Complete Streets Implementation Action Plan 2.0 Status Report

June 2015

Office of Sustainable Community Planning
Division of Transportation Planning
Caltrans Headquarters | Sacramento, CA

Complete Streets

"The Department provides for the needs of travelers of all ages and abilities in all planning, programming, design, construction, operations, and maintenance activities and products on the State Highway System." - Deputy Directive-64-R2

Purpose of the CSIAP 2.0

- To lay out a structure for monitoring, reporting, and overcoming barriers to further integrate complete streets into all Caltrans functions and processes.
- To provide an overview of Caltrans' continued complete streets efforts.

CSIAP 2.0 Action Items

- The listed action items were provided by a cross section of Caltrans functional units and districts.
- There are 14 high focus action items that are spread throughout each category.
  - The high focus action items were voted on by the Complete Streets Technical Advisory Committee (TAC).

Action Item Status Report

- A status report will be produced twice a year.
- Status information is collected through a self-reported survey submitted by action item leads.
- A blank survey is shown as an example to the right.

CSIAP 2.0 Action Item Status Survey

Please fill out this brief survey for each of your action items listed in the CSIAP 2.0. The information you provide will be public information to inform our stakeholders and partners on the progress of each activity.

Action Item #:

Action Item Title:

Lead Person:

Is this a new lead person?

1. **What would you say is the status of the action item?** *(please select one)*

   Not Started Early

   Progress Underway

   Significant Progress

   Completed

2. **Please give a brief (1-3 sentence) status of the progress or completion of this action item.**

3. **When was this action item completed or what is the current estimated completion date?**

   a. Is this date different from the original target completion date?

All CSIAP 2.0 Action Items

The Complete Streets Implementation Action Plan 2.0 produced 109 action items.

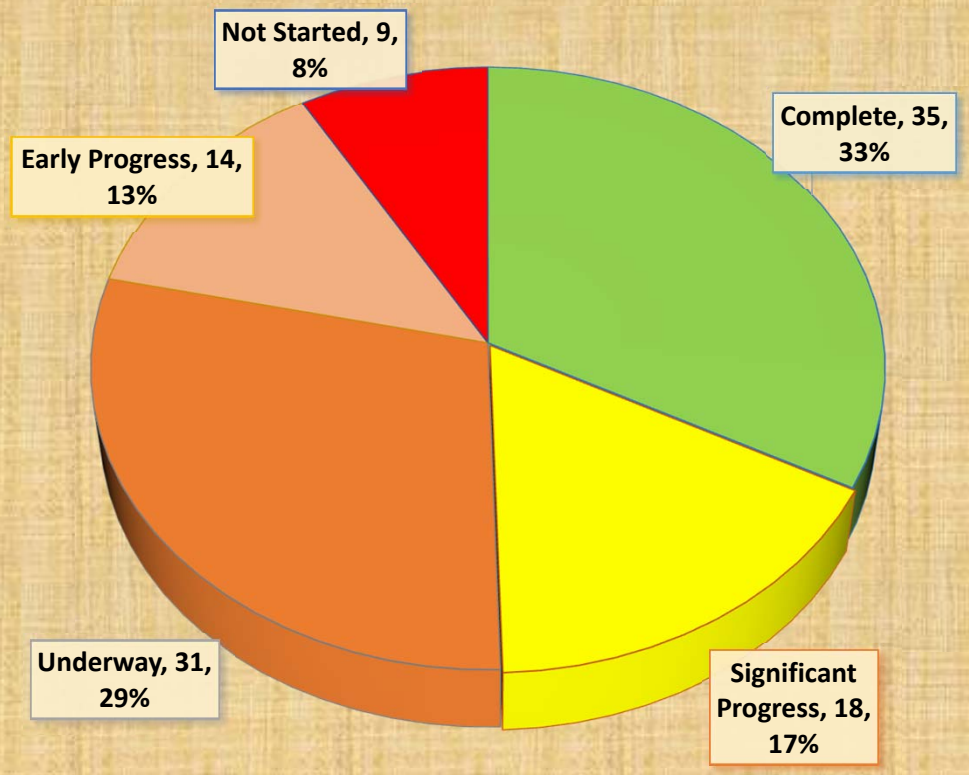
The Office of Sustainable Community Planning was tasked with providing an overall status report.

