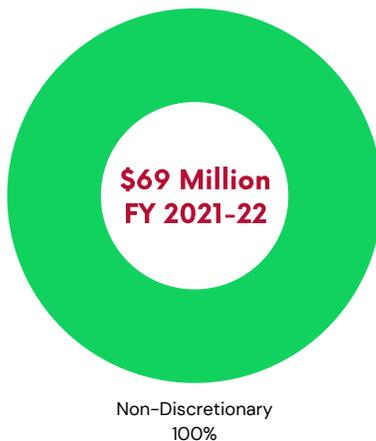
- Implementation of organic waste recycling (SB 1383)
- Arden Service Area pipe and meter installation



Economic Development

FY 2021-22 Major Initiatives

- Development of Metro Air Park industrial business park



County Officials' Roles and Responsibilities

County Officials each have a different role to play in the budget process:

- County **Departments** identify funding needs and outside revenues for ongoing programs, submit requests to fund new programs, and identify reductions when necessary.
- The **Office of the County Executive** evaluates departmental requests based on available funding and alignment with County policies and priorities and the **County Executive** recommends a budget to the Board of Supervisors.
- The **Board of Supervisors** sets budget priorities and is the final authority regarding budget approval and adoption.

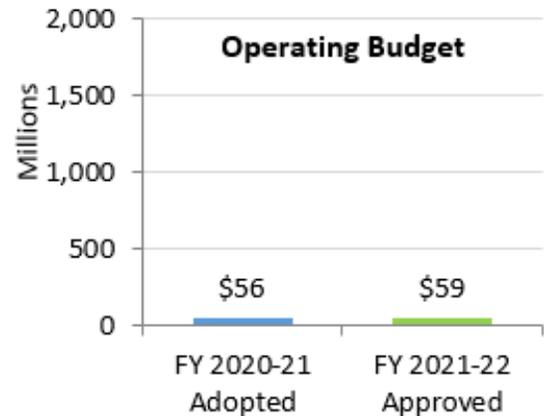
Civic Services

Departments

- Agricultural Commissioner – Sealer of Weights and Measures
- Assessor
- County Clerk/Recorder
- Voter Registration and Elections

FY 2021-22 Major Initiatives

- Special gubernatorial recall election
- Redistricting of County supervisorial districts



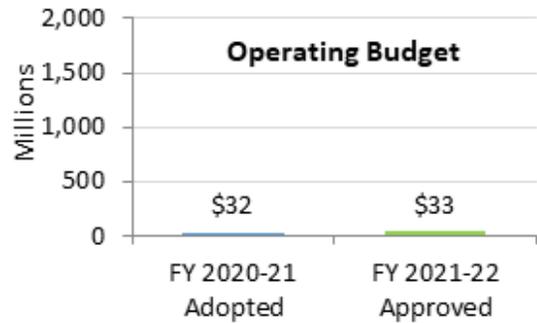
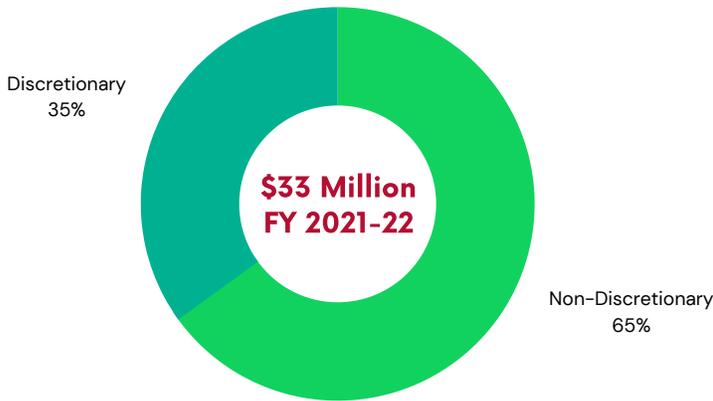
Parks, Recreation, Culture & Education

Departments

- Cooperative Extension
- County Library Facilities
- Regional Parks

FY 2021-22 Major Initiatives

- Improvements to park facilities
- Additional park rangers



How You Can Get Involved

Here are some ways you can get involved and learn more about the County and its budget:

- Explore the County's budget documents and more information on the budget process at: bdm.saccounty.net.
- Apply to serve on County advisory boards. Opportunities can be found at sccob.saccounty.net/Pages/BoardsandCommissions.aspx.
- Write, email, or phone your supervisor. Contact information can be found at bos.saccounty.net.
- Sign up at public.govdelivery.com/accounts/CASACRAM/subscriber/new?qsp to receive information about the County's budget.



