

Willits Safe Routes to School Action Plan

FINAL 2017



Berkeley SafeTREC
SAFE TRANSPORTATION RESEARCH AND EDUCATION CENTER



Safe Routes to School National Partnership

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1. INTRODUCTION

The community of Willits wants to build upon efforts to improve health and livability by enabling and encouraging children and youth to safely walk and bicycle to and from school and in their neighborhoods. Safe Routes to School aims to create safe, convenient, and fun opportunities for students to walk, bike, and roll to and from school. Safe Routes to School initiatives include a wide variety of programs and projects, from creating safer street crossings and maintaining sidewalks to education programs that teach children how to walk and bicycle safely to school.

The City of Willits, the Mendocino County Health and Human Services Agency, Walk & Bike Mendocino, and other agencies, organizations, and community members are working together to improve student transportation through many activities and components of Safe Routes to School. Facilitating students walking, biking, and rolling to and from school has been identified as a priority for the community. The City of Willits adopted a Safe Routes to School plan in 2009. The Mendocino County Health and Human Services Agency, along with community organizations, has led education and encouragement activities in Willits using grant funding. However, more funding and partners are needed to expand and sustain Safe Routes to School efforts and make infrastructure changes that support walking and bicycling.

A. THE SAFE ROUTES TO SCHOOL LAUNCH PROGRAM

In spring 2017, the City and County began participating in the Safe Routes to School Launch Program, a joint project of the Safe Routes to School National Partnership (National Partnership) and UC Berkeley Safe Transportation Research and Education Center (SafeTREC), designed to start and strengthen sustainable Safe Routes to School programs in California communities. As part of the Safe Routes to School Launch Program, the National Partnership gathered and analyzed data and local policies and interviewed key stakeholders. A workshop brought together representatives from the City, County, School District, schools, Sherwood Rancheria, community organizations, and community members to learn about Safe Routes to School and discuss strategies for developing a robust, comprehensive program in Willits.

Willits Safe Routes to School Launch Workshop

July 26, 2017

Safe Routes to School in Willits is

Kids and parents walking, safe sidewalks, and riding in bike lanes on tree lined streets.

Healthy people in healthy environments.

Balance, roads not just for vehicles



Workshop participants expressed a desire to see Willits expand upon current infrastructure and programs to become a community where students and families are able to walk and bicycle safely to school and throughout the community.

B. ABOUT THIS ACTION PLAN

This Safe Routes to School Action Plan is intended to guide the Willits community in strengthening, expanding, and sustaining a Safe Routes to School program that addresses local needs. The Action Plan was developed based on planning and input that took place at the Safe Routes to School Launch Workshop, the National Partnership's assessment of current conditions, community needs, and capacity in Willits, and a series of conversations with key stakeholders. Recommendations in the Action Plan are based upon the components needed to sustain a successful Safe Routes to School program. The most successful Safe Routes to School initiatives incorporate the Safe Routes to School Six E framework: education, encouragement, engineering, enforcement, evaluation, and equity.

The Action Plan begins with a summary of current conditions related to walking and biking to school, including existing policies, plans, programs, and infrastructure. The second section of the Action Plan outlines recommended strategies and actions to be undertaken in Willits during the first implementation year (2017-2018) as well as additional longer term actions in years two through five. Finally, a brief discussion of funding resources for implementation is provided. Additional information is provided in a number of appendices:

- Appendix A: Action Plan Matrix
- Appendix B: Additional Community and School Data
- Appendix C: Existing Policies and Plans
- Appendix D: Pedestrian and Bicycle Collision Data
- Appendix E: Workshop Summary
- Appendix F: Community Organization Contacts
- Appendix G: Recommended Changes and Additions to 2009 Safe Routes to School Plan Engineering Recommendations
- Appendix H: Prioritization Criteria for Engineering Improvements

The Six E's of Safe Routes to School

Research shows that comprehensive Safe Routes to School initiatives are more effective at increasing physical activity and reducing injuries for children.¹ A comprehensive approach requires embedding Safe Routes to School into many aspects of a community. The Six E's of Safe Routes to School are a convenient way to summarize the key components of a comprehensive, integrated approach. The Six E's of Safe Routes to School include:

- **Education** – Teaching students and community members about the broad range of transportation choices, providing them with the skills to walk and bicycle, and educating them about how to be safe from traffic, crime, and other threats while using different methods of transportation.
- **Encouragement** – Using events and activities to promote walking, bicycling, public transportation, and being physically active.
- **Engineering** – Creating physical improvements to the streetscape and built environment that make walking and bicycling more comfortable and convenient, and that also decrease the risk of injury from motor vehicles or people, increasing street safety.
- **Enforcement** – Addressing traffic dangers and crime concerns in neighborhoods around schools and along school routes through work with local law enforcement, crossing guards, and community members.
- **Evaluation** – Assessing which approaches are more or less successful, ensuring that a program or initiative is decreasing health disparities and increasing equity, and identifying unintended consequences or opportunities to improve the effectiveness of an approach for a given community.
- **Equity** – Ensuring that Safe Routes to School initiatives are benefiting all demographic groups, with particular attention to ensuring safe, healthy, and fair outcomes for low-income communities, communities of color, students of all genders, students with disabilities, and others.

2. WILLITS TODAY: A SUMMARY OF CURRENT CONDITIONS

This section provides an overview of the current conditions in Willits. It describes the current policies and plans, Safe Routes to School and related programs, existing infrastructure for walking and bicycling, and collision history in Willits.

A. OVERVIEW

Currently, many students in Willits are bused to school, but some walk or arrive by car. Community concerns have arisen over a lack of safe infrastructure for walking and bicycling around the schools, and conflicts with cars along the major roads. The Willits Unified School District has seven schools, with approximately 1,500 students. In addition, there are two charter schools that serve additional students in kindergarten through twelfth grade. Approximately 47 percent of seventh graders in Mendocino County are overweight or obese, compared to approximately 39 percent in California.¹ The Mendocino County Health and Human Services Agency, in partnership with the City of Willits, the Mendocino Council of Governments, and Walk & Bike Mendocino, has been leading bicycle and pedestrian safety education and encouragement activities with some schools in Willits. The City adopted a Safe Routes to School Plan in 2009 that identified infrastructure improvements as well as programs that would help increase safe walking and bicycling to and from school. Few infrastructure improvements were made subsequent to the 2009 Plan. In addition, the City recently adopted the Main Street Corridor Enhancement Plan and is working with Caltrans to improve Main Street for walking and bicycling now that the Highway 101 bypass is complete.

B. EXISTING INFRASTRUCTURE FOR WALKING AND BIKING

The City of Willits encompasses approximately 2.8 square miles. Main Street, previously part of Highway 101, passes through the center of town. Residential neighborhoods are mostly located off of Main Street, with some outlying residential areas that are more rural in nature.

In 2009, the City adopted a Safe Routes to School Plan that inventoried infrastructure for walking, bicycling as well as transit around the schools and serving students traveling to and from school. The plan identified numerous sidewalk gaps. Generally, there are few bike lanes, routes, or paths throughout Willits. Figures 1 through 4 show the existing and proposed infrastructure for walking and bicycling shown in the Safe Routes to School Plan. Appendix G lists the recommended infrastructure improvements identified in the 2009 Plan, along with status and recommended revisions.