Two actions have been combined with other action items.

As a result, a total of 107 action items were reported through the survey as:

- Completed
- Significant Progress
- Underway
- Early Progress
- Not Started

The chart to the right shows the breakdown of the 107 actions.



Goal 4: System Performance

Performance Measure:

- Percentage of high-focus actions fully implemented from the Complete Streets Implementation Action Plan 2.0

Target:

As required by the Strategic Management Plan:

- By 2016, implement 80% of the 14 high-focus actions.
- By 2018, implement 100% of the 14 high-focus actions.

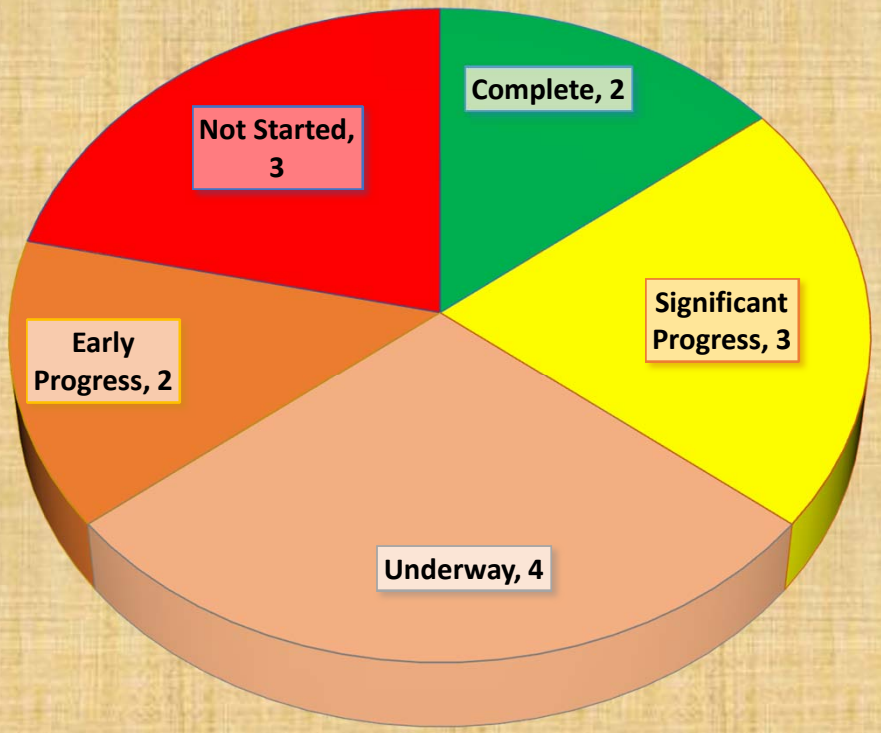
Currently in 2015, Caltrans anticipates that the target will be reached at 80% by December 2016.

High-Focus Action Items Breakdown

A total of 14 high-focus action items were reported through the survey as:

- Completed
- Significant Progress
- Underway
- Early Progress
- Not Started

The chart to the right shows the breakdown of the 14 high-focus actions.



Definition of Status of Task

- **Completed:** The action item has been implemented per the original intent and the product or service is being used.

Complete

- **Significant Progress:** The action item is almost complete and final touches are being made.

Significant Progress

- **Underway:** The action item is in motion and progress is being made.

Underway

- **Early Progress:** The action item has started and is at the earliest stage.

Early Progress

- **Not Started:** The action item has not started. The action is still a priority and the lead individual is still responsible for the success of the actions item.

