AGENDA

November 7, 2017
VIDEO

TRANSPORTATION COMMISSION MEETING

7:00 p.m.
City Council Chambers
311 Vernon Street
Roseville, California

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS

5. CONSENT CALENDAR

5.1. September 19, 2017 Minutes

5.2. California Rural Indian Health Board Transportation Systems Management Plan

5.3. VillaSport Athletic Club and Spa Transportation Systems Management Plan

5.4. Kaiser Permanente Transportation Systems Management Plan

6. REQUESTS/PRESENTATIONS

6.1. Short Range Transit Plan Updates for Western Placer County Transit Operators

6.2. Dry Creek Greenway West: Cook-Riolo Road to Riverside Avenue Planning & Feasibility Study

6.3. CEQA Overview - Dry Creek Greenway Trail: Riverside Avenue to Old Auburn Way

7. ADJOURNMENT

TRANSPORTATION COMMISSION MEETING

CC #:
File #:

Title: September 19, 2017 Minutes
Contact:

Meeting Date: 11/7/2017
Item #: 5.1.

ATTACHMENTS:

Description

September 19, 2017

Transportation Commission
Regular Meeting
September 19, 2017 – 7:00 p.m.
Draft Minutes

1. Call to Order
The meeting was called to order at 7:00 p.m. by Commissioner Short.

2. Roll Call
Commissioners Present
Jeff Short – *Chair*
David Nelson – *Vice-Chair*
Joe Horton - *Absent*
Chinnaian Jawahar
Gary Hexom - *Absent*
Sergey Terebkov
Brandon Baldwin
Thomas Hipkins – *Youth Commissioner*

Staff Present
Mike Dour, Alternative Transportation Manager
Eileen Bruggeman, Alternative Transportation Analyst II
Michael Christensen, Deputy City Attorney
Debbie Dion, Recording Secretary

3. Pledge of Allegiance
Commissioner Jawahar led those in attendance in the Pledge of Allegiance.

4. Meeting Minutes
a. June 30, 2017 – *Action required*

MOTION:
Commissioner Terebkov made the motion, which was seconded by Commissioner Hipkins to approve the meeting minutes of June 30, 2017.

Ayes:	Short, Nelson, Terebkov, Hipkins
Noes:	None
Abstain:	Jawahar, Baldwin
Absent:	Horton, Hexom

5. Oral Communications
Commissioner Short opened the Public Comment period.

Mike Barnbaum, Ride Downtown 916, distributed the 2017/2018 game schedule for the Sacramento Kings and spoke on regional events.

Commissioner Short closed the Public Comment period.

6. Consent Calendar
a. Adventist Health Shared Services Campus Transportation Systems Management (TSM) Plan (ACTION REQUIRED)
b. Home 2 Suites (1900 Freedom Way) Transportation Systems Management (TSM) Plan (ACTION REQUIRED
c. Residence Inn (1850 Freedom Way) Transportation Systems Management (TSM) Plan (ACTION REQUIRED)

MOTION:
Commissioner Nelson made the motion, which was seconded by Commissioner Jawahar to approve the Consent Calendar Items a, b, and c as presented.

Ayes: Short, Nelson, Jawahar, Terebkov, Baldwin, Hipkins
Noes: None
Absent: Horton, Hexom

7. Special Presentation/Reports

a. Route M Deviation Requests

Eileen Bruggeman, Alternative Transportation Analyst, made the presentation.

Commissioner Short opened the Public Comment period.

Mike Barnbaum, Ride Downtown 916, addressed the Commission and suggested a partnership with Lyft for complimentary rides home for riders who miss their bus.

Mike Dour, Alternative Transportation Manager, responded that staff will evaluate this as part of the Short Range Transit Plan Update.

Commissioner Short closed the Public Comment period.

Staff and Commissioners discussed.

Staff provided this item as informational only. No action required.

b. Transit Performance Report – 3rd and 4th Quarters of Fiscal Year 2017 (ACTION REQUIRED)

Eileen Bruggeman, Alternative Transportation Analyst II, made the presentation.

Commissioner Short opened the Public Comment period.

There were no public comments.

Commissioner Short closed the Public Comment period.

Staff and Commissioners discussed.

Motion by Commissioner Jawahar, seconded by Commissioner Terebkov, to accept the Transit Performance Report for the 3rd and 4th Quarters of Fiscal Year 2017.

Ayes: Short, Nelson, Jawahar, Terebkov, Baldwin, Hipkins
Noes: None
Absent: Horton, Hexom

8. Staff and/or Commission Reports/Comments

a. Alternative Transportation Division Update

1. Congestion Mitigation Air Quality (CMAQ) Grant Applications
2. Roundabout at Washington Boulevard/All America Drive
3. SB 1
4. Roseville Bikefest

5. Ready Set Ride

Mike Dour, Alternative Transportation Manager, made the presentation.

Commissioner Short opened the Public Comment period.

Robert Sanchez, Roseville resident, requested information on development at Vallejo Street where it meets Junction Boulevard. Staff will get contact info from Mr. Sanchez and have a Planning staff member call him to discuss.

Commissioner Short closed the Public Comment period.

Staff and Commissioners discussed.

Staff provided this item as informational only. No action required.

9. Pending Agenda

None

10. Adjournment

MOTION

Commissioner Nelson made the motion, which was seconded by Commissioner Hipkins, to adjourn the meeting.

Ayes: Short, Nelson, Jawahar, Terebkov, Baldwin, Hipkins
Noes: None
Absent: Horton, Hexom

The meeting was adjourned at 8:00 p.m.

Jeff Short, Chair

Debbie Dion, Recording Secretary

TRANSPORTATION COMMISSION MEETING

CC #:
File #:

Title: California Rural Indian Health Board Transportation Systems Management Plan
Contact:

Meeting Date: 11/7/2017
Item #: 5.2.

ATTACHMENTS:

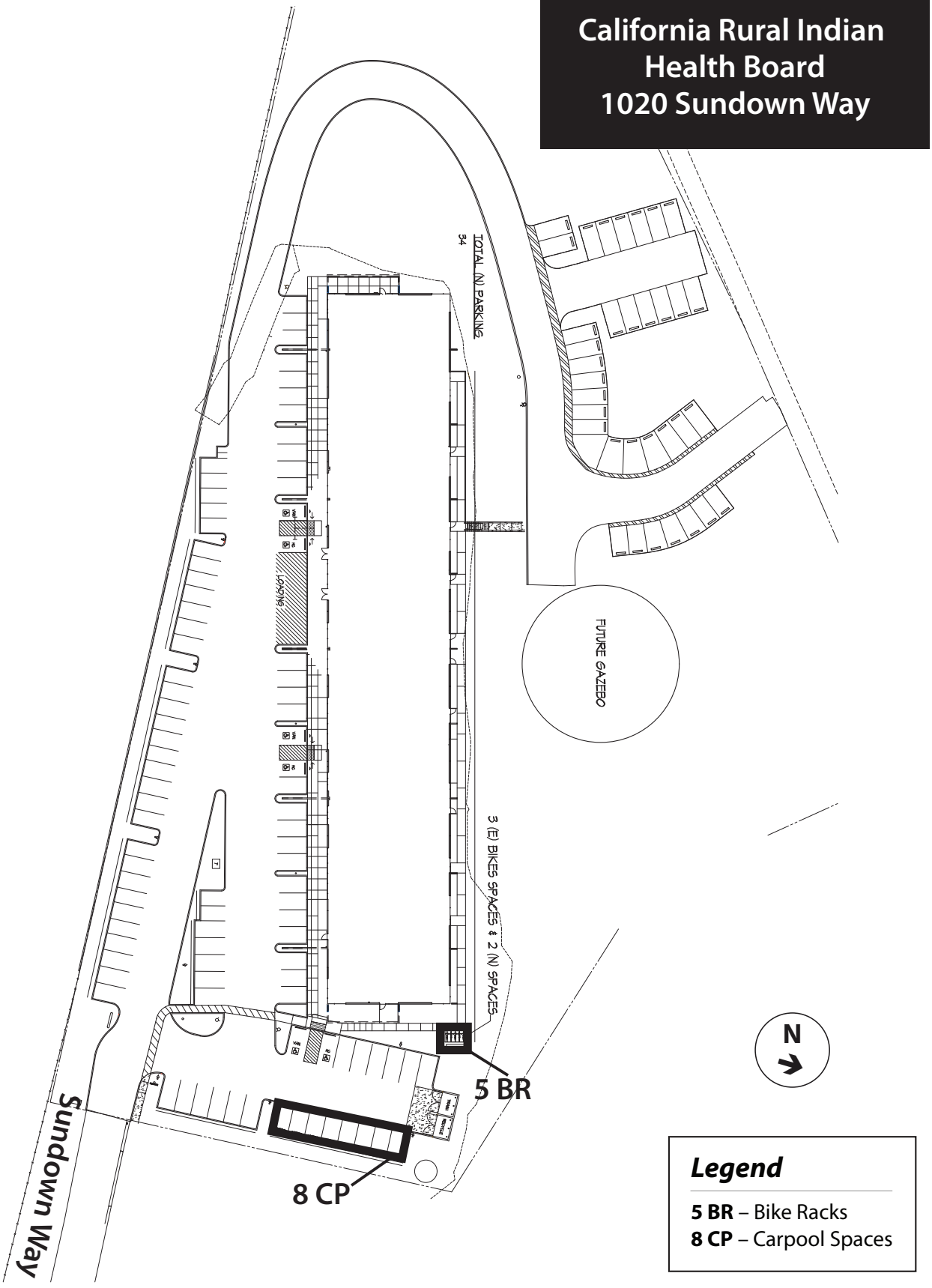
Description

CA Rural Indian

CA Rural Indian

CA Rural Indian Health

California Rural Indian Health Board
1020 Sundown Way



Legend

5 BR – Bike Racks
8 CP – Carpool Spaces

TSM PLAN
California Rural Indian Health Board
1020 Sundown Way

TRANSPORTATION SYSTEMS MANAGEMENT (TSM) PURPOSE

On May 7, 1999, the revised Transportation Systems Management (TSM) Ordinance became effective. The City of Roseville adopted the TSM Ordinance and established the TSM Program for the following purposes:

A. Reduce peak hour traffic circulation in the City of Roseville by reducing both the number of vehicular trips and the vehicular miles traveled that might otherwise be generated by home-to-work commuting by a minimum of twenty percent (20%).