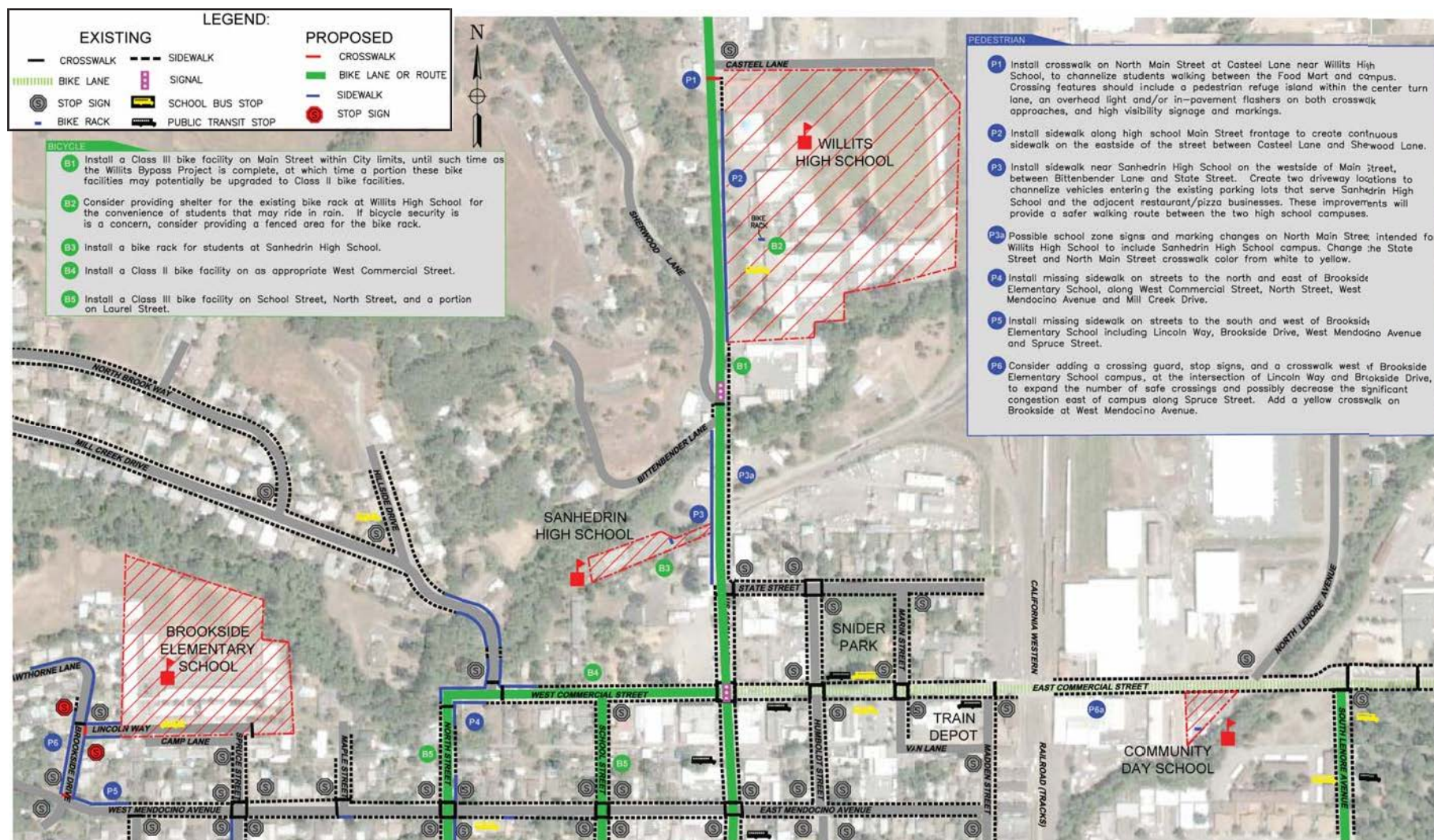


Figure 1. North Area Map from Safe Routes to School Plan

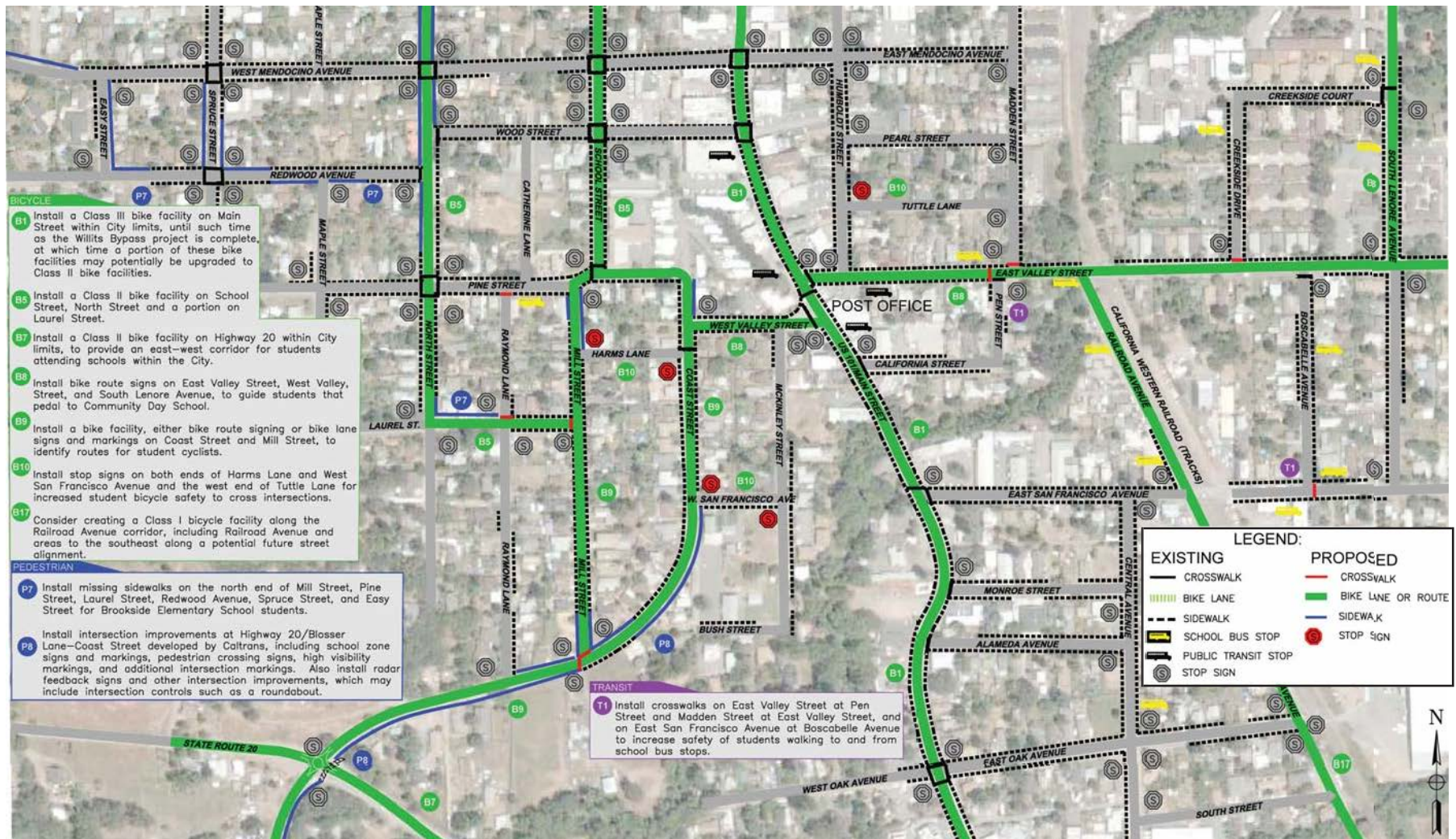


Figure 2. Central Area Map from Safe Routes to School Plan

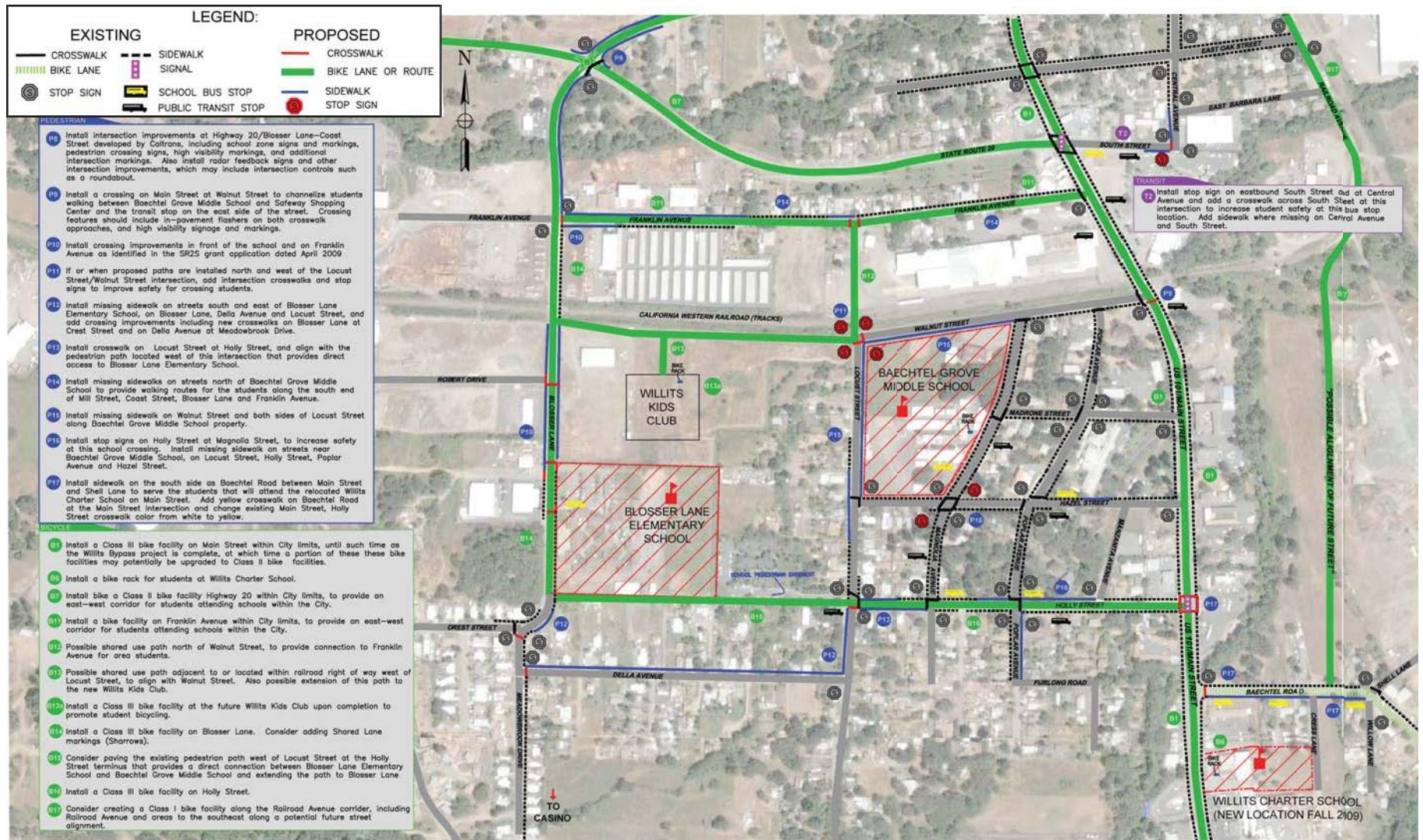


Figure 3. South West Area Map from Safe Routes to School Plan

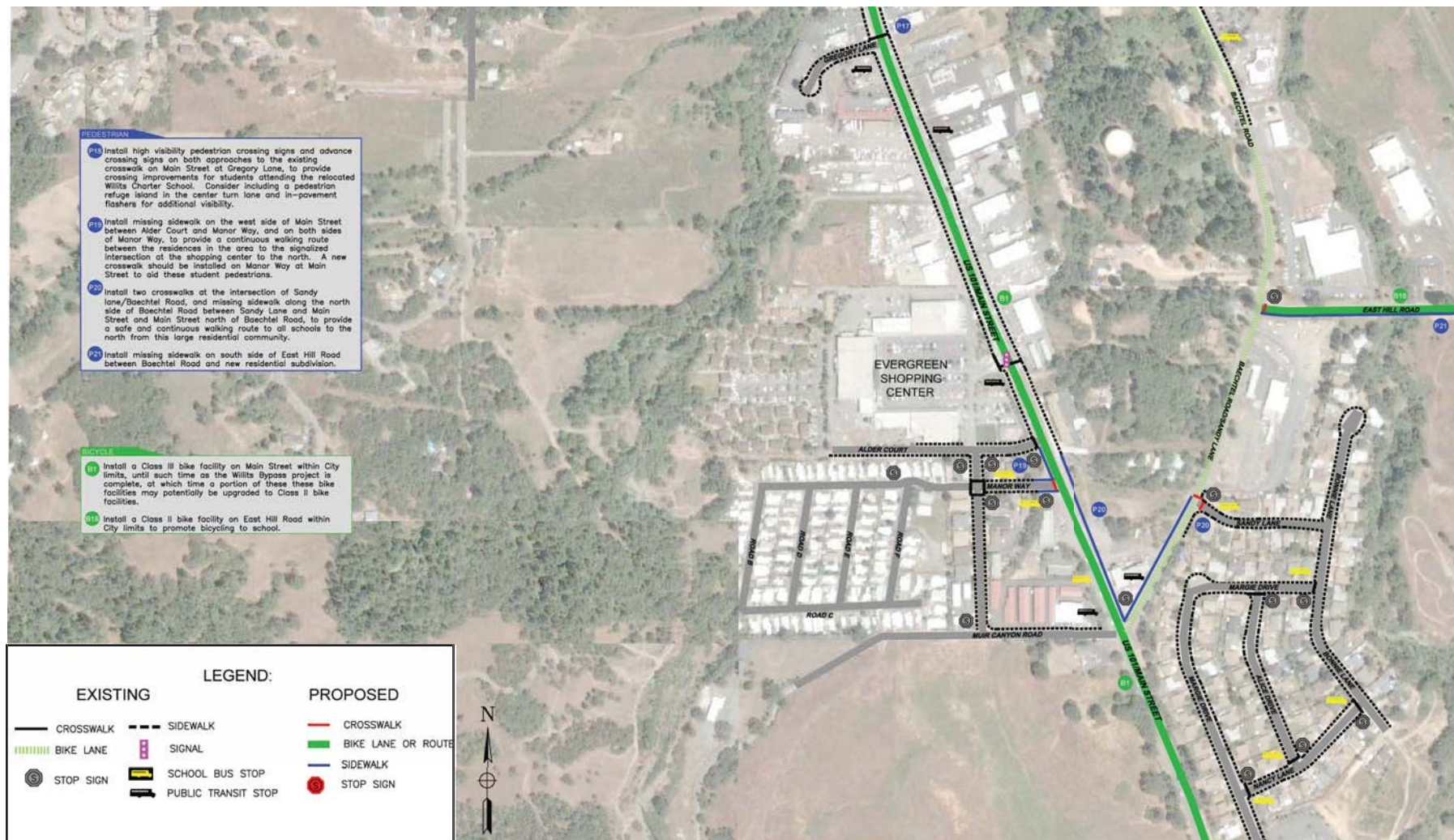


Figure 4. South East Area Map from Safe Routes to School Plan

C. PEDESTRIAN AND BICYCLE COLLISION HISTORY

From 2006 through 2015, there were 25 injuries or fatalities resulting from collision that involved pedestrian or bicyclists. These collisions did not cause any fatalities to school age youth (ages 5-18), but did result in seven injuries. The majority of collisions occurred along Main Street, the major north-south corridor in the City. See Figure 5 for the locations and types of collisions that occurred from 2006 to 2015. Some of the schools had a number of collisions within a close range, whereas others did not. In 75 percent of the pedestrian collisions involving youth, the primary collision factor was the motorist violating the pedestrian right-of-way. The