



**ACTIVE TRANSPORTATION PROGRAM – TECHNICAL ADVISORY COMMITTEE  
MEETING MINUTES**

September 12, 2019, 9:00 a.m. – 4:00 p.m.  
Department of Transportation - Sacramento  
Boardroom Conference Room (Basement Level)

Attendance: Aaron Hoyt, Anja Aulenbacher, Ariana Sur Nieden, Cailin Jessup, Darwin Moosavi, David Ripperda, Desiree Fox, Edward Frondoso, Emily Abrahams, Emily Heard, [REDACTED], Hannah Keyes, Horacio Paras, Jr., Ivan Garcia, [REDACTED], Jeanne LePage, Jesse Gothan, Jonathan Matz, Katie Jackson, Keith Williams, Kendee Vance, Kenneth Kao, Kevan Sharizadeh, Landa Lew, Laura Garwood, Linda Khamoushian, Marc Mattox, Mary Hartegan, Maura Twomey, Meghan Pedroncelli, [REDACTED], Nelson Bellesheim, Nicholas Mueller, Nicole Donahue, Oona Smith, [REDACTED], Ray Zhang, [REDACTED], Roberta Jensen, Stephen Manganiello, Teresa McWilliam, Victoria Custodio

Attendance by Phone: Adam Fukushima, Bill Sadler, Chione Flegal, Claire Fliesler, Kevin Jensen, Marsie Rosenberg Gutierrez, Melanie Mullis, Olivia White (guest presenter), Patricia Chen, Sarkes Khachek

TOPIC	SPEAKER
<p>Action Item Follow-Up: <u>Final Charter and Updated Organization Chart</u> Due to turnover, a revised org chart will likely be presented at each meeting.</p>	Horacio Paras, Jr.
<p>CTC Updates: ATP Symposium to be held October 29–30, 2019 and hope to have the symposium every other year.</p>	Anja Aulenbacher
<p><u>Caltrans Updates:</u></p> <ol style="list-style-type: none"> <li>1. <u>Reporting:</u> Reports are meant to confirm that the cost, time frame, and outcomes are consistent with what the commission has approved, whether they're ATP or SB 1 funds. This also helps identify risks and prevent problems. CalSMART has been very helpful in this process.</li> <li>2. <u>ATP Programmed vs Allocated Status Update:</u> Cycle 1 had a 97% allocation rate, and cycle 2 is at an average of 59% for the three fiscal years because two phases are not yet complete. Cycle 3 is currently at 27%, and Cycle 4 at 10%.</li> <li>3. <u>Walk and Bike TAC:</u> Vacant positions have been filled.</li> <li>4. <u>Active Transportation Resource Center (ATRC):</u> The new website is anticipated to be up next week. There an online crossing guard module. Past webinars are posted, and the topics are still pertinent. A number of mobile counters were procured to lend out, and several agencies will be piloting the use of those. The counters include data analysis software. It only works on Androids or computers.</li> </ol>	<p>Mary Hartegan</p> <p>Horacio Paras, Jr.</p> <p>Anika Jesi Emily Abrahams</p>

<p><u>Interim Count Guidance:</u> Guidance was created for consistent measurements of before and after bike and pedestrian counts. To be used for any project seeking allocation at Oct 2019 meeting or after until Final Guidance is created.</p>	Teresa McWilliam
<p><u>Cycle 5 – Pre-Application Webinar Topics Discussion:</u> Comments received from five TAC members for the Paw webinar was discussed. A power point was shared showing a list of guidelines and sites. A revision of the lessons learned reflected that issues frequently put projects at risk. Deadlines must be continuously monitored for all phases. Project reporting requirements need a thorough explanation.</p>	Teresa McWilliam
<p><u>ATRC Automated Counter Loan Program &amp; Eco Counter Presentation*:</u> The counters upload a broad variety of data that can be made into graphs and visuals for the users via Eco-Visio. They show the time of day, weather, usage over time, etc. The mobile version, PYRO-Box, uses infrared sensors to count pedestrians and cyclists. The TUBE is a set of pneumatic tubes that can be installed on a shared road or a bikes-only route. It can determine the weight and length of each bicycle as well as count them. The portable Mobile MULTI can differentiate between cyclists and pedestrians. There are also permanent counting fixtures available. Scooter users cannot currently be counted separately.</p>	Olivia White
<p><u>Cycle 5 Guidelines and Application Workshop Planning</u> Cycle 5 draft schedule included (see attachment). Program benefit measurement continues to be a challenge. The application process seems to be getting better, there are five types of applications now and more technical assistance. There was a lengthy discussion about the fact that DACs receive 10 points of scoring, and since the lowest score for projects awarded funding was 90, it becomes a screening question, which is not the intent.</p>	Laurie Waters
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