Not Started

Comprehensive list of the 14 High-Focus Action Items

(The first 7 High Focus actions displayed)

original #	Action Title	Lead Division/ District/Office	Lead Individual	Action Description	Original Target Completion Date	June (2015) Target Completion Date	Date Item Completed	Status of task
1	Highway DesignManual (HDM) Guidance Review and Upadate	Division of Design	Kevin Herritt	Finalize an update to the HDM guidance related to design speed, place type terminology, lane/ shoulder widths, and curb extensions (bulb-outs). In addition, hold a meeting to discuss the state-of-the-practice and latest research related to trees in the medians of conventional highways. Provide a recommendation, and as appropriate, a delivery plan for changes to the Chief of the Division of Design.	August 2014		June (2014)	Complete
80	Evaluate Multimodal Level of Service (MMLOS)	District 5	Adam Fukushima	Evaluate the use of MMLOS from the Highway Design Manual to determine its effectiveness in assessing impacts and related mitigation in Intergovernmental Review projects.	December (2015)		May (2015)	Completed
13	Strategic Highway Safety Plan (SHSP) Update	Traffic Operations	Andrew Knapp	Develop a comprehensive, data-driven SHSP Update that defines State safety goals and describes a program of strategies to improve safety on all public roads. All modes of transportation, including pedestrian and bicycle, are to be considered in the development of this plan update.	Aug (2015)	Aug (2015)		Significant Progress
46	Active Transportation Program (ATP) Outreach Plan	Local Assistance	Teresa McWilliam	Prepare and implement rollout of outreach training for the ATP guidelines.	April (2016)	April (2016)		Significant Progress
62	LD-IGR Geobased Tracking System (GTS)	LD-IGR (DOTP)	Terri Pencovic	Ensure that the system that is developed will allow for and is capable of identifying complete streets projects and mitigation. Perform an electronic search to monitor if any recommended complete streets mitigation was actually done on local development projects.	Dec (2014)	June (2016)		Significant Progress
2	PDPM Chapter 5	Division of Design- (Project Development Procedures)	Pam Suszko	Complete PDPM Chapter 5 revisions from the Division of Transportation System Planning and publish in website.	November 2014	August 2016		Underway
3	Transportation Concept Report (TCR) Multimodal Complete Streets Integration	System Planning (DOTP)	Tracey Frost	Evaluate and update the TCR Guidelines to ensure all appropriate multimodal complete streets elements are included.	Dec (2015)	Dec (2016)		Underway

Comprehensive list of the 14 High-Focus Action Items

(The second 7 High Focus actions displayed)

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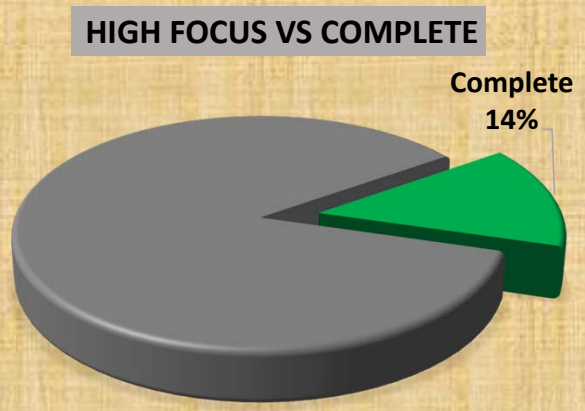
15	Complete Streets Consistency with all Modal Plans	Sustainable Community Planning (DOTP)	Emily Mraovich	Ensure complete streets is included and consistently addressed in all the modal transportation plans as they undergo updates.	Jan (2017)	Jan (2017)		Underway
47	Main Streets Guidance	Landscape Architecture (Design)	Lara Justine	Print and distribute updated Main Streets Guide; develop a draft proposed Implementation Plan.	June (2015)	Dec (2015)		Underway
14	Develop Statewide Bicycle Plan	Mulit-Modal System Planning (DOTP)	Tracey Frost	Develop a Statewide Bicycle and Pedestrian Plan that is aspirational, visionary, goal and performance driven, realistic, and constitutes a strategic polity framework for bicycle and pedestrian transportation in California.	Feb (2017)	Feb (2017)		Early Progress
69	Statewide Complete Streets Training Course	Community Planning (DOTP)	Alison Grimes	Roll out the Caltrans Complete Streets training course consisting of a pilot delivery and six deliveries statewide. This training will be offered to cross-functional staff in districts and will demonstrate how complete streets relate to all Caltrans work. Curriculum will be modified for each district location and updated as new legislation and programs pass. A plan for continuation of the course will be developed to hold 6 additional deliveries.	June (2014)	Feb (2017)		Early Progress
40	Benefit-Cost Tool Improvements/Lifecycle Cost Analysis	State Planning (DOTP)	Rose Agacer-Solis	Research methodologies for incorporating complete street investment into benefit-cost analysis.	Dec (2015)			Not Started
61	Report Complete Streets Data in the Executive Fact Book	DRISI	Mandy Chu	Report the complete streets data collected from the Project Delivery Assets (PDA) Web Tool in the Caltrans Executive Fact Book	Dec (2014)	May (2016)		Not Started
79	Economic Impacts of Main Street Improvements on State Highways	State Planning (DOTP)	Rose Agacer-Solis	Research methodologies, and if applicable, develop a methodology to measure the economic impacts of improvements made on main streets.	Dec (2016)			Not Started