primary collision factors for bicyclist collisions involving youth include the bicyclist on the wrong side of the road, the bicyclist did not obey traffic signals/signs, and the automobile had the right of way. More information about the collisions including maps showing collisions in proximity to schools are provided in Appendix D.

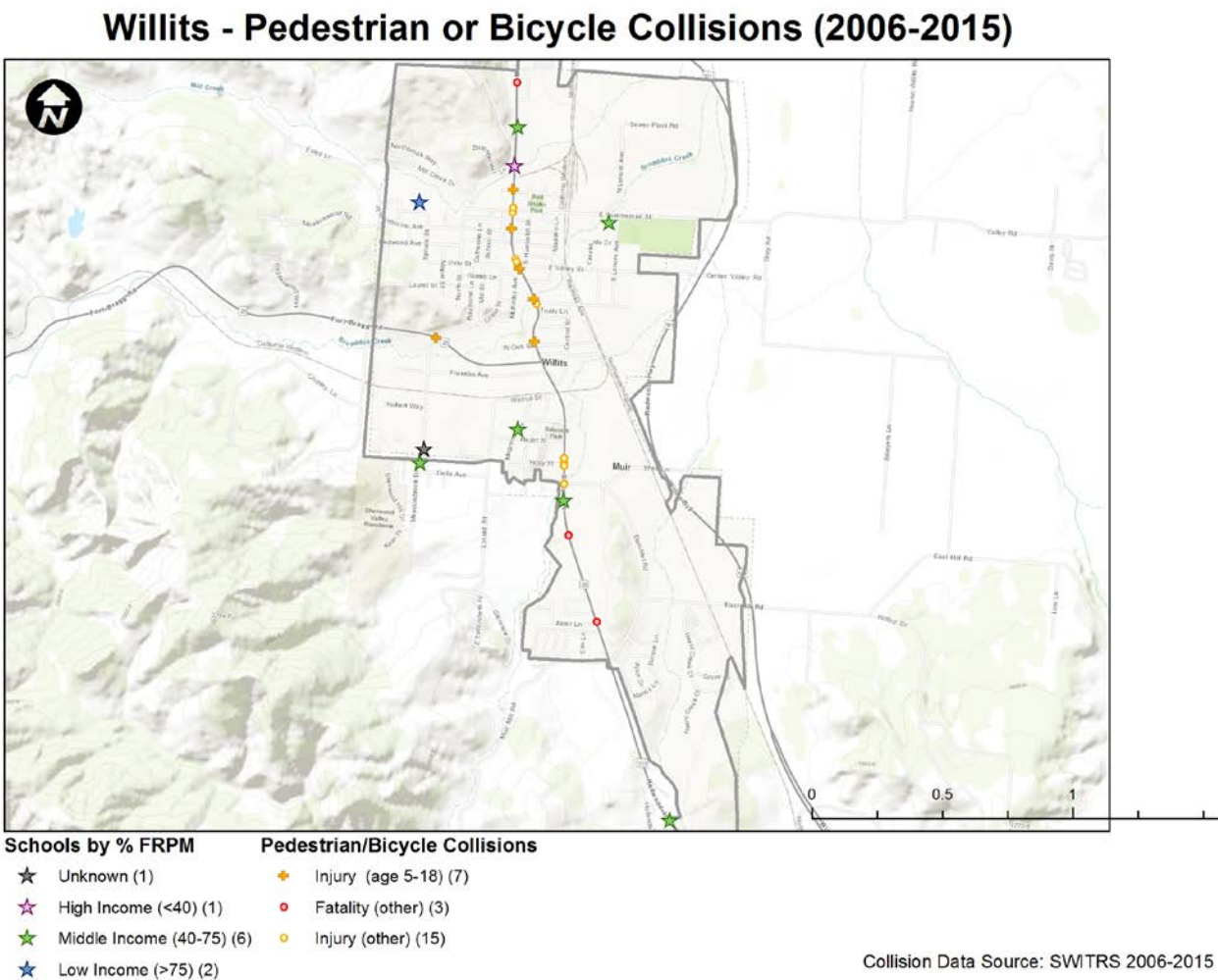


Figure 5. Collisions

D. LOCAL POLICIES AND PLANS RELATED TO SAFE ROUTES TO SCHOOL

The City of Willits has a number of plans that generally support walking and bicycling and a stand alone Safe Routes to School Plan. However, these documents could be revised and updated to include stronger Safe Routes to School-specific language supporting current City efforts and future partnerships with the School District. In addition to the 2009 Safe Routes to School Plan, the Willits Main Street Corridor Plan, Bicycle and Pedestrian Specific Plan, and the General Plan Circulation/Transportation Element all include language regarding bicycling and walking. There are considerable opportunities within these plans to elevate Safe Routes to School.