To: Members of the County Bicycle Advisory Committee

Subject: Safe Routes to School Consulting Services – Draft Scope of Services

Location/District: All

Recommendation: Review and Comment

Contact: Mikki McDaniel, Associate Planner, SacDOT, (916) 875-4769, mcdanielm@saccounty.net

Summary: Sacramento County Department of Transportation is seeking the services of a consultant to coordinate and implement a non-infrastructure Safe Routes to School program at six schools in unincorporated Sacramento County: Thomas Edison Language Elementary, Howe Elementary, Fern Bacon Middle School, Nicholas Elementary, Pacific Elementary, and Ethel Baker Elementary School. The attached draft scope of services is drawn from four different grant applications, which were all approved. Staff seeks the Committee’s review and comment on any possible improvements to the scope of services.

Funding Source(s): Funding for the Safe Routes to School Consulting Services procurement comes from state and regional Active Transportation Program and a local source (Measure A).

Background Information: None

**SACRAMENTO COUNTY
SAFE ROUTES TO SCHOOL CONSULTING SERVICES
REQUEST FOR PROPOSAL
DRAFT SCOPE OF SERVICES**

The draft Scope of Services is given below. The final Scope of Services is subject to change following the selection process and negotiations with the selected individual(s) and/or firm(s).

Task 1 Thomas Edison Elementary Safe Routes to School Program

Task 1.1: Coordination

- Coordination with school administration, champions, County, and other stakeholders on ongoing Safe Routes to School activities.

Task	Description	Deliverable
1.1.1	Coordinate with school administration and champions on ongoing Safe Routes to School activities	Meeting notes, progress reports
1.1.2	Provide resources for school champions to ensure program sustainability. Involves both creating and curating resources.	Sustainability toolkit
1.1.3	Coordinate with County and other external stakeholders on Safe Routes to School activities	Meeting notes, progress reports

Task 1.2: Education

- Education programs will provide pedestrian and bicycle skills education to elementary and middle school students.

Task	Description	Deliverable
1.2.1	Conduct one fall pedestrian skills education event (assembly or mock intersection activity). May include pedestrian education day where classes cycle through stations.	Event curriculum, participation records
1.2.2	Conduct one spring bicycle skills education	Event curriculum,

	event (assembly or bike rodeo)	participation records
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Task 1.3: Encouragement

- Encouragement programs to encourage walking and biking to school, including Walk and Bike to School events and walking school bus activities.

Task	Description	Deliverable
1.3.1	Conduct two Walk and Bike to School Days (one in fall and one in spring)	Participation records
1.3.2	Provide available resources and staff support for a walking school bus program. Competitions or other incentive-based activities may be incorporated into the walking school bus program.	Walking school bus resources, participation records

Task 1.4: Enforcement

- Enforcement of safe driving, walking, and biking behaviors around the school in coordination with law enforcement.

Task	Description	Deliverable
1.4.1	Coordinate with law enforcement, including CHP and Sacramento County Sheriff Department, to participate in education and encouragement events	Participation records

Task 1.5: Evaluation

- Evaluation of pre and post program travel tallies and parent surveys.