B. Increase the efficiency of the existing transportation network and contribute to achieving Level of Service (LOS) C at intersections in the City of Roseville.

C. Reduce total vehicle emissions in the City of Roseville by reducing the number of vehicular trips that might otherwise be generated by home-to-work commuting.

D. Cooperate and coordinate with other cities, counties, communities and regional agencies in these endeavors.

E. Develop a program that secures the participation of local developers, businesses, institutions and public and private agencies to fulfill the purposes expressed herein.

TSM PLAN APPLICABILITY

The TSM Program shall be applicable to every Common Work Location and Major Common Work Location. Additionally, a TSM Plan shall be required as a condition of approval for all development projects, design review permits, tentative subdivisions and conditional use permits which are anticipated to employ fifty (50) or more employees at the Major Common Work Location. In addition, a TSM Plan shall be required for any existing development project that employs fifty (50) or more employees at the Major Common Work Location. Since California Rural Indian Health Board will employ approximately eighty (80) employees a TSM Plan is required and is presented below.

TSM PLAN AGREEMENT

Upon approval of the TSM Plan, the project owner shall enter into a written agreement with the City obligating the project owner to comply with the TSM Plan. Such agreement shall be recorded, run with the land and bind all successors in interest, and shall constitute an equitable servitude on the property. Where appropriate, the City may require the agreement to include a provision for enforcement, in the event of breach by the project owner or a successor in interest.

TSM PLAN IMPLEMENTATION

A. The Site TSM Coordinator shall implement the TSM Plan.

B. The City shall have the right to enter, upon giving reasonable advance notice, California Rural Indian Health Board to provide information to the Major Project Controller or Site TSM Coordinator pertaining to the TSM Program. The City shall also have the right to reasonably enter California Rural Indian Health Board for inspection of the property and for audit of survey records to determine compliance with the TSM Plan.

CALIFORNIA RURAL INDIAN HEALTH BOARD OPERATING CHARACTERISTICS

The TSM Plan for California Rural Indian Health Board includes the following operating characteristics:

A. **Project Description.** California Rural Indian Health Board is a 4.5 acre project located on Sundown Way, on the west side of Sunrise Avenue. California Rural Indian Health Board consists of a one-story office building with 25,000 square feet with associated landscaping, a ceremonial gazebo, and parking. The hours of operation for the California Rural Indian Health Board are generally 8:00 a.m. to 5:00 p.m., Monday through Friday.

   The closest transit stops and shelters are on Sunrise Avenue at Madden Lane and Coloma approximately .2 miles from California Rural Indian Health Board.

B. **Employee Description.** California Rural Indian Health Board will employ approximately eighty (80) employees. The employees include managers, customer service representatives, and support staff. A majority of the employees commute by automobile from the greater Sacramento area with some employees carpooling, bicycling and taking transit.

C. **Site Plan.** Please refer to Appendix A for a site plan of California Rural Indian Health Board depicting the location of the required bicycle facilities and carpool spaces.

1. Bicycle Facilities. California Rural Indian Health Board will provide five (5) Class II bicycle parking facilities which is greater than five percent (5%) of the total number of employees on site during the maximum shift.

2. Preferential Carpool Parking. California Rural Indian Health Board will have eight (8) carpool spaces which is ten percent (10%) of the total number of employees and shall be provided for employees who carpool to work as well as spaces for visitors of California Rural Indian Health Board. The spaces shall be located for convenient access by the employee and shall be striped "carpool/clean air vehicle/EV". The Site TSM Coordinator shall register carpoolers and shall be responsible for monitoring the use of such spaces.

Site TSM Coordinator. The following named person has been designated as the Site TSM Coordinator:

Sarah Ponnequin
1020 Sundown Way
Roseville, CA 95661
(916) 929-9761
sponnequin@crihb.org

This information shall be updated and provided in writing to the City Transportation Coordinator during the transportation survey or at any time that there is a change in the Site TSM Coordinator.

SITE TSM COORDINATOR'S RESPONSIBILITIES

The Site TSM Coordinator's responsibilities shall include:

A. **Posting TSM Information.** Posting by the Site TSM Coordinator in a conspicuous place or places for employees, informational material provided by the City Transportation Coordinator, other regional rideshare agencies or prepared by the Site TSM Coordinator to encourage alternative transportation methods. Such informational material shall be kept current and may include, but is not limited to, the following:

   1. Current schedules, rates, procedures for obtaining transit passes, and routes of public transit service to California Rural Indian Health Board.
   2. Bicycle route maps.
   3. Posters or flyers encouraging the use of ridesharing and referrals to sources of information concerning ridesharing.
   4. Information regarding available services that will eliminate vehicle trips.

B. **Marketing the Commuter Rideshare Matchlisting Service.** Annually disseminating to all tenants and employees, or to new tenants and employees when hired, written information provided by the City Transportation Coordinator and/or other regional rideshare agencies regarding regional commuter rideshare match listing services.

C. **Promoting the Emergency Ride Home Program.** The Site TSM Coordinator shall promote the Emergency Ride Home Program. The program provides for the transportation of employees who use alternative transportation modes for home to work commuting in case of a personal, family or other major emergency. The program is designed to help employees get home, child's daycare or school.

D. **Participating in Training Opportunities.** The Site TSM Coordinator will be invited to training events offered by the City's TSM Coordinator. These training events will include information and materials for promoting such programs as Spare the Air, Clean Air Month, Bike Month, and information for implementing alternative transportation promotions. The City believes these training programs will be beneficial to the community and will help Site TSM Coordinators implement their TSM plans. Each Site TSM Coordinator or his/her designee is expected to attend a minimum of two (2) training events per year.

E. **Promoting Alternative Transportation Opportunities.** In addition to the above programs, the Site TSM Coordinator, working in conjunction with the City Transportation Coordinator, shall encourage employers and employees to use alternative modes of transportation.

Such alternative transportation promotional opportunities may include, but are not limited to, the following:

1. *In House Carpool Matching Service.* Conduct a survey of all employees in order to identify persons interested in being matched into carpools. Potential carpoolers are then matched by work address and shift. Such survey can be done on an annual basis and for all new employees interested in ridesharing.
2. *Telecommuting.* Telecommuting which allows employees to work periodically from their home or an off-site location close to home.
3. *Transit Pass Subsidy.* Promoting the use of public transportation by providing to employees on a monthly basis a transit pass subsidy to help offset the cost to the employee. The City Transportation Coordinator will work with the Site TSM Coordinator on promoting public transit and procuring passes.

4. *Vanpool Program.* Promoting vanpooling to employees as a cost effective way to commute to work. The City Transportation Coordinator will work with the Site TSM Coordinator to help implement the vanpool program. Typically, the employees lease a van and the vanpool participants shall cover the operating costs for the van.

5. *Variable Work Hours.* Encouraging employers and employees to eliminate commute trips or relocate the commute trip out of the peak period through the use of:

   a) compressed work weeks (A work schedule for an employee which eliminates at least one round trip commute biweekly. For example, forty hours of work in four ten-hour days or a work plan that allows one day off every other week, known as the nine-eighty plan.);

   b) staggered work hours involving a shift in the set work hours of all employees at the workplace; and

   c) flexible work hours involving individually determined work hours within guidelines established by the employer.

TRANSPORTATION COMMUTER SURVEY REPORT REQUIRED

The City Transportation Coordinator shall prepare and distribute a transportation commuter survey report form to the Site TSM Coordinator for the purpose of demonstrating the effectiveness of the California Rural Indian Health Board TSM Plan. The Site TSM Coordinator shall conduct the survey and submit the transportation commuter survey report to the City Transportation Coordinator no later than April 1. The transportation survey shall be conducted every five years, beginning in the year 2018.

Transportation Commission Meeting
November 7, 2017 – 7:00 p.m.
Consent Calendar

Item 6a: **California Rural Indian Health Board Transportation Systems Management (TSM) Plan**

Staff Sue Schooley, Alternative Transportation Analyst II/TSM Coordinator

Recommendation

Staff recommends the Transportation Commission approve the TSM Plan for the California Rural Indian Health Board.

Background

Marilyn Pollard, applicant, representing California Rural Indian Health Board, worked in cooperation with the City in preparing a TSM Plan for this project, which is consistent with the TSM Ordinance.

California Rural Indian Health Board is a 4.5 acre project located at 1020 Sundown Way on the west side of Sunrise Ave.

Discussion

California Rural Indian Health Board consists of a one-story office building with 25,000 square feet with associated landscaping, a ceremonial gazebo, and parking. The hours of operation for the California Rural Indian Health Board are generally 8:00 a.m. to 5:00 p.m., Monday through Friday.

California Rural Indian Health Board will employ approximately 80 employees. The employees include managers, customer service representatives, and support staff. A majority of the employees commute by automobile from the greater Sacramento area with some employees carpooling, bicycling and taking transit.

California Rural Indian Health Board will provide five Class II bike racks which is greater than 5% of the total number of employees.

California Rural Indian Health Board will have eight carpool spaces which is 10% of the total number of employees and shall be provided for employees who carpool to work as well as spaces for visitors of California Rural Indian Health Board.

The nearest transit stops and shelters are on Sunrise Avenue at Madden Lane and Coloma approximately .2 miles from California Rural Indian Health Board.

The attached TSM Plan has been prepared in compliance with the TSM Ordinance.

Attachment(s)

1. California Rural Indian Health Board TSM Plan

TRANSPORTATION COMMISSION MEETING

CC #:
File #:

Title: VillaSport Athletic Club and Spa Transportation Systems Management Plan
Contact:

Meeting Date: 11/7/2017
Item #: 5.3.

