

Appendix A:
Background Summary
Report Memo



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To: Leslie Blomquist, City of Citrus Heights

Daniel Cruz, City of Citrus Heights

From: Jocelyn Walker, Alta Planning + Design

Date: November 19, 2019, updated January 31, 2020

Re: **Carriage Drive and Lauppe Lane Safe Schools Corridor Plan | Background Summary Report**

Introduction

The Alta Planning + Design (Alta) team collected extensive background information for the Carriage Drive and Lauppe Lane Safe Schools Corridor Plan. This report combines and consolidates that information into the following sections:

- I. Data Summary
- II. Observational Information
- III. Programmatic Evaluation

This report can be used to inform the selection and development of outreach and educational materials, as well as the overall project design recommendations.

I. DATA SUMMARY

Collision Analysis

An analysis of collisions along Lauppe Lane and Carriage Drive between Antelope Road and Auburn Boulevard was conducted to inform the project study. Collision data for this report was gathered from the Citrus Heights Police Department and the Transportation Injury Mapping System (TIMS) developed by the Safe Transportation Research and Education Center at the University of California, Berkeley. The number of reported collisions may be an underestimate of the actual number of collisions that have occurred as some parties may not report minor collisions to law enforcement, particularly collisions not resulting in injury or property damage. In addition, the Citrus Heights Police Department only completes collision reports for injury collisions.

Collisions between January 1, 2016 and December 31, 2018 were analyzed. Between 2016 and 2018, there were a total of 21 reported collisions throughout the study area, four of which involved a person biking or walking, seen in Figure 1.

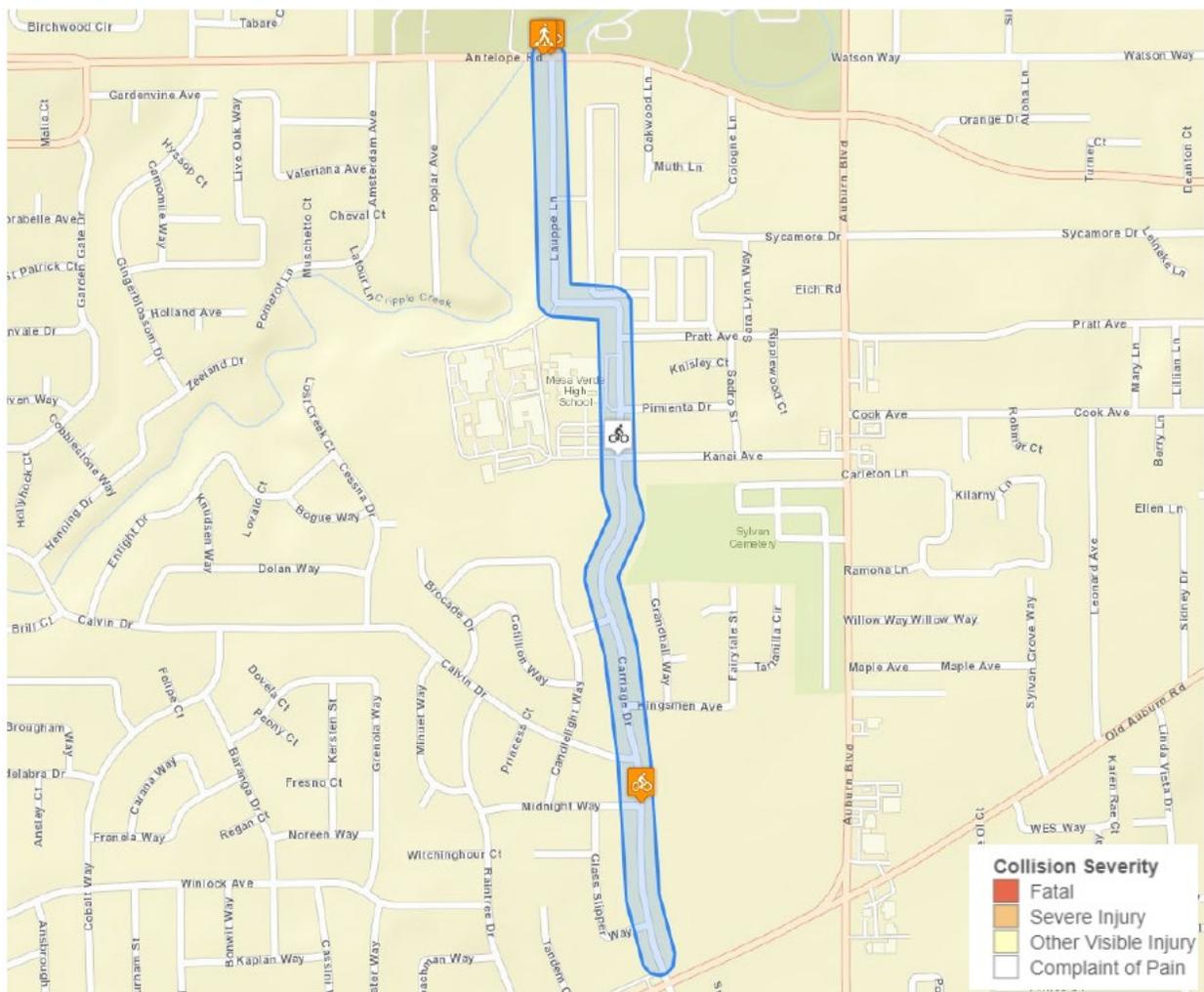


Figure 1. Collisions Involving People Walking and Biking in Study Area, 2016-2018

Table 1 shows collisions, by crash type, along the study corridor. The crash types “Broadside,” “Rear End,” and “Head-on” all include a person driving colliding with another person driving or a stationary object.

Table 1. Collisions by Crash Type, 2016-2018

Crash Type	Reported Collisions
Vehicle/Person Walking	1
Vehicle/Person Biking	3
Broadside	10
Rear End	5
Head-on	2

In this time frame, collisions within the study area were caused by four known vehicle violation types and one unknown. Table 2 displays collisions by violation type within the study area. A majority of the collisions in this time period were due to unsafe vehicular speeds and disobeying of traffic signals

Table 2. Collisions by Violation Type, 2016-2018

Violation Type	Reported Collisions
Traffic Signals and Signs	10
Unsafe Speed	6
Driving Under Influence	2
Right of Way Violation	2
Unknown	1

Relationship to Other Plans

Citrus Heights School Walkability Master Plan (2014)

In 2014, San Juan Unified School District (SJUSD) Safe Routes to School published the Citrus Heights School Walkability Master Plan alongside WALKSacramento and the City of Citrus Heights. As part of the plan, pre-assessments of all 12 Citrus Heights schools were included as addendums to the plan. The following summarizes the findings of the assessments of Carriage Drive Elementary, Sylvan Middle School, and Mesa Verde High School.

Carriage Drive Elementary School

Carriage Drive Elementary is a kindergarten through fifth grade school in SJUSD. It is located at 7519 Carriage Drive in Citrus Heights, California, within Sacramento County. As of 2018-2019, its enrollment was 531 students, with 36 percent of students living within a 20-minute walk (indicated in pink in Figure 2). The Free & Reduced Meal Program (FRMP) rate was 54.4 percent, which is not considered to be a disadvantaged school by the state criteria of 75 percent and above. The latest student tally data indicates that 7.5 percent of students walk while 3 percent of students bicycle. The majority of students (76.5 percent) are driven via family vehicle.

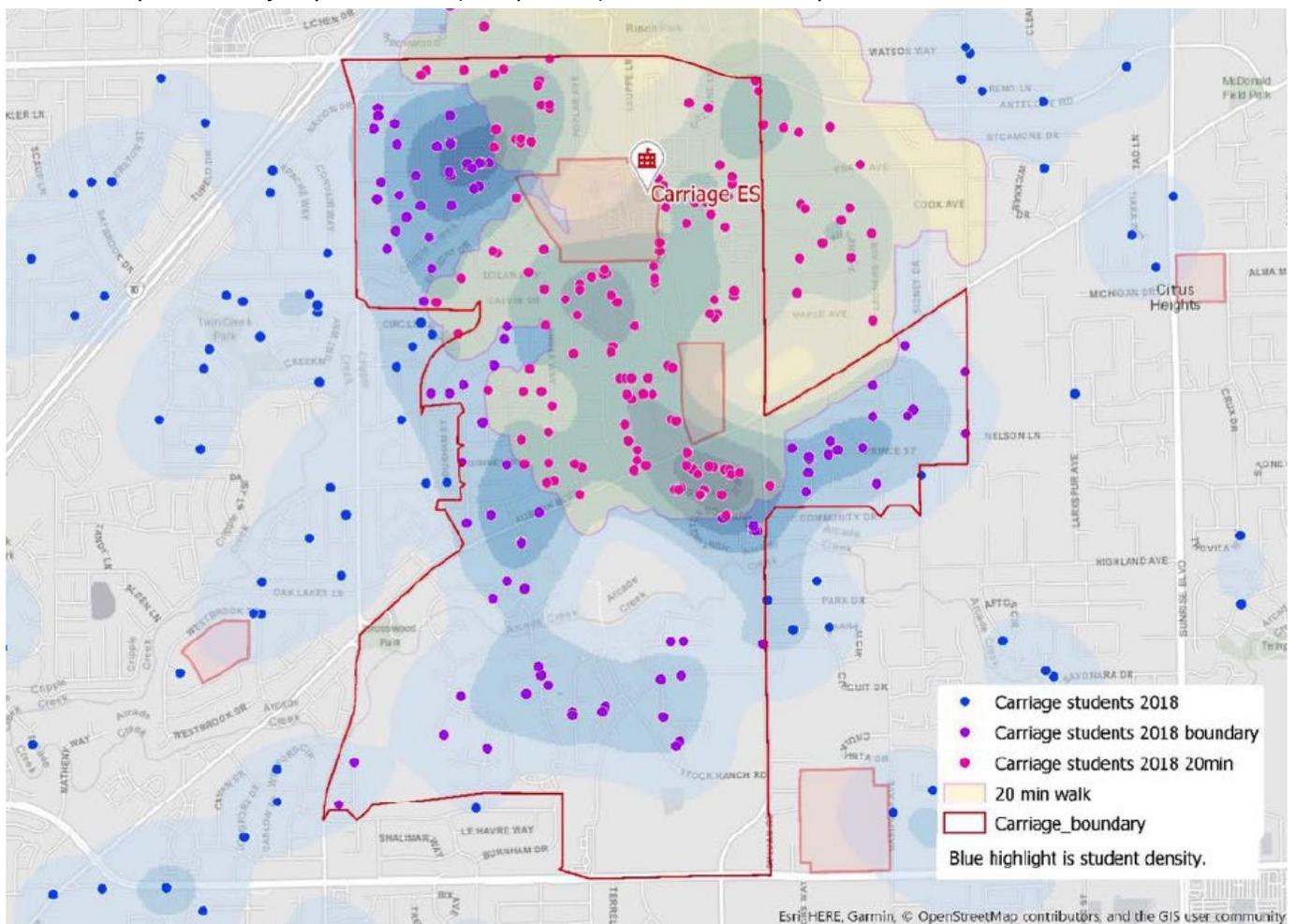


Figure 2. Student density map of Carriage Drive Elementary. Source: Addendum 2019-05 R6 to the Citrus Heights School Walkability Master Plan.