Task	Description	Deliverable
1.5.1	Collect pre and post in-class travel tallies	Meeting notes, progress reports Sustainability toolkit Meeting notes, progress reports

1.5.2	Collect pre and post parent surveys	Event curriculum, participation records Event curriculum, participation records
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Task 2: Howe Elementary Safe Routes to School Program

Task 2.1 Program Delivery

Task	Description	Deliverable
2.1.1	Pedestrian education program with classroom and field experience, including English as a Second Language curriculum.	classroom presentations; curriculum documents
2.1.2	Bicyclist education program: classroom and on-bike lessons	classroom presentations; curriculum documents
2.1.3	Parent & driver education on drop-off/pick-up, walking, bicycling and health. Materials should be available in Dari and Pashto.	Flyers and documents

Task 3 Fern Bacon Middle School

Task 3.1: Project Initiation and Management

- County will meet with Consultant for project kick-off. The Consultant will provide meeting notes for coordination meetings through the end of the project.

Task	Description	Deliverable
3.1.1	Project Initiation Meeting with Consultant	Consultant Kick-Off Meeting Notes and Action Items
3.1.2	Project Management Meetings	Consultant Project Manager Meeting Notes and Action Items (24 meetings anticipated)

Task 3.2: Education, Encouragement and Evaluation Activities

- Conduct walk and bike educational and encouragement activities at Fern Bacon and community events, conduct walk/bike workshops and community bike rodeos.

Task	Description	Deliverable
3.2.1	Walk/bike safety and promotional events at Fern Bacon	4 events (2 per year), Fliers for promoting events and photos of events
3.2.2	Community Active Transportation Workshops	4 workshops (2 per year), fliers to promote workshop, photos of workshop
3.2.3	Community Bike and Walk Festival	2 Festivals (1 per year), fliers to promote event and photos of event
3.2.4	Walk and Bike to School Day Encouragement Events	4 Encouragement Events (2 each school year), fliers to promote events and photos of events
3.2.5	Evaluation: Student Travel Hand Tallies and Parent Surveys	Student Travel Tally and Parent Survey conducted at beginning and end of project; Report Summarizing each delivered at end of project

Task 3.3: Safer Circulation Procedures

- County staff, consultant, and relevant stakeholders (school administration, law enforcement, etc.) will develop pick-up and drop-off procedures to help streamline safe morning and afternoon flow and enable students to walk and bicycle safely to and from school. Activities will be planned to provide the procedures to school community members

Task	Description	Deliverable
3.3.1	Development of Procedure	Meeting Agenda, Notes for development meetings; Procedures Booklet
3.3.2	Distribution of	Electronic and limited hard

	Procedure Booklet	copy distribution plan
3.3.3	Implementation of Procedure	Hold 2 activities, Activity plan, photos of activity

Task 3.4: Engineering Improvements Support

- Outreach in coordination of infrastructure improvements, including groundbreaking and ribbon-cutting celebrations and informational outreach

Task	Description	Deliverable
3.4.1	Planning meeting	Meeting notes and sign-in sheet
3.4.2	Groundbreaking Event	Event flyer, photos of event
3.4.3	Ribbon-Cutting Event	Event flyer, photos of event
3.4.4	Planning meeting	Meeting notes and sign-in sheet

Task 4 South Sacramento County Safe Routes to School Program

Task 4.1: Bicycle and Pedestrian Education Program

- Implement in-school bicycle and pedestrian education at Ethel Baker, Nicholas, and Pacific Elementary Schools.

In-school assemblies will feature musical theater and a quiz about traffic and personal safety when walking and bicycling to school that is geared towards elementary students. Consultant will work with school staff to schedule assemblies, and surveys will be distributed post event to evaluate engagement and learning objectives.

The pedestrian mock cities/bicycle rodeos will include 1) a demonstration or illustration of common crash types between pedestrians and cars/bicycles and best practices on how students can stay safe; and 2) bicycle education where children practice bike

handling skills on a safety skills course and learn about traffic safety awareness and communication while biking. All education should consider the needs of English as a Second Language students. Suggested curriculum resource include and Pedestrian Safety Instructor's Guide, English as a Second Language - NHTSA, ASPIRA, Center for Applied Linguistics and Preventing Common Pedestrian-Car Crashes, USDOT National Highway Traffic Safety Administration DOT HS 812 155.

