

---

# SONOMA COUNTY TRANSPORTATION AUTHORITY COUNTYWIDE BICYCLE ADVISORY COMMITTEE

---

## AGENDA

**Monday, March 3, 2003**

4:00 –5:30

Sonoma County Transit

Conference Room

355 West Robles Avenue

---

### Directors

**Jake Mackenzie, Chair**  
Rohnert Park

**Paul Kelley, V. Chair**  
Sonoma County

**Steve Allen**  
Windsor

**Joe Costello**  
Sonoma

**Patricia Gilardi**  
Cotati

**Mike Healy**  
Petaluma

**Robert Jehn**  
Cloverdale

**Mike Kerns**  
Sonoma County

**Lisa Schaffner**  
Healdsburg

**Tim Smith**  
Sonoma County

**Sam Spooner**  
Sebastopol

**Sharon Wright**  
Santa Rosa

### ITEM

- I. Introductions and public comment on items not on agenda
  - II. Consent Items – DISCUSSION/ACTION
    - A. Approval of the Agenda
    - B. Approval of December 2, 2002 Minutes
  - III. Reports – INFORMATION
    - A. Member Reports/Information
    - B. SCTA Report
  - IV. TDA Article 3 – Review applications - ACTION
  - V. SCTA Countywide Bicycle Plan Update – DISCUSSION/ACTION
  - VI. Adjourn – ACTION
- 

### SCTA Staff

**Suzanne Wilford**  
Executive Director

**Janet Spilman**  
Transportation Planner

**Angela Caruso**  
Executive Assistant

520 Mendocino Avenue  
Suite 240  
Santa Rosa, CA 95401  
PH: 707-565-5373  
FAX: 707-565-5370

The next **CBAC** meeting is **April 7, 2003**  
The next **SCTA** meeting is **March 17, 2003**

**This CBAC agenda packet is available online at  
[www.sonoma-county.org/scta](http://www.sonoma-county.org/scta)**

---

**SONOMA COUNTY TRANSPORTATION AUTHORITY  
COUNTYWIDE BICYCLE ADVISORY COMMITTEE**

---

**MINUTES**

February 3, 2002

ATTENDEES

Sue Kelly, Sebastopol  
Dusty Resneck, Petaluma BAC  
Elizabeth Tyree, Windsor  
Joel Woodhull, County B&PAC  
Janet Spilman, SCTA  
Alistair Bleifuss, Guest

Lynn Woznicki, Healdsburg  
Bruce Eisert, Santa Rosa  
Matt Townsend, Rohnert Park  
Steven Schmitz, County  
Len Swenson  
Andy Gustavson, Healdsburg

ITEM

- I. Introductions and public comment on items not on agenda Introductions were made. There were no public comments.
- II. Consent Items
  - a. Approval of the Agenda - agenda was approved
  - b. Approval of December 2, 2002 Minutes – minutes were approved
- III. Reports and Announcements
  - a. Member Reports/Information
    - i. Dusty Resneck (Petaluma) – Petaluma is updating the General Plan.
    - ii. Matt Townsend(Rohnert Park) – introduced himself as the new staff person representing RP. Rohnert Park is revising the Bicycle Master plan, which will then be meshed with the General Plan
    - iii. Steven Schmitz (County) – The Bicycle Awareness campaign is moving forward. Look for the billboard. The Tagline of the campaign is “You’ve Got a Friend that Bikes”. The kickoff is in March . The campaign is scheduled to run until September.  
Steven is also working with Santa Rosa on the Bike to Work Day in May.  
Share the Road caution signs are being installed.  
The County is working with residents of Bodega Bay to improve bicycle and pedestrian safety. They will start with the large rectangular Bike/Ped signs along Highway 1.
    - iv. Bruce Eisert (Santa Rosa) – The last section of the Prince Greenway, from A street to Santa Rosa avenue is scheduled to open this spring. The Pierson reach project is in need of final funding, construction should be completed next year. Santa Rosa is considering extending the Joe Rodota trail to the Prince Greenway. The Dutton to 3<sup>rd</sup> Street segment remains unfunded.
    - v. Elizabeth Tyree (Windsor) the Bicycle Trail Workplan has been approved by the city council and will be incorporated into the updated general plan.
    - vi. Sue Kelly (Sebastopol) – Archeological study is not necessary for the connector path between Joe Rodota trail and Petaluma as Ms. Kelly was originally told. This is good news despite the year toiling on the project. A new setback is mitigation for the tiger salamander.  
The good news is that Caltrans is cooperating in the building a crosswalk across Petaluma Ave.

