



PEDESTRIAN ADVISORY COMMITTEE (PAC)

MEETING AGENDA

6:00 – 7:30 p.m.

Thursday, February 2, 2017

**Solano Transportation Authority, Conference Room 1
One Harbor Center, Suite 130
Suisun City, CA 94585-2473**

ITEM

STAFF PERSON

- 1. **CALL TO ORDER/CONFIRM QUORUM** Chair
- 2. **APPROVAL OF AGENDA**
(6:00 – 6:05 p.m.)
- 3. **OPPORTUNITY FOR PUBLIC COMMENT**
(6:05 – 6:10 p.m.)
- 4. **CONSENT CALENDAR** Chair
Recommendation:
Approve the following consent item.
(Note: Item under consent calendar may be removed for separate discussion.)
(6:10 – 6:15 p.m.)
 - A. **Minutes of the STA PAC Meeting of December 1, 2016** Esther Wan, STA
Recommendation:
Approve the STA PAC meeting minutes of December 1, 2016.
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- 5. **STAFF COMMENTS & FOLLOW – UP ITEMS** Ryan Dodge, STA
(6:15 – 6:20 p.m.)
- 6. **PRESENTATIONS**
 - A. **Heart of Fairfield Plan** Brian Miller,
City of Fairfield
(6:20 – 6:30 p.m.)
 - B. **Recap of Community Pedestrian Safety Training in Vallejo** James Johnson Jr.,
Solano County
(6:30 – 6:40 p.m.)

The complete Pedestrian Advisory Committee packet is available on STA’s website: www.sta.ca.gov

PAC MEMBERS

<u>Pete Turner</u> City of Benicia	<u>Tamer Totah</u> City of Fairfield Vice - Chair <u>Victor Anes</u> Member at Large	<u>Sandra Newell</u> City of Dixon	<u>Kevin McNamara</u> City of Rio Vista Chair <u>Rischa Slade</u> Solano Community College	<u>Sean Strickland</u> City of Suisun City	<u>Vacant</u> City of Vacaville <u>Cynthia Ripley</u> Bay Area Ridge Trail Council	<u>Teresa Booth</u> City of Vallejo	<u>Joseph Joyce</u> County of Solano
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C. **STA Safe Routes to School Update – Addressing Safety as a Priority in 2017** Lloyd Nadal, STA
(6:40 – 6:50 p.m.)

D. **One Bay Area Grant (OBAG) Cycle 2 Status** Ryan Dodge, STA
(6:50 – 7:00 p.m.)

7. **ELECTIONS** Committee

A. **Elect PAC Chair and Vice – Chair for 2017**

Recommendation:

1. Nominate and elect a PAC Chair for 2017.
2. Nominate and elect a PAC Vice-Chair for 2017.

(7:00 – 7:10 p.m.)

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8. **INFORMATIONAL ITEMS – DISCUSSION** Committee

A. **Pedestrian and Bicycle Count Program Annual Report**

(7:10 – 7:15 p.m.)

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B. **PAC Field Trips**

(7:15 – 7:20 p.m.)

C. **Joint BAC/PAC Meeting**

(7:20 – 7:25 p.m.)

9. **INFORMATIONAL ITEMS NO – DISCUSSION** Esther Wan, STA

A. **PAC Meeting Attendance Matrix and Membership Status**

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10. **COMMITTEE MEMBER COMMENTS AND FUTURE AGENDA TOPICS** Chair

(7:25 – 6:30 p.m.)

11. **ADJORNMENT**

The next regular meeting of the Pedestrian Advisory Committee is scheduled to meet on **Thursday, April 6, 2017 at 6:00 p.m.** STA.

PAC 2017 Meeting Dates

(The PAC meets every First Thursday on even months, unless otherwise rescheduled)

Please mark your calendars for these dates

6:00 pm, Thursday, February 2, 2017

6:00 pm, Thursday, April 6, 2017

6:00 pm, Thursday, June 1, 2017

6:00 pm, Thursday, August 3, 2017

6:00 pm, Thursday, October 5, 2017

6:00 pm, Thursday, December 7, 2017

Questions? Please contact STA staff, Ryan Dodge, (707) 399-3230, rdodge@sta.ca.gov



**PEDESTRIAN ADVISORY COMMITTEE (PAC)
Minutes for the Meeting of
December 1, 2016**

1. CALL TO ORDER/SELF INTRODUCTIONS

The meeting of the STA's Pedestrian Advisory Committee (PAC) was called to order by Chair Kevin McNamara at approximately 6:00 p.m. at the STA in Conference Room 1.

