



# CAT Plan Meeting Summary

District 1 TAG Meeting Minutes (all meetings held via Webex or Zoom)

**Del Norte: Tuesday, August 25 (4:00 – 5:00 p.m.)**

**Humboldt: Wednesday August 26, 2020 (1:00 – 2:30 p.m.)**

**Lake: Wednesday, September 2, 2020 (1:30 – 2:30 a.m.)**

**Mendocino: Thursday September 3, 2020 (2:30 – 3:30 p.m.)**

## 1. Welcome & Introductions:

<b>In Attendance</b>	
<p><b>Del Norte</b>            Rosanna Bower, County of Del Norte            Dave Gustafson, Resident/Member of cycling community            Tamera Leighton, DNLTC            Alexis Kelso, Caltrans District 1            Kari Shelley, Caltrans District 1</p>	<p><b>Humboldt</b>            Kevin Carter, City of Fortuna            Colin Fiske, CRTP            Hank Seemann, County of Humboldt            Emily Sinkhorn, RCAA            Oona Smith, HCAOG            Jesse Willor, City of Eureka            Patricia-Anne WinterSun, Humboldt Bay Bicycle Commuters' Association            Alexis Kelso, Caltrans District 1            Destiny Preston, Caltrans District 1            Jesse Robertson, Caltrans District 1            Kari Shelley, Caltrans District 1</p>
<p><b>Lake</b>            Clarissa Kincy, Lake Links            Dana Lewis, People Services            John Speka, Lake APC            Alexis Kelso, Caltrans District 1            Kari Shelley, Caltrans District 1            Saskia Rymer-Burnett, Caltrans District 1</p>	<p><b>Mendocino</b>            Nephele Barrett, MCOG            Sonja Burgal, Walk &amp; Bike Mendocino            Wade Gray, Resident/Member of cycling community            Mo Mulheren, Ukiah City Council Member            Tom Murphy, Gualala Municipal Advisory Council/Walk Bike Gualala            Tina Tyler-O'Shea, Mendocino HHS            Alexis Kelso, Caltrans District 1            Destiny Preston, Caltrans District 1            Kari Shelley, Caltrans District 1</p>

## 2. 2020 SHOPP Complete Streets Reservation

Note: This agenda item is not part of the Active Transportation Plan, but we thought this would be a good group to update on a related active transportation effort.

- The Department has secured a \$100 Million Complete Streets (CS) Reservation in the 2020 SHOPP. This reservation has been set aside to be used for transformative Complete Streets Strategies to be incorporated in Programmed 2020 SHOPP Projects or new standalone CS projects. While a portion of the reservation has been earmarked for an existing 22 projects, there is an application process for the remainder of the reservation, which will be a competitive process based on a set of key criteria.
- The project proposal template was sent to meeting invitees. It asks for similar information as the Active Transportation Program application:
  - Disadvantaged communities—the project is in a DAC and/or provides benefits to a DAC
  - Need—expressed as increasing connectivity, closing gaps, connecting to destinations
  - Safety—are there collisions or safety concerns expressed by the public? Does the project include countermeasures to address these safety issues?
  - Planning—is the project supported by local/regional partners? Has the public participating in planning efforts?
- Using the list of project ideas generated at the beginning of this effort in November 2019 and adding new ones through an internal brainstorm in July, staff developed an initial ranking of projects, which was sent to the TAG.
- Caltrans is proposing to submit four applications for this funding—one in each county. We will apply for the highest-ranking feasible projects, unless the TAG can provide support that another project will be more competitive. If a partner agency wants to pursue applying for (an) additional project(s) and can complete the application with minimal input from Caltrans, they are welcome to do so. Looking for feedback on top ranking projects on the spreadsheet for each county; must have well-defined scope and element of public participation/support. Please provide feedback on projects to be added to spreadsheet or feedback on scoring of existing projects.
- One thing this scoring exercise has highlighted is the need to do more planning in and with disadvantaged communities.
- Timeline:
  - DN and HUM project selection due 8/30.
  - MEN and LAK project selection due 9/6.
  - Draft applications due from CT to partners 9/14.
  - Partner comments due to CT 9/21.
  - Completed applications due to CT HQ 9/25.

### Del Norte

Requested time to review spreadsheet. Need to review some projects; Washington Boulevard connection projects are a high priority.