The assessment document made multiple recommendations for off-campus and on-campus improvements, as well as for programs. Off-campus improvements focused broadly on the school zone, sidewalks & walkways, bicycle facilities, intersections & crossings, and traffic calming. Specific improvements include ensuring bicycling access from all cardinal directions, adding crosswalks at key intersections, and making traffic calming changes to the east-west segment of Lauppe Lane. On-campus improvements centered on access & infrastructure, bicycle, skateboard & scooter parking, and curb management & parking. Regarding access, recommendations focused on adding sidewalks where missing, and adding signage to indicate school access points. Parking recommendations suggested installing best-practice bicycle racks and a scooter/skateboard rack to meet student demand, as well as short-term parking for vehicles to dissuade drivers from parking in the red curb zone. Programmatic recommendations offer suggestions for managing arrival and dismissal, and implementing programs to support education, encouragement, and evaluation.

The assessment also highlighted concerns within the Carriage/Mesa Verde south parking lot and at the intersection of Carriage Drive/Kanai Avenue/Mesa Verde entrance/exit driveway. Concerns include traffic congestion and unsafe driver behavior.

Sylvan Middle School

Sylvan Middle is a sixth through eighth grade school in SJUSD. It is located at 7085 Auburn Boulevard in Citrus Heights, California, within Sacramento County. As of 2018-2019, its enrollment was 807 students, with 50 percent of students within a 30-minute walk (indicated in pink in Figure 3). The FRMP rate was 68.5 percent, which is not considered to be a disadvantaged school by the state criteria. The latest student tally data indicates that 23.8 percent of students walk while 6.5 percent of students bicycle. The majority of students (57.2 percent) are driven via family vehicle.

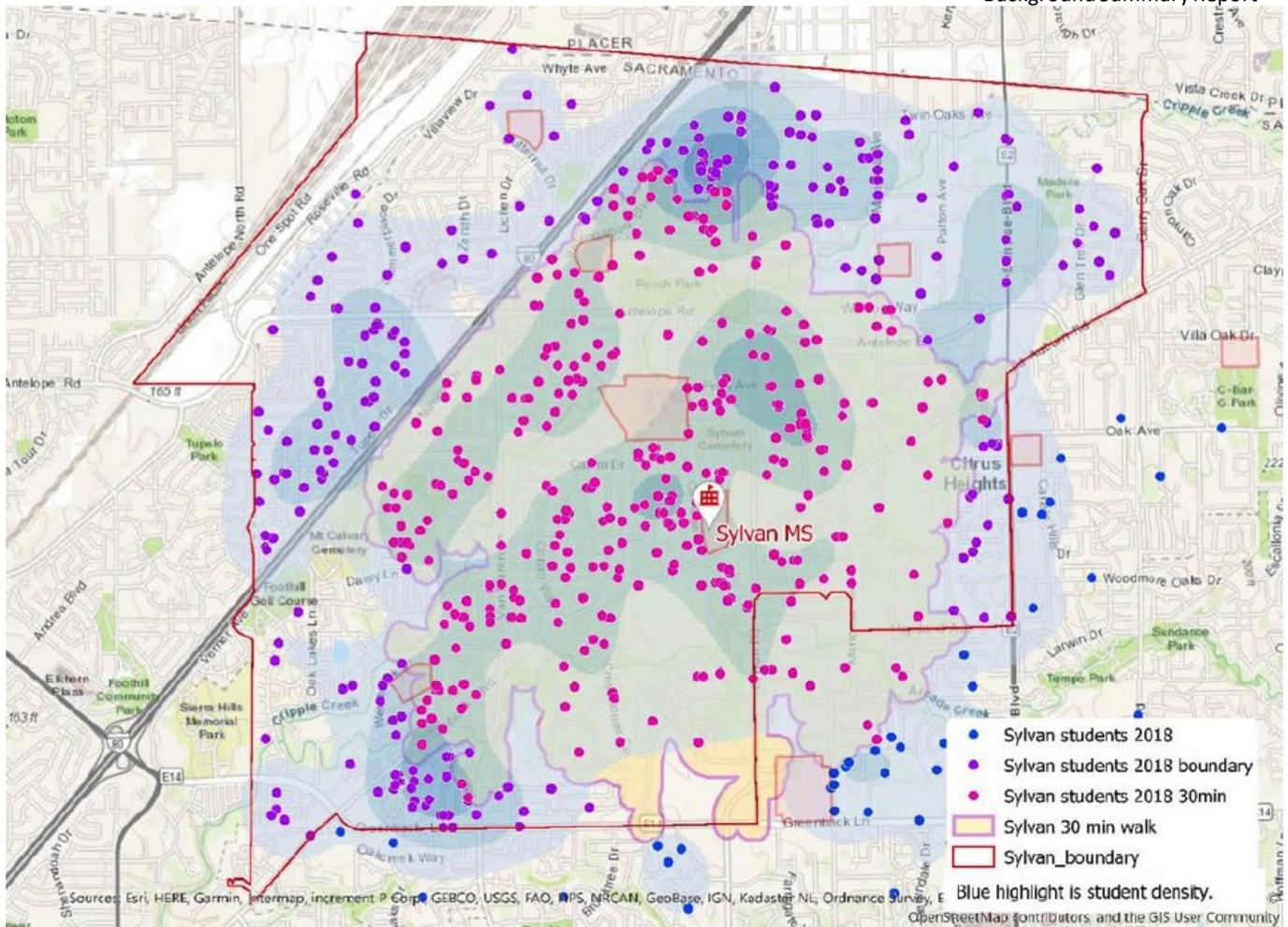


Figure 3. Student density map of Sylvan Middle. Source: Addendum 2019-05 R3 to the Citrus Heights School Walkability Master Plan.

The assessment document made multiple recommendations for off-campus and on-campus improvements, as well as for programs. Off-campus improvements focused broadly on the school zone, sidewalks & walkways, bicycle facilities, intersections & crossings, and traffic calming. Specific improvements involve updating the school zone and related signage, improving sidewalks, ensuring bicycling access from all cardinal directions, improving the crossings at multiple intersections, and making traffic calming changes along Auburn Boulevard and neighborhood streets. On-campus improvements centered on access & infrastructure and curb management & parking. Regarding access, recommendations focused on increasing access via the kiddie walk and Kingsman pass-through. Parking recommendations suggested short-term parking for vehicles to dissuade drivers from parking in the red curb zone. Programmatic recommendations offer suggestions for managing arrival and dismissal, and implementing programs to support education, encouragement, and evaluation.

Mesa Verde High School

Mesa Verde High is a ninth through twelfth grade school in SJUSD. It is located at 7501 Carriage Drive in Citrus Heights, California, within Sacramento County. As of 2018-2019, its enrollment was 899 students, with 63 percent within a 40-minute walk (indicated in pink in Figure 4). The FRMP rate was 65.6 percent, which is not considered to be a disadvantaged school by the state criteria. The latest student tally data indicates that 13.2 percent of students walk while 4.5 percent of students bicycle. The majority of students (68.9 percent) are driven via family vehicle.

While some of these students drive themselves, Mesa Verde has a below-average rate of student driving. Therefore, a significant portion of this number is parent drop-off/pick-up.

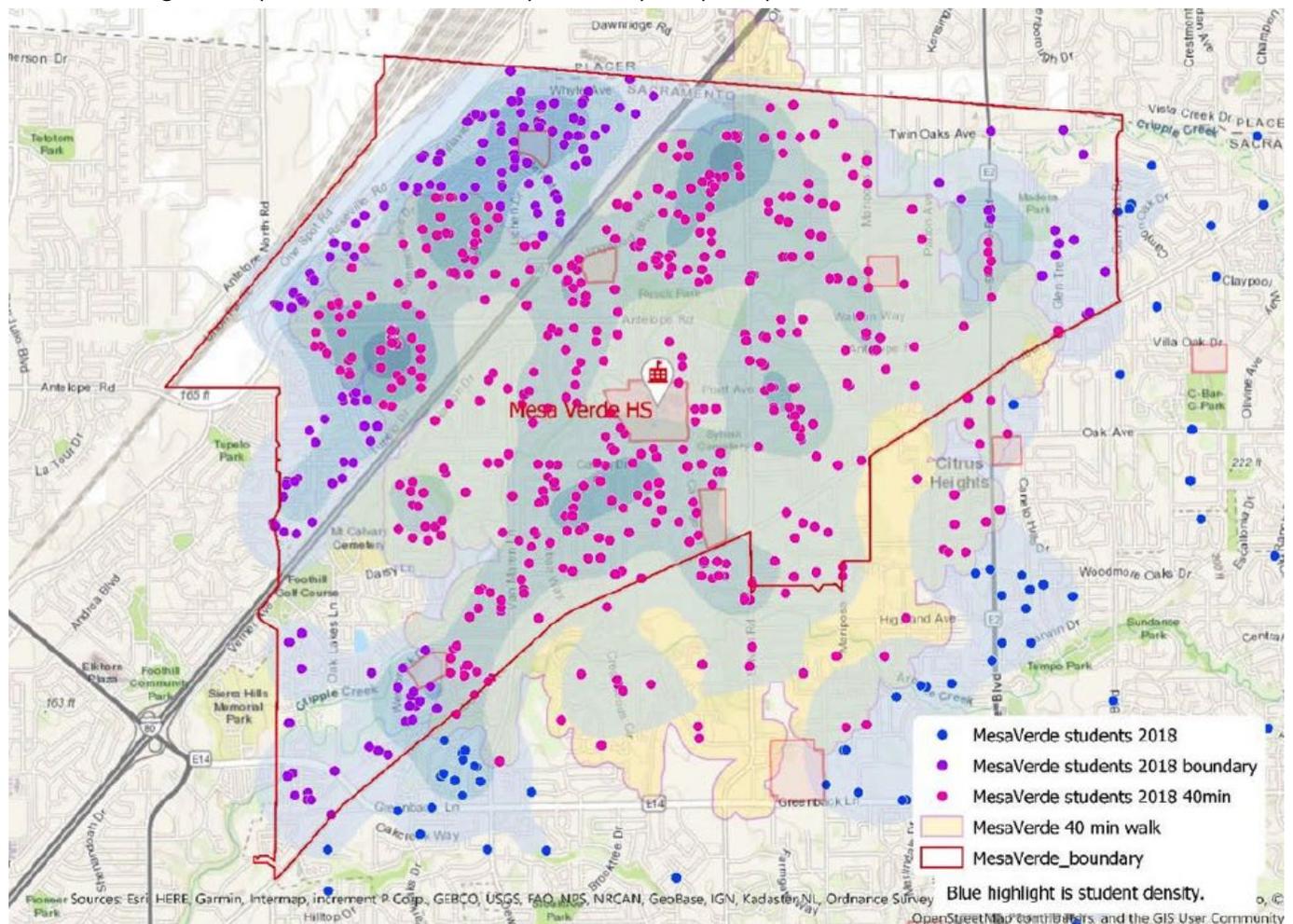


Figure 4. Student density map of Mesa Verde High. Source: Mesa Verde High School Safe Routes to School Pre-Assessment.

Since Mesa Verde High and Carriage Drive Elementary share a campus, most of the recommendations for Mesa Verde High are made in the Carriage Drive Elementary assessment document. However, the assessment document made some recommendations for on-campus improvements, as well as for programs. On-campus improvements centered on bicycle, skateboard & scooter parking, and curb management & parking. Parking recommendations suggested installing best-practice bicycle racks and a scooter/skateboard rack to meet student demand, as well as short-term parking for vehicles to dissuade drivers from parking in the red curb zone. Programmatic recommendations offer suggestions for managing arrival and dismissal, and implementing programs to support education, encouragement, and evaluation.