The mobile bike repair clinics will occur during non-school time with bicycle mechanic staff that can conduct proper helmet fittings, bike safety checks, and one-on-one bike repair. Consultant staff will work with school staff to schedule clinics, and to promote clinics with families.

Task	Description	Deliverable
4.1.1	Implement six (6) Bicycle and Pedestrian Assemblies	scheduling notes, post evaluation teacher and student surveys
4.1.2	Implement twelve (12) combined Ped Mock Cities/Bicycle Rodeos	scheduling notes, post evaluation teacher and student surveys
4.1.3	Implement six (6) Mobile Bike Repair Clinics	scheduling notes, parent flyers, sign in sheet, summary of students and families served

Task 4.2: Safe Passage Program

- Develop and Implement Safe Passage program led by local community based organizations

Setup of project will include three (3) Safe Passage assessment meetings, one with each school to determine specific needs of the school community. Then, the project will host three (3) community-engaged hot spot mapping meetings, to work with residents and families surrounding each school to identify crime and personal safety "hot spots" the currently discourage students walking and biking to school. Community residents will be trained on how to be "corner captains" or walking school bus leaders at three separate trainings.

The Safe Passage community media campaign will create a brand image for the Safe Passage program that is multilingual, and develop informational posters and flyers as well as yard signs to be posted along safe passage routes.

The program will host 9 (3 at each school) Safe Routes to School pop-up events throughout the year along identified safe passages that feature creative, fun activities designed to engage students and foster the kind of connections that build community.

The Safe Passage Program will be supported by a semester-long "Bike and Wellness" afterschool program working with up to 12 students or other community members. The programming will include bicycle repair education and group bike rides. In the bicycle maintenance course, students, their families, and community members will learn common bicycle parts and components and basic maintenance in order to be a self-sufficient bicycle rider. This class will be for riders who want to know how to fix their own bike to assure reliable transportation. At the beginning and end of this task, the Consultant will implement a community stakeholder survey.

Task	Description	Deliverable
4.2.1	Implement three (3) Safe Passage assessment meetings with school staff	Agendas, meeting notes
4.2.2	Host three (3) community-engaged hot spot mapping meetings	Large aerial maps, flyers sign in sheets, meeting notes
4.2.3	Lead three (3) community resident corner captain /WSB trainings	Large aerial maps, flyers, sign in sheets
4.2.4	Develop Safe Passage graphic design materials	Yard signs, flyers, posters
4.2.5	Host twelve (12) SRTS encouragement pop-ups	Flyers, sign in sheets
4.2.6	Implement one semester of bike and wellness programming	Flyers, program participation summary
4.2.7	Implement one (1) pre and one	Pre and post survey

	(1) post- community stakeholder survey	instrument, summary notes
4.2.8	Implement one (1) pre and one (1) post- community focus group	Focus group approach memo, summary notes

**COUNTY OF SACRAMENTO
BICYCLE ADVISORY COMMITTEE
FINAL Meeting Minutes**

Department of Transportation | Videoconference

Online: <https://zoom.us/j/98729158988?pwd=YkY1T3d3VXpjZ0EydIRabnZpTIYxdz09>

Dial-in: +1 669 900 6833 US,,98729158988#,,,,*778340#

WEDNESDAY May 19, 2021 - 6:00 p.m.

Members of the public wishing to address the committee on any item not on the agenda may do so at the beginning of the meeting. We ask that members of the public request to speak and keep their remarks brief. Testimony will be limited to a total of ten (10) minutes.

1. Roll Call / Welcome and Introductions

Members: Thomas Cassera, Robert Goss, Katherine Koumis, Sue Schooley, Erin Stumpf, Jack Wursten, Dave Comerchero

Start Time: 6:02 PM

Present: Robert Goss, Sue Schooley, Jack Wursten, Dave Comerchero, Thomas Cassera

Absent Excused: None

Absent Unexcused: Erin Stumpf, Katherine Koumis

2. Public Comment on Non-agenda Topics

3. Review and Approve Meeting Minutes of March 24, 2021

Action Item

Motion: Approve with one change to minutes: Under SACOG Parks and Trails Plan, rewrite comment to state that SACOG should advocate for legislation to provide immunity for private property owners with public trail easements.