ATTACHMENTS:

Description

DRAFT VillaSport

tctsm VillaSport

VillaSport Site Plan

TSM PLAN
VillaSport Athletic Club and Spa
291 Conference Center Drive

TRANSPORTATION SYSTEMS MANAGEMENT (TSM) PURPOSE

On May 7, 1999, the revised Transportation Systems Management (TSM) Ordinance became effective. The City of Roseville adopted the TSM Ordinance and established the TSM Program for the following purposes:

A. Reduce peak hour traffic circulation in the City of Roseville by reducing both the number of vehicular trips and the vehicular miles traveled that might otherwise be generated by home-to-work commuting by a minimum of twenty percent (20%).

B. Increase the efficiency of the existing transportation network and contribute to achieving Level of Service (LOS) C at intersections in the City of Roseville.

C. Reduce total vehicle emissions in the City of Roseville by reducing the number of vehicular trips that might otherwise be generated by home-to-work commuting.

D. Cooperate and coordinate with other cities, counties, communities and regional agencies in these endeavors.

E. Develop a program that secures the participation of local developers, businesses, institutions and public and private agencies to fulfill the purposes expressed herein.

TSM PLAN APPLICABILITY

The TSM Program shall be applicable to every Common Work Location and Major Common Work Location. Additionally, a TSM Plan shall be required as a condition of approval for all development projects, design review permits, tentative subdivisions and conditional use permits which are anticipated to employ fifty (50) or more employees at the Major Common Work Location. In addition, a TSM plan shall be required for any existing development project that employs fifty (50) or more employees at the Major Common Work Location. Since VillaSport Athletic Club and Spa (VillaSport) will employ approximately two hundred and fifty (250) employees, a TSM Plan is therefore required and is presented below.

TSM PLAN AGREEMENT

Upon approval of the TSM Plan, the project owner shall enter into a written agreement with the City obligating the project owner to comply with the TSM Plan. Such agreement shall be recorded, run with the land and bind all successors in interest, and

shall constitute an equitable servitude on the property. Where appropriate, the City may require the agreement to include a provision for enforcement, in the event of breach by the project owner or a successor in interest.

TSM PLAN IMPLEMENTATION

A. The Site TSM Coordinator shall implement the TSM Plan.

B. The City shall have the right to enter, upon giving reasonable advance notice, VillaSport to provide information to the Major Project Controller or Site TSM Coordinator pertaining to the TSM Program. The City shall also have the right to reasonably enter VillaSport Club for inspection of the property and for audit of survey records to determine compliance with a TSM Plan.

VILLASPORT OPERATING CHARACTERISTICS

The TSM Plan for VillaSport includes the following operating characteristics:

A. **Project Description**. VillaSport is a members-only health and fitness facility with a café and spa which is open to the public. VillaSport is located at 291 Conference Center Drive off of Gibson Drive in the North Central Specific Plan Parcel 40A. The two story, approximately 88,000 square foot building is located on 7.5 acres.

The indoor fitness area includes the following: fully-equipped fitness center with cardio, weight, and functional training equipment; five (5) group exercise studios featuring over 150 classes per week; basketball courts; 25-yard lap pool; recreation pool with large play structure; VillaKids childcare center with climbing structure,arts and crafts studio, activity studio, and basketball court; full-service day spa including massages, facials/skin care, body treatments, manicures and pedicures; café; as well as administrative offices and locker rooms with saunas, steam rooms and whirlpools.

The outdoor facilities include the following: one adults only 25-yard lap pool and whirlpool, one family recreation pool with 26' waterslides, play apparatus and lap lanes; an indoor/outdoor family whirlpool; adult bar and poolside food service; and children's play areas and turf field.

VillaSport's hours of operation will be 5:00 a.m. to 11:00 p.m. weekdays and potentially shorter hours on weekends. The outdoor activities will be available seven days a week with various hours based on the use. All pools will close 30 minutes prior to VillaSport closing times.

B. **Employee Description**. VillaSport employs approximately two hundred and fifty (250) people, which includes many part-time employees. During peak hours of operation there will be approximately 100 employees on-site. The majority of the full-time employees are managers, supervisors, coordinators, leads,

ambassadors, maintenance technicians, and some personal trainers and spa providers. Part-time staff includes other personal trainers and spa providers, instructors for group fitness, and associates in the café, aquatics, housekeeping, childcare sports, and member services departments. The majority of these employees will commute to VillaSport from the surrounding residential area in Roseville, Rocklin, Lincoln, and Citrus Heights and to a lesser degree from Sacramento. With the facilities open up to 18 hours per day, seven (7) days per week, most VillaSport employees will begin and end their work days during nonpeak commuting hours and at least one (1) weekend day per week.

C. **Site Plan.** Please refer to appendix (A) for a site plan of VillaSport depicting the location of the required bicycle facilities and carpool spaces.

1. Bicycle Facilities. VillaSport provides twenty (20) Class II bike racks and three (3) Class I bike lockers near facility entrance to accommodate six bicycles for employees who bicycle to work which is greater than five percent (5%) of the total number of employees. The bike racks are available to the members as well as employees and are located near the entrance of the facility.
2. Preferential Carpool Parking. VillaSport provides twenty two (22) carpool spaces, which is greater than ten percent (10%) of the total number of employees for employees who carpool to work. The spaces shall be located for convenient access by the employee and striped “carpool/clean air vehicle.” The Site TSM Coordinator shall register carpoolers and shall be responsible for monitoring the use of such spaces by carpoolers.
3. Electric Vehicle. VillaSport provides Electric Vehicle parking spaces for thirteen (13) electric vehicles.

D. **Site TSM Coordinator**. The following named person has been designated as the Site TSM Coordinator (until a General Manager is hired upon which time VillaSport will notice the City Transportation Coordinator of the change):

Kim Sanders, Vice President of Operations
150 Pelican Way
San Rafael, CA 94901
Kim_Sanders@VillaSport.com
(415) 448-8510

This information shall be updated and provided in writing to the City Transportation Coordinator during the triennial survey or at any time that there is a change in the Site TSM Coordinator.

SITE TSM COORDINATOR’S RESPONSIBILITIES

The Site TSM Coordinator’s responsibilities shall include:

A. **Posting TSM Information**. Posting by the Site TSM Coordinator in a conspicuous place or places for employees, informational material provided by the City Transportation Coordinator, and other regional rideshare agencies or prepared by the Site TSM Coordinator to encourage alternative transportation methods. Such informational material shall be kept current and may include, but is not limited to, the following:

1. Current schedules, rates, procedures for obtaining transit passes, and routes of public transit service to the Major Common Work Location.
2. Bicycle route maps.
3. Posters or flyers encouraging the use of ridesharing and referrals to sources of information concerning ridesharing.
4. Information regarding available services that will eliminate vehicle trips.

B. **Marketing the Commuter Rideshare Matchlisting Service**. Annually disseminating to all employees, or to new employees when hired, written information provided by the City Transportation Coordinator and/or other regional rideshare agencies regarding regional commuter rideshare match listing services.

C. **Promoting the Emergency Ride Home Program.** The Site TSM Coordinator shall promote the Emergency Ride Home Program. The program provides for the transportation of employees who use alternative transportation modes for home to work commuting in case of a personal, family or other major emergency. The program is designed to help employees get home, child's daycare or school. The Emergency Ride Home is a service provided by the City of Roseville.

D. **Participating in Training Opportunities.** The Site TSM Coordinator will be invited to training events offered by the City's TSM Coordinator. These training events will include information and materials for promoting such programs as Spare the Air, Clean Air Month, Bike Month, and information for implementing alternative transportation promotions. The City believes these training programs will be beneficial to the community and will help Site TSM Coordinators implement their TSM plans. Each Site TSM Coordinator or his/her designee is expected to attend a minimum of two (2) training events per year.

E. **Promoting alternative transportation opportunities**. In addition to the above programs, the Site TSM Coordinator, working in conjunction with the City Transportation Coordinator, shall encourage employers and employees to use alternative transportation. Such alternative transportation promotional opportunities may include, but are not limited to, the following:

1. *In House Carpool Matching Service.* Conduct a survey of all employees in order to identify persons interested in being matched into carpools. Potential carpoolers are then matched by work address and shift. Such survey can be done on an annual basis and for all new employees

interested in ridesharing. Alternatively, VillaSport may direct employees to online carpooling programs/applications.

2. *Transit pass subsidy.* Promoting the use of public transportation by providing to employees a transit pass subsidy to help offset the cost to the employee. The City Transportation Coordinator will work with the Site TSM Coordinator on promoting public transit and procuring passes.

3. *Vanpool program.* Promoting vanpooling to employees as a cost effective way to commute to work. The City Transportation Coordinator will work with the Site TSM Coordinator to help implement the vanpool program. Typically, the employees lease a van and the vanpool participants shall cover the operating costs for the van.

4. *Variable work hours.* Encouraging employers and employees to eliminate commute trips or relocate the commute trip out of the peak period through the use of:

   a) staggered work hours involving a shift in the set work hours of all employees at the workplace; and