Citrus Heights Bike Plan (2015)

The 2015 Bike Plan Update includes multiple goals reflected in this plan, including:

- Goal 1: Provide a connected bikeway system in the City of Citrus Heights to improve the quality of life for all residents and visitors.
- Goal 3: Develop a bikeway system that enhances safety and convenience of bicycling to and from work and school.
- Goal 7: Acquire sufficient funding to construct the proposed system within the next 30 years.
- Goal 8: Increase transportation and recreation bicycle riding to work, school, play and other destinations by 50 percent by 2030, and gain acceptance of bicycle commuting as a mainstream activity through incentive and encouragement efforts.

Bike lanes are proposed on Lauppe Lane from Pratt Avenue to Antelope Road to fill a gap in the existing bicycle network.

Citrus Heights Pedestrian Master Plan (2016)

The Pedestrian Plan envisions “a walking environment that supports active living, provides for safe and healthy transportation, embraces the unique character in its neighborhoods, and enables people of all ages and abilities to access jobs, recreation, school, shopping and transit by walking as a part of daily life.” All three corridor schools and Rusch Park were included as pedestrian attractors and generators.

The Plan notes the need for safe walking environments around schools: “Schools are a major attractor, bringing families to school sites every weekday during the school year. Schools also function as community centers where families travel to on evenings and weekends for events and youth sports. Nearly 7,000 students are enrolled in the 13 public schools in Citrus Heights, representing a large population of potential pedestrians.”

Service Requests

Request for City service along the corridor were compiled for 2015-2019 and examined to determine if any neighbor concerns were within the scope of this project and could be addressed alongside project improvements. Service requests were categorized into the following concerns:

- Americans with Disabilities Act (ADA) issue (NTM)
- Sidewalk
- Neighborhood traffic management

Of 108 service requests received by the City in the vicinity of the project during this time frame, 38 refer to community concerns directly along the project corridor (Table 3). The majority of these concerns (34 percent) refer to signal timing issues at the two intersections on either end of the corridor (Lauppe Lane & Antelope Road and Carriage Drive & Auburn Boulevard.) The next highest category concerns neighborhood traffic management (21 percent) during school hours. Additional areas of concern include fading paint on street markings, and concerns with access. Some of these requests have already been addressed, such as those referring to visibility due to bushes and trees encroaching into the public right of way.

Table 3. Service requests along the Carriage/Lauppe Safe Schools Corridor Plan project area, 2015-2019.

Date Initiated	Category	Address	Details
10/15/2019 09:03	ADA	AUBURN BLVD & CARRIAGE DR	Per walk in to City Hall, RP states there is not enough space to safely negotiate the ADA ramp with his mobility scooter.
10/24/2018 08:09	ENCROACH	7000 CARRIAGE DR	Per code enforcement web request, forwarded to AV: there is "A large tree in the front yard that needs trimming. There is a limb that is hanging over the sidewalk so people have to go around the limb. This is a rental house."
06/28/2019 01:36	ENCROACH	7240 CARRIAGE DR	Per email from MP 5/29/19: There are bushes encroaching on the sidewalk
04/23/2019 02:21	ENCROACH	7259 CARRIAGE DR	Per call from resident: the property at the corner has a 4 foot fence going right up to the sidewalk. Additionally the owner planted climbing roses at the fence that is filling in the holes and visibility is bad.
07/10/2019 12:27	ENCROACH	CARRIAGE DR & GLASS SLIPPER WAY	per Freida: Tree is encroaching on the stop sign at the corner of Carriage & Glass Slipper. Please inspect. Photo attached to SR and emailed to AV & BR //mep
07/10/2019 12:34	ENCROACH	CARRIAGE DR & PIMIENTA DR	per Freida: Tree is encroaching on the stop sign at the corner of Carriage & Pimienta. Please inspect. Photo attached to SR and emailed to AV & BR //mep
01/22/2018 08:35	ENCROACH	CARRIAGE DR & PRATT AVE	Per email from resident: The stop sign at Pratt and Carriage Drive is blocked by tree/bush growth. It's a really dangerous corner with visibility concerns for crossing school children. A visible stop sign would be helpful!

12/7/2016 07:55	NTM	7000 CARRIAGE DR	Online Service Request #3593: "There is a need of pedestrians on this block when traveling south to Auburn Blvd. Now that the new Sylvan school has been built there are many more kids that cross the intersection to get to the other side of Carriage because the parents park their cars on Carriage and on the frontage road of Auburn Blvd. There are pedestrian signs going north on Carriage but none when going south. CONT
10/24/2017 09:53	NTM	7519 CARRIAGE DR	"Terrible traffic problem, causing pedestrian safety concerns between 2:45-3:15 Monday, Tuesday, Wednesday, and Friday and 1:30-2:00 on Thursday when school is in session." per online service request form.
01/25/2019 02:52	NTM	CARRIAGE DR & AUBURN BLVD	Concern for intersection safety at Carriage and Auburn Blvd from witness to vehicle accident this morning. Full email below.
12/9/2019 10:28	NTM	CARRIAGE DR & MIDNIGHT WAY	Per RP from online request received from PD, ped crosswalk on Carriage Drive is unsafe. Full online submission in comments.
11/23/2016 07:50	NTM	7000 CARRIAGE DR	Per Online Service Request #3569: "Cars parking in front of the drive way at this location before and after school hours. The are a lot of parents that bring their kids to Sylvan and use Carriage to pick/drop their kids so there alot of cars parked on both sides of the street.The house is located on the NE corner and the drive way is a few feet from the intersection. I have seen many cars parked in front of that drive way waiting for the kids or CONT
02/15/2019 08:50	NTM	7519 CARRIAGE DR	Per public comment at 2/14/19 City Council Meeting: Cherie McCormick, crossing guard at Carriage Drive Elementary, requested delineators, reporting left turn violations in front of the school where it is right turn only. CONT
02/28/2019 02:25	NTM	CARRIAGE DR & CALVIN DR	Per call from RP, spoke with LB: cars are speeding down carriage, she cannot exit her driveway. Also they are not stopping at the stop sign at Carriage & Calvin - RP is requesting a flashing red stop sign at this location
01/19/2017 04:06	NTM	PRATT AVE & CARRIAGE DR	RP lives across the street from Carriage Elementary school and called to find out how to get an LED stop sign installed at Pratt @ Carriage to provide additional safety for children walking to and from school. (cont'd)
10/10/2018 12:02	SIDEWALK	7047 CARRIAGE DR	Per call from resident: the sidewalk in front of his house is lifting up, he said it is from a repair that was done by the County at that location prior to Citrus Heights becoming a City, and part of it is lifting up now
03/30/2015 08:10	SIGN	CARRIAGE DR & MIDNIGHT WAY	per PD CALL LOG: 201503280127 3/28/2015 14:54:05 MIDNIGHT WY/CARRIAGE DR INFO FOR GSD FOR MON-MIDNIGHT/CARRIAGE STREET SIGN MISSING- POLE IS STILL THERE HOWEVER THE SIGN IS MISSING. OA / emailed to AV. /mep
12/12/2018 08:49	SIGNAL	7000 CARRIAGE DR	Per web request: "Traffic signal stays red for several minutes"

08/20/2018 09:02	SIGNAL	ANTELOPE RD & LAUPPE LN	1. Incorrectly detects vehicle in left turn lane (westbound Antelope at intersection) 2. Incorrectly detects vehicle in left turn lane (northbound Lauppe Lane at intersection)
08/13/2018 01:57	SIGNAL	AUBURN BLVD & CARRIAGE DR	RP states the EB traffic signal on Auburn Blvd, at Carriage Dr, stays red while the WB traffic signal turns green. RP states he must wait about 10-15 seconds before the EB light turns green.
10/23/2018 02:10	SIGNAL	AUBURN BLVD & CARRIAGE DR	Per call from resident (spoke with KC): The traffic traveling along Auburn Blvd had to wait at a red light for 2-3 minutes for cross traffic on Carriage / Chivalry, but there wasn't anyone there.
12/10/2018 11:47	SIGNAL	AUBURN BLVD & CARRIAGE DR	Per web request from resident 12/9/18 at 7:35AM: "The signal stays red for Auburn blvd even though there's no traffic at 1 am to 6 am. The carriage light stays green."
12/18/2018 03:16	SIGNAL	AUBURN BLVD & CARRIAGE DR	per online Service Request: The light stays green for Carriage traffic at 2 am when there's no traffic. It stays red on Auburn blvd. // mep
08/13/2018 02:02	SIGNAL	AUBURN BLVD & CHIVALRY WAY	per PD CALL LOG: GSD 201808120133 8/12/2018 15:41:10 AUBURN BL/CHIVALRY WY LIGHT TURNS GREEN FOR SB TRAFFIC. FOR NB TRAFFIC, IT DELAYS FOR AT LEAST 15 SEC. VEHS ARE BACKING UP ON NB AUB. // mep
11/15/2019 02:15	SIGNAL	CARRIAGE DR & AUBURN BLVD	Per email from community relations, traffic signal is not detecting bicycles in the eastbound left turn lane to Carriage.
10/23/2017 12:07	SIGNAL	LAUPPE LN & ANTELOPE RD	10/23/17 RP alleges he had an auto accident this past weekend at this location that the green/yellow/red signal timing change was what caused his accident. RP says while he waited for a tow truck he witnessed at least 3 other near accidents for the same reason. //mep
04/28/2015 09:45	SIGNAL	ANTELOPE RD & LAUPPE LN	Per Online Request #286 the "Pedestrian signals are not working on one corner in both directions."
08/10/2015 03:16	SIGNAL	ANTELOPE RD & LAUPPE LN	Per online request for service: "Three months ago I reported a pedestrian signal unit malfunction. It is still malfunctioning. Location: SW corner Antelope Rd. & Laupe Lane (for Antelope Rd. crossing). Symptom: Push-button activates traffic signal system however unit no longer announces proper ADA-Compliant audio alerts. Recurring: This unit has malfunctioned at least three (3) times since installation a few years ago. It is a 'lemon'; and should be replaced CONT
06/1/2015 01:28	SIGNAL	Antelope Road & Lauppe Lane	RP says the audible tone does not come on when the light changes for peds to cross Antelope Rd. Says the lights appear to be working correctly, but the tone indicating ok to cross does not change. //KC
07/23/2019 11:19	SIGNAL	CARRIAGE DR & AUBURN BLVD	per RP: Crosswalk signs are not lit in either direction (North or South) for crossing Auburn Blvd. Please inspect. /mep

05/1/2017 02:28	STREET	7148 CARRIAGE DR	Per RP's email: "... Here is a picture of the oil buildup from the 90s ford explorer(resides at 7148 carriage drive, Name: Nick Martin) that parks behind my white passat. His vehicle keeps leaking drainage is right next to it. Please forward to a manager or someone that can help and have them contact me at 916-430-1700, as soon as possible. " (cont'd)
06/15/2018 11:23	STREET	7700 LAUPPE LN	Per call from resident: the lines painted on the speed bumps are faded and they are in the shade and getting harder to see. He's requesting they be re-painted / brightened up.
08/6/2019 11:40	STREET	CARRIAGE DR & LAUPPE LN	RP called concerned about faded striping in the area, especially concerned about faded crosswalks with school starting soon.
04/17/2017 01:06	STREET	7148 CARRIAGE DR	Per RP, red curbs are really faint and need to be repainted at Calvin & Carriage – both in f/o 7148 Carriage Drive (where people park and block the walkway) and the whole intersection across the street.
12/6/2017 08:29	TREES	AUBURN BLVD & CARRIAGE DR	RP came in to city hall to report damaged tree, fears tree branch will break off and hurt someone. Tree #1695.
03/30/2015 08:06	TREES		per PD CALL LOG: 201503280060 3/28/2015 9:24:09 AUBURN BL/CARRIAGE DR MED SIZED TREE KNOCKED OVER AS A RESULT OF A VEH ACCIDENT- NEG HAZ CAN WAIT UNTIL MON CASE: 15-2478 // mep
07/10/2017 08:16	TREES	7240 CARRIAGE DR	7/10/17 Tree limb down on sidewalk blocking right of way. Tree limb fell yesterday. Homeowner aware, but has not removed it. /mep
01/21/2016 10:19	TREES	77052 LAUPPE LN	Per Online Service Request #1874 there is a large oak tree with large branches "that cover the sidewalk and half the street." RP is concerned about limb dropping causing injury to ped and vehicles and blocking the ROW. Please inspect.