The Willits Unified School District has a wide range of policies and procedures that are adopted by the Board of Education and guide practices at the district and school level. The policies are fairly neutral. They avoid the strong negativity of some policies seen around the nation, but could be strengthened to add in positive language that is more supportive of Safe Routes to School and addresses specific issues and policy points. There is opportunity to include language explicitly supporting walking, bicycling, and Safe Routes to School within the District Wellness Policy, Transportation Policy, and Facilities Planning/School Siting Policy. More information about the existing policies and plans can be found in Appendix C.

E. SAFE ROUTES TO SCHOOL PROGRAMS AND OTHER SAFE ROUTES TO SCHOOL-RELATED EFFORTS

In Willits, the Mendocino County Health and Human Services Agency, in partnership with the City of Willits, the Mendocino Council of Governments, and Walk & Bike Mendocino, has been leading Safe Routes to School efforts. This has included education and encouragement activities at select schools as funding has been available. Activities have included:

- Pedestrian safety education in grades 3 through 5 at Blosser Lane Elementary School
- Walk to School Day activities at Blosser Lane Elementary School
- Walk, Bike, Fun Club after school program for grades 4 and 5
- Bike rodeo at Blosser Lane Elementary School
- Bike rodeo for Willits Kids Club
- Pedestrian safety education and bike rodeos at Willits Charter School

Community Profile

Population: 4,853

Land area: 2.8 square miles

Race and ethnicity:

White: 73.8%

Black or African American: 0.1%

Asian: 0.7%

American Indian and Alaska Native: 2.9%

Native Hawaiian or Other Pacific Islander: 0.0%

Some other race: 0.0%

Two or more races: 3.8%

Hispanic or Latino: 18.7%

Languages spoken at home:

English only: 81.3%

Spanish: 16.3%

Other Indo-European languages: 2.0%

Asian and Pacific Island languages: 0.4%

Poverty status:

General population: 30.7% living below poverty level

Ages <18 years old: 30.8% living below poverty level

School district: Willits Unified School District
(serves Willits and surrounding areas)

Willits Unified School District Schools: 7 total,
serving 1,550 students

- 2 elementary schools (TK-2; 3-5)
- 1 middle school (6-8)
- 1 high school (9-12)
- 1 elementary/middle school (K-8)
- 1 vocational alternative high school (9-12)
- 1 independent study (K-12)

Charter Schools: 2 total

- 1 elementary (K-5)
- 1 middle/high school (6-12)

All statistics from 2015 American Community Survey

Refer to Appendix B for more community and school data.

3. THE PATH TO SAFE ROUTES TO SCHOOL: APPROACHES AND ACTIONS

The Mendocino County Health and Human Services Agency, in partnership with the City of Willits, the Mendocino Council of Governments, and Walk & Bike Mendocino has been implementing Safe Routes to School education and encouragement activities at select schools as funding is available. The National Partnership recommends the Health and Human Services Agency, the City, and local community partners continue to build momentum and excitement in the community by continuing these individual activities while at the same time engaging the School District and additional partners to grow and sustain Safe Routes to School in more schools and neighborhoods throughout the community.

This Action Plan summarizes recommended strategies and actions. The Action Plan is structured around the Six E's of Safe Routes to School: education, encouragement, engineering, enforcement, evaluation, and equity. In addition, the Action Plan includes activities related to program structure, operations, and coordination, as well as policy improvements. Recommendations denoted with an asterisk were actions discussed by workshop participants. The Action Plan includes activities to continue existing efforts and beginning exploring opportunities to grow the program for year one

(2018) and then expansion efforts for years three to five. While the plan is structured this way, it does not preclude the community from implementing a strategy from the longer term sections earlier if an opportunity arises. In Appendix A, a matrix summarizes the strategies and actions along with suggested timelines, implementation leads, supporting partners, and additional implementation resources.

A. PROGRAM STRUCTURE, OPERATIONS, AND COORDINATION

Establishing a formal program structure with identified responsibilities for various partners is a key component of an effective and sustainable Safe Routes to School Program. This involves determining which organization or agency will take the lead, who will be involved in making program decisions, and how coordination will occur between different groups working on different components of the program. In Willits, the Mendocino County Health and Human Services Agency, in partnership with the City of Willits, the Mendocino Council of Governments, and Walk & Bike Mendocino, has been leading Safe Routes to School efforts. In order to expand, strengthen, and sustain Safe Routes to School, additional partnerships need to be developed and formalized.

Recommendations denoted with an asterisk were actions discussed by workshop participants.

Recommended strategies and actions:

1. Establish a Safe Routes to School task force. Recruit members from the City, School District, County, Willits Charter Schools, individual schools, and community organizations. Meet bi-monthly or quarterly to discuss program direction and coordinate activities.*
2. Continue and expand efforts to outreach to potential new partners including Howard Hospital and Sherwood Valley Rancheria.
3. Sustain a paid Safe Routes to School coordinator position through grant funding or agency budgets.
4. Identify funding for and retain a grant writer to identify future program funding opportunities and pursue funding for program continuation and expansion.*
5. Develop and include Safe Routes to School materials on the District's website.
6. Include Safe Routes to School coordinator or City transportation/planning staff member on the School Health Council/Committee.

B. EDUCATION

Education activities include teaching students and community members about the broad range of transportation choices, providing them with the skills to walk and bicycle, and educating them about how to be safe from traffic, crime, and other threats while using different methods of transportation. Currently in Willits, the Mendocino County Health and Human Services Agency and Walk Bike Mendocino are providing pedestrian education at Blosser Lane Elementary School and bike skills practice/bike rodeos. Educational activities are also part of the Walk Bike Fun Club, an afterschool program. Current grant funding allows for bike education at Blosser Lane Elementary School as well as engagement of the high school students. Under a previous grant, bike education was also provided at Willits Elementary Charter School.

Recommended strategies and actions:

1. Expand in-class traffic safety education to cover both pedestrian and bicycle safety and reach multiple schools, with the ultimate goal of providing in-class education at every school for multiple grades.

2. Expand in-class traffic safety education and bike rodeo to charter schools.
3. Continue and expand bike rodeo program, with the ultimate goal of providing a bike rodeo or other skills practice opportunity for every student at their school or through a community event.
4. Develop and disseminate educational materials to community members on Complete Streets, benefits of Safe Routes to School, and actions the Willits community can take to improve walking and bicycling.*
5. Continue the Walk Bike Fun Club, recruiting new participants and engaging members in education and encouragement activities.
6. Continue to engage the Willits Youth Advocates in identifying barriers for walking and bicycling and advocating for improvements.
7. Engage high school students in developing their own educational program. Ideas include developing their own traffic safety educational campaign or identifying issues related to walking and bicycling and presenting findings to City and County leaders.

C. ENCOURAGEMENT

Encouragement strategies generate excitement about walking and bicycling safely to school. Children, parents, teachers, school administrators and others can all be involved in special events like International Walk to School Day and ongoing activities like walking school buses and bike trains. Encouragement strategies can often be started relatively easily with little cost and a focus on fun. Current encouragement programs in Willits include the Walk Bike Fun Club (an afterschool program) and participation in Walk to School Day.

Recommended strategies and actions:

1. Encourage every school to participate in Walk to School Day and Bike to School Day and provide information on a range of activities that could be organized for each day.
2. Develop walking school bus and/or bike train programs at each elementary school to support students walking or biking to school within about a half mile of the campus. Recruit adult route leaders (volunteers or paid staff) and explore engaging high school students as route leaders.*
3. Work with bus drivers to use remote drop off locations or provide physical activity opportunities once arriving to campus.
4. Work with community organizations such as Willits Area Cyclists and local businesses to develop community-based encouragement programs such as family bike nights, Bike to Work/Bike to School events, and walking/biking incentive programs.*
5. Provide a menu of school-based incentive programs to school staff and volunteer champions and survey them on which programs they would like to implement at their schools.

D. ENGINEERING

Engineering strategies create physical improvements to the neighborhood that make walking and bicycling more comfortable, convenient, and safe. The City of Willits adopted a Safe Routes to School Plan in 2009 that identified engineering improvements around each of the schools. Since then, school locations have changed and the plan needs to be updated to include the new school areas. The City is also in need of funding to implement the engineering recommendations.

Recommended strategies and actions:

1. Conduct walkability and bikeability assessments around Willits Elementary Charter School with City staff, school staff, students, and families to identify areas needing improvements such as sidewalk gaps and difficult street crossings.
2. Designate remote drop off locations along Main Street that students can walk or bicycle to school from.*
3. Develop suggested walking and biking route maps for each school and place them on the school district website.
4. Work with the Mendocino Council of Governments to develop cost estimates for priority engineering projects in the Safe Routes to School plan and identify grants or other funding opportunities to implement the improvements.
5. Implement the recommended changes and additions to the engineering items in the 2009 Safe Routes to School Plan (see Appendix G). Utilize criteria to systematically prioritize implementation of engineering improvements. Refer to Appendix H for prioritization criteria.

E. ENFORCEMENT

Enforcement activities deter unsafe behaviors of drivers, bicyclists, and pedestrians and encourage safe behaviors in the neighborhood around the school and along school routes. These activities can be conducted by law enforcement, in partnership with law enforcement, or may be structured to be community led. In Willits, the Police Department conducts focused traffic enforcement around the schools.

Recommended strategies and actions:

1. Continue focused traffic enforcement around schools at the start of the school year. Coordinate efforts with individual schools as well as the school district and provide pre- and post-event communication to families and school staff.
2. As part of overall school route and improvement plans, assess needs for adult crossing guards at intersections near schools where students and families express difficulty crossing the street. Recruit and train adult volunteer crossing guards.*

F. EVALUATION

Evaluation involves data collection and program tracking to assess which approaches are more or less successful, ensure that a program is meeting its objectives, and identify unintended consequences or opportunities to improve the effectiveness of an approach for the community. Currently in Willits, evaluation is conducted as part of the Mendocino County Health and Human Services Agency's grant to provide education and encouragement activities as Blosser Lane Elementary School.

Recommended strategies and actions:

1. Conduct student travel tallies twice per year (fall and spring) at each school.
2. Survey families at each school on travel modes and perceptions around walking and bicycling to school using the National Center for Safe Routes to School's survey form.
3. Continue to track Safe Routes to School education and encouragement program participation at each school. Collection information on overall participation as well as grade level/age and other

demographic information. Use this information to assess program effectiveness and identify any needs for improvement.

4. Use mapping tools available from UC Berkeley's TIMS program to map bicycle and pedestrian collisions near schools. Use the collision information to assess changes and identify any needs for improvements citywide or at specific locations.
5. Conduct a yearly assessment of the Safe Routes to School efforts at the end of the school year. Evaluate program effectiveness including participation by different population groups, changes in behaviors or perceptions around walking and bicycling, and school and community receptiveness to the program components.

G. EQUITY

Equity involves ensuring that Safe Routes to School initiatives are benefiting all demographic groups, with particular attention to ensuring safe, healthy, and fair outcomes for low-income communities, communities of color, and others.

Recommended strategies and actions:

1. Identify languages that materials should be prepared in to reach non-English speaking students and families. Ensure that education and encouragement materials are provided in these languages.
2. Use the results of previous year's evaluation efforts to identify gaps in participation. Develop and implement a strategy to ensure all population groups can participate in the Safe Routes to School program. This strategy may include targeted outreach or adjustments to the programs. Look particularly at students generally underrepresented in active travel; e.g., students of color, female students, and students with disabilities.

H. POLICY

Adopting Safe Routes to School policies or incorporating Safe Routes to School practices into existing city, school, and school district policies helps eliminate barriers and ensure long term sustainability of the Safe Routes to School program. Policies help institutionalize supportive practices, broadening the reach beyond an individual school or activity to reach children and families across a city or school district. This leads to more consistent implementation between schools and neighborhoods, creates accountability, and establishes formal relationships and responsibilities. The City of Willits adopted a Safe Routes to School Plan in 2009.

Recommended strategies and actions:

1. Increase support for Safe Routes to School in the school district's wellness policy by:
 - Providing resources for safe and accessible options for walking and biking to school.
 - Linking school travel options in wellness goals and actions.
 - Including active transportation when reinforcing students' understanding of healthy lifestyles.
 - Spelling out more detailed actions to support Safe Routes to School.
2. Support Safe Routes to School in the Willits Unified School District facilities planning/school siting policy by:
 - Evaluating transportation options for students and staff during siting process.

- Including Safe Routes to School staff, volunteers, and city transportation staff in siting procedures.
 - Requiring new school sites have safe and accessible transportation options for students that include walking and biking to and from school.
 - Including proximity to students' residences as a significant consideration.
 - Incorporating consideration of the General Plan's Transportation Element and Safe Routes to School Plan into school siting policy as a mechanism for contributing to community needs.
3. Adopt a School District Safe Routes to School policy.
 4. Update the City's Safe Routes to School plan.*
 5. Include Safe Routes to School initiatives and school location/travel pattern considerations in implementing the Bicycle and Pedestrian Specific Plan.
 6. Support Safe Routes to School in the City's General Plan Circulation Element by:
 - Including safety in policy encouraging access to alternative modes of transportation.
 - Extending policy for beautification to all facilities especially those that encourage alternative modes of transportation and could create a more pleasant user experience.
 - Including support for Safe Routes to School and the use of alternative transportation to and from school as a method to reduce single occupancy trips.
 - Including signage and wayfinding that encourages increased walking, bicycling, and transit use.
 - Including street furniture and other amenities such as parklets, benches, and bicycle maintenance stations to encourage walking and bicycling.

4. POTENTIAL FUNDING RESOURCES FOR IMPLEMENTATION

The following are potential funding sources and mechanisms that may be used to implement the Safe Routes to School Action Plan. The list is not exhaustive as additional funding sources and innovative mechanisms may develop during the life of the plan.

A. CALIFORNIA ACTIVE TRANSPORTATION PROGRAM

The California Active Transportation Program (ATP) consolidates federal transportation funding with state funds to provide local communities with funding for programs and projects that support active transportation. Safe Routes to School non-infrastructure programs such as traffic safety education and encouragement activities, as well as infrastructure improvements can be funded through the program. The funding is provided through a competitive application process. The Mendocino County Health and Human Services Agency is currently providing Safe Routes to School non-infrastructure programs in Willits using ATP funds. Willits is likely eligible for the rural/small urban competition. More information can be found here: <http://www.dot.ca.gov/hq/LocalPrograms/atp/>

B. CALIFORNIA OFFICE OF TRAFFIC SAFETY

The California Office of Traffic Safety (OTS) provides grants to local and state public agencies for programs that help them enforce traffic laws, educate the public in traffic safety, and provide means of reducing fatalities, injuries and economic losses from collisions. Funding can be used for Safe Routes to School education and encouragement programs. Historically, OTS has funded numerous bike rodeo

(bike skills practice) programs around the state, often led by law enforcement agencies. Grants are awarded annually. More information can be found here: <http://www.ots.ca.gov/Grants/default.asp>

C. LOCAL FOUNDATIONS, HEALTH ORGANIZATIONS, AND BUSINESSES

Local foundations, health organizations, and businesses may be sources of funding for implementing Safe Routes to School programs. A county sales tax or bond measure could be potential options for supportive funding. The benefits of Safe Routes to School for students, families, schools, and communities often align with foundations and organizations looking to support community health, physical activity, youth development, and neighborhood improvement. Healthcare groups such as Adventist Health/Howard Memorial Hospital may sponsor activities as part of community engagement efforts. Sherwood Rancheria Casino could be a prospect for a donation or commitment to Safe Routes to School. The Community Foundation of Mendocino County provides grants that support education, the arts, community health, alleviation of poverty, youth, and the environment.

In addition, local businesses may be willing to sponsor Safe Routes to School activities and provide monetary funding, volunteers, or giveaways.

5. CONCLUSION

Willits has a strong history of engaging in Safe Routes to School. Leadership and funding from Mendocino County and other partners and commitments by the City through its Safe Routes to School plan have created a foundation to grow a comprehensive Safe Routes to School program. Broader outreach and engagement, formalizing a citywide task force or working group, and pursuing future funding will ensure Willits is able to expand its initiative. By implementing the activities set out in this Action Plan, Willits will be poised to sustain and grow its Safe Routes to School program to reach all students and meet goals of being a vibrant, healthy community.

¹ California Dept. of Education, Physical Fitness Testing Research Files (Dec. 2015), obtained from kidsdata.org

APPENDIX A. ACTION PLAN MATRIX

STRATEGIES AND ACTIONS	TIMELINE	IMPLEMENTATION LEAD	SUPPORTING PARTNERS	RESOURCES
<i>Program Structure, Operations, and Coordination</i>				
1. Establish a Safe Routes to School task force. Recruit members from the City, School District, County, Willits Charter Schools, individual schools, and community organizations. Meet bi-monthly or quarterly to discuss program direction and coordinate activities.*	2017-2018	Mendocino County Health and Human Services Agency	City of Willits, Willits Unified School District, Willits Charter Schools	<u>Building Momentum for Safe Routes to School: A Toolkit for School Districts and City Leaders</u>
2. Continue and expand efforts to outreach to potential new partners including Howard Hospital and Sherwood Valley Rancheria.	2017-2018	Mendocino County Health and Human Services Agency	City of Willits	
3. Sustain a paid Safe Routes to School coordinator position through grant funding or agency budgets.	Ongoing	Mendocino County Health and Human Services Agency	City of Willits, Mendocino Council of Governments, Willits Unified School District	<u>Building Momentum for Safe Routes to School: A Toolkit for School Districts and City Leaders</u>
4. Identify funding for and retain a grant writer to identify future program funding opportunities and pursue funding for program continuation and expansion.*	2018-2019	City of Willits or Mendocino County Health and Human Services Agency	Mendocino Council of Governments, Willits Unified School District	
5. Develop and include Safe Routes to School materials on the District's website.	2018-2019	Willits Unified School District	City of Willits, Mendocino County Health and Human Services Agency	

STRATEGIES AND ACTIONS	TIMELINE	IMPLEMENTATION LEAD	SUPPORTING PARTNERS	RESOURCES
6. Include Safe Routes to School coordinator or City transportation/planning staff member on the School Health Council/Committee.	2018-2019	Willits Unified School District		
Education				
1. Expand in-class traffic safety education to cover both pedestrian and bicycle safety and reach multiple schools, with the ultimate goal of providing in-class education at every school for multiple grades.	2019-2020	Mendocino County Health and Human Services Agency, Willits Unified School District	City of Willits, Walk & Bike Mendocino	
2. Expand in-class traffic safety education and bike rodeo to charter schools.	2018-2020	Mendocino County Health and Human Services Agency, Willits Charter Schools	City of Willits, Walk & Bike Mendocino	
3. Continue and expand bike rodeo program, with the ultimate goal of providing a bike rodeo or other skills practice opportunity for every student at their school or through a community event.	2018-2019	City of Willits, Mendocino County Health and Human Services Agency	Willits Unified School District, Willits Charter Schools, Walk & Bike Mendocino	
4. Develop and disseminate educational materials to community members on Complete Streets, benefits of Safe Routes to School, and actions the Willits community can take to improve walking and bicycling.*	2017-2018	City of Willits		

STRATEGIES AND ACTIONS	TIMELINE	IMPLEMENTATION LEAD	SUPPORTING PARTNERS	RESOURCES
5. Continue the Walk Bike Fun Club, recruiting new participants and engaging members in education and encouragement activities.	Ongoing	Mendocino County Health and Human Services Agency		
6. Continue to engage the Willits Youth Advocates in identifying barriers for walking and bicycling and advocating for improvements.	Ongoing	Mendocino County Health and Human Services Agency		
7. Engage high school students in developing their own educational program. Ideas include developing their own traffic safety educational campaign or identifying issues related to walking and bicycling and presenting findings to City and County leaders.	2018-2020	Mendocino County Health and Human Services Agency	Willits Unified School District	
Encouragement				
1. Encourage every school to participate in Walk to School Day and Bike to School Day and provide information on a range of activities that could be organized for each day.	2018-2019	Willits Unified School District, Willits Charter Schools, Mendocino County Health and Human Services Agency	Individual schools, teachers, PTAs	<u>Walk and Bike to School Day</u> website
2. Develop walking school bus and/or bike train programs at each elementary school to support students walking or biking to school within about a half mile of the campus. Recruit adult route leaders (volunteers or paid staff) and explore engaging high school students as route leaders.*	2019-2020	Mendocino County Health and Human Services Agency	Willits Unified School District, Willits Charter Schools, individual schools, teachers, PTAs	<u>Step By Step: How to Start a Walking School Bus at Your School</u>

STRATEGIES AND ACTIONS	TIMELINE	IMPLEMENTATION LEAD	SUPPORTING PARTNERS	RESOURCES
3. Work with bus drivers to use remote drop off locations or provide physical activity opportunities once arriving to campus.	2019-2020	Willits Unified School District	Bus drivers	
4. Work with community organizations such as Willits Area Cyclists and local businesses to develop community-based encouragement programs such as family bike nights, Bike to Work/Bike to School events, and walking/biking incentive programs.*	2018-2020	City of Willits	Walk & Bike Mendocino, local businesses and community organizations (potential sponsors)	
5. Provide a menu of school-based incentive programs to school staff and volunteer champions and survey them on which programs they would like to implement at their schools.	2017-2018	Mendocino County Health and Human Services Agency	Willits Unified School District, Willits Charter Schools	
Engineering				
1. Conduct walkability and bikeability assessments around Willits Elementary Charter School with City staff, school staff, students, and families to identify areas needing improvements such as sidewalk gaps and difficult street crossings.	2017-2018	City of Willits , Mendocino County Health and Human Services Agency	Willits Elementary Charter School	<u>Walkability and Bikeability checklists</u>
2. Designate remote drop off locations along Main Street that students can walk or bicycle to school from.*	2017-2018	City of Willits	Willits Unified School District	
3. Develop suggested walking and biking route maps for each school and place them on the school district website.	2018-2019	Mendocino County Health and Human Services Agency or City of Willits	Willits Unified School District (make available on website)	

STRATEGIES AND ACTIONS	TIMELINE	IMPLEMENTATION LEAD	SUPPORTING PARTNERS	RESOURCES
4. Work with the Mendocino Council of Governments to develop cost estimates for priority engineering projects in the Safe Routes to School plan and identify grants or other funding opportunities to implement the improvements.	2018-2020	Mendocino Council of Governments and City of Willits		
5. Implement the recommended changes and additions to the engineering items in the 2009 Safe Routes to School Plan (see Appendix G). Utilize criteria to systematically prioritize implementation of engineering improvements. Refer to Appendix H for prioritization criteria.	2018 and on	City of Willits	Mendocino Council of Governments	
Enforcement				
1. Continue focused traffic enforcement around schools at the start of the school year. Coordinate efforts with individual schools as well as the school district and provide pre- and post-event communication to families and school staff.	Ongoing	City of Willits Police Department	Willits Unified School District	
2. As part of overall school route and improvement plans, assess needs for adult crossing guards at intersections near schools where students and families express difficulty crossing the street. Recruit and train adult volunteer crossing guards.*	2019-2020	Willits Unified School District, Willits Charter Schools and/or City of Willits	City of Willits Police Department	<u>California Crossing Guard Training Program</u>
Evaluation				

STRATEGIES AND ACTIONS	TIMELINE	IMPLEMENTATION LEAD	SUPPORTING PARTNERS	RESOURCES
1. Conduct student travel tallies twice per year (fall and spring) at each school.	Twice per year	Willits Unified School District and Willits Charter Schools	Mendocino County Health and Human Services Agency	<u>National Center for Safe Routes to School Database</u>
2. Survey families at each school on travel modes and perceptions around walking and bicycling to school using the National Center for Safe Routes to School's survey form.	Twice per year	Willits Unified School District and Willits Charter Schools	Mendocino County Health and Human Services Agency	<u>National Center for Safe Routes to School Database</u>
3. Continue to track Safe Routes to School education and encouragement program participation at each school. Collection information on overall participation as well as grade level/age and other demographic information. Use this information to assess program effectiveness and identify any needs for improvement.	Ongoing	Mendocino County Health and Human Services Agency		
4. Use mapping tools available from UC Berkeley's TIMS program to map bicycle and pedestrian collisions near schools. Use the collision information to assess changes and identify any needs for improvements citywide or at specific locations.	2017-2018 and later	City of Willits		<u>UC Berkeley TIMS</u>
5. Conduct a yearly assessment of the Safe Routes to School efforts at the end of the school year. Conduct a yearly assessment of the Safe Routes to School efforts at the end of the school year. Evaluate program effectiveness including participation by different population groups, changes in behaviors or perceptions around walking	Annually	Mendocino County Health and Human Services Agency		

STRATEGIES AND ACTIONS	TIMELINE	IMPLEMENTATION LEAD	SUPPORTING PARTNERS	RESOURCES
and bicycling, and school and community receptiveness to the program components.				
Equity				
1. Using information from the school district, identify languages that materials should be prepared in to reach non-English speaking students and families. Ensure that education and encouragement materials are provided in these languages.	Ongoing	Mendocino County Health and Human Services Agency, Willits Unified School District, and Willits Charter Schools		
2. Use the results of previous year's evaluation efforts to identify gaps in participation. Develop and implement a strategy to ensure all population groups can participate in the Safe Routes to School program. This strategy may include targeted outreach or adjustments to the programs. Look particularly at students generally underrepresented in active travel; e.g., students of color, female students, and students with disabilities.	Annually	Mendocino County Health and Human Services Agency		
Policy				
1. Increase support for Safe Routes to School in the school district's wellness policy by:* <ul style="list-style-type: none"> Providing resources for safe and accessible options for walking and biking to school. 	2018-2019	Willits Unified School District		

STRATEGIES AND ACTIONS	TIMELINE	IMPLEMENTATION LEAD	SUPPORTING PARTNERS	RESOURCES
<ul style="list-style-type: none"> Linking school travel options in wellness goals and actions. Including active transportation when reinforcing students' understanding of healthy lifestyles. Spelling out more detailed actions to support Safe Routes to School. 				
<p>2. Support Safe Routes to School in the Willits Unified School District facilities planning/school siting policy by:</p> <ul style="list-style-type: none"> Evaluating transportation options for students and staff during siting process. Including Safe Routes to School staff, volunteers, and city transportation staff in siting procedures. Requiring new school sites have safe and accessible transportation options for students that include walking and biking to and from school. Including proximity to students' residences as a significant consideration. Incorporating consideration of the General Plan's Transportation Element and Safe Routes to School Plan into school siting policy as a mechanism for contributing to community needs. 	2019-2020	Willits Unified School District		
3. Adopt a School District Safe Routes to School policy.	2018-2019	Willits Unified School District		<u>Safe Routes to School District Policy Workbook</u>

STRATEGIES AND ACTIONS	TIMELINE	IMPLEMENTATION LEAD	SUPPORTING PARTNERS	RESOURCES
4. Assess the need to update the City's Safe Routes to School plan*	2018-2019	City of Willits		
5. Include Safe Routes to School initiatives and school location/travel pattern considerations in implementing the Bicycle and Pedestrian Specific Plan.	Ongoing	City of Willits		
6. Support Safe Routes to School in the City's General Plan Circulation Element by: <ul style="list-style-type: none"> • Including safety in policy encouraging access to alternative modes of transportation. • Extending policy for beautification to all facilities especially those that encourage alternative modes of transportation and could create a more pleasant user experience. • Including support for Safe Routes to School and the use of alternative transportation to and from school as a method to reduce single occupancy trips. • Including signage and wayfinding that encourages increased walking, bicycling, and transit use. • Including street furniture and other amenities such as parklets, benches, and bicycle maintenance stations to encourage walking and bicycling. 	Upon next update	City of Willits		

APPENDIX B. COMMUNITY AND SCHOOL DATA

Name	Type	Grades	Enrollment (2016- 2017)	Free and Reduced Price Lunch Eligibility
Willits Elementary Charter	Elementary School (Public)	K-5	144	45%
Sanhedrin High	Continuation High School	9-12	50	84%
Willits Charter	K-12 School (Public)	6-12	121	53%
Willits High	High School (Public)	9-12	411	64%
Baechtel Grove Middle	Intermediate/Middle School (Public)	6-8	338	62%
Brookside Elementary	Elementary School (Public)	K-2	350	69%
Blosser Lane Elementary	Elementary School (Public)	3-5	324	63%

APPENDIX C. EXISTING POLICIES AND PLANS

A. INTRODUCTION

Ensuring that Safe Routes to School efforts reach students throughout a school district or city and create changes in school travel over the long term requires that Safe Routes to School considerations be fully incorporated into city and school district policies. The Safe Routes to School National Partnership conducted a policy scan for Willits, reviewing policies of the Willits Unified School District as well as the City of Willits. This appendix provides an overview of the current policy landscape for Safe Routes to School in Willits and highlights promising opportunities for updating and improving the commitment to Safe Routes to School.

B. POLICIES OF THE WILLITS UNIFIED SCHOOL DISTRICT

The Willits Unified School District has 7 schools serving almost 1,600 students. The policies and practices put in place by the Willits Unified School District have the potential to affect the travel habits and long-term health of students, their families, and the greater community. The Willits Unified School District has policies supporting health, wellness, and academic achievement for students. The School District has a wide range of policies and procedures that are adopted by the Board of Education and guide practices at the district and school level. The policies are fairly neutral. They avoid the strong negativity of some policies seen around the nation, but could be strengthened to add in positive language that is more supportive of Safe Routes to School and addresses specific issues and policy points. A number of existing policies are described below, with some suggestions regarding how they could be strengthened.

1. District Wellness Policy

The Board of Education adopted a District Wellness Policy in June 2014. The Willits Unified School District Wellness Policy links student achievement with the importance of physical and emotional health. The policy supports a healthy school environment with access to physical activity and nutrition. The wellness policy is inclusive and strives to enable a healthy environment among students, parents, teachers, administrators, and the greater community. A core principle of Safe Routes to School is involving students, parents, and the community in understanding the importance of a healthy lifestyle.

Good Language:

Within the District Wellness Policy, there is limited language on Safe Routes to School, providing general support, but no explicit commitments. The policy encourages creating a School Health Council/Committee to review the Wellness Policy and implementation. Committee members are to include parents/guardians, students, food service employees, physical education teachers, school health professionals, Board members, school administrators, and members of the public. Strong language and support for student physical activity in and outside of school states:

Opportunities for moderate to vigorous physical activity shall be provided through physical education and recess and may also be provided through school athletic programs, extracurricular programs, before- and after-school programs, summer learning programs, programs encouraging students to walk or bicycle to and from school, in-class physical activity breaks, and other structured and unstructured activities.¹

The school district's wellness messaging and use of multiple district platforms for displaying messaging is a significant commitment to promoting the Wellness Policy. The district's commitment is below.

The Superintendent or designee may disseminate health information and/or the district's student wellness policy to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, district and school web sites, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.²

Areas for Improvement:

The District Wellness Policy could be more supportive of Safe Routes to School by:

- Including a Safe Routes to School coordinator or City transportation professional in the School Health Council/Committee.
- Providing resources for safe and accessible options for walking and biking to school.
- Linking school travel options in wellness goals and actions.
- Including active transportation when reinforcing students' understanding of healthy lifestyles.
- Spelling out more detailed actions to support Safe Routes to School.
- Activating the Safe Routes to School link in the current Wellness Policy.

2. Transportation Policy

The Board of Education adopted a Transportation Policy in August 2013. Policies on student transportation is strictly limited to busing. Guidelines for student busing eligibility are listed below.

Students shall be eligible for transportation service to and from school if the distance between their school-established bus stop and the school is beyond the minimum listed below³:

1. For elementary school students:

Grades K-3: three-fourths mile

Grades 4-8: one mile

2. For students attending a four-year high school:

Grades 9-12: two miles

Areas for Improvement:

Support for Safe Routes to School could be strengthened in the District's Transportation Policy by:

- Including walking and bicycling as a means of transportation.
- Including a link to Safe Routes to School messaging and resources on the Transportation Policy webpage.

3. Facilities Planning/School Siting Policy

The Board of Education adopted a Facilities Planning Policy in August 2013. The policy evaluates the condition and adequacy of existing facilities, looks at future enrollments, and the District's vision for education. Within current policy, a school site should serve educational needs as well as have the ability to assist with community needs. The policy states:

The governing board of any school district shall meet with appropriate local government recreation and park authorities to review all possible methods of coordinating planning, design, and construction of new school facilities and school sites or major additions to existing school facilities and recreation and park facilities in the community.⁴

Good Language:

A core principal of Safe Routes to School is encouraging new schools be in appropriate locations that are accessible to the community.

Areas for Improvement:

Support for Safe Routes to School could be strengthened in the Facilities Planning and School Siting Policy by addressing considerations related to smart school siting guidelines, including:

- Evaluating transportation options for students and staff during siting process.
- Including Safe Routes to School staff, volunteers, and city transportation staff in siting procedures.
- Requiring new school sites have safe and accessible transportation options for students that include walking and biking to and from school.
- Including proximity to students' residences as a significant consideration.
- Incorporating consideration of the General Plan's Transportation Element and Safe Routes to School Plan into school siting policy as a mechanism for contributing to community needs.

C. CITY OF WILLITS PLANS AND POLICIES

Policies and plans from the City of Willits were also reviewed as part of the Safe Routes to School National Partnership's policy scan. While the City has a number of plans and a Safe Routes to School Plan, these documents could be revised to include stronger Safe Routes to School-specific language supporting current City efforts and future partnership with the School District.

1. Safe Routes to School Plan

In July 2009, the City adopted a Safe Routes to School Plan. The City's Safe Routes to School Plan acknowledges the current public health epidemic around sedentary and preventable chronic illnesses affecting children. It acknowledges the community's growing traffic congestion near and around schools and the correlation of this traffic to climate change and diminishing air quality. To address these growing community concerns, the City's Safe Routes to School Plan includes the following:⁵

- Goals including improving safety, increasing frequency of walking and bicycling to school, and increasing support for walking and biking.
- Safe Routes to School strategies including education, engineering, enforcement, evaluation, and encouragement.
- Assessment of the following near the seven schools: sidewalks continuity, bike lane signs and markings, local traffic volume, speeds, and patterns, existing routes for student walkers and bicyclists, crosswalk locations and existing signal phases, presence of on-site bike racks, existing signage and pavement markings, crossing guard locations, behavior of drivers, bicyclists, and pedestrians, and bus stops.

Support for Safe Routes to School could be strengthened in the Safe Routes to School Plan by:

- Considering equity in the plan strategies and priorities.
- Updating the plan to include all schools, the current plan does not include the Willits Elementary Charter School.
- Identifying steps to developing school walking and biking route maps, Safe Routes to School messaging, and other resources that can be used on District and school websites and in school handbooks.

2. Willits Main Street Corridor Plan

The City adopted a Main Street Corridor Plan in 2016.⁶ The plan captures community-wide priorities which include improved access and safety for walking and bicycling in Willits. The following elements were highlighted and requested by the public in workshops: buffered bicycle lanes, crossing islands, green streets, wayfinding, and public art.

The plan includes improvements at Willits High School designed to create a more accessible route for students and faculty who bike and walk to school as well as recommended improvements to crossings along Main Street through the city.

Support for Safe Routes to School could be strengthened in the Main Street Corridor Plan by:

- Including schools in the criteria for project prioritization.

3. Bicycle and Pedestrian Specific Plan

The City adopted a Bicycle and Pedestrian Specific Plan in 2009. This plan identifies detailed engineering recommendations for transit, sidewalks, and bicycle facilities for all seven school sites included in the 2009 Safe Routes to School Plan. The plan emphasizes expanding and improving school commute improvements for bicyclists and pedestrians. The plan highlights school area pedestrian safety; stating a need to reduce traffic speeds in areas where children and seniors are present. Schools are identified as active centers for walking and bicycling in Willits.

The goals and actions listed in the Bicycle and Pedestrian Specific Plan consistent with Safe Routes to School initiatives are listed below:⁷

Goals

- Reduce accident rate for pedestrian and bicyclists through design, education, and enforcement.
- Provide needed facilities and services for increased access. A goal of doubling bicycling and walking by 2020, bike commute share would be 3.8% and pedestrian commute share would be 7.4%.
- Improve quality of life and health in Willits.
- Maximize funding sources for implementation.
- Improve the physical quality of the pedestrian and bicycle system.

Actions

- **5.2 Bicycle and Pedestrian Safety Education Programs Action 1. Expand Current Education Programs.** Existing educational programs in Willits schools should be expanded and

supported by a secure, regular funding source. A Joint City/School District Safety Committee should be formed consisting of appointed parents, teachers, administrators, police, and public works staff whose task it is to identify problems and solutions, and submit recommendations to the School Board or City Council.

- **5.2 Bicycle and Pedestrian Safety Education Programs Action 2. Develop New Educational Program Materials and Curriculum.** Education materials should be expanded to promote the benefits of bicycling, the need for education and safety improvements, the most recent educational tools available in the country, and directives to parents on the proper school dropoff procedure for their children. Educational pamphlets for children should be made more readable. Incentive programs to reward good behavior should be developed. Educational programs, and especially on bike training, should be expanded to more grades and for more hours per year.
- **5.2 Bicycle and Pedestrian Safety Education Programs Action 4. Educate Motorists.** Educate motorists about the rights and characteristics of bicyclists through a variety of means including: making bicycle safety a part of traffic school curriculum in Willits; producing a brochure on bicycle safety laws for public distribution; enforcing existing traffic laws for motorists and bicyclists; sending an official letter to the Department of Motor Vehicles recommending the inclusion of bicycle laws in the drivers' license exam; install signs that read "Share the Road" with a bicycle symbol at least every 1,000 feet along all routes of the proposed primary system where bike lanes are not feasible, travel lanes are under 14 feet wide. And ADTs exceed 20,000.

Support for Safe Routes to School could be strengthened in the Bicycle and Pedestrian Specific Plan by:

- Establishing the Joint City/School District Safety Committee or task force identified in the plan.
- Emphasizing the need for school specific traffic calming techniques to create safer environments for students and community members walking and bicycling. Cross-reference the school infrastructure recommendations in the 2009 Safe Routes to School Plan.
- Including school commuting opportunities under the Plan's goal to double walk and bike share modes by 2020.
- Including increasing access to safely walk and bike to school under Plan's goal of striving to improve quality of life for residents.
- Making plan available on the City's website.

4. General Plan Circulation Element

The City adopted a General Plan Circulation Element in 1992. The Circulation Element strives to create a transportation network that is safe and includes many transportation modes. The City's General Plan, including the Circulation Element, is overdue for an update. Policies and implementation methods related to walking and bicycling are included below⁸:

- **Policy CE 2.230** Enhance the availability and accessibility of alternative modes of transportation, such as walking, bicycling, carpools and buses. Incorporate mass transit facilities such as bus shelters and park and ride lots in the development of private and public development projects.
- **Policy CE 2.260** Accomplishing a 25% reduction in single occupancy vehicle trips by 2000 through the following methods: make the existing circulation network safer and more accessible for pedestrians, bicyclists, and carpoolers; study and implement methods for expanding existing busing service; reduce commuting by expanding jobs within close proximity of Willits residents.
- **Policy CE 2.270** Promote beautification efforts along city's roadways.
- **Implementation Methods CE 2.330** Improve signage to Willits airport, and existing parking facilities in the downtown area. Utilize signage to highlight gateways into the community.
- **Implementation Methods CE 2.340** Designate a network of bicycle routes providing safe passage throughout the City, establish links between the school and designated bikeways.
- **Implementation Methods CE 2.350** Require bicycle storage facilities as a condition for approval for multi-family residential developments containing 10 or more units and for all commercial development proposals.
- **Implementation Methods CE 2.380** Provide additional landscaping, including street trees along the roadways.

Support for Safe Routes to School could be strengthened in the General Plan Circulation Element by:

- Including safety in the policy encouraging access to alternative modes of transportation. Using language such as "creating safe and accessible modes of transportation for all ages and abilities."
- Including support for Safe Routes to School and the use of active transportation to and from school as a method to reduce single occupancy trips.
- Including policies to create a connected bicycle network for all ages and abilities.
- Including policies and implementation methods related to signage and wayfinding as ways to encourage walking, bicycling, and transit use.
- Including policies and implementation methods related to street furniture and other amenities such as parklets, benches, and bicycle maintenance stations to encourage walkable and bicycle active communities.
- Requiring adequate bicycle parking for local businesses and at schools.

E. SAFE ROUTES TO SCHOOL NATIONAL PARTNERSHIP RECOMMENDATIONS

While the Willits Unified School District has some policies supporting wellness and physical activity, to grow the current Safe Routes to School program into a district and city wide initiative, stronger Safe Routes to School policies are needed by the Willits Unified School District, as well as improved collaboration and communication with the City and their efforts.

Key considerations for the Willits Unified School District to strengthen support for Safe Routes to School include:

- Implement education, encouragement, and communications activities described in the District Wellness Policy.
- Include a Safe Routes to School coordinator or City transportation professional in the School Health Council/Committee.
- Include a link to Safe Routes to School messaging and resources on the Transportation Policy webpage.
- Amend the Facilities Planning/School Siting Policy to include:
 - Evaluating transportation options for students and staff during siting process.
 - Including Safe Routes to School staff, volunteers, and city transportation staff in siting procedures.
 - Requiring new school sites have safe and accessible transportation options for students that include walking and biking to and from school.

Key considerations for the City of Willits to strengthen support for Safe Routes to School include:

- Creating a Safe Routes to School Task Force that collaborates with the school district and community leaders.
- Providing education and outreach around importance and benefits of Safe Routes to School to all stakeholders
- Providing marketing around collective responsibility of Safe Routes to School, pedestrian and bicyclist safety.
- Updating the 2009 Safe Routes to School Plan.
- Updating the Bicycle and Pedestrian Specific Plan to be consistent with the updates to the Safe Routes to School Plan.
- Updating the General Plan Circulation Element to be consistent with the Safe Routes to School Plan and the Bicycle and Pedestrian Specific Plan.

¹ <http://www.gamutonline.net/district/willitsusd/DisplayPolicy/841274/5>

² <http://www.gamutonline.net/district/willitsusd/displayPolicy/840949/5>

³ <http://www.gamutonline.net/district/willitsusd/displayPolicy/841059/5>

⁴ <http://www.gamutonline.net/district/willitsusd/DisplayPolicy/841123/7>

⁵ City of Willits Safe Routes to School Plan prepared by W-Trans on July 24, 2009.

⁶ Willits Main Street Corridor Enhancement Plan prepared by Fehr and Peers in 2015/2016.

⁷ City of Willits Bicycle and Pedestrian Specific Plan prepared by the City of Willits, PMC, and One Town One Vision on June 24, 2009.

⁸ City of Willits Vision 2020 General Plan prepared by Neal Martin and Associates in 1992.

APPENDIX D. COLLISION MAPS

A. INTRODUCTION

This appendix contains additional information regarding collisions involving pedestrians and bicyclists in Willits, including:

- Race/ethnicity for collision parties (2011-2015)
- Information on primary collision factor and time of day for pedestrian and bicycle collisions (as well as pedestrian action, weather, and lighting for pedestrian collisions) involving youth (ages 5-18) (2006-2015)
- Maps showing collisions in relation to median household income by census tract (2011-2015)
- Map showing pedestrian and bicycle collisions along with schools (2006-2015)

B. RACE/ETHNICITY FOR COLLISION PARTIES (2011-2015)

All Collisions¹

The table below breaks down parties in all collisions by race across all age groups.

	Driver	Pedestrian	Bicyclist	Total
Asian	0	0	1	1
Black	0	1	0	1
Hispanic	1	1	0	2
Other	2	1	0	3
White	26	17	6	49
Total	29	20	7	56

The table below breaks down parties in all collision by race that involved a school-age child (age 5-18).

	Driver	Pedestrian	Bicyclist	Total
Asian	0	0	1	1
Black	0	1	0	1
Hispanic	0	1	0	1
White	8	3	2	13
Total	8	5	3	16

¹ SWITRS 2011-2015; Notes: SWITRS reports race at the party level. The data presented does not indicate who is at fault. The number of parties may exceed the number of collisions because there is typically more than one party in a collision.

Pedestrian Collisions

The table below breaks down parties in pedestrian collisions by race across all age groups.

	Driver	Pedestrian	Total
<i>Black</i>	0	1	1
<i>Hispanic</i>	0	1	1
<i>Other</i>	2	1	3
<i>White</i>	20	17	37
<i>Total</i>	22	20	42

The table below breaks down parties in pedestrian collision by race that involved a school-age child (age 5-18).

	Driver	Pedestrian	Total
<i>Black</i>	0	1	1
<i>Hispanic</i>	0	1	1
<i>White</i>	5	3	8
<i>Total</i>	5	5	10

Bicycle Collisions

The table below breaks down parties in bicycle collisions by race across all age groups.

	Driver	Bicyclist	Total
<i>Hispanic</i>	1	0	1
<i>Asian</i>	0	1	1
<i>White</i>	6	6	12
<i>Total</i>	7	7	14

The table below breaks down parties in bicycle collision by race that involved a school-age child (age 5-18).

	Driver	Bicyclist	Total
<i>Asian</i>	0	1	1
<i>White</i>	3	2	5
<i>Total</i>	3	3	6

C. INFORMATION ON PEDESTRIAN AND BICYCLE COLLISIONS INVOLVING YOUTH (2006-2015)

Youth Involved Pedestrian Collisions²