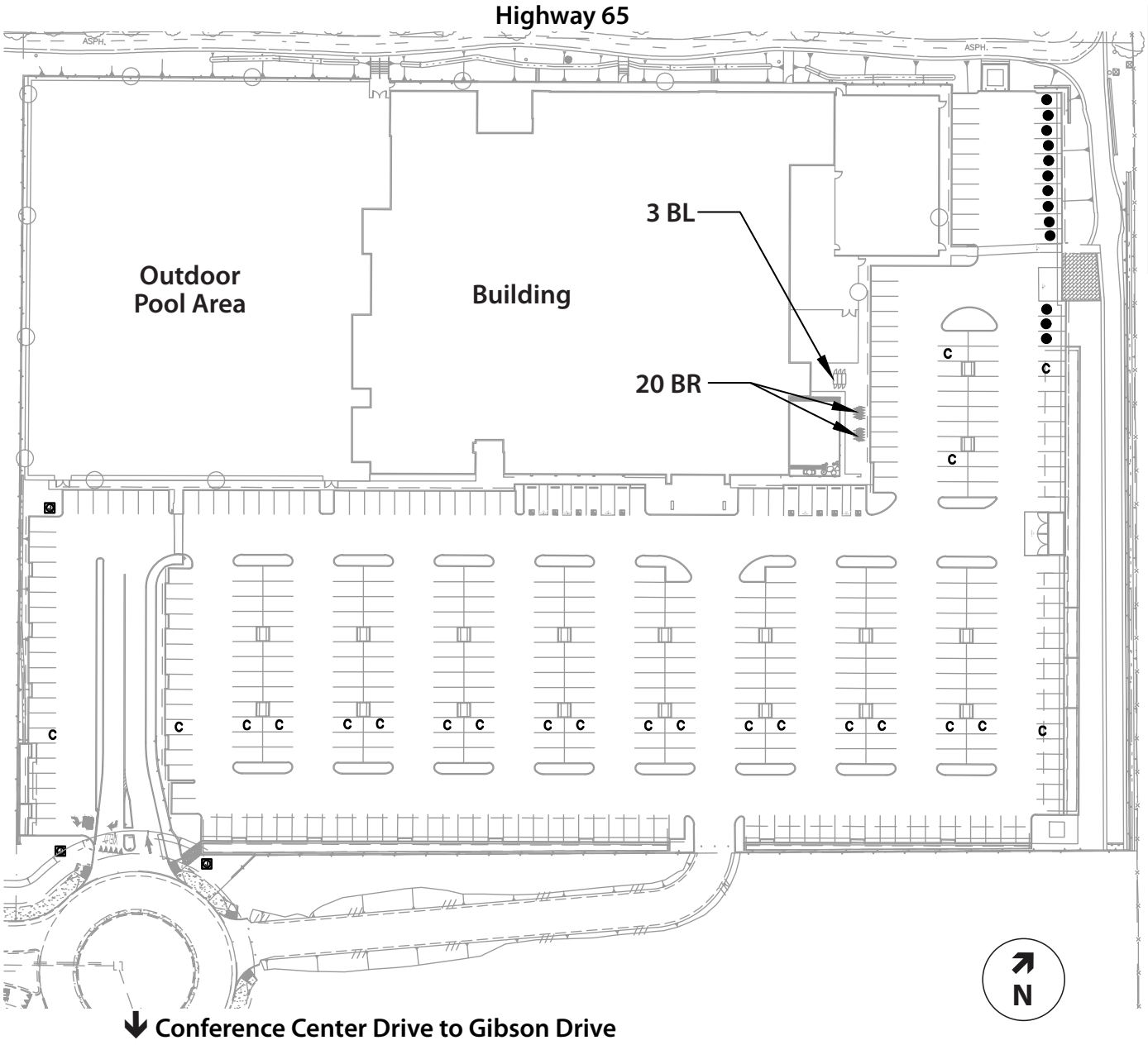
   b) flexible work hours involving individually determined work hours within guidelines established by the employer.

5. *Showers and lockers.* To help encourage bicycling as a viable commute transportation alternative, VillaSport will have 13 showers for men and 13 showers for women, and at least 50 lockers dedicated for use by employees.

6. *On-Site Amenities.* In an ongoing effort to reduce vehicle trips during the workday, VillaSport employees can use the health club, cafe, childcare center, spa and salon.

TRANSPORTAITON COMMUTER SURVEY REPORT REQUIRED

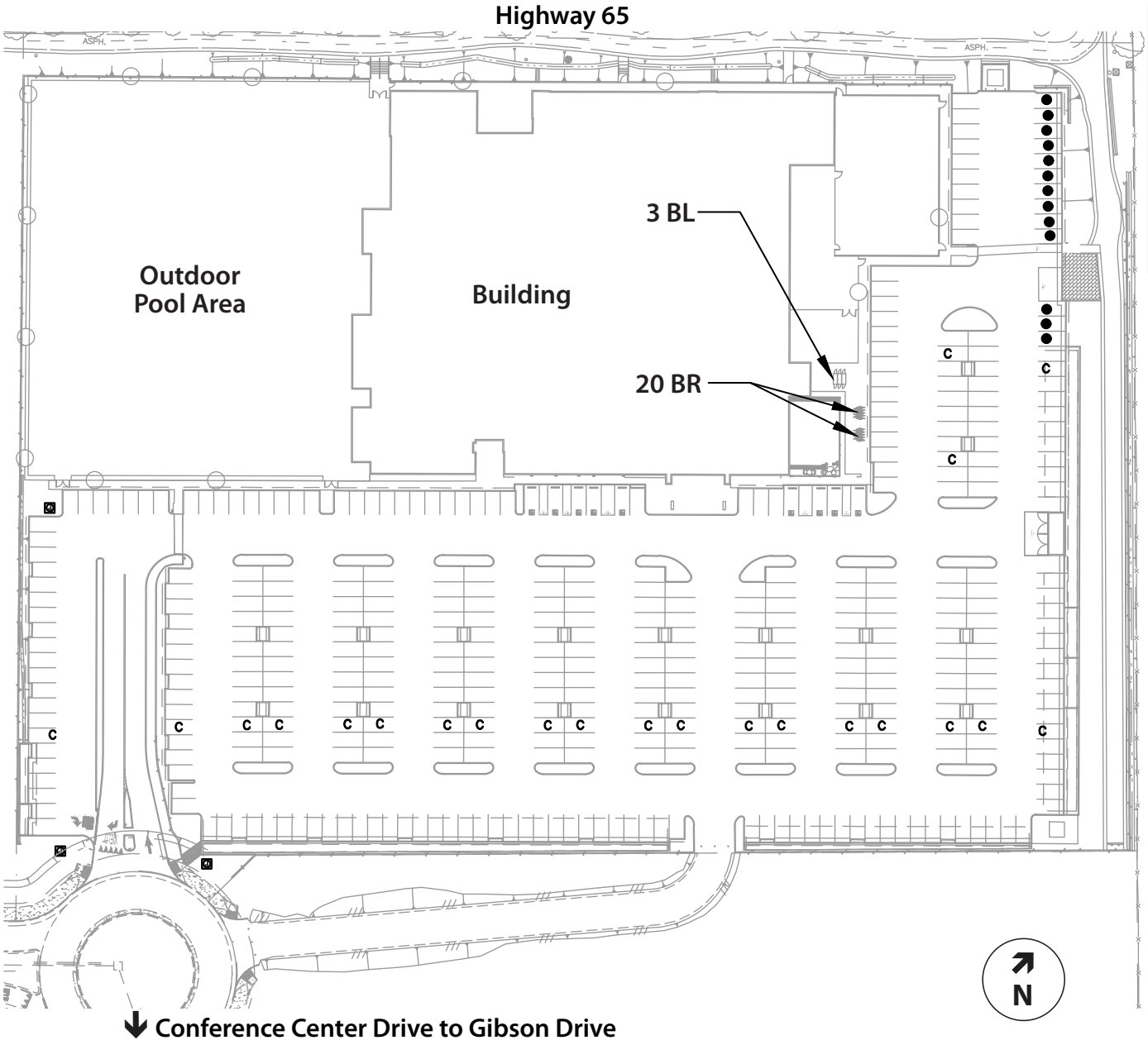
The City Transportation Coordinator shall prepare and distribute a transportation commuter survey report form to the Major Project Controller for the purpose of demonstrating the effectiveness of the VillaSport TSM Plan. The Major Project Controller shall conduct the transportation commuter survey and submit the survey report to the City Transportation Coordinator no later than April 1. The transportation commuter survey shall be conducted every five years, beginning in the year 2018.



Legend

22 C – Carpool Spaces/ Clean Air/Electric Vehicle
13 ● – Electric Vehicle Charging Station
20 BR – Bike Racks
3 BL – Bike Lockers

Appendix A
VillaSport
Athletic Club & Spa
291 Conference Center Dr.



Legend

22 C – Carpool Spaces/ Clean Air/Electric Vehicle
13 ● – Electric Vehicle Charging Station
20 BR – Bike Racks
3 BL – Bike Lockers

Appendix A
VillaSport
Athletic Club & Spa
291 Conference Center Dr.

TRANSPORTATION COMMISSION MEETING

CC #:
File #:

Title: Kaiser Permanente Transportation Systems Management Plan
Contact:

Meeting Date: 11/7/2017
Item #: 5.4.

ATTACHMENTS:

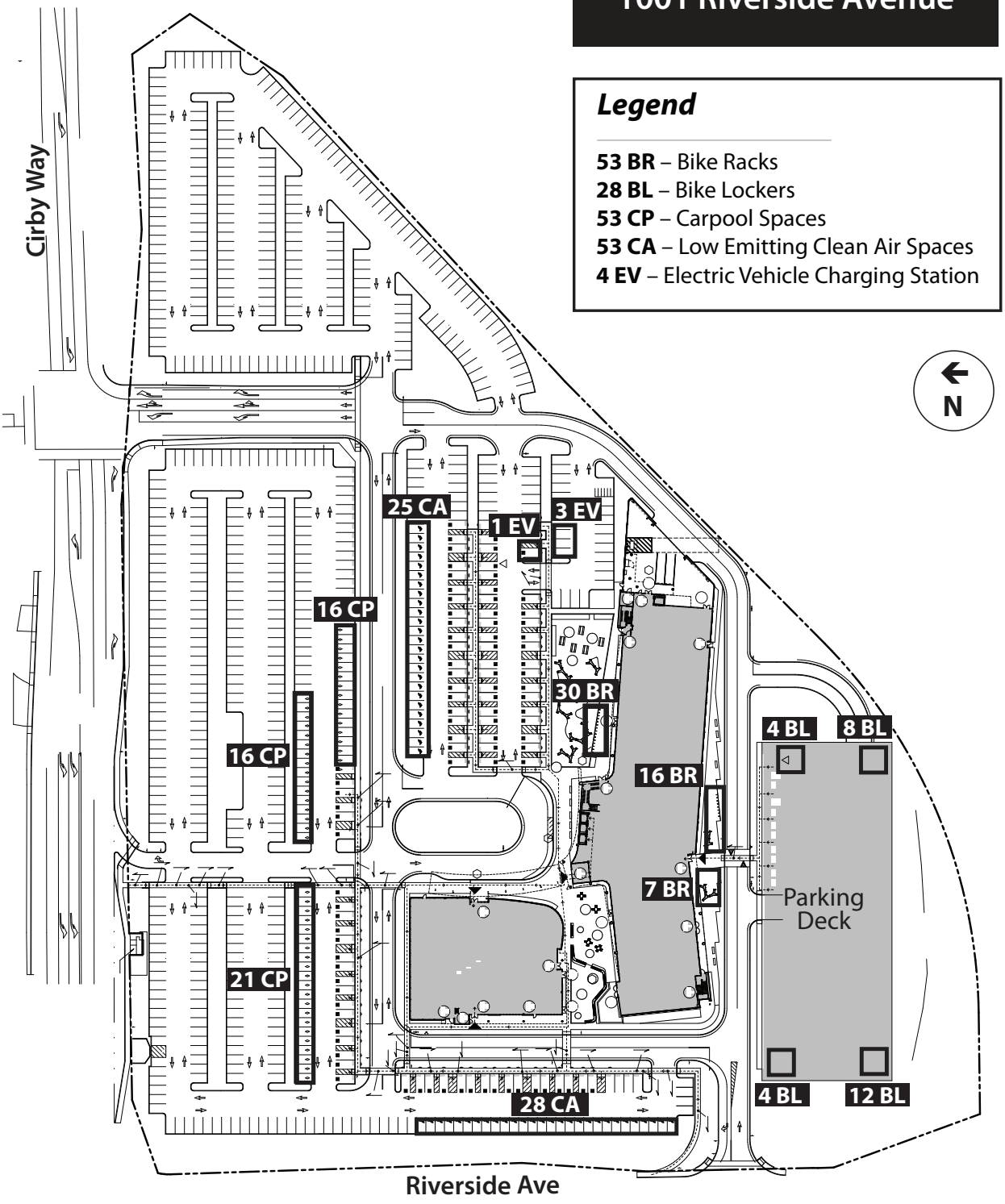
Description

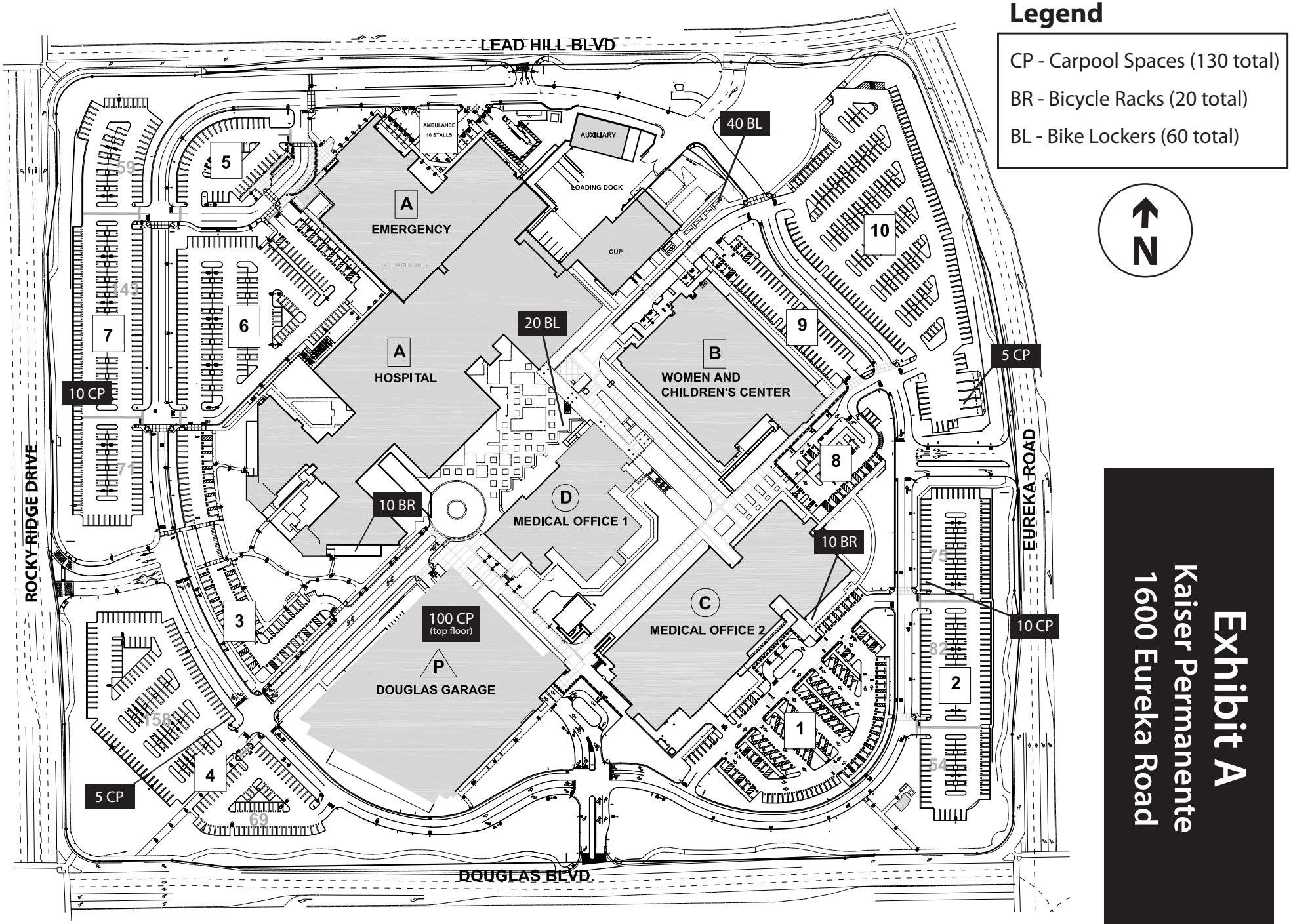
Site Plan

Site Plan Good

tctsm

Exhibit B
Kaiser Permanente
1001 Riverside Avenue





Legend

CP - Carpool Spaces (130 total)

BR - Bicycle Racks (20 total)

BL - Bike Lockers (60 total)

N

Exhibit A

Kaiser Permanente

1600 Eureka Road

Transportation Commission Meeting
November 7, 2017 – 7:00 p.m.
Consent Calendar

Item 6c: **Kaiser Permanente Transportation Systems Management (TSM) Plan**

Staff Sue Schooley, Alternative Transportation Analyst II/TSM Coordinator

Recommendation

Staff recommends the Transportation Commission approve the updated TSM Plan for Kaiser Permanente.

Background

Kaiser Permanente is a not-for-profit health care system that owns two facilities in Roseville that each have over fifty employees.

In 1992, the Transportation Commission approved two TSM Plans for Kaiser Permanente; one for the Riverside Medical Offices on April 21, 1992; and, one for Kaiser Permanente Eureka Medical Campus on June 1992. In May 1999, the City revised the TSM Ordinance. In September 2011, The Transportation Commission approved an updated TSM Plan for Kaiser Permanente for the updated Eureka Medical Campus facility and incorporated the existing TSM Plan for the Riverside Medical Offices to create one TSM plan for both facilities.

Currently, Kaiser Permanente is undertaking site modifications and changes to the Riverside Medical Offices. No changes are currently proposed for the Eureka Medical Campus. Kevin Clark, applicant, representing Kaiser Permanente, worked in cooperation with the City in preparing an updated TSM Plan to include the current building permits for the Riverside Medical Offices, which is consistent with the TSM Ordinance.

The Kaiser Permanente Eureka Medical Campus is bounded by Douglas Blvd., Eureka Road, Rocky Ridge Drive and Lead Hill Blvd. with no proposed changes to the site or that portion of the TSM plan; and, the Kaiser Permanente Riverside Medical Offices located at the southeast corner of Riverside Avenue and Cirby Way with proposed site changes and updates to the current TSM plan.

Discussion

Kaiser Permanente facilities in Roseville serve patients within a 30 mile radius of Roseville.

Kaiser Permanente Medical Campus, Medical Office Buildings and Hospitals consists of four buildings, two hospitals and two medical office buildings totaling 973,630 square feet on 49.26 acres. The main hospital and Medical Office Building I are three (3) stories, and the Women's and Children hospital and Medical Office Building II are four (4) stories each. There is also a six story parking structure with 1560 parking stalls. This medical campus is bounded by Douglas Blvd., Eureka Road, Rocky Ridge Drive and Lead Hill Blvd. The hospitals are open 24 hours a day. The campus has a pharmacy, a full cafeteria, a gym, and two gift shops. Medical Office Building 1 is open from 8:30 a.m. – 5:30 p.m. Monday through Friday, and 8:30 a.m. – 1:30 p.m. Saturday and Sunday. Medical Office Building 2 is open 24 hours and the pharmacy provides 24 hour service. No changes are currently proposed at this time.

Riverside Medical Offices are located at the southeast corner of Riverside Ave. and Cirby Way. The Riverside Medical Office include two buildings; a one-story 16,700 square feet building and a five-story 193,300 square feet building. There is also a new two story parking deck with 82,700 square feet, the parking deck holds 250 of the 1054 total parking spaces. The Riverside Medical Office facility is open from 8:00 a.m. – 6:00 p.m. Monday through Friday, and 9:00 a.m. – 5:00 p.m. Saturday and Sunday and has a pharmacy and a café.

The total number of employees at the two Roseville Kaiser Permanente facilities is approximately 3200. These employees include physicians, nurses, additional medical staff, non-medical staff and administrators. These employees have various commuting times depending on their work schedules. Kaiser Permanente employees live as close as within Roseville and as far as Davis and Colfax. The employee breakdown is as follows:

Kaiser Permanente Medical Campus, Medical Office Buildings and Hospitals employs approximately 2800 people over 3 shifts with approximately 1300 employees during the largest shift.

Riverside Medical Offices employs approximately 450 people during the largest shift.

Kaiser Permanente will provide a total of 161 (Class I and Class II) bicycle parking facilities which is greater than 5% of the total number of employees on site during the maximum shift. The 161 bicycle parking spaces are located at the following facilities:

Kaiser Permanente Medical Campus, Medical Office Buildings and Hospitals - 80 bicycle parking spaces: 60 (Class I) bike lockers and 20 (Class II) bike racks.

Riverside Medical Offices - 81 bicycle parking spaces: 28 (Class I) bike lockers and 53 (Class II) bike racks.