II. OBSERVATIONAL INFORMATION

Field Analysis

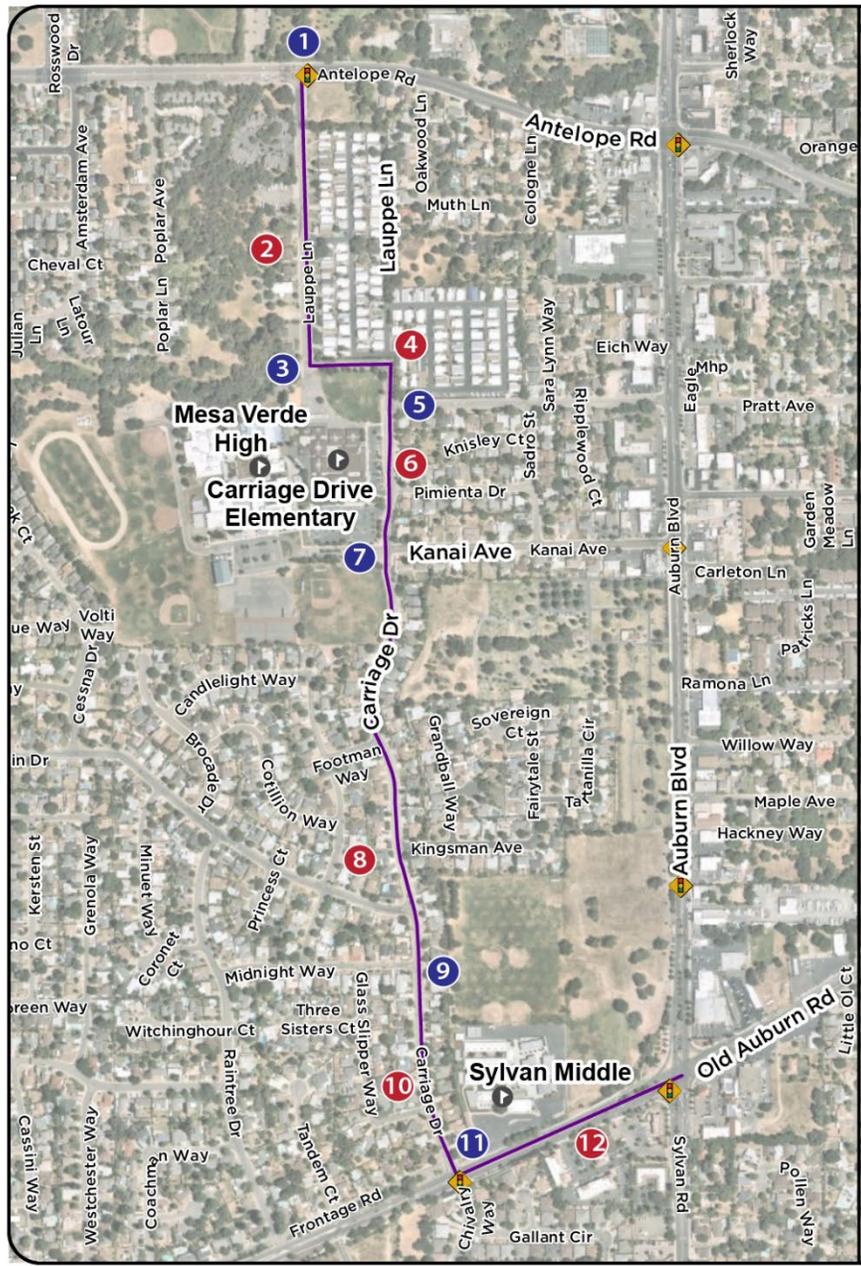
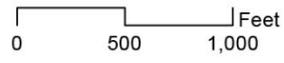
Based on observed conditions and existing roadway configurations, the project corridor was divided into twelve discrete segments or intersections for analysis. These are discussed in order from north to south below and can be seen in Map 1.

Map 1. Segments and intersections analyzed during field analysis.

Carriage Dr and Lauppe Ln between Auburn Blvd and Antelope Rd

- Schools
- Traffic Signal
- Corridor

- Feature Type**
- Intersection
 - Road Segment
- Features**
- 1 Lauppe Lane / Antelope Road Intersection
 - 2 Lauppe Lane from Antelope Road to Lauppe Lane
 - 3 Lauppe Lane / Lauppe Lane Intersection
 - 4 Lauppe Lane from Lauppe Lane to Pratt Avenue
 - 5 Carriage Drive / Pratt Avenue Intersection
 - 6 Carriage Drive from Pratt Avenue to Kanai Avenue
 - 7 Carriage Drive / Kanai Avenue Intersection
 - 8 Carriage Drive from Kanai Avenue to Midnight Way
 - 9 Carriage Drive / Midnight Way Intersection
 - 10 Carriage Drive from Midnight Way to Auburn Boulevard
 - 11 Carriage Drive / Auburn Boulevard Intersection
 - 12 Auburn Boulevard from Carriage Drive to Sylvan Middle School



1: Lauppe Lane / Antelope Road Intersection

Lauppe Lane intersects with Antelope Road at the north end of the project corridor, creating a signalized T-intersection. All approaches are marked with advance stop lines and colored surface crosswalks. Lauppe Lane is 49.5 feet wide and currently has three travel lanes marked: one southbound lane that is 13.5 feet wide, and two northbound turn lanes (one left, one right) that are each 11.5 feet wide. A southbound 8-foot-wide parking lane begins along the west side of the Lauppe Lane. A 5-foot-wide asphalt shoulder exists outside of the edgeline on the east side. The intersection is signalized with pedestrian push buttons and count-down pedestrian signal indications.

2: Lauppe Lane from Antelope Road to Lauppe Lane

From Antelope Road, Lauppe Lane continues south before making a ninety-degree turn towards the east. About 300 feet south of the Antelope Road/Lauppe Lane intersection, the parking lane on the west side widens from 8 feet to 12 feet. South of the entrance to Oak Grove Estates, a 55+ senior mobile home park, the sidewalk on the west side is set back, widening the bicycle/parking lane to 14.5. Two speed humps are also present on this portion of the road. Vehicles traveling northbound are permitted to park on the eastern side of Lauppe Lane up to 200 feet before the Antelope Road/Lauppe Lane intersection. This configuration continues south until Lauppe Lane makes an eastward turn at the Mesa Verde High School northern driveway.

The wide, straight segment of roadway contributes to concerns regarding speeding. In addition, no bicycle facilities are present.



Figure 5. View of Lauppe Lane looking north towards Antelope Road. A painted parking lane runs along the west side.

3: Lauppe Lane / Lauppe Lane Intersection

Lauppe Lane meets a driveway from Mesa Verde High School and turns eastward. Lauppe Lane north of the turn has a southbound lane that is 12 feet wide, while the northbound lane is 22 feet wide. The parking lane on the west side of the street narrows to 8 feet before ending at a marked crosswalk. The sidewalk on the east side of Lauppe Lane also ends at this turn. The south approach of the intersection is a driveway providing vehicle access to Mesa Verde High School.

There is a marked crosswalk across the north leg of the intersection, but no marked crosswalk exists on the east leg. Tall vegetation on the northeast corner creates visibility concerns for drivers going west/northbound on Lauppe Lane when there are pedestrians using the marked crosswalk. South/eastbound drivers were observed crossing the centerline as they made the 90-degree turn, encroaching into the oncoming lane.

Another concern in this area regards U-turns by parents who drop children off and then want to return the direction from which they came. U-turns are common despite posted “No U-Turn” signs on both sides of the road and the double-double yellow centerline markings. Some stakeholders suggested a physical barrier to prevent U-turns, but other stakeholders noted concerns for emergency vehicle access depending on what barriers were installed.



Figure 6. View of Lauppe Lane looking west. There is a sidewalk on the south side of the road, and “No U-Turn” signage visible on the north side of the road. A similar sign is posted on the south side of the road for people driving

east.

4: Lauppe Lane from Lauppe Lane to Pratt Avenue

Lauppe Lane travels east for about 400 feet before turning south. When measured from the center of the double yellow lines, the westbound lane on Lauppe Lane measures 21.5 feet for the majority of this section. At the eastern corner, where Lauppe Lane turns south, an edgeline narrows the westbound lane to 12 feet. Through the turn, the edgeline expands the lane to 22 feet. The lane (now northbound) is narrowed to 12.5 feet south of the turn until Pratt Avenue. A 9-foot-wide asphalt shoulder is present outside of the edgeline. The eastbound lane is 17.5 feet wide from the center of the double yellow lines to the curb. The total width of this road is 41 feet. The east-west part of Lauppe Lane has a 4.5-foot sidewalk on the southern side of the road and none on the northern side of the road. As Lauppe Lane travels southbound to Pratt Avenue, sidewalks line each side – 6 feet on the east and 4.5 feet on the west.

Parking and stopping are currently permitted on the north side of the east-west segment of Lauppe Lane, except for the curve at the eastern 90-degree turn. Stopping is allowed on the south side. The City is currently developing a plan for implementation of “No Stopping Any Time” signs on the north side.

5: Carriage Drive / Pratt Avenue Intersection

Carriage Drive, Pratt Avenue, and Lauppe Lane intersect, creating a T-intersection. The north approach of the intersection is composed of the two vehicle lanes on Lauppe Lane and the asphalt shoulder outside of the edgeline, totaling a roadway width of 39 feet. The southbound lane measures 17.5 feet, while the northbound lane is 12.5 feet and the asphalt shoulder measures 9 feet. Pratt Avenue creates the east approach of the intersection and has two vehicle lanes; one westbound and one eastbound, each measuring 11 feet wide. Additionally, Pratt Avenue has eastbound and westbound bicycle and parking lanes. On both sides of the street, the bicycle lanes are 4 feet wide and the parking lanes are 7 feet wide. From curb to curb, this approach is 44 feet wide. The south approach measures 50 feet from curb to curb and has two 4-foot bicycle lanes plus a 6-foot-wide parking lane on the east side. The school loading zone on the west side is 14 feet wide. The north and southbound vehicle lanes on this approach measure 11.5 feet and 11 feet, respectively.

A unique 11' wide honeycomb pattern crosswalk is marked across the south approach of this intersection. At this intersection, the western sidewalk widens from 4.5 feet to 8 feet. There are no marked crosswalks on the other two approaches of this intersection. There are no curb ramps at this intersection.

The southbound stop sign is setback 25 feet from the limit line.



Figure 7. View of Carriage Drive at Pratt Avenue looking south.

6: Carriage Drive from Pratt Avenue to Kanai Avenue

Throughout this segment, the southbound and northbound vehicle lanes remain 11 and 11.5 feet, respectively. A 13-foot-wide loading zone in front of the Carriage Drive Elementary begins at the Pratt Avenue intersection and ends just north of Pimienta Drive. The parking lane on the east side is 6 feet wide throughout the segment with no parking on the west side. The northbound bicycle lane is continuously 4 feet wide while the southbound bicycle lane expands from 4 feet to 8 feet as it reaches Kanai Avenue.