PAC Members Present:

Pete Turner	City of Benicia
Sandra Newell	City of Dixon
Kevin McNamara	City of Rio Vista
Teresa Booth	City of Vallejo

PAC Members Absent:

Tamer Totah	City of Fairfield
Sean Strickland	City of Suisun City
Joseph Joyce	County of Solano
Vacant	Member at Large
Vacant	City of Vacaville

Others Present:

Victor Randall	City of Benicia
Victor Roman	Resident, KPO Station

STA Staff Present:

Drew Hart	STA
Esther Wan	STA

2. CONFIRM QUORUM

Quorum is confirmed.

3. APPROVAL OF THE AGENDA

With a motion from Teresa Booth and a second from Pete Turner, the PAC unanimously approved the Agenda (4 Ayes, 3 Absences, 0 Abstentions).

4. OPPORTUNITY FOR PUBLIC COMMENT

None.

5. COMMENTS FROM AGENCY STAFF

None.

6. CONSENT CALENDAR

Approve the following consent item in one motion.

(Note: Item under consent calendar may be removed for separate discussion.)

A. Minutes of the STA PAC Meeting of October 6, 2016

On a motion by Kevin McNamara, and with a second from Pete Turner, the STA PAC approved the minutes of October 6, 2016 unanimously (4 Ayes, 3 Absences, 0 Abstentions).

7. PRESENTATIONS

A. Benicia Urban Waterfront Enhancement and Master Plan

Victor Randall presented on one of the City of Benicia's priority project, the Benicia Urban Waterfront Enhancement and Master Plan, with a power point which is available upon request. Please contact Ryan Dodge at rdodge@sta.ca.gov for further details and a copy of the power point.

Teresa Booth inquired if the construction of the boardwalk at the eastern end of the park, adjacent to enhanced seasonal wetlands, would interfere with the bird migration. Victor Randall noted Ms. Booth's comment and will include her environmental concerns for this project.

Pete Turner asked if the kayak launch site was included in the Benicia Urban Waterfront Enhancement and Master Plan. Victor Randall responded that kayak launch sites were not included in the plans because of exposed mud flats during low tides. Mr. Randall indicated that the 9th Street Park is a designated Water Trail launch site. Victor Randall also mentioned that there may be future plans for additional Water Trail launch sites. Mr. Randall highlighted how the Benicia Waterfront area is unique because it is the only location in Solano County that both a Priority Development Area as well as a Priority Conservation Area given that both the San Francisco Bay Trail and the Bay Area Ridge Trail connects to this area.

Victor Randall reviewed the multiple phases of the Benicia Urban Waterfront Enhancement Master Plan. Drew Hart requested for the estimated cost of this project. Mr. Randall responded that the current working estimate is \$6.7 million including environmental cost, design work, and construction, but not including contingency.

Victor Randall added that Park Dedication funding will assist with environmental costs as well as art being integrated into the waterfront area. Drew Hart mentioned that an additional source of funding that the PAC members make recommendations for is TDA Article 3. Mr. Hart proposed that in a future PAC meeting, this project be included in projects considered for TDA Article 3 funds.

Victor Randall added that he is in the process of registering the Benicia waterfront area as a historical location. PAC members agreed that when this project is complete, the Benicia waterfront will be one of the gems of Solano County because of its beautiful location and historical significance.

Victor Randall departed at approximately 6:30 p.m.

8. ACTION FINANCIAL

None.

9. ACTION NON-FINANCIAL

None.

10. INFORMATION – DISCUSSION

A. One Bay Area Grant (OBAG) Cycle 2 Congestion Mitigation and Air Quality (CMAQ) Call for Projects Applications Received

Drew Hart presented in place of Ryan Dodge concerning the One Bay Area Grant (OBAG) Cycle 2 Congestion Mitigation and Air Quality (CMAQ) Call for Projects Applications Received. Mr. Hart reviewed OBAG as a regional funding program for federal transportation dollars distributed to Bay Area Congestion Management Agencies (CMAs) every five years.