Kaiser Permanente will provide a total of 183 carpool spaces, which is greater than 10% percent of the total number of employee parking spaces and shall be provided for employees who carpool to work as well as spaces for visitors of Kaiser Permanente. The 183 carpool spaces are located at the following facilities:

Kaiser Permanente Medical Campus, Medical Office Buildings and Hospitals – 130 carpool spaces.

Riverside Medical Offices – 53 carpool spaces.

Electric Vehicles. Riverside Medical Offices provides four (4) electric vehicle charging stalls with one port each. In addition, Riverside Medical Offices is providing infrastructure for 28 additional EV spaces for future use in compliance with the new Green Building Code requirements

There are three transit stops adjacent to Kaiser Permanente Medical Campus, Medical Office Buildings and Hospitals, on Douglas Blvd. at Rocky Ridge Drive, on Eureka Road at Douglas Blvd., and on Eureka Road at Lead Hill Road.

Three are the two transit stops that service the Riverside Medical Offices which are located on Riverside Ave. and on Cirby Way.

The attached updated TSM Plan has been prepared in compliance with the TSM Ordinance.

Attachment(s)

1. Kaiser Permanente TSM Plan

TRANSPORTATION COMMISSION MEETING

CC #:
File #:

Title: Short Range Transit Plan Updates for Western Placer County Transit Operators
Contact:

Meeting Date: 11/7/2017
Item #: 6.1.

ATTACHMENTS:

Description

Calendar

Attachment 2

Update

Short Range Transit Plan Study

Auburn Transit Placer County Transit Roseville Transit
Western Placer Consolidated Transportation Services Agency

What is a Short Range Transit Plan?

A Short Range Transit Plan looks at our communities, analyzes demand for transit services, evaluates various service improvements, identifies other improvements such as bus stops and bus improvements and identifies a financially constrained plan for future transit services in Placer County. It provides a "road map" to guide the improvement in transit service over the next seven years.

Calendar of Events and How to Provide Input:

- **Unmet Transit Needs Meetings** http://pctpa.net/transit/unmet-transit-needs-in-placer-county/

Lincoln City Hall October 26th @ 4:45 PM	Placer County Admin Center October 25th @ 9:00 AM	Roseville City Council Chambers November 7th @ 6:00 PM

- **Virtual Community Workshop** available in January at http://pctpa.net/transit-planning/
- **On-board bus surveys** – Week beginning November 13th
- **Public Meetings (Round 1)** to receive initial input on desired service improvements - early January
- **Public Meetings (Round 2)** to discuss potential changes to transit service – late February
- **On-line Questionnaire** outlining potential changes to transit service – early March
- **Draft Plans** available for public review in May 2018

Please refer to the Placer County Transportation Planning Agency webpage for the most current information: http://pctpa.net/transit-planning/.

Or contact: Genevieve Evans at genevieve@lsctahoe.com, 530-583-4053

Short Range Transit Plan Updates for Western Placer County Transit Operators

Study Introduction

Auburn California

PLACER COUNTY TRANSIT
"We're going your way!"

CITY OF ROSEVILLE CALIFORNIA

Western Placer CTSA

PLACER COUNTY TRANSPORTATION PLANNING AGENCY

AIM CONSULTING

TSC TRANSPORTATION CONSULTANTS, INC.

Reason for Study

- A Short Range Transit Plan (SRTP) provides a detailed business plan to guide a transit organization over the next seven years.
- Prior to funding new transit services identified through the unmet needs process, PCTPA requires that the service be consistent with the adopted Short Range Transit Plan (SRTP).
- The Placer County Transportation Planning Agency (PCTPA) has hired LSC Transportation Consultants and AIM Consulting to conduct the SRTP updates for:
  - **Auburn Transit**
  - **Placer County Transit**
  - **Roseville Transit**
  - **Western Placer Consolidated Transportation Services Agency**

Study Process

- Review **demographics and transit needs** of Western Placer County and conduct a **literature review** of previously completed plans and studies.
- **Analyze performance** of the four transit operators.
- Obtain **public and stakeholder input** through community workshops, on-line questionnaires, surveys and stakeholder focus groups.
- **Evaluate service, capital, fare and institutional alternatives** for each operator and compare alternatives to adopted standards and identified community goals and objectives.
- Identify a recommended **financially constrained transit service, capital needs and implementation plan** for each transit operator.

Calendar of Public Input Opportunities

- Unmet Transit Needs Hearings
  - Lincoln City Hall, Oct 26th @ 4:45 PM
  - Placer County Admin Center, Oct 25th @ 9:00 AM
  - Roseville City Council Chambers, Nov 7th @ 6:00 PM
- Unmet Needs Survey: https://www.surveymonkey.com/r/8WP7VZJ
- Virtual Community Workshop available in January
  - http://pctpa.net/transit-planning/
- On-Board Bus Surveys – Week beginning November 13th
- Public Meetings
  - Early January – early input
  - Late February – discuss potential changes
- On-line Questionnaire of potential changes – March 2018
- Draft Plans Available for Review in May 2018

Project Contacts

- Contact:

David Melko (PCTPA) dmelko@pctpa.net
530.823.4090

Genevieve Evans (LSC) genevieve@lsctahoe.com
530.583.4053

Transportation Commission Meeting
November 7, 2017 – 7:00 p.m.
Special Presentations/Reports

Item 7a: Short Range Transit Plan Updates for Western Placer County Transit Operators

Staff Mike Dour, Alternative Transportation Manager

Recommendation
Receive a presentation from the Placer County Transportation Planning Agency (PCTPA) regarding updates to Short Range Transit Plans for Auburn Transit, Placer County Transit, Roseville Transit, and the Western Placer Consolidated Transportation Services Agency (WPCTSA).

Background
The Short Range Transit Plan (SRTP) is the document through which the continuing, comprehensive and coordinated transit planning process is implemented. The Federal Transit Administration and the State require that any transit operator receiving federal and/or State funds for transit operations and capital projects must have a current SRTP.

In south Placer County, there are four transit services each with its own SRTP:

- Auburn Transit
- Placer County Transit
- Roseville Transit
- WPCTSA

The WPCTSA is a joint powers agency administered by PCTPA to provide social services transportation in Placer County, including services to the elderly and persons with disabilities. WPCTSA services include Health Express, My Rides, Transit Ambassador Program and South Placer Transit Information Center. The latter two programs are both administered by the City of Roseville on behalf of and with funding from the WPCTSA.

The existing SRTPs were completed in 2011 and have a horizon year of 2018.

Discussion
PCTPA staff will provide a brief presentation to the Transportation Commission regarding the proposed updates to the four SRTPs for western Placer County transit operators. PCTPA oversees the update process for each SRTP in order to maximize opportunities for the coordination of transit service efficiencies. The joint update process also provides economies of scale that may reduce the overall costs for preparation of the SRTP Updates.

PCTPA has hired LSC Transportation Consultants (with AIM Consulting providing public participation services) to update the SRTP for each transit operator. Each SRTP will consider the following:

- Local demographics
- Review of existing services and operating history of the transit operator
- Analysis of demand for transit services
- Review and update of goals, objectives and performance standards
- Analysis of service alternatives to improve transit services, including operating, maintenance and capital program needs
- Assessment of the financial capacity of the operator to carry out recommended service levels

- Incorporation of applicable Federal and State planning requirements
- An implementation plan for the seven year planning period.

The planning process will include a comprehensive public participation effort that is summarized in Attachment 1. The public participation process will include a future presentation to the Transportation Commission. Since the SRTP represents a focused approach to improving transit services with an emphasis on public participation, PCTPA guidelines for the annual *Unmet Transit Needs* process require that any identified unmet transit need be found consistent with the applicable SRTP before it can be considered "reasonable to meet" and therefore funded.

The updated SRTPs should be completed by June 30, 2018.

Attachment(s):
1. Calendar of Events for Public Input
2. PowerPoint Presentation

TRANSPORTATION COMMISSION MEETING

CC #:
File #:

Title:	Dry Creek Greenway West: Cook-Riolo Road to Riverside Avenue Planning & Feasibility Study
Contact:	

Meeting Date: 11/7/2017
Item #: 6.2.

ATTACHMENTS:

Description

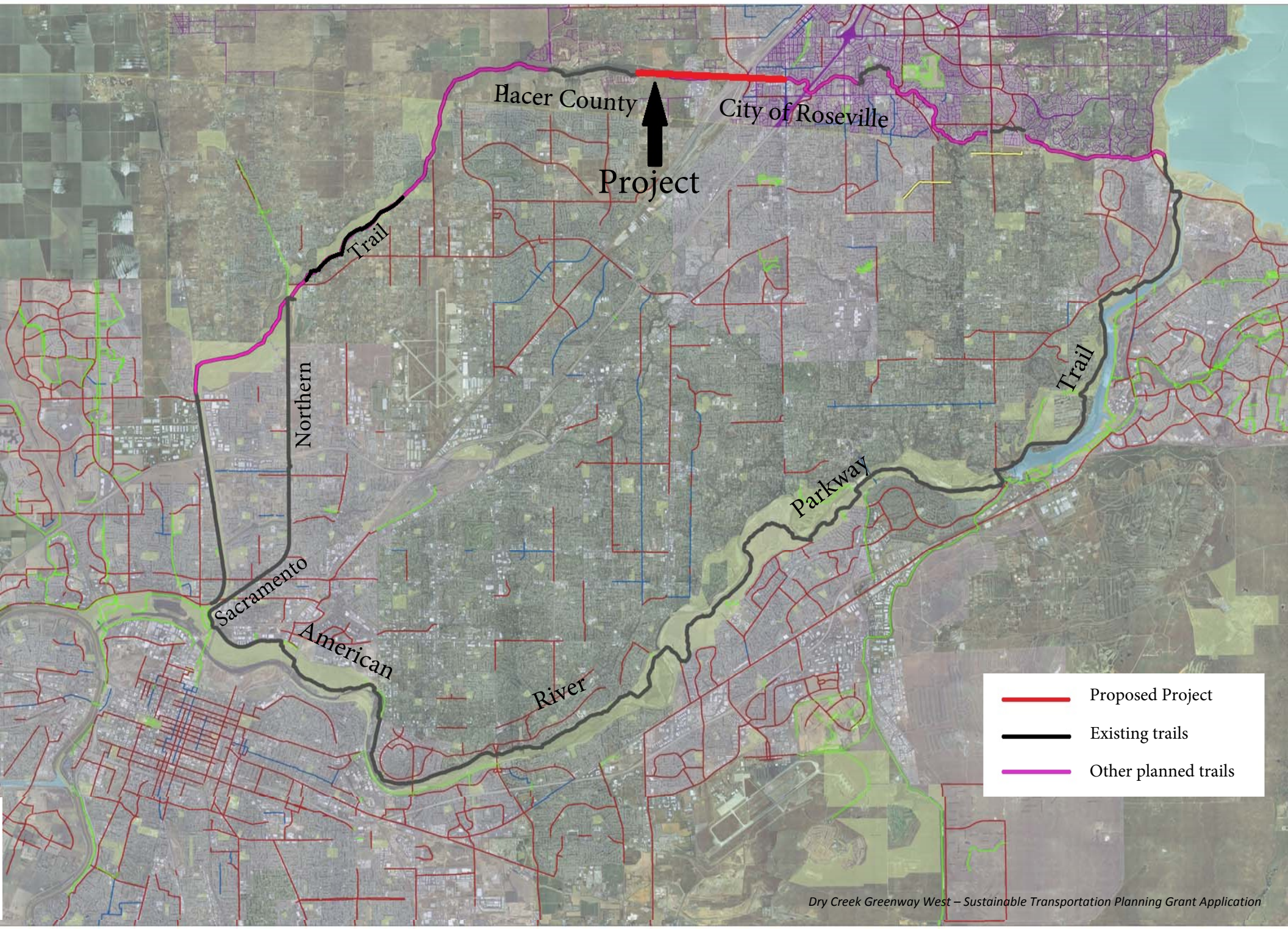
Regional

Map

Planning Feasability

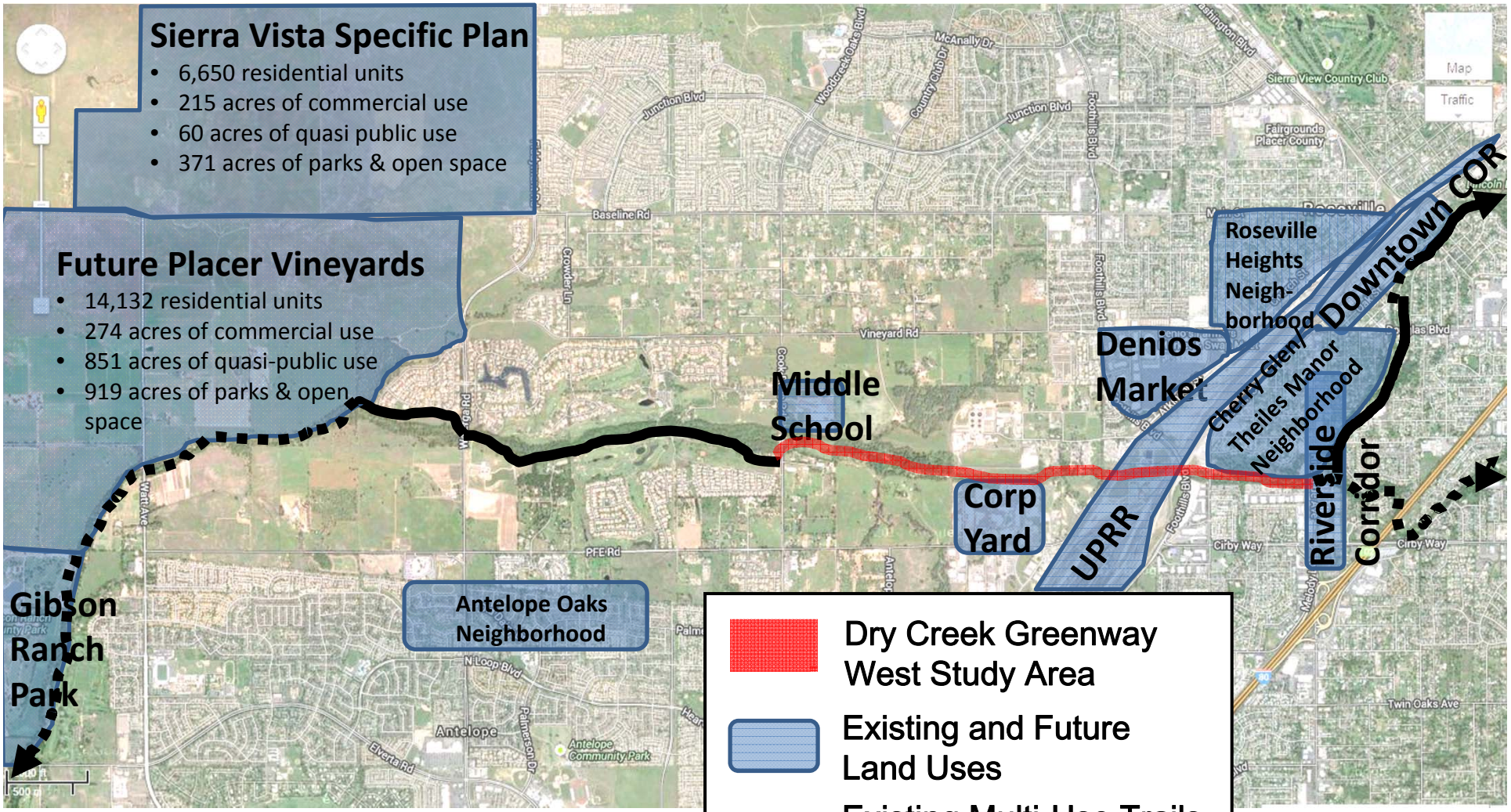
Dry Creek Greenway West - Regional Trail Context

Attachment #1



Attachment #2

Dry Creek Greenway West
Vicinity Map



Transportation Commission Meeting
November 7, 2017 – 7:00 p.m.
Reports and Updates

Item 7b: Dry Creek Greenway West Planning & Feasibility Study

Staff Jeannie Gandler, Alternative Transportation Analyst/Bikeways

Recommendation

This item is provided to update the Transportation Commission about the Dry Creek Greenway West Planning and Feasibility Study.

Discussion

The Dry Creek Greenway West Trail is identified in the Bicycle Master Plan as a Class I shared use bikeway that would run alongside Dry Creek from Cook-Riolo Road in Placer County to Riverside Avenue in Roseville. The project would provide important local connections to existing Class I paths at Saugstad Park and Cook-Riolo Road. The trail would also connect to the proposed Dry Creek Greenway path that will extend along Dry, Cirby, and Linda Creek from Riverside Avenue to Old Auburn Road, and for which the City is currently in the planning and environmental review process. The project is part of the Greater Dry Creek Parkway trail system with regional connections to the American River Parkway and Sacramento Northern trails as shown in Attachment 1. The three mile segment that is part of this planning and feasibility study would travel through the Theiles Manor neighborhood, Union Pacific Rail yard, adjacent to the City Corporation Yard, and in portions of unincorporated Placer County. The study area is shown in Attachment 2.

SCTP Grant and PCTPA Agreement - The varied nature of this trail corridor and the associated design challenges made this project a suitable candidate for the Sustainable Communities Transportation Planning (SCTP) grant program. Last year, the City of Roseville, in partnership with the Placer County Transportation Planning Agency (PCTPA) submitted a SCTP grant application for the Dry Creek Greenway West Multi-use Trail Planning and Feasibility Study and was awarded funding. As the lead applicant, PCTPA will administer the grant. The City of Roseville is listed as a co-applicant and, through a sub-recipient agreement with PCTPA approved by City Council on October 18, 2017, is authorized to receive grant funds for the study.

Consultant Selection and Approval – On June 7, 2017, the City of Roseville released RFP #15-53 for the Dry Creek Greenway West Planning & Feasibility Study. The City received four proposals for this project that were reviewed by an eight member committee consisting of staff from the PCTPA, City of Roseville, Placer County, RTC and Caltrans. Dokken Engineering was chosen based upon the quality and content of their scope of work and presentation which included a strong emphasis on the public outreach component of this study and collaboration with stakeholders. On October 18, 2017, City Council approved the professional services agreement with Dokken engineering.

Rails to Trails Conservancy (RTC) – The RTC is also listed as a co-applicant in the grant, to take advantage of their experience planning trails along active rail lines and their relationship with Union Pacific Railroad. RTC will provide professional services to develop and implement the community outreach component of the study, research similar projects, and participate on the project development team.

Planning and Feasibility Study Kick-off – On October 19, 2017, the project team, consisting of representatives from the City of Roseville, Placer County, PCTPA, Caltrans and RTC met with Dokken engineering to launch the project. The goals for the planning and feasibility study are to:

- Actively engage nearby communities and stakeholders in the study process which will include:
  ~ Direct mailings to nearby residents, businesses and schools;
  ~ Post current information on the City of Roseville website (www.roseville.ca.us/bikeways) and in Trail Alerts about the status of the study;
  ~ Two community outreach workshops and one open house event to solicit public input.

- Develop recommended alignments that will provide ease of trail access, connections to other trails, schools, neighborhoods, and create a comprehensive, connected regional network;

- Develop a recommended alignment that has the best chance of moving forward;

- Prepare a document that positions the City for successful grant application efforts.

Public Meetings – Community outreach workshops/open house events are planned for spring 2018 to introduce the project, solicit public input and present alternatives. In early 2019, the draft study will be presented to the Roseville Transportation Commission, the West Placer County Municipal Advisory Council, and the Placer County Parks Commission to get feedback on the planning and feasibility analysis, the recommended alignment, design standards and cost estimate.

Subsequently, the final Dry Creek Greenway West Planning and Feasibility Study will be presented for acceptance to the Placer County Board of Supervisors and the Roseville City Council.

The planning and feasibility study is expected to be completed within 18 months.

Attachments:

1. Greater Dry Creek Parkway Trail System
2. Dry Creek Greenway West Planning & Feasibility Study Area

TRANSPORTATION COMMISSION MEETING

CC #:
File #:

Title: CEQA Overview - Dry Creek Greenway Trail: Riverside Avenue to Old Auburn Way
Contact:

Meeting Date: 11/7/2017
Item #: 6.3.