- b. SCTA report – Ms. Spilman reported briefly on other annual funding programs that the SCTA is overseeing. Call for Projects are out for TFCA and FTA Section 5310 (for paratransit vehicles).

IV. Presentation by Alistair Bleifuss, Program Coordinator of the Santa Rosa Creek Stewardship Program

With a hundred volunteers so far the SR Creek Stewardship program is making headway on its effort to get the community involved in taking responsibility for the Creeks. He is looking for groups or individuals who might have an interest in attending a series of workshops to develop Creek Master Plans for Paulin Creek, Piner Creek, Matanzas/Spring Creek, Brush/Austin Creek, Roseland Creek.

- V. TDA Article 3 – CBAC agreed to meet March 3 to review TDA3 applications. Ms. Spilman discussed the application process with the committee and answered questions.
- VI. SCTA Countywide Bicycle Plan Update – Ms. Spilman received information that was still outstanding. The draft plan will be available to the Committee at the March 3 meeting.
- VII. Meeting was adjourned at 5:10 pm.

# COUNTYWIDE BICYCLE ADVISORY COMMITTEE STAFF REPORT

**DATE:** March 3, 2003  
**TO:** Countywide Bicycle Advisory Committee  
**FROM:** Janet Spilman, Transportation Planner  
**SUBJECT:** TDA Article 3 CBAC Review

## Background

Transportation Development Act (TDA) Article 3 funds may be applied for by all of the cities and the County. Bicycle projects must meet State safety design criteria and CEQA requirements. The local jurisdiction must be able to complete the project within two years, agree to maintain the facility and the project must be consistent with an adopted bicycle plan. In addition to the application submitted here project sponsors must deliver an authorized resolution from their governing body to the SCTA by April 25, 2003.

## The CBAC Review Process

With the current distribution plan each jurisdiction is awarded its share of TDA3 based on a population-based formula. This revenue is accumulated over time and can be projected out two years (under most circumstances). See attached spreadsheet. CBAC reviews all project applications and creates a recommended list of projects for the Chair to submit to the SCTA.

## TDA Article 3 – Bicycle and Pedestrian Facilities – Proposed Project List

(as of February 24, 2003)

- **Santa Rosa**  
Santa Rosa Ave Bike lanes – phase 2 \$50,000
- **Sonoma County**  
Old Redwood Highway class II bike lanes \$350,000
- **Petaluma**  
Washington Creek multi-use path \$175,000

---

Total for all jurisdictions \$575,000

## The 2002/2003 TDA Article 3 Program

### Scorecard

Attached is a scorecard showing the “entitlement” available to each jurisdiction based on current year revenue (\$337,450) and accumulated balance (\$830,270). In discussions with MTC it has become evident that CBAC carryover balance is higher than indicated. A one-time adjustment of \$132,538 is added into the available funds for a total of **\$1,300,258 available funding countywide**. The projects listed above have been included in the expenditure 03/04 expenditure line.

### Action Requested

Please review these additional projects to FY 03/04 TDA Article 3 program to be forwarded to SCTA for approval.



## TDA Article 3 Fund Application

Fiscal Year of this Claim: 2003/04      Applicant: County of Sonoma Department of Transportation and Public Works

**Contact person: Stephen B. Urbanek, P. E.**

E-Mail Address: dsnsteve@sonoma-county.org      Telephone: 707.565.3884

**Secondary Contact (in event primary not available) Dave Robertson**

E-Mail Address: admdave@sonoma-county.org      Telephone: 707.565.2231

Short Title Description of Project: Class II bike lanes on Old Redwood Highway

Amount of claim: \$350,000

**Functional Description of Project:**

**Construct 6ft class II bike lanes with 2ft. shoulder backing completing shoulder gaps from the NWP railroad bridge north of Windsor to Healdsburg City limits**

**Financial Plan:**

Below, please list project components being applied for such as planning, engineering right-of-way, construction, contingencies, etc.; also provide project budget showing total cost of project and other funding sources. If this is a segment of a larger project, include prior and proposed funding sources for other segments.