Drew Hart summarized how the STA Board on September 14, 2016 issued a Call for Projects for \$4,646,003 of OBAG 2 CMAQ funds to be distributed on a competitive basis. Applications received will be reviewed by STA staff using the criteria approved by the STA Board at the same meeting. Mr. Hart noted that CMAQ funds are available for projects that reduce air pollution such as bike and pedestrian facilities, and encouraging the use of public transit.

Drew Hart stated that the Call for Projects opened on September 15, 2016 and closed on November 18, 2016.

Mr. Hart reviewed the previous PAC meeting on October 6, 2016 where the committee members recommended the City of Suisun City Lotz Way Class I Bikeway / Multi-Use Path Project as their priority project for implementation. The PAC designated Kevin McNamara, Chair, to present to the STA Board at the October 12, 2016 informational workshop to advocate for this project. Drew Hart indicated that the City of Suisun is requesting \$752,500 for the Suisun City Lotz Way project from CMAQ and the local contribution is 11%.

PAC members discussed all the different projects from the STA OBAG Cycle 2 Project Submittals and Pete Turner request more information on the Solano County Fairgrounds Drive Project to be provided during the next PAC meeting.

Drew Hart announced that STA staff will report to the STA Board at the December 14, 2016 meeting a similar summary, tentatively recommend specific projects for funding to the STA Board at the January 11, 2017 meeting, and final project funding approval is tentatively anticipated at the February 8, 2017 STA Board meeting.

11. INFORMATION-NO DISCUSSION

A. PAC Meeting Attendance

Esther Wan provided PAC Members with the PAC Attendance Matrix in the packet. No discussion.

12. COMMITTEE MEMBER COMMENTS AND FUTURE AGENDA TOPICS

A. Comments

Kevin McNamara addressed the need of nominating a new chair for PAC.

Teresa Booth requested to schedule walking tours next year to see what projects require additional funding. Ms. Booth recommended PAC to coordinate with the Solano Open Space committee on their Spring and Fall walking tours next year.

Drew Hart mentioned that both the PAC and BAC will review their Tier 1 and Tier 2 projects around Spring and see if there is a need to reprioritize which project to recommend for the TDA Article 3 funds.

Teresa Booth proposed to schedule a joint PAC and BAC meeting next year. Pete Turner indicated that the PAC and BAC joint meetings are not very productive due to one committee primarily focusing on their projects and not as a collective group. Mr. Turner recommended BAC members to email their concerns to PAC members as an alternative option to scheduling a joint meeting.

B. Future Item Agenda Topics

1. Presentation on The Heart of Fairfield
2. OBAG Cycle 2
3. Nominate the next Chair for PAC
4. Future Walking Tours

13. ADJOURNMENT

The STA PAC meeting adjourned at approximately 7:02 p.m. The next meeting of the STA PAC is **Thursday, February 2, 2017.**

PAC 2017 Meeting Dates

(The PAC meets every First Thursday on even months, unless otherwise rescheduled)

Please mark your calendars for these dates

6:00 pm, Thursday, February 2, 2017

6:00 pm, Thursday, April 6, 2017

6:00 pm, Thursday, June 1, 2017

6:00 pm, Thursday, August 9, 2017

6:00 pm, Thursday, October 5, 2017

6:00 pm, Thursday, December 7, 2017

Questions? Please contact STA staff, Ryan Dodge, (707) 399-3230 or rdodge@sta.ca.gov



DATE: January 26, 2017
TO: STA PAC
FROM: Ryan Dodge, Associate Planner
RE: Elect PAC Chair and Vice – Chair for 2017

Background:

The Pedestrian Advisory Committee (PAC) includes a Chair and a Vice-chair, whom shall be nominated and elected for each calendar year.

Discussion:

According to the Pedestrian Advisory Committee bylaws (Section 2.), “the PAC shall, at the last meeting of each calendar year, nominate and elect the Chair and the Vice-Chair for one (1) calendar year term. No officer shall serve more than two (2) consecutive terms in a given office.”