ATTACHMENTS:

Description

DCG Riverside

Final

Transportation Commission Meeting
November 7, 2017 – 7:00 p.m.
Special Presentations/Reports

Item 7c: CEQA Overview - Dry Creek Greenway Trail: Riverside Avenue to Old Auburn Way

Staff Michael Dour, Alternative Transportation Manager
Mark Morse, Environmental Coordinator

Recommendation
Receive an informational presentation from Environmental Coordinator Mark Morse on the California Environmental Quality Act (CEQA) environmental review process. No action is requested.

Discussion
The Transportation Commission is designated as an advisory body to the City Council on transportation projects and issues. When reviewing a transportation project, there are two primary roles for the Transportation Commission: 1) Accept and consider public comments on environmental documents; and 2) Provide a project recommendation to the City Council. These are discuss further below.

Role in Environmental Review: An important role of advisory commissions is to hold public hearings to accept and consider public comment on environmental documents prepared for compliance with the California Environmental Quality Act (CEQA). The types of environmental documents that the Transportation Commission may review range from limited scope Initial Study/Negative Declarations to full range Environmental Impact Reports (EIRs).

In early 2018, the Transportation Commission will be tasked with holding a hearing to accept and consider comments on the EIR for the Dry Creek Greenway Trail: Riverside to Old Auburn Project. The project is a proposed Class I multi-use trail extending approximately 4 miles along Dry, Cirby and Linda Creeks from Riverside Avenue at Darling Way to the City limits past Old Auburn Road and South Cirby Way. This EIR will address the full range of environmental topics as required by CEQA.

Since the Transportation Commission does not frequently review full range EIRs, staff has prepared this report to provide the Transportation Commission an overview of the CEQA process in advance of the EIR's release. The overview will be provided by Environmental Coordinator Mark Morse in a PowerPoint presentation (slides attached).

Role in Project Review: Another role of the Transportation Commission is to provide a project recommendation to the City Council. Over the past years, the planning process for the Dry Creek Greenway Trail: Riverside to Old Auburn Project has included an extensive public outreach component with multiple stakeholder meetings, public workshops, and neighborhood meetings. The community identified a preferred alignment for a majority of the trail alignment with the exception of two trail segments:

- Segment 1 - a 1/4-mile segment of trail in the Hillcrest neighborhood near Riverside Avenue;
- Segment 5 – a 1/3-mile segment of trail along Linda Creek at Sunrise Avenue.

The EIR evaluates several trail alignment options for the above segments. Staff will provide a project recommendation to the Transportation Commission on the project, including a recommended alignment for trail segments 1 and 5, when the EIR is submitted for public comment.

Attachment(s):
1. Overview Map of Dry Creek Greenway Trail: Riverside to Old Auburn Project

California Environmental Quality Act (CEQA)

Transportation Commission Overview

November 7, 2017

CITY OF ROSEVILLE CALIFORNIA

Presentation Overview

- CEQA Purpose and History
- When Does CEQA Apply?
- Issues Analyzed Under CEQA
- Common Types of CEQA Documents
- CEQA Process
- Role of Advisory Commissions

CEQA Purpose and History

What is CEQA?

- The California Environmental Quality Act

The basic purposes of CEQA are to:

- Foster informed public decision making
- Identify ways that environmental damage can be avoided or significantly reduced
- Prevent or reduce significant, avoidable damage to the environment
- Ensure transparency in governmental decision making process
- Encourage public participation

See CEQA §§ 21000-21006; Guidelines 15001-15003

CEQA Purpose and History (cont.)

- Enacted 1970 – Modeled after National Environmental Policy Act (NEPA)
- Differences between CEQA and NEPA
  - NEPA is primarily procedural
  - CEQA is procedural but also substantive
    - Must avoid or minimize environmental damage when feasible
    - Must adopt Statements of Overriding Consideration for Significant Unavoidable Impacts
- CEQA and NEPA can both apply

When Does CEQA Apply?

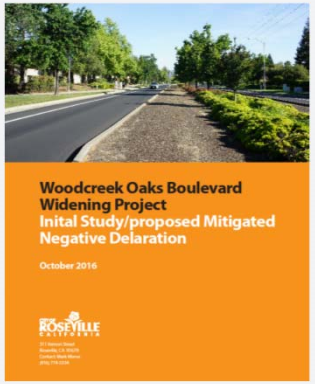
- A public agency must comply with CEQA when it undertakes an activity defined by CEQA as a “Project."
- Project is an activity undertaken by a public agency or a private activity which must receive some “Discretionary” government approval; and,
- May cause either a direct, or reasonably foreseeable indirect, physical change in the environment.
- CEQA does not apply to “Ministerial” actions

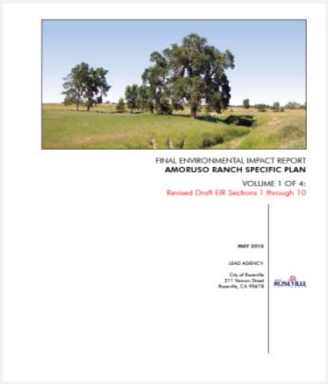
Issues Analyzed Under CEQA

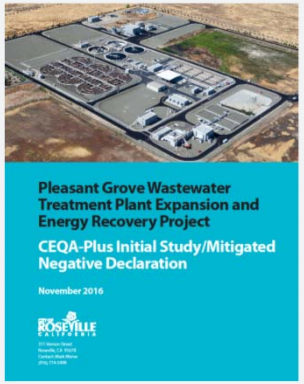
- Aesthetics
- Ag and Forestry Resources
- Air Quality/Greenhouse Gas Emissions
- Biological Resources
- Cultural Resources/Tribal Cultural Resources
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning
- Mineral Resources
- Noise
- Population and Housing
- Public Services
- Recreation
- Transportation and Traffic
- Utilities and Service Systems

Common CEQA Documents

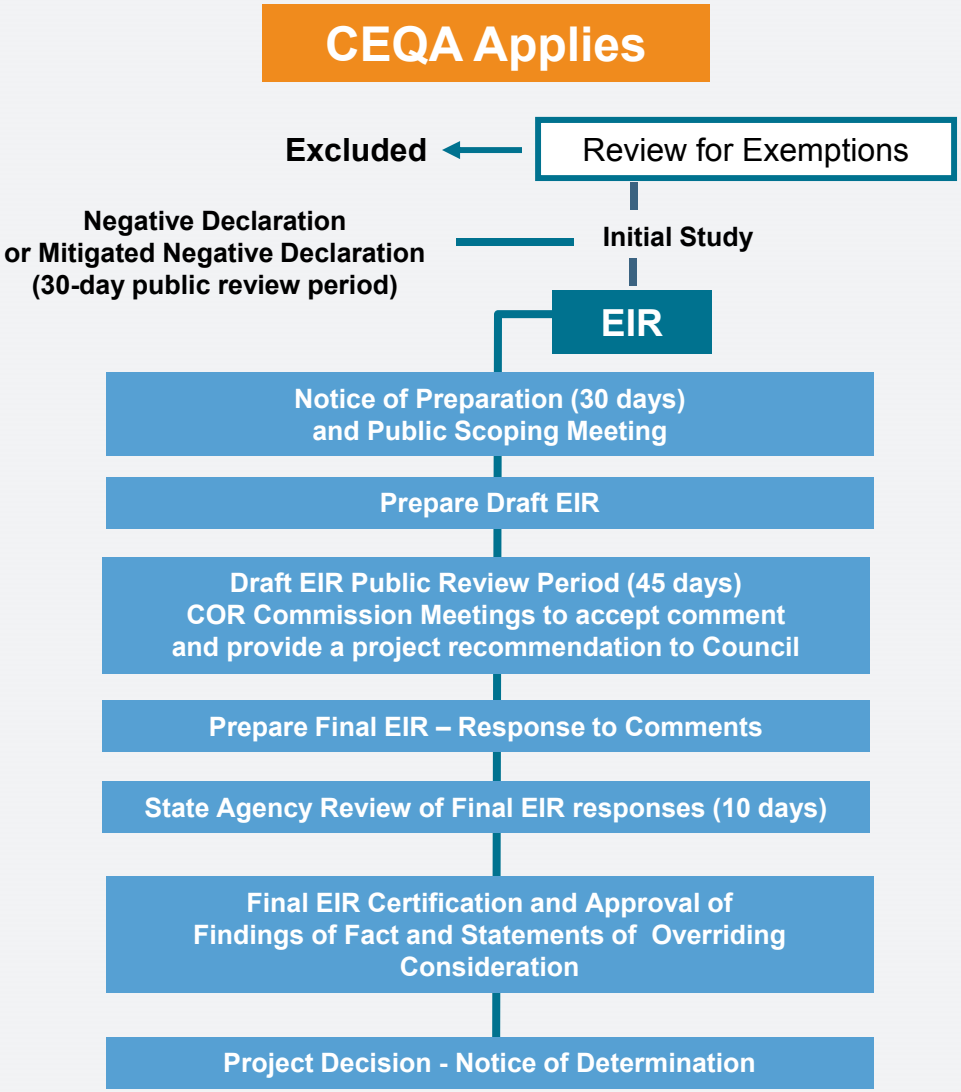
- Notice of Exemption (NOE)
  - Statutory Exemption
  - Categorical Exemption
- Initial Study (IS)
- Negative Declaration (ND)
- Mitigated Negative Declaration (MND)
- Environmental Impact Report (EIR)







The CEQA Process



Role of Advisory Commissions

- Planning Commission has been delegated CEQA and Project Approval authority
- All other COR commissions are “Advisory”
- Advisory Commissions hold public hearings to accept and consider public comment on CEQA documents
- Advisory Commissions do not consider Final CEQA documents, Findings of Fact, or Statements of Overriding Considerations
- Advisory Commissions provide project approval recommendations to City Council

Role of Advisory Commissions

Role of the Transportation Commission for the Dry Creek Greenway Trail Project and EIR

- Hold a Public Hearing to accept comment on the Project and Draft EIR
- Forward public and commission comment to the City Council
- Provide City Council with a Transportation Commission Project Recommendation

CEQA Overview

- Comments or Questions?