**Project Components: TDA funds will be used for construction. The Department of Transportation and Public Works will provide design and const. engineering.**

Funding Source	Prior Year	Application FY	2nd Year	3rd Year	Totals
TDA		\$350,000			\$350,000
Others (specify):		\$250,000 (TEA)			\$250,000
<b>Totals</b>		\$600,000			\$600,000

<b>Project Eligibility:</b> (If "NO" give approximate date of completion in comments)	<b>YES or NO</b>
<b>A.</b> Is the project approved by the governing agency (City Council or Board of Supervisors)?	Yes
<b>B.</b> Has this project previously received any TDA Article 3 funding? If so, please explain below:	No
<b>C.</b> If a bikeway, does the project meet Caltrans mandatory minimum safety design criteria? (Chapter 1000 of the California Highway Design Manual dated July 1, 1995.)	Yes
<b>D.</b> If a bicycle project, has it been reviewed by a Bicycle Advisory Committee? (If not, please explain below under comments)	Yes
<b>E.</b> Has the environmental impact documentation been stamped by the County Clerk? (See Tab I, MTC's <i>Fund Application Manual</i> .) Specify date stamped by County Clerk.	Yes
<b>F.</b> Will the project be completed within one year after funds become available? What is the expected completion date of project? Fall 2003 _____	Yes
<b>G.</b> Have provisions been made by the Claimant to maintain the facility? If an agency other than the Claimant is to maintain the facility provide the agency's name _____	Yes

**Comments: Project received a neg dec from the environmental process. No ROW will be required.**

## TDA Article 3 Project Application Form

Fiscal Year of this Claim: 2003/04

Applicant: City of Petaluma

Contact person: James Ryan

E-Mail Address: jryan@ci.petaluma.ca.us

Telephone: (707) 778-4421

Secondary Contact (in event primary not available)

E-Mail Address:

Telephone:

**Short Title Description of Project:** Multi-use path along Washington Creek, various locations

Amount of claim: \$175,000

**Functional Description of Project:**

attached

**Financial Plan:**

List the project elements for which TDA funding is being requested (e.g., planning, environmental, engineering, right-of-way, construction, construction management, contingency). Use the table below to show the project budget. Include prior and proposed future funding of the project. If the project is a segment of a larger project, include prior and proposed funding sources for the other segments (make certain the use of the currently requested funding is made clear in the "Project Elements" section below, and include any other clarifying information on the next page).

**Project Elements:** engineering, construction, construction management, contingency, maintenance

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3	None	\$175,000			\$175,000
list all other sources:					
1.					
2.					
3.					
4.					
<b>Totals</b>					

Project Eligibility:	YES?/NO?
<b>A.</b> Has the project been approved by the claimant's governing body? (If "NO," on the next page provide the approximate date approval is anticipated).	Yes
<b>B.</b> Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on the next page.	No
<b>C.</b> For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet at: <a href="http://www.dot.ca.gov/hq/oppd/hdm/chapters/t1001.htm">http://www.dot.ca.gov/hq/oppd/hdm/chapters/t1001.htm</a> ).	Yes
<b>D.</b> Has the project been reviewed by a Bicycle Advisory Committee? (If "NO," provide an explanation on the next page).	Yes
<b>E.</b> Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (If "NO" provide an explanation on the next page; and note that MTC cannot allocate funds to a project which lacks environmental clearance).	No
<b>F.</b> Will the project be completed within the three fiscal year time period (including the fiscal year of funding) after which the allocation expires? Enter the anticipated completion date of project (month and year) November, 2003	Yes
<b>G.</b> Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	Yes