Complete High-Focus Action Items

Definition of Complete:

- The action item has been implemented per the original intent and the product or service is being used.



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80	Evaluate Multimodal Level of Service (MMLOS)	District 5	Adam Fukushima	Evaluate the use of MMLOS from the Highway Design Manual to determine its effectiveness in assessing impacts and related mitigation in Intergovernmental Review projects.	December (2015)		May (2015)	Complete

Significant Progress High-Focus Action Items

Definition of significant Progress:

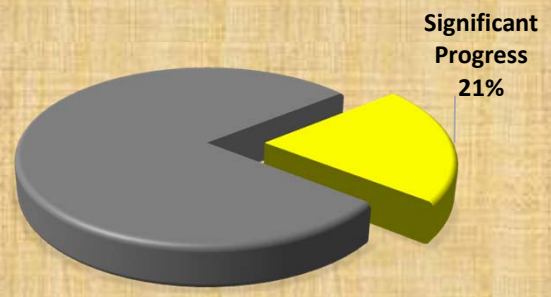
- The action item is almost complete and final touches are being made.

Clarification for Action Item 13: The SHSP Update draft has been reviewed & approved by Caltrans Director Dougherty. It is currently at CalSTA for review/approval.

Clarification for Action Item 46: Cycle 2 ATP training was given in all 12 districts during March & April of 2015. Additional training will be rolled out to the districts in the spring of 2016 prior to the Cycle 3 ATP solicitation.

Clarification for Action Item 62: Initial architecture of the tracking system has been developed, but refinement is necessary along with limitations per assigned access rights. Initial consultant contract was extended.

HIGH FOCUS VS SIGNIFICANT PROGRESS



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Underway High-Focus Action Items

Definition of Underway:

- The action item is in motion and progress is being made.

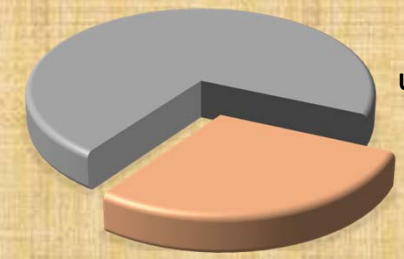
Clarification for Action Item 2: Rewriting chapter to update content and conform to PDPM Style Guide. Revised target for circulation.

Clarification for Action Item 3: Delay due to the creation of the Planning Forward team which includes representation from a variety of functional team members to assist with providing a broader set of recommendations.

Clarification for Action Item 15: As modal plans are being developed, the Smart Mobility Branch comments on them to ensure complete streets are included and properly addressed.

Clarification for Action Item 47: The printing and distributing of the Main Streets guide was completed in November 2013. Implementation Plan development underway.