Utility poles obstruct the east sidewalks in some locations along this segment, creating accessibility challenges. Despite posted signs restricting left turns, drivers made left turns out of the elementary school driveway of the shared parking lot and caused several near-misses during the walk audit observations. Long queues and few gaps likely contribute to drivers making rushed movements. There are no marked pedestrian crossings at the intersection with Pimienta Drive. Stakeholders reported congestion during arrival and dismissal times within the Carriage Drive parking lot.



Figure 8. View of Carriage Drive at Mesa Verde High School driveway exit looking south.

7: Carriage Drive / Kanai Avenue Intersection

The intersection at Carriage Drive and Kanai Avenue has marked crosswalks on all four approaches, including the entrance to the school parking lot. Here, the northbound and southbound lanes of Carriage Drive are 11 feet wide on both sides of the intersection. The bicycle lanes on Carriage Drive are 4 feet wide on the east side and 8 feet wide on the west side. Kanai Avenue does not have bicycle lanes. Kanai Avenue is 38 feet wide with a marked centerline, accommodating one lane in each direction and on-street parking on both sides. The driveway leading to the school has three lanes; one westbound entrance and two exits. The entrance is 14 feet wide and the exit lanes are both 12 feet wide. One of the exit lanes is a right turn lane and the other is for straight or left turns.

This intersection is an all-way stop control, and has very high pedestrian volumes around school dismissal. Frequent pedestrian crossings create confusion for drivers, who seemed unclear which driver had the right of way at any time. People were observed bicycling on the sidewalks rather than in the bicycle lanes, including some riding against the flow of traffic. The southwest and northwest corners of the intersection lack accessible curb ramps.

There was significant congestion along Kanai Avenue as people drove to enter the Mesa Verde High parking lot.

8: Carriage Drive from Kanai Avenue to Midnight Way

The Carriage Drive street segment from Kanai Avenue to Midnight Way is 46 feet wide. The bicycle lanes on Carriage Drive are 4 feet wide on the east side of the street and range from 4 to 12 feet on the west side. The west side bicycle lane gradually expands from 8 to 12 feet for the first 400 feet from Kanai Avenue until the lane is reduced to 4 feet in order to introduce an 8-foot parking lane beginning near the southeast corner of the Mesa Verde High School campus. The parking and bicycle lanes on the west side of the street are continuous through the segment. Similarly, the vehicle lanes on Carriage Drive are both 11 feet from Kanai Avenue to Midnight Way. The

parking lane on the east side is 6 feet wide at the intersection of Carriage Drive and Kanai Avenue, before expanding to 8 feet approximately 150 feet south of the intersection for the remainder of the segment.

This segment lacks marked crosswalks across some of the side streets and bicycle lane symbols within the lane markings. Drivers were observed making frequent U-turns. There are also reports of vehicles parking in the bicycle lane along the west side of the roadway adjacent to Mesa Verde High School during arrival and dismissal times.



Figure 9. View of Carriage Drive at Midnight Way Intersection looking north. This segment has continuous bicycle lanes and parking lanes on both sides of the street.

9: Carriage Drive / Midnight Way Intersection

The intersection of Carriage Drive and Midnight Way has a raised crosswalk on the north approach that provides a direct path to a walkway, known as the “kiddie walk,” between houses onto the Sylvan Middle School campus. The vehicle lanes on Carriage Drive are 11 feet wide on both sides of the intersection. Both south and northbound bicycle lanes are 4 feet wide and the parking lanes measure 8 feet. Midnight Way does not have bicycle lanes or marked parking and travel lanes; it is 30 feet wide.

Around school dismissal time, long traffic queues form at this intersection when there is a near-constant flow of pedestrians using the raised crosswalk. A stakeholder at the walk audit noted that in the past, when an elementary

school was located on the Sylvan campus, a volunteer would help manage the flow of people walking to address vehicle queue lengths. Pedestrian warning signs and “Slow School Xing” pavement markings warn drivers in the northbound and southbound directions of the uncontrolled, raised school crossing.



Figure 10. View of the raised crosswalk at the Carriage Drive / Midnight Way “kiddie walk” looking south.

10: Carriage Drive from Midnight Way to Auburn Boulevard

The segment of Carriage Drive between Midnight Way and Auburn Boulevard has two vehicle lanes and a designated right turn lane at the southern end of the street. Both south and northbound vehicle lanes are 11 feet wide. The bicycle lanes in this area are 4 feet wide on each side, with the southbound bicycle lane ending to accommodate a vehicle right turn lane as it approaches the intersection at Auburn Boulevard. The parking lanes are 8 feet wide on both sides. Though striped, the bicycle lanes are unmarked through this section with the exception of one bicycle lane marking north of the Carriage Drive / Auburn Boulevard Intersection.

11: Carriage Drive / Auburn Boulevard Intersection

The intersection at Auburn Boulevard and Carriage Drive has crosswalks on the north, east, and south approaches. Carriage Drive ends at this intersection and becomes Chivalry Way south of Auburn Boulevard. Chivalry Way is 40 feet wide and has two unmarked vehicle lanes traveling north and south. At the intersection, the southbound lane is 18 feet wide; the 2 northbound lanes are 11 feet wide. The right lane is a dedicated right-turn lane. Auburn Boulevard makes up the east and west approaches of the intersection. It has four through-lanes and a left turn lane in each direction; all lanes are 12 feet wide. Bicycle lanes on each side of Auburn Boulevard are 6 feet wide.

The sidewalk on the western side of Carriage Drive ends as it turns west onto Auburn Boulevard. The remaining corners have continuous sidewalks. The sidewalk on the north side of Auburn Boulevard measures 4 feet wide. The sidewalk on the south side of Auburn ranges from 12 feet wide at the corner to 5 feet wide as it heads eastward. All corners of the intersection, excluding the southeast corner, are in need of upgrades to include ADA compliant curb ramps.



Figure 11. Students wait to cross Auburn Boulevard on the northeast corner.

12: Auburn Boulevard from Carriage Drive to Sylvan Middle School

Auburn Boulevard is a southwest/northeast arterial road with five lanes, but for the purposes of this memo will be referred to as an east/west roadway. There are two westbound lanes, two eastbound lanes and center left turn lane, all of which are 12 feet wide the majority of the segment. The center left turn lane becomes a dedicated left turn lane upon reaching the intersection on both sides. The curbside and center eastbound travel lanes widen to 26 feet before become a dedicated right turn lane, bicycle lane, and through-lane, and two dedicated left turn lanes and a through-lane, respectively. There are plastic delineators along the yellow center line from the Auburn Boulevard / Carriage Drive intersection to the east for 300 feet. From the edgeline to the curb, the bicycle lanes are 6 feet wide on both sides. In total, Auburn Boulevard is 75 feet wide.

Due to congestion within the Sylvan Middle School parking lot, vehicles often back up out of the parking lot onto the sidewalk and stop in the “No Stopping Anytime” zone on Auburn Boulevard. Vehicles were seen making U-turns from east to west in front of the west driveway and students often walk in the street because vehicles block the sidewalk and driveway. A “Keep Clear” legend is installed on Auburn Boulevard in front of the east driveway to allow left-turning vehicles access into the parking lot.

Multiple stakeholders reported students crossing mid-block from Sylvan Middle to the shopping center on the

south side of the street, primarily to reach the Starbucks located at 7082 Auburn Boulevard #150. While education and enforcements efforts primarily by the Sylvan Middle staff have been somewhat effective in reducing these mid-block crossings, the crossings have not been eliminated.

12: Carriage Drive Elementary School and Mesa Verde High School Parking Lot Circulation

Carriage Drive Elementary School and Mesa Verde High School are adjacent to each other and share a parking lot. In parking lot number 1 as shown in the image below, the vehicles enter between Kanai Avenue and Pimienta Drive to drop off or pick up students for both the elementary school and the high school and exit at Kanai Avenue. The school district has installed a fence between the drop off zone along the south side of Carriage Drive Elementary School and the parking lot to prevent vehicles from moving in and out of the drop off zone.

Vehicles dropping off Mesa Verde students also enter at Kanai Avenue and continue up to parking lot 2 to drop off or pick up students and circle back to exit at Kanai.

The school start times are currently only 15 minutes apart so there is little separation between elementary and high school student arrival times. Dismissal is 10 minutes apart.

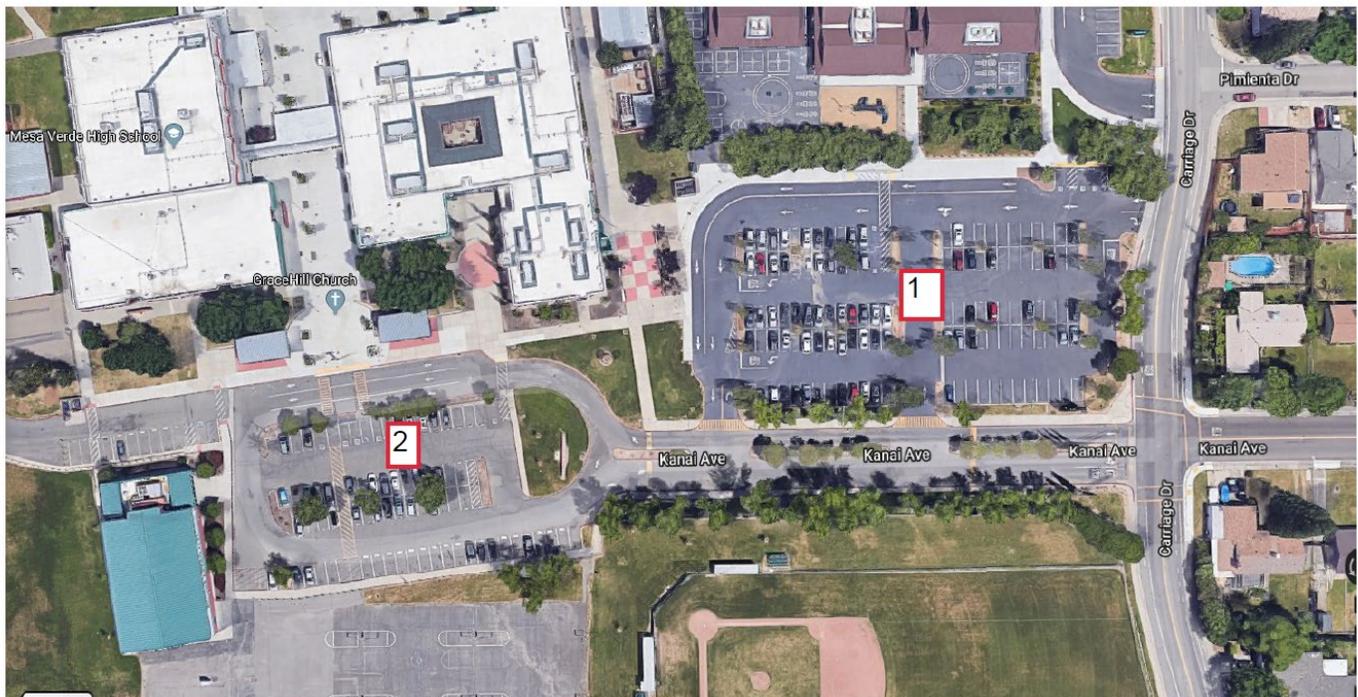


Figure 12. Parking Lot Circulation at Carriage Drive Elementary School and Mesa Verde High School

13: Sylvan Middle School Parking Lot Circulation

Vehicles enter the parking lot for Sylvan Middle School from the eastern driveway and exit from the west driveway of the parking lot along Auburn Boulevard. The parking lot does not have much capacity for vehicles to queue during drop off and pick up times. The capacity of the parking lot creates backups on Auburn Boulevard with vehicles waiting to enter the parking lot.