Motion/Second: Robert Goss/Dave Comerchero

Ayes: Sue Schooley, Jack Wursten, Thomas Cassera, Robert Goss, Dave Comerchero

Noes: None

Abstain: None

Absent: Erin Stumpf, Katherine Koumis

4. South Watt Widening Project

Review and Comment

Heather Yee, SacDOT, yeeh@saccounty.net, (916) 874-9182

- Committee liked the Class I multi-use path and favored a Class II conspicuous or green lane and merge between the Class I bike path.
- A suggestion was made to plant trees along the Class I facility. There was concern about contraflow in the bike facility.

5. Active Transportation Plan – Draft Recommendations

Review and Comment

Libby Nachman, Alta Planning, (510) 540-5008, libbynachman@altaplanning.com

- Staff was asked to investigate whether a web map could be kept available as an on-going reporting tool, after the plan is adopted.
- Environmental Justice communities need to continue to be the focus of outreach and targeted advertisement for soliciting input for the plan.

- The web map with draft infrastructure recommendations will be available on the website to take comment through June 30th. Finalization of recommendations will take place after the comment period ends.
- Top plan priorities from the Committee include safety, connectivity, equity, and access.

6. Slow Streets Update

Review and Comment

Mikki McDaniel, Transit and Bicycle Coordinator, mcdanielm@saccounty.net; (916) 875-4769
See attached staff report and count data.

- The data is not encouraging, but the Committee would still like staff to continue investigation.

7. SacBAC Annual Report, 2020

Action Item

Mikki McDaniel, Transit and Bicycle Coordinator, mcdanielm@saccounty.net; (916) 875-4769

Motion: Approve the SacBAC Annual Report, 2020 and request that the report be forwarded to the Board of Supervisors.

Motion/Second: Robert Goss / Dave Comerchero

Ayes: Sue Schooley, Jack Wursten, Thomas Cassera, Robert Goss, Dave Comerchero

Noes: None

Abstain: None

Absent: Erin Stumpf, Katherine Koumis

8. Informational Items

- Final Meeting Minutes, January 20, 2021

9. Staff Updates and Reports Back

- May is Bike Month
- Non-Infrastructure Programs – Active Transportation Plan
- Meeting Format: Virtual or In-person
 - Committee requested that staff investigate the possibility of a hybrid in-person and virtual meeting.

10. Future Agenda Items

- Active Transportation Program Cycle 6 Project Candidates
- Local Road Safety Plan
- Policy Considerations – September 2021
- Vehicle Miles Traveled – SB 743 Implementation

11. Set Next Meeting Dates

a) Next SacBAC meeting: July 21

Online: <https://zoom.us/j/98729158988?pwd=YkY1T3d3VXpjZ0EydllRabnZpTIYxdz09>

Dial-in: +1 669 900 6833 US,,98729158988#,,,,*778340#

b) Adjourn SacBAC

End Time: 7:55 PM

**COUNTY OF SACRAMENTO
BICYCLE ADVISORY COMMITTEE
FINAL Meeting Minutes**

Department of Transportation | Videoconference

Online: <https://zoom.us/j/98729158988?pwd=YkY1T3d3VXpjZ0EydlRabnZpTIYxdz09>

Dial-in: +1 669 900 6833 US,,98729158988#,,,,*778340#

WEDNESDAY July 21, 2021 - 6:00 p.m.

Members of the public wishing to address the committee on any item not on the agenda may do so at the beginning of the meeting. We ask that members of the public request to speak and keep their remarks brief. Testimony will be limited to a total of ten (10) minutes.

1. Roll Call / Welcome and Introductions

6:03 p.m.

Present: Thomas Cassera, Sue Schooley, Jack Wursten,

Absent Excused: Robert Goss, Dave Comerchero

Absent Unexcused: Erin Stumpf

No quorum.