summary

## Sonoma County FY 2003/2004 estimates

### TDA Article 3 - Bicycle and Pedestrian Facilities

Revenue and Expenditure Summary											
	County	Cloverdale	Cotati	Healdsburg	Petaluma	Rohnert Park	Santa Rosa	Sebastopol	Sonoma	Windsor	TOTAL
<b>Unallocated Funds 6/30/2001</b>	\$ 188,082	\$ 43,634	\$ 28,604	\$ 55,342	\$ 52,864	\$ 68,155	\$ 22,733	\$ 19,948	\$ 33,864	\$ 84,128	\$ 597,354
<b>Revenue 2001/2002</b>	120,881	5,280	5,609	8,587	43,553	32,829	121,539	6,595	7,725	17,298	369,896
<b>Available Funds 2001/2002</b>	308,963	48,914	34,213	63,930	96,418	100,984	144,272	26,543	41,589	101,426	967,250
<b>Expenditures 2001/2002</b>	80,000	0	32,020	0	\$0	64,040	0	0	\$ 7,500	84,180	267,740
<b>Unallocated Funds 6/30/02</b>	\$ 228,963	\$ 48,914	\$ 2,193	\$ 63,930	\$ 96,418	\$ 36,944	\$ 144,272	\$ 26,543	\$ 34,089	\$ 17,246	\$ 699,510
<b>Revenue 02/03</b>	101,832	4,943	4,615	7,812	38,645	29,485	108,399	5,427	6,498	16,384	324,040
<b>Available Funds 2002/2003</b>	330,795	53,857	6,807	71,741	135,062	98,449	252,671	31,970	40,587	33,630	1,055,570
<b>Expenditures 2002/2003</b>	15,000	-	16,036	-	-	-	102,464	42,800	49,000	-	225,300
<b>Unallocated Funds 6/30/03</b>	\$ 315,795	\$ 53,857	\$ (9,229)	\$ 71,741	\$ 135,062	\$ 98,449	\$ 150,207	\$ (10,830)	\$ (8,413)	\$ 33,630	\$ 830,270
<b>Revenue 03/04</b>	146,110	7,359	6,835	11,475	55,979	42,359	158,459	7,833	9,380	24,198	469,988
<b>Available Funds 2003/2004</b>	461,905	61,216	(2,394)	83,217	191,042	140,808	308,666	(2,997)	967	57,828	1,300,258
<b>Expenditures 2003/2004</b>	350,000	-	-	-	175,000	-	50,000	-	-	-	575,000
<b>Unallocated Funds 6/30/04</b>	\$ 111,905	\$ 61,216	\$ (2,394)	\$ 83,217	\$ 16,042	\$ 140,808	\$ 258,666	\$ (2,997)	\$ 967	\$ 57,828	\$ 725,258
<b>Projected Revenue 04/05*</b>	146,110	7,359	6,835	11,475	55,979	42,359	158,459	7,833	9,380	24,198	346,850
<b>Available Funds 2004/2005</b>	258,016	68,575	4,442	94,692	72,021	183,167	417,124	4,836	10,347	82,026	1,072,108
<b>Expenditures 2004/2005</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Unallocated Funds 6/30/05</b>	258,016	68,575	4,442	94,692	72,021	183,167	417,124	4,836	10,347	82,026	1,072,108
<b>Projected Revenue 05/06*</b>	146,110	7,359	6,835	11,475	55,979	42,359	158,459	7,833	9,380	24,198	346,850
<b>Available Funds 2005/2006</b>	404,126	75,934	11,277	106,167	128,001	225,525	575,583	12,669	19,727	106,224	1,418,957
<b>Expenditures 2005/2006</b>	-	-	2,464	-	-	-	-	-	-	-	2,464
<b>Unallocated Funds 6/30/06</b>	404,126	75,934	8,813	106,167	128,001	225,525	575,583	12,669	19,727	106,224	1,416,493
<b>Projected Revenue 06/07*</b>	146,110	7,359	6,835	11,475	55,979	42,359	158,459	7,833	9,380	24,198	346,850
<b>Available Funds 2006/2007</b>	550,236	83,293	15,648	117,643	183,980	267,884	734,042	20,502	29,106	130,422	1,763,343
<b>Expenditures 2006/2007</b>	-	-	-	-	-	-	-	-	-	-	-

Revenue 03/04 is \$337,450 countywide. For the purposes of reconciling CBAC records with MTC a one time adjustment of \$132,538 is added into revenue.

Technically it is unallocated funds from previous years.

Rev. Feb 24, 2003