HIGH-FOCUS VS UNDERWAY



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Early Progress High-Focus Action Items

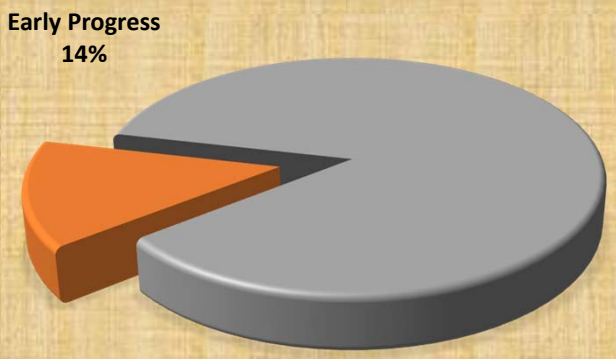
Definition of Early Progress:

- The action item has started and is at the earliest stage.

Clarification for Action Item 14 : Consultant interviews completed on June 13, 2015 and consultant contract finalization is proceeding. Caltrans Contract Manager will meet with the selected consultant in July to refine tasks and schedule.

Clarification for Action Item 69 : A new contract has been executed for 7 additional courses. The next round of courses is expected to begin in the fall of 2015. Locations have yet to be determined. A new contract was executed using funds that expire in 2017, thus we can extend the course deliveries until the contract end date.

HIGH FOCUS VS EARLY PROGRESS



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Not Started High-Focus Action Items

Definition of Not Started:

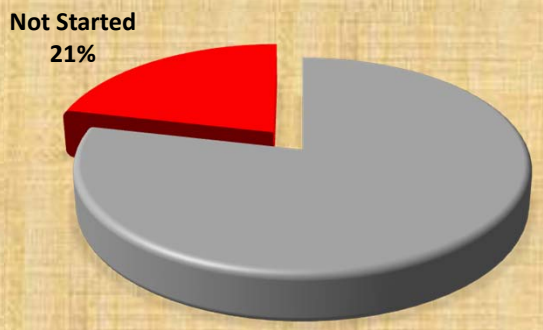
- The action item has not started. The action is still a priority and the lead individual is still responsible for the success of the actions item.

Clarification for Action Item 40 has not started: Focus of action shifted from research directly to implementation by adding task to ongoing consultant contract to include active transportation projects in the Cal B/C model along with other enhancements.

Clarification for Action Item 61 has not started: Complete streets assets cannot be counted at this time, however, through the Strategic Management Plan's reporting requirements, and development of the mandated Asset Management Tool, complete streets features are planned to be included. A baseline will be identified by 2016.

Clarification for Action Item 79 has not started: The proposal was not funded by NCHRP. Division of Planning wanted to fund the proposal, but had insufficient staff resources to lead the research efforts.