Figure 13. Parking Lot Circulation at Sylvan Middle School

City Stakeholder Interviews

The Alta team used a series of city-approved interview questions to gather background input from key city staff and stakeholders, including Sacramento Metropolitan Fire Department, the Citrus Heights Police Department, and Engineering, Planning, and Code Enforcement, that would affect the project and final recommendations. City staff interviews were conducted on September 10, 2019 in-person and October 30, 2019 by phone. Key themes from the interviews are summarized below.

Emergency Vehicle Access

The Fire Department's main concern along the project corridor is having sufficient emergency vehicle access. They use the corridor as an access route and need to have sufficient road widths and turning space with few impediments.

Unlawful Behavior by All Roadway Users

The Citrus Heights Police Department targets enforcement efforts at the beginning of each school year as a way to remind students and parents about relevant laws. They mostly issue tickets to parent drivers who commit the following infractions:

- Making illegal U-turns;
- Speeding;

- Driving without a seatbelt;
- Talking on a cell phone while driving;
- Parking in red zones.

Other citations are issued throughout the year to students who cross the road outside of a crosswalk (often on Auburn Boulevard from Sylvan Middle School to the nearby Starbucks) and students who bicycle without a helmet and/or ride on the sidewalk.

Coordination with Schools and School District

A key theme that came out of city staff interviews is the current lack of coordination between the city, schools, and the school district. City staff recognize that school staff are disproportionately burdened by traffic safety around their schools. Some City staff perceived that it was difficult to coordinate between the desires of the individual schools and the administrators at the school district, but were enthusiastic about the opportunity to collaborate through this Safe Schools Corridor Plan process. City staff want to continue to support both the schools and the school district, and work together to identify solutions to improve road safety and parking lot circulation for all modes of transportation.

School Stakeholder Input

The Alta team used a series of city-approved interview questions to gather background input from school and school district staff that would affect the project and final recommendations. In addition, the Alta team led walk audits along the project corridor to gather background input from school principals and neighborhood stakeholders. School and school district staff interviews were conducted on September 10, 2019, October 30, 2019, and November 1, 2019. A walk audit was conducted on May 29, 2019. Key themes from the interviews and walk audits are highlighted below.

Mode Share

There are three schools along the project corridor: Carriage Drive Elementary School, Sylvan Middle School, and Mesa Verde High School. All of these schools are considered “neighborhood” schools, enrolling students from nearby homes. As with many neighborhood schools, school staff reported that there is a higher proportion of students walking, biking, and skateboarding to school compared with non-neighborhood schools in the district.

Heavy Traffic

Even with students walking, biking, and skateboarding to schools along the project corridor, there is still considerable traffic and congestion during drop-off and pick-up. Elimination of busing, school closures to combine with these schools, overlapping bell schedules, and increased school enrollments have resulted in a large number of vehicles entering the corridor within a short timeframe. Not only does the traffic cause drivers to get frustrated, but it also creates a situation where some feel trapped and are more likely to make unsafe movements.

Lack of Space for Students at Pick-Up

School stakeholders expressed concern for the lack of space for Sylvan Middle School students to wait to be picked up. Some students will cross the street to alternative pick-up areas. Students assemble at the northeast corner of Auburn Boulevard and Carriage Drive to cross, but the space is too small for the number of students gathered, so they spill into the street and adjacent private property. Additionally, drivers queuing out of Sylvan Middle School’s on-campus pick-up area block the sidewalk, forcing students to walk into the street. For all of the schools, there are no designated park and walk locations.

No Crossing Guards

There are no official crossing guards in the City of Citrus Heights, including the schools along the project corridor. However, stakeholders noted the need to create gaps in the traffic flow, particularly at uncontrolled crosswalks and at stop signs.

III. PROGRAMMATIC EVALUATION

Alta's experienced Safe Routes to School (SRTS) staff reviewed existing SRTS programs and policies, as well as reviewed project walk audit and stakeholder interview reports to inform Education, Encouragement, and Enforcement programmatic recommendations for SJUSD and the City of Citrus Heights.

Existing SRTS Programs

SJUSD has had Safe Routes to School programming since 2008 when the district first partnered with the Sacramento County Safe Routes to School 5E's Program (Program). As a part of the Program, which was led by WALKSacramento in collaboration with the County of Sacramento Department of Transportation, walk audits and assessment reports were completed for ten San Juan Schools District schools located in unincorporated Sacramento County, which did not include schools in incorporated Citrus Heights.

In 2011, SJUSD partnered with WALKSacramento and the City of Citrus Heights on the Citrus Heights School Walkability Project. Eleven schools in Citrus Heights were included: Arlington Heights, Cambridge Heights, Carriage Drive, Citrus Heights, Grand Oaks, Kingswood, Lichen, Mariposa Avenue, Skycrest, Sylvan, and Woodside.

In 2014 and 2015, SJUSD implemented the Fire Up Your Feet program, which was a Safe Routes to School program emphasizing physical activity in and out of school and funded by Kaiser Foundation. It is not clear why no Citrus Heights schools participated in the Fire Up Your Feet program.

SJUSD was awarded Safe Routes to School non-infrastructure program funding in 2016 under the Caltrans Active Transportation Program (ATP). The new funds were used to conduct walk audits and assessments, as well as education and encouragement programs, including pedestrian and bicycle education. Lichen K-8 School, the only participating school located in Citrus Heights, received bicycle education. It is not clear why Lichen was the only participating school from Citrus Heights.

Finally, it should be noted that SJUSD is one of only a handful of California school districts that has a Master Agreement with Caltrans. This is significant because it means they can directly access program funds, such as through ATP, without having to go through a city or other jurisdictional agency.

Existing SRTS Policies

The Child Nutrition and WIC Reauthorization Act of 2004 established the Local School Wellness Policy, which requires schools and school districts that are participating in the National School Lunch Program and/or School Breakfast Program to develop a local school wellness policy to promote student health and wellness and address childhood obesity. SJUSD, being one such district, adopted Board Policy (BP) 5030 Student Wellness as a result. Under BP 5030, school districts can adopt further policies related to health and wellness, including those relating to active modes of transportation such as Safe Routes to School. Specifically, the California School Board Association (CSBA) encourages school districts to adopt BP 5142.2 Safe Routes to School Program and its corresponding Administrative Regulation (AR) 5142.2 to solidify district-wide strategies to improve student safety along routes to school and to promote walking, bicycling, and other forms of active transportation to and from school.

Currently, SJUSD has not adopted the language found in BP 5142.2 Safe Routes to School Program nor AR 5142.2, but has adopted the following policies related to Safe Routes to School (note that SJUSD policy BP 5142.2 uses the same policy number as BP 5142.2 Safe Routes to School Program but the content of the policy is different):

BP 5142.2 Crossing Guards

Recognizes that responsible supervision may be needed to help elementary children in safely crossing high traffic or hazardous streets and highways. Authorizes the Superintendent or designee to obtain the services of paid adult crossing guards through the city, county or both, based on determination of need. Further authorizes the

Superintendent or designee to establish safety patrols at elementary schools for the purpose of assisting students in safely crossing streets and highways adjacent to or near the school.

BP 5142.3 Student Use of Bicycles

Recognizes that bicycle helmets lessen the seriousness of head injuries and recommends that students, who ride bicycles to and from school, always wear bicycle helmets, observe safety laws and rules, and display courtesy toward other riders and pedestrians. Further states that the district will cooperate with community groups that provide bicycle safety information to students and forbids the riding of bicycles on school grounds.

Program Recommendations Menu

Alta staff have compiled a list of corresponding recommendations that address key themes and concerns described by stakeholders. The menu on the next page highlights existing and new resources that can be used or developed specifically for Citrus Heights school communities. While every effort has been made to make the menu complete, it is not exhaustive and is intended to provide options that can be selected for further development.

Recommendations are organized in the menu by Education, Encouragement, and Enforcement. Please note, more detailed recommendations relating to Crossing Guards are highlighted in the Crossing Guard Analysis Memo.

Subject	Description	Material Type	Example
Education	Back to School Parent/Caregivers Safety Handout. Educates parents/caregivers about laws, policies, and school procedures, such as: seatbelt and cell phone laws; zero-tolerance ticketing; and pick-up/drop-off procedures	Flyer	Appendix A
	Neighborhood Safety Sign. Reminds neighbors, parents, and others of relevant laws and safety tips such as no illegal turns, driving slower than the speed limit, and looking out for people walking.	Yard Sign	Appendix B
	Pedestrian and Bike Safety Education for Students. Common Core PE Lesson Plan that provides pedestrian and bike safety education for students, including rules of the road and how to be safe while walking and biking.	Lesson Plan	Appendix C
	School Champion Toolkit. Resource guide to help parent/caregiver or other champion information on how to start and/or grow walking/biking programs at their school sites. This resource helps the school community tailor activities to their needs and provides suggestions from quick-and-easy promotion to more in-depth event ideas.	Toolkit	Appendix D
	Social Media Posts. Customized, high resolution, ready to post social media graphics to promote safe driving, walking, and bicycling behavior and encourage families to walk and bike to school.	High Resolution Social Media Ready Post	Appendix E
	Walk/Bike Resource Fair. 30-40-minutes lunchtime or recess event featuring four (4) activity stations that will teach students bike maintenance, helmet use, walking skills, and the benefits of active travel.	Toolkit	Appendix F
	Walk to School Day. Walk to School Day is an opportunity for schools to highlight the many benefits of walking and promote pedestrian safety for students. Promotion of the day can occur through a variety of ways including a banner posted outside the school, flyers, and/or social media posts.	Banner, Flyer, High Resolution Social Media Ready Post	Appendix G
Encouragement	Bookmark. Bookmarks are a fun and easy way to share walking and biking messages with students.	Flyer	Appendix H
	Punch Card. Individual cards for students to get “punched” when they walk or bike to school. Can be used to track participation and have students entered into a drawing when their punch card is full.	Flyer	Appendix I
	Suggested Route Map. Suggested walking and/or biking route maps are a great way to get families and students thinking about walking or bicycling to school as a viable option one or more days a week. They can also include “park and walk” locations to help	Flyer	Appendix J

Subject	Description	Material Type	Example
	reduce vehicle traffic at pick-up and drop-off.		
Enforcement	Crossing Guard Tip Sheet. Based on the California School Crossing Guard Training Program Guidelines, this tip sheet will present important tips for Crossing Guards to perform their duties properly and safely.	Flyer	New resource, not yet created.
	I Drive 25 Campaign/Pledge. Reminds parents and caregivers of their responsibility to drive safely in school zones and a “pledge” to do so.	Brochure, Car Decal	Appendix K
	School Board Policy. For SJUSD, adopt the California School Board Association’s sample board and administrative regulations BP/AR 5142.2 – Safe Routes to School Program. SJUSD currently has not adopted this policy. Including SRTS language in a school board policy can be an important first step towards supporting SRTS activities in schools throughout the district.	Policy Paper	Appendix L

Appendix A. Example of Back to School Parent/Caregiver Safety Handout



Tired of Traffic?

**This school year, develop new habits!
Parents are getting out of their cars,
reducing traffic and avoiding the carline.
Won't you join them?**

**Start the year off right. Choose one of these alternatives:
Carpool – Waking – Bicycling – Transit or School Bus**



SAFE ROUTES TO SCHOOLS
MARIN COUNTY

For more information call 456-3469 ext. 2#



TAM
Transportation Authority of Marin
www.tam.ca.gov



Dear Parent,

Now is the time to begin planning your options for transporting your child to and from school. The long line of cars to pick up and drop off children creates a great deal of stress for parents, traffic congestion for everyone and often poses a danger to the children. There are other options for transporting your children to school that can benefit everyone including your child. Please explore these options and make a choice that works for you and your child.