Kevin McNamara, representing the City of Rio Vista, served as Chair in 2016. Tamer Totah, representing the City of Fairfield, served as Vice-Chair in 2016.

Per the PAC bylaws:

Section 3. Role of Chair

The Chair shall preside over all PAC meetings, coordinate the meeting agenda with STA staff, represent the PAC’s actions to appropriate agencies or designate a representative(s) to do so, and have general direction and control over the activities of the PAC.

Section 4. Role of Vice-Chair

The Vice-Chair shall assist the Chair in the execution of the duties of the Chair office. In the absence of the Chair, the Vice-Chair shall preside over the meetings, and when so acting, shall have the duties of the Chair.

Fiscal Impact:

None.

Recommendation:

1. Nominate and elect a PAC Chair for 2017.
2. Nominate and elect a PAC Vice-Chair for 2017.

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DATE: January 26, 2017
 TO: STA PAC
 FROM: Ryan Dodge, Associate Planner
 RE: Pedestrian and Bicycle Counter Program Annual Report

Background:

The Solano Transportation Authority (STA) purchased eight portable automated counters (four bicycle and four pedestrian) in March, 2015 for the purpose of collecting continuous volume count data throughout Solano County and the seven cities.

Volume count data will be collected and used primarily for competitive grant applications, to collect before-data for funded projects, to collect after-data to help evaluate the effectiveness of implemented projects, and to assist the STA Bicycle Advisory Committee (BAC) and the STA Pedestrian Advisory Committee (PAC) in prioritizing future projects. Counters are available for use on a first-come-first-serve basis (see Attachment A. STA Automated Counter User Agreement).

Discussion:

STA staff has coordinated the installation of automated counters at eight locations and has counted people walking, biking, or rolling the past two years:

Automated Pedestrian and/or Bicycle Volume Data Collected to Date

Location	Location Detail	Data Collection Purpose	Year	Initiated By	Count Data Days	Ped ADT *	Bike ADT *	Ped / Bike ADT*
Suisun City	McCoy Creek Path, at Central County Bikeway	ATP grant application	2015	Suisun City Public Works	366	n/a	n/a	103
Vallejo	Bay Trail, between B and Hichborn Streets	ATP grant application	2015	STA Planning	366	n/a	n/a	98
County	Suisun Valley Parkway, both sides, shoulders, south of Rockville Road	ATP grant application	2015	Solano Public Works	9	n/a	49	n/a
Vacaville	East Main Street, both sides, sidewalks and roadway, between McClellan and Wilson Streets	economic redevelopment project	2016	Vacaville Economic Development	17	n/a	15	52
Dixon	1st Street / SR-113, east side sidewalk, midblock between County Fair Drive and East Chestnut Street	Event (May Fair)	2016	Dixon Public Works	11	n/a	n/a	631

Location	Location Detail	Data Collection Purpose	Year	Initiated By	Count Data Days	Ped ADT *	Bike ADT *	Ped / Bike ADT*
Vallejo	Fairgrounds Drive, both sides, sidewalks and shoulders, at SR-37	Redevelopment project / Transit Service Change	2016	STA Projects	83	n/a	22	135
Benicia	East 3rd Street tunnel, under I-780	ATP SR2S Project	2016	STA Projects	42	n/a	n/a	87
Benicia	East 3rd Street, west side sidewalk, at Golden Slopes Court	ATP SR2S Project	2016	STA Projects	42	n/a	n/a	246

* *Reported volume counts are raw data (not validated). ADT = Average Daily Traffic*

The following locations have been identified as potential locations for future bicycle and/or pedestrian volume data collection efforts. Proposed target dates may be revised if and when new projects and plans are developed and implemented which may require delaying previously planned deployments of automated counter equipment.