HIGH-FOCUS VS NOT STARTED



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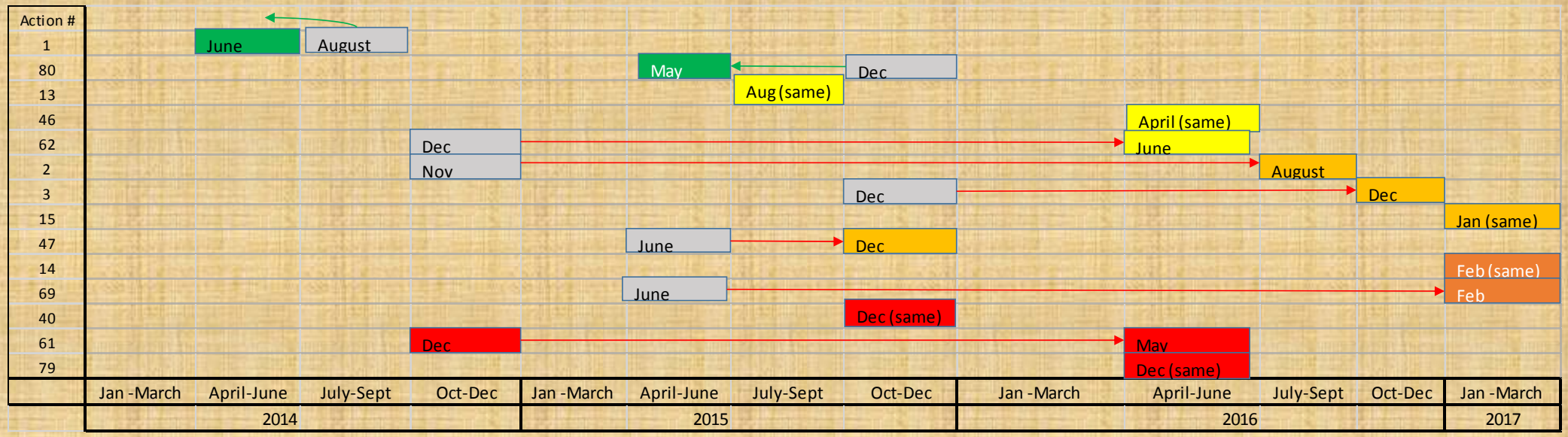
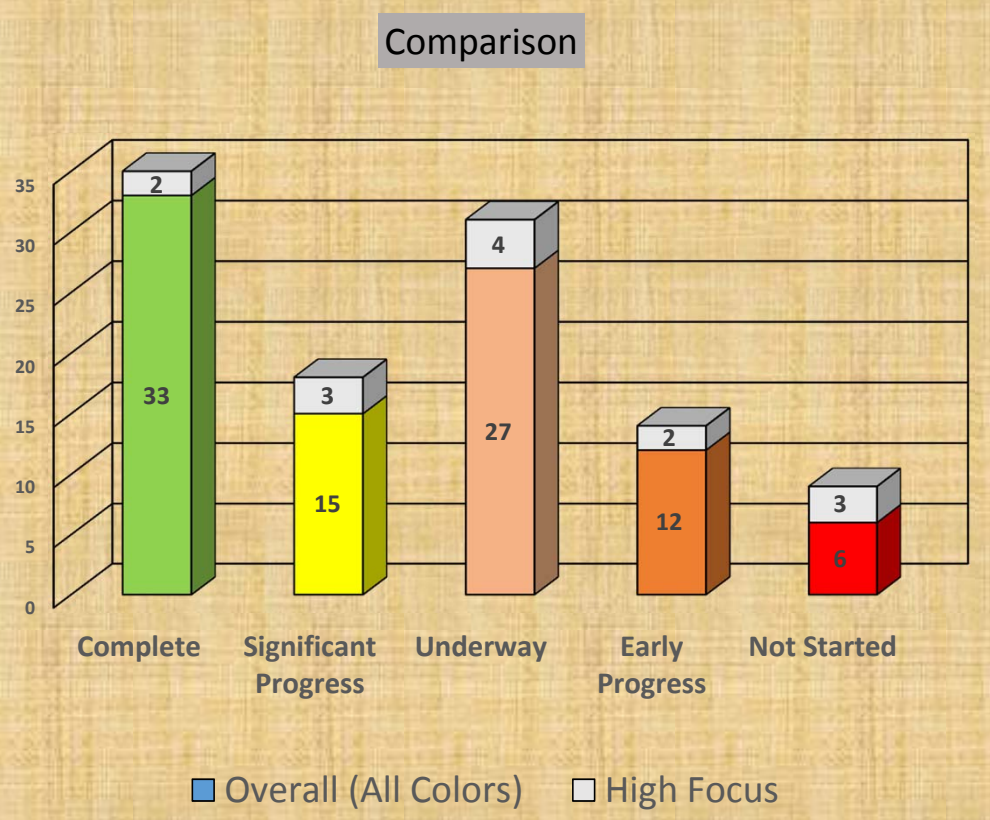
Target Completion Dates of High-Focus Action Items

- The graph below displays the early, on schedule, and delay in action items, along with their completed or new target completion dates.



Overall Action Items vs. High-Focus Actions

As of June 2015:

- **91.6%** of the Overall Action Items have at least been started.
- **8.4%** of the Overall Action Items have not been started.
- Of the 9 Overall Action Items that have not been started, **33%** of the action items are high-focus.
- Of the 14 Overall Action Items that have the title Early Progress, **14.2%** are high-focus.
- Of the 31 Overall Action Items that have the title Underway, **12.9%** are high-focus.
- Of the 18 Overall Action Items that have the title Significant Progress, **16.6%** are high-focus.
- Of the 35 Overall Action Items that have the title Complete, **5.7%** are high-focus.