WALKING or BIKING
If you live close enough to school, consider walking or biking with your children to school, or if they are old enough, let them walk or bike with their friends. This will allow you to spend quality time with your children while giving them some healthful exercise before class. Children arrive at school alert and ready to learn. California Department of Health Services has conducted studies that have shown that children who are physically fit score better on tests.

CARPOOL
Find other parents to share the driving of your children to school. This reduces the number of cars in the queue every day, and gives you more time to attend to other needs in the morning.

TRANSIT
If your school offers bus services or there is public transit to your school, this is an easy and safe way for your children to get to school, especially for those who live too far away to walk and bike. Please inquire at your school about bus services.

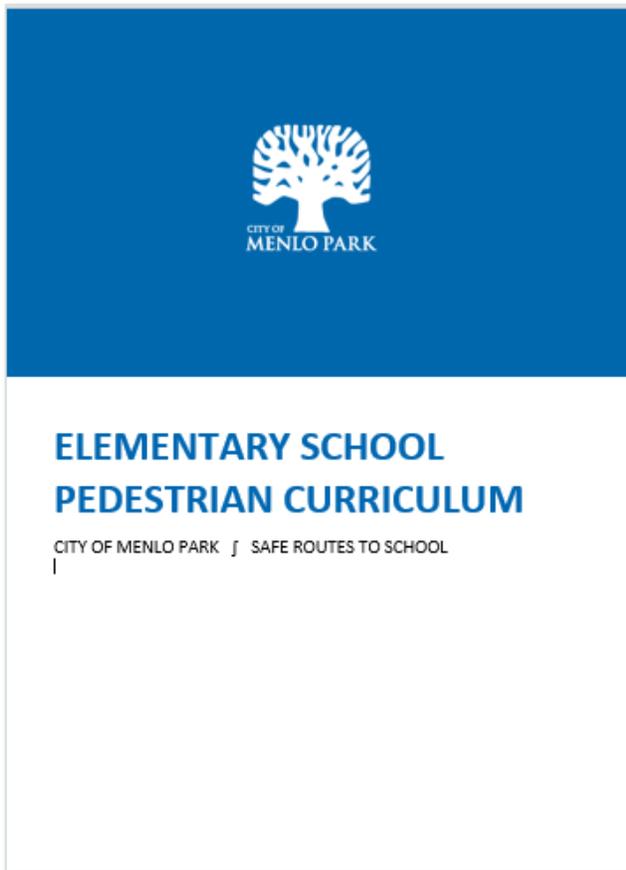
DRIVE SAFELY
If you chose to drive your children to school, please remember to obey all traffic laws and observe school guidelines for drop off and pick up. Please drive slowly and carefully. Children are unpredictable and you never know when a child might dart out in front of you. Do not block sidewalks or driveways and stop at all crosswalks. Be sure to look right before you turn right to ensure that a child is not crossing the street.

We look forward to a safe and healthy school year. Please consider one of these alternatives for transporting your child to school. Your choice will contribute to the health and safety of the whole community as well as your own child.

Appendix B. Example of Neighborhood Safety Sign



Appendix C. Example of Pedestrian and Bike Safety Education for Students



LESSON 4: PRIMARY

Preparation

Create a full (four-way stop) intersection using the intersection model and cones.

- Set up the intersecting roads and two crosswalks.
- Add in stop signs one both directions of only on one of the two roads.
- Collect two large items to use as visual barriers such as garbage bins or tumbling mat (placement indicated by "X" on the diagram).
- Place the exercise station materials in each section on the opposite ends of each crosswalks. It is suggested to use the same activities as Lesson 3.

Figure 4. Pedestrian Kit Lay-out for Lesson 4 Primary with Example Activities

Figure 5. Lesson 4 Intersections demo teaching activity at Stafford Elementary

LESSON 4: INTERSECTIONS & VISUAL BARRIERS – Primary

Appendix D. Example of School Champion Toolkit



IMPLEMENTING A PARENT CHAMPION PROGRAM

RECRUITING PARENT CHAMPIONS

Parents may be motivated by a passion for walking or biking because of traffic concerns, a desire to reduce their environmental impact, or an interest in making connections with other parents. To attract volunteers, explain the benefits of walking, biking, carpooling, and transit programs and how valuable parents are to keeping the program going.

Use a variety of approaches to recruit volunteers. A personal outreach is often most effective to identify Parent Champions. Gatherings where these connections can be made include:

- At Back to School Nights or Orientations
- During drop-off or pick-up times
- During PTA or other parent meetings
- During community events, such as block parties or Farmers Markets

Be visible! Publicize the volunteer needs. Recruitment materials can include:

- Flyers posted online, around school, or sent home in backpack mail
- School newsletter blurbs
- Asking for recommendations

TRAINING PARENT CHAMPIONS

Make sure your Champions feel well-equipped for their roles. Provide an orientation and follow-up trainings throughout the year to help the Champion feel confident and engaged, while developing their skills. Regular group check-ins with all Champions can be a good way of sharing their experiences, resources, and struggles within the group.

Consider the following training logistics:

- Hold training sessions at a time that works for your parents; hold more than one if needed to include all Champions
- Provide refreshments to help maintain focus and show Champions they're appreciated
- Offer child care
- Bring together Champions from around the school district, city or county in one training, unless a single school has a lot of parent interest
- Organize carpools to training events
- Invite a translator for non-English speaking participants
- Invite a respected member of the community if your trainer is not local to the school.

The City of La Mesa SRTS convenes Parent Champions from different schools for monthly information sharing meetings.

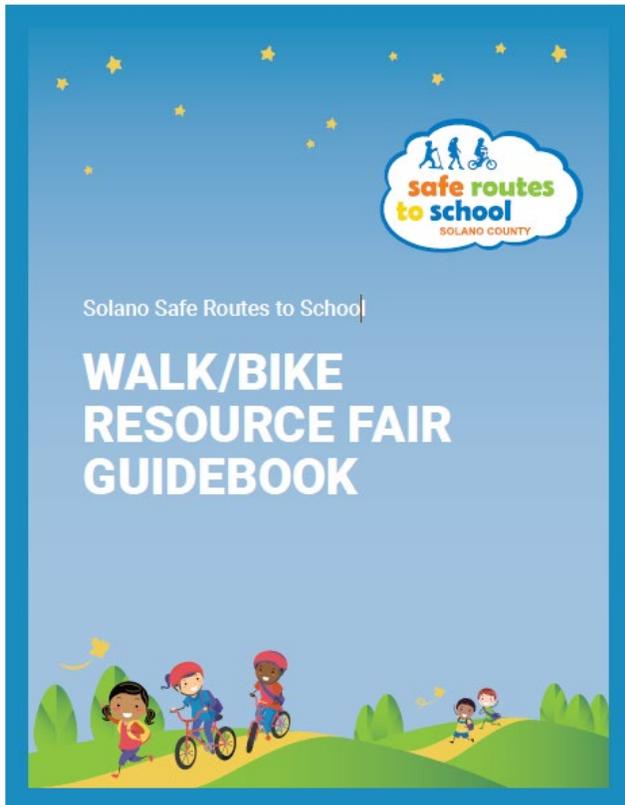
Parents participate in outreach efforts to meet other parents and become a part of their child's school community.

6 PARENT CHAMPION VOLUNTEER PROGRAMS

Appendix E. Example of a Social Media Post



Appendix F. Example of Walk/Bike Resource Fair





STATION STEPS:

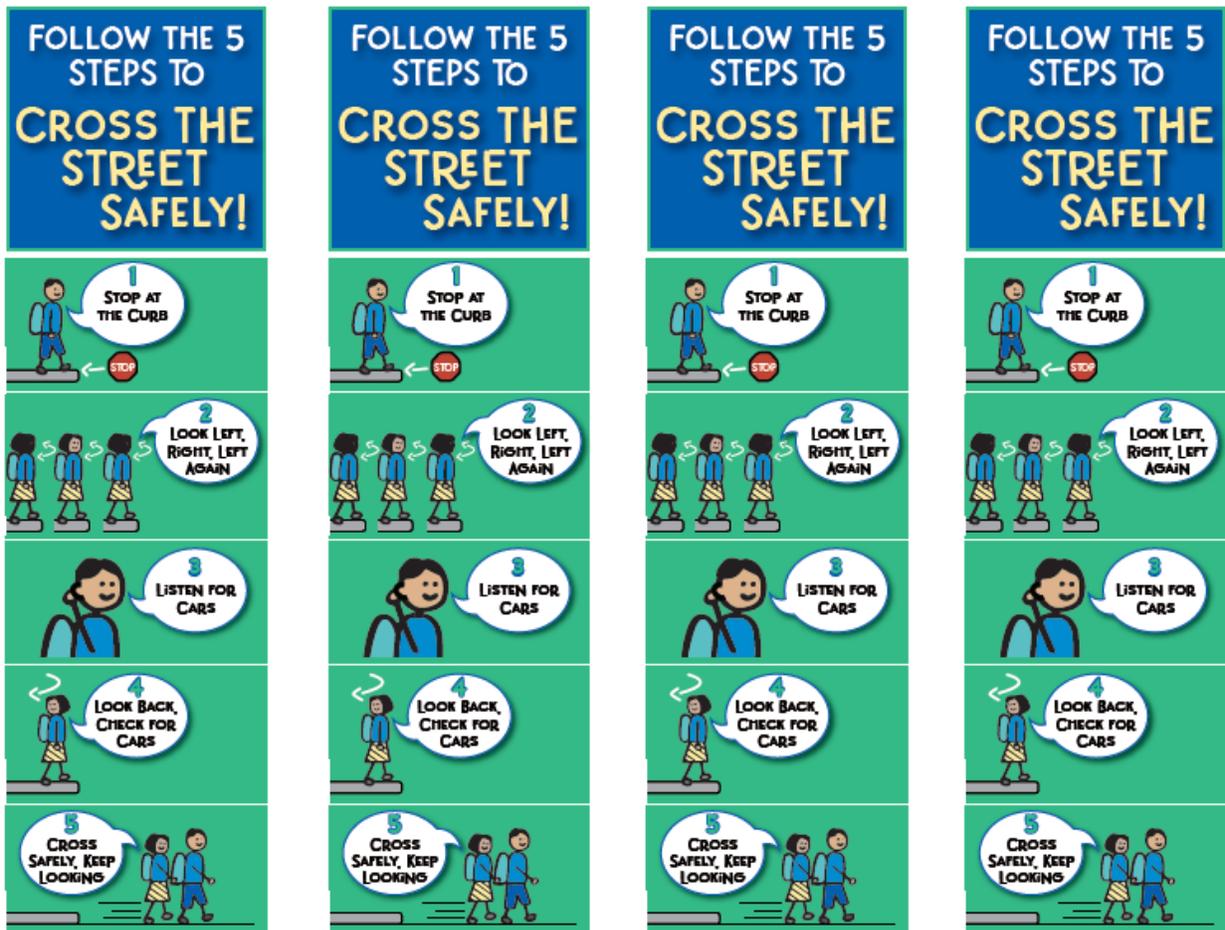
<p>1 Ask students why wearing a helmet is important.</p> <p>Possible answer: Helmets protect against brain injury, disability, and death.</p> <p>2 Share that helmet use reduces brain injury risk during a collision. For example, if a student is wearing a properly fitted helmet while riding their bike, scooter, or skateboard and is hit by a car, they would be less likely to have a severe brain injury than someone who was not wearing a helmet.</p> <p>3 Remind students they need their brain to play video games, read, do school work, and talk!</p> <p>4 Tell the students that you are now going to briefly talk about proper helmet fit. If you have a helmet, use it to demonstrate the helmet fit as you talk through each of the steps on the laminated Helmet Fit poster.</p> <p>5 Have one student (or as a group) read each of the following on the laminated Helmet Fit poster:</p> <p>1. Eyes. Look up and see the brim of your helmet.</p> <p>2. Ears. Straps form a "V" beneath your earlobes</p> <p>3. Mouth. Chin strap is snug when you open your mouth.</p>	<p>6 Tell students that they are now going to see how a helmet protects their brains.</p> <p>7 Show students the egg in the clear, sealable plastic baggie.</p> <p>8 Explain to students that the egg represents their head—the shell is fragile like a skull and the yolk inside is delicate like the brain.</p> <p>9 You can ask one student to volunteer or you can do the following yourself. With the bagged egg in hand, stand up on the ladder or stool above the large cardboard box or five-gallon bucket.</p> <p>10 Explain that the box or bucket padded with soft material is like a helmet. Then proceed to drop the bagged egg into the box or bucket. The egg should not break.</p> <p>11 Now remove all the soft material from the box or bucket and do the egg drop again, this time explaining that this egg drop shows what will happen in a collision if you don't wear a helmet. The egg should break into a gooey mess inside the baggie.</p> <p>12 If time or resources allow, let more students try the egg drop!</p> <p>13 Make sure to stamp or place a sticker on each student's Walk/Bike Resource Fair punch card.</p> <p>14 Get ready for the next group of students!</p>
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Solano Safe Routes to School | WALK/BIKE RESOURCE FAIR GUIDEBOOK **11**