### Humboldt

Discussed compressed timeline. Alexis confirmed Caltrans District 1 also noted the compressed timeline and relayed concerns to Caltrans Headquarters. Discussed projects that may be competitive and ready in

time. TAG wondered if this reservation process will happen again in the future. Alexis explained this is a one-time reservation and District 1 will be working within targets in the future. This is a transition that lead to additional funding. CAT Plan will inform future projects. Requested time to review spreadsheet.

### **Lake**

Discussed project list and decided to apply for Lucerne project.

### **Mendocino**

Covelo project was selected prior to the meeting.

## **3. Partner Survey**

As part of our CAT Plan project, Alexis gave a demonstration of the Partner Survey <https://clowder.tierraplan.com/caltrans/1>. Partner Survey instructions were sent to the TAG in the meeting invite. The purpose of the partner survey is to capture needs that have been identified in plans but for which we don't have GIS data. TAG members may also add locations they know of in their professional experience as a need but are reminded to please try not to add items that are personal preference or opinion (those can go on public survey). Please test out, let us know if you have any issues, or if the instructions don't make sense. Aiming for test points to be deleted September 7. Hoping to align this with release of the draft existing conditions report. We'll be sending to non-TAG partners as well.

Please indicate the plan that references the need or identify if it was a need received through public comment. Please remember to enter your information in the email address field. You can add as many locations (map "pins") as you would like. When you log out, you won't be able to see the prior locations you entered, so keep this in mind in organizing how you choose to enter the "pins". Please share the link with your organization/ coworkers. An email announcement will be going to TAG members and local agencies who are not part of the TAG.

Please note that Internet Explorer may not work well for this web app; we have been using Google Chrome with no problems. Contact us with any questions.

### **Del Norte**

No comments.

### **Humboldt**

TAG wondered if data from Street Story will still be used. Alexis explained there is no need to re-enter data from Street Story; Caltrans will export this data into GIS and combine with Street Story. TAG requested we include this information in meeting notes and future email once survey is officially launched. Survey will be online for a minimum of two months.

TAG asked if CAT Plan will include remedy for each need; Alexis explained it will not, but rather a contextual tool kit will be included.

TAG requested notification when Existing Conditions Report is available on CAT Plan site for partners.

TAG requested more information on the evaluation process for the data Caltrans obtains from the online surveys.

TAG requested an update on CAT Plan schedule for rest of calendar year; Alexis reviewed milestones.

**Lake**

No comments.

**Mendocino**

No comments.

**4. Public Survey**

Alexis gave a demonstration of the Public Survey <https://survey.catplan.org/>. Working with PIO to do a press release, email request, and flier that can be shared widely. TAG members are also encouraged to also test out the public survey. Goal for rollout is mid-September (will be sent out soon). Please let Alexis know if any mapping errors are noticed.

Email contacts for survey announcement will be those on stakeholder list, and everyone will be encouraged to share with other members of the public. Demographic questions will help us confirm we are hitting all demographic groups.

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**Del Norte**

No comments.

**Humboldt**

No comments.

**Lake**

No comments.

**Mendocino**

No comments.

**5. Wrap up/Action Items:**

**Del Norte**

- TAG members will review the project spreadsheet and provide feedback.
- Survey links will be sent out directly after the meeting; TAG members will test out partner and public surveys and provide feedback.
- A group of 300 bicyclists are coming to Del Norte County in 2023. Tamera will send additional information to Alexis via email so that Alexis/Suresh can research who can help facilitate and brainstorm which organizations to contact.

**Humboldt**

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#### **Lake**

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#### **Mendocino**

- TAG members will review the project spreadsheet and provide feedback.
- Survey links will be sent out directly after the meeting; TAG members will test out partner and public surveys and provide feedback.
- TAG members requested information on what Caltrans is doing on a global scale for complete streets.

#### **Next Meeting:**

- The next meeting will be held in approximately two months.
- Caltrans will log in a few minutes early to test out Brandi and Rosanna mute/unmute functions. There were technical issues with this meeting for their audio, so want to make sure it doesn't happen again next meeting.
- Humboldt County will hold next meeting on Wednesday, November 4 at 1 p.m. Caltrans to provide updated timeline and draft needs list (draft needs list if available, or right after).
- Alexis will provide a presentation on what Caltrans is doing statewide for complete streets.