2. Public Comment on Non-agenda Topics

No comment.

3. Review and Approve Meeting Minutes of May 19, 2021

Action Item

No action taken due to lack of quorum. Item moved to next meeting agenda.

**4. Implementation of Vehicle Miles Traveled Analysis and Senate Bill 743 (SB 743)
Review and Comment**

Cameron Shew, SacDOT, (916) 875-5940, shewc@saccounty.net

- Should the committee be looking at particular aspects of projects that could reduce VMT? How should the committee evaluate projects with regard to VMT? Reviewing projects for connectivity to plan areas is important. California Air Pollution Control Officers Association has documented VMT measures. That document is currently undergoing a major update.
- The Transportation Impact Analysis guide on page 46 needs to reference Active Transportation Plan and not the Bicycle Master Plan and Pedestrian Master Plan. The program Guaranteed Ride Home is now called Emergency Ride Home.

The meeting facilities are accessible to persons with disabilities. Requests for documents in accessible formats, interpreting services, assistive listening devices, or other accommodations should be made through the County Disability Compliance Office at (916) 874-7642 or (916) 874-7647 (TTY/TDD), no later than five working days prior to the meeting.

5. Local Road Safety Plan

Review and Comment

Josh Pilachowski, Senior Transportation Planner, DKS Associates, josh@dksassociates.com
6:33 p.m.

- A Local Road Safety Plan (LRSP) is needed in order for jurisdictions to be eligible for future rounds of Highway Safety Improvement Program (HSIP) grant funding. In recent cycles, the County has been awarded \$19M in HSIP funding.
- A bicycle traffic school is needed in Sacramento County for bicyclist infractions. A free helmet program could be helpful.
- Do police give out tickets for helmet infractions now in unincorporated County?
- The Committee would like to hear about strategy identification for LRSP in September 2021.
- Public comment: Signage cautioning drivers coming out of alleys to watch for bicycles could be helpful.
 - This is a tactic that is at too detailed a level for the LRSP.
- Send emphasis areas for LRSP and any other documents on to the Committee by email.

6. Active Transportation Plan Update

Review and Comment

Mikki McDaniel, Transit and Bicycle Coordinator (916) 875-4769, mcdanielm@saccounty.net
7:18 p.m.

- In ATP infrastructure recommendations, the bike facilities listed as study areas should have a note that a bike facility is expected so that developers understand the expectation.
- Committee requested an explanation on how to add up the scoring for the prioritization metrics table.
- Committee requested that WalkSacramento add the Active Transportation Plan to their list of current projects on their organization's website.
- Staff will confirm whether all committee members on GovDelivery.
- Committee members wish to discuss policies further.

7. Slow Streets

Review and Comment

Mikki McDaniel, Transit and Bicycle Coordinator (916) 875-4769, mcdanielm@saccounty.net
7:49 p.m.

- DOT Traffic Engineering staff evaluated the City of Sacramento's pilot with Slow Streets and does not recommend implementation of a pilot for unincorporated County.

8. Informational Items

7:51 p.m.

- Final Meeting Minutes, March 24, 2021
- Active Transportation Score Cards

9. Staff Updates and Reports Back

7:53 p.m.

- Active Transportation Plan Web Map
- SacBAC and DOT Vacancy
- Meeting Format: Virtual or In-person

10. Future Agenda Items

- Active Transportation Program Cycle 6 Project Candidates
- Policy Considerations – September 2021
- Capital Corridor Southeast Connector
- Local Road Safety Plan Update in September
- Active Transportation Plan Update

11. Set Next Meeting Dates

- a) Next SacBAC meeting: Sept 15

Online: <https://zoom.us/j/98729158988?pwd=YkY1T3d3VXpjZ0EydlRabnZpTIYxdz09>

Dial-in: +1 669 900 6833 US,,98729158988#,,,,*778340#

- b) Adjourn SacBAC

Motion/Second: Jack Wursten/Thomas Cassera

8:02 p.m.