Appendix G. Example of Walk to School Day



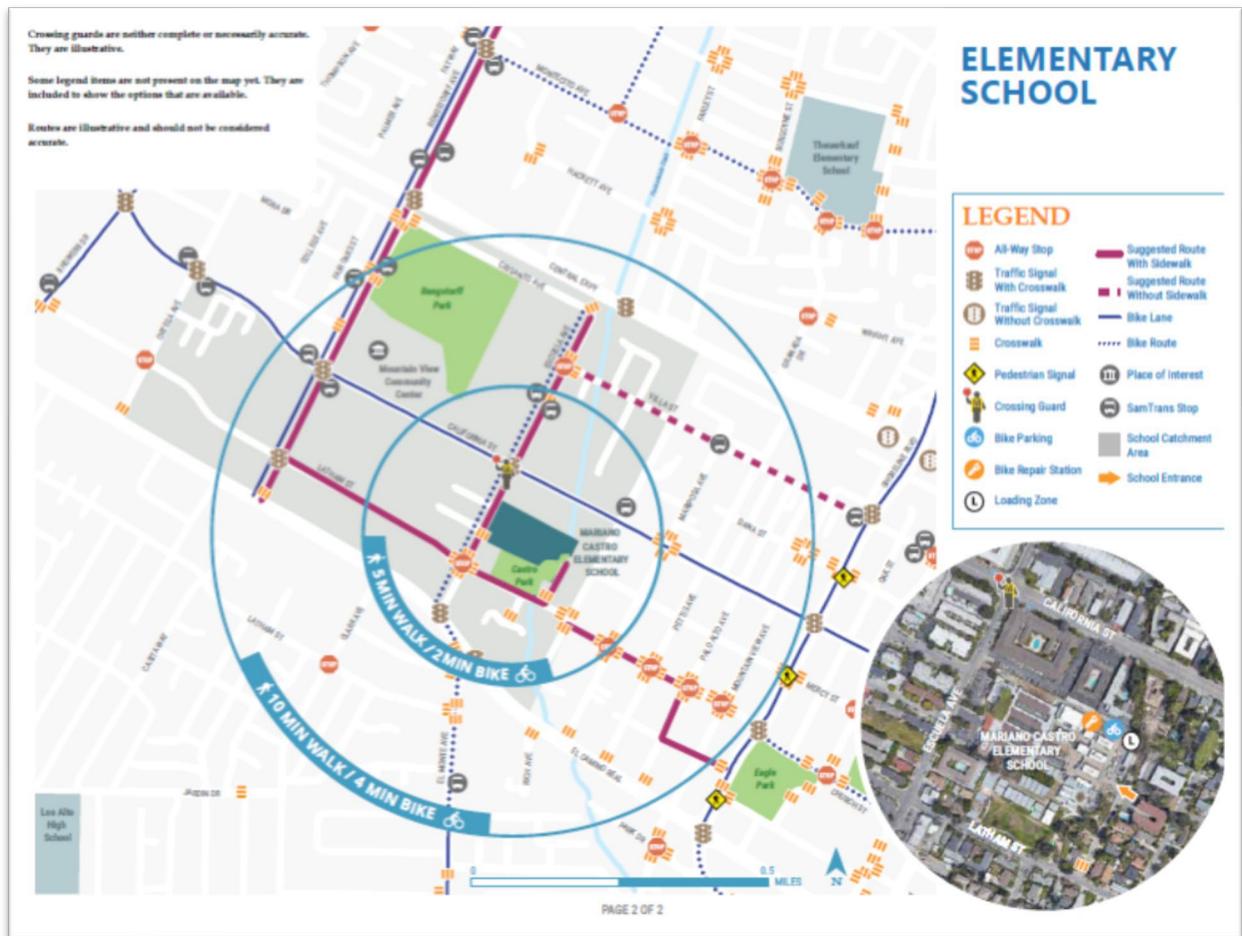
Appendix H. Example of Bookmark



Appendix I. Example of Punch Card

 SAFE ROUTES TO SCHOOL PUNCH CARD Get your card punched or stamped every day you walk or bike to school! NAME: _____ ROOM #: _____ 1 3 5 7 9 2 4 6 8 10	 SAFE ROUTES TO SCHOOL PUNCH CARD Get your card punched or stamped every day you walk or bike to school! NAME: _____ ROOM #: _____ 1 3 5 7 9 2 4 6 8 10	 SAFE ROUTES TO SCHOOL PUNCH CARD Get your card punched or stamped every day you walk or bike to school! NAME: _____ ROOM #: _____ 1 3 5 7 9 2 4 6 8 10
 SAFE ROUTES TO SCHOOL PUNCH CARD Get your card punched or stamped every day you walk or bike to school! NAME: _____ ROOM #: _____ 1 3 5 7 9 2 4 6 8 10	 SAFE ROUTES TO SCHOOL PUNCH CARD Get your card punched or stamped every day you walk or bike to school! NAME: _____ ROOM #: _____ 1 3 5 7 9 2 4 6 8 10	 SAFE ROUTES TO SCHOOL PUNCH CARD Get your card punched or stamped every day you walk or bike to school! NAME: _____ ROOM #: _____ 1 3 5 7 9 2 4 6 8 10

Appendix J. Example of Suggested Route Map



Appendix K. Example of I Drive 25 Campaign Pledge

Why should you drive 25 in a school zone?

¿Por qué debería manejar a 25 en una zona escolar?

SLOWER CAR SPEEDS:

- 

Are safer for people walking and biking, for children and the elderly, and even for other drivers. *Es más seguro para personas que caminan y andan en bicicleta, para niños, adultos mayores y otros conductores.*
- 

An opportunity to show you care about your neighbors and your community. *Una oportunidad para demostrar que se preocupa por sus vecinos y su comunidad.*
- 

Make people feel comfortable walking or biking for health and transportation. *Hace que las personas caminando o en bicicleta por la salud y transporte se sientan cómodas.*
- 

Driving slower will allow you to see and react more quickly to people or objects in the street. *Manejar más despacio le permite ver y reaccionar más rápido a personas u objetos en la calle.*

What can you do?

¿Qué puede hacer?

- 

Drive at or below the posted speed limit, which is 25 MPH in school zones. *Maneje al o por debajo del límite de velocidad indicado, que es 25 MPH en zonas escolares.*
- 

Pay attention to crossings, crosswalks, and intersections. All intersections are legal crosswalks. *Preste atención a los cruces, los cruces peatonales y las Intersecciones. Todas las intersecciones son cruces peatonales legales.*
- 

Stop at limit line before entering intersection. *Deténgase en la línea de alto antes de la intersección.*
- 

Share the road safely with people walking and bicycling. *Comparta el camino de forma segura con personas que caminan y andan en bicicleta.*
- 

Give yourself enough travel time so that you are not sacrificing courtesy or safety. *Salga con tiempo suficiente de viaje para no sacrificar el tiempo y seguridad de otros.*
- 

Display the "I CAN DRIVE 25" decal on your car. *Mostrar la calcomanía "Puedo Manejar a 25" en su automóvil.*



COMMUNITY PLEDGE

- To drive at or below the posted speed limit, which is 25 MPH in school zones.
- To share the road safely with people walking and bicycling.
- To give myself enough travel time so that I am not sacrificing courtesy or safety.
- To display the "I CAN DRIVE 25" decal on my car.

Signature

Date

Appendix L. Example of School Board Policy

CSBA Sample Board Policy

Students

BP 5142.2(a)

SAFE ROUTES TO SCHOOL PROGRAM

Note: The following optional policy may be revised to reflect district practice. Districts are encouraged to review CSBA's policy brief, Safe Routes to School: Program and Policy Strategies for School Districts, when developing policy on this topic. In addition, districts should consult legal counsel and/or the district's insurance provider regarding any potential liability issues.

Both state and federal grants are available to support local efforts to increase the number of students walking and bicycling to school and to make it safer for them to do so. The federal Safe Routes to Schools (SRTS) program supports both infrastructure and noninfrastructure projects and focuses on grades K-8 (23 USC 148). The state program, referred to as SR2S, provides funding to cities and counties for infrastructure projects in the vicinity of K-12 schools, with up to 10 percent expenditure allowable for noninfrastructure activities (Streets and Highways Code 2333.5). Funding for both federal and state programs is distributed through the California Department of Transportation's (Caltrans) Division of Local Assistance. Questions about program administration may be directed to the Caltrans regional coordinator.

Strategies to promote walking, bicycling, and other forms of active transport to school may be referenced in the district's school wellness policy, adopted pursuant to the federal Child Nutrition and Women, Infants and Children (WIC) Reauthorization Act of 2004 (42 USC 1751 Note), which is required to include goals for physical activity; see BP 5030 - Student Wellness. Strategies may also be included in the district's comprehensive safety plan adopted pursuant to Education Code 32262; see AR 0450 - Comprehensive Safety Plan.

The Governing Board recognizes that walking, bicycling, and other forms of active transport to school promote students' physical activity and reduce vehicle traffic and air pollution in the vicinity of schools. As part of the district's coordinated approach to supporting student wellness and safety and enhancing student learning, the Superintendent or designee shall develop and implement strategies to establish and promote safe routes to school program activities.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3510 - Green School Operations)
(cf. 3514 - Environmental Safety)
(cf. 5030 - Student Wellness)
(cf. 5142 - Safety)

The Superintendent or designee may identify a program coordinator or establish district and/or school site committees to oversee and coordinate related activities.

The Superintendent or designee may collaborate with local public works and public safety departments, transportation agencies, other city and county agencies, school staff, students, parents/guardians and parent organizations, health organizations, community organizations, and/or businesses in the development, implementation, and evaluation of strategies.

(cf. 1020 - Youth Services)
(cf. 1220 - Citizen Advisory Committees)