Planned and Proposed Automated Pedestrian and/or Bicycle Volume Data Collection

Location	Location Detail	Data Collection Purpose	Count Status	Target Date	Counter Type
Benicia	Benicia-Martinez Bridge	Initial count, compare to future counts	Proposed	TBD	Bike
Benicia	Intermodal Station	Initial count, compare to future counts	Proposed	TBD	Ped/Bike
County	North Connector	Initial count, compare to future counts	Proposed	TBD	Ped/Bike
County	Pleasants Valley Road	Initial count, compare to future counts	Proposed	TBD	Bike
Dixon	West B Street undercrossing	School activity; Initial count, compare to future counts	Planned	Spring 2017	Ped/Bike
Fairfield	East Tabor Avenue Railroad Track Crossing	Before data to compare to after project data	Proposed	TBD	Ped/Bike
Fairfield / Suisun City	Pedestrian bridge, connecting Union Street to Main Street	Before data to compare to after project data	Proposed	TBD	Ped/Bike
Fairfield	Suisun Parkway	Initial count, compare to future counts	Proposed	TBD	Ped/Bike
Suisun City	Driftwood Drive	School activity; Initial count, compare to future counts	Proposed	TBD	Ped/Bike
Vallejo	Bay Trail	Long-term tracking	Proposed	Spring 2017	Ped/Bike

Additionally, four counters were loaned to the Napa Valley Transportation Authority (NVTA) for use in September 2015 to collect data that contributed to the National Bicycle and Pedestrian Documentation Project (see <http://bikepeddocumentation.org/>).

Recommendation:

Informational.

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DATE: February 2, 2017
 TO: Pedestrian Advisory Committee (PAC)
 FROM: Esther Wan, Administrative Clerk/PAC Clerk
 RE: 2016 PAC Meeting Attendance Matrix

Member/Position	Feb. 4 th	April 7 th	June 2 nd	Aug 4 th	Oct. 6 th	Dec. 1 st
Vacant, Member at Large	--	--	--	--	--	--
Tamer Totah, City of Fairfield	✓	--	✓	E	E	E
Sandra Newell, City of Dixon	✓	--	--	✓	✓	✓
Sean Strickland, City of Suisun City	✓	--	✓	✓	✓	E
Joseph Joyce, Solano County	✓	--	✓	--	✓	--
Teresa Booth, City of Vallejo	--	--	--	✓	--	✓
Pete Tuner, City of Benicia	✓	--	✓	E	✓	✓
Vacant, City of Vacaville	--	--	--	--	--	--
Kevin McNamara, City of Rio Vista	✓	--	✓	✓	✓	✓
Jody Lane, Bay Area Ridge Trail	✓	--	--	--	✓	--

✓ - Present E- Excused ---Absent

Section 1. Meetings/Attendance (Bylaws)

The PAC shall hold a regular meeting at least once a calendar year quarter and as necessary to fulfill the mandate of Article III, Sections 1 and 2. Members of the PAC that do not attend three scheduled meetings in succession and do not contact staff to indicate that they will not be present is considered to be an ‘un-contacted absence’ and may have their position declared vacant by the STA Board of Directors. Absence after contacting staff is considered a ‘contacted absence.’ Contacted absences and un-contacted absences shall be documented in the minutes of each meeting. If a PAC member has missed a combination of four contacted and un-contacted absences in any one-year period, he or she will be sent a written notice of intent to declare the position vacant. If there is no adequate response before or at the next scheduled meeting, and based upon a recommendation from the PAC, the position may be declared vacant by the STA Board.

Recommendation:

Informational.

Attachment A: STA Pedestrian Advisory Committee (PAC) Membership Status



**STA Pedestrian Advisory Committee (PAC)
Membership Status
(February 2017)**

Member	Jurisdiction	Appointed	Term Expires	Chair/Vice-Chair Appointment
Pete Turner	Benicia	December 2013	December 31, 2018	
Sandra Newell	Dixon	January 2016	December 31, 2018	
Tamer Totah	Fairfield	September 2013	December 31, 2019	January 2014, 2015
Kevin McNamara	Rio Vista	August 2013	December 31, 2019	January 2016
Sean Strickland	Suisun City	December 2015	December 31, 2017	
VACANT	Vacaville		N/A	
Teresa Booth	Vallejo	June 2014	December 31, 2017	
Joseph Joyce	Solano County	December 2015	December 31, 2017	
Victor Anes	Member-At-Large	December 2016	December 31, 2019	
Cynthia Ripley	Bay Area Ridge Trail	December 2016	December 31, 2019	
Rischa Slade	Solano County Community College		December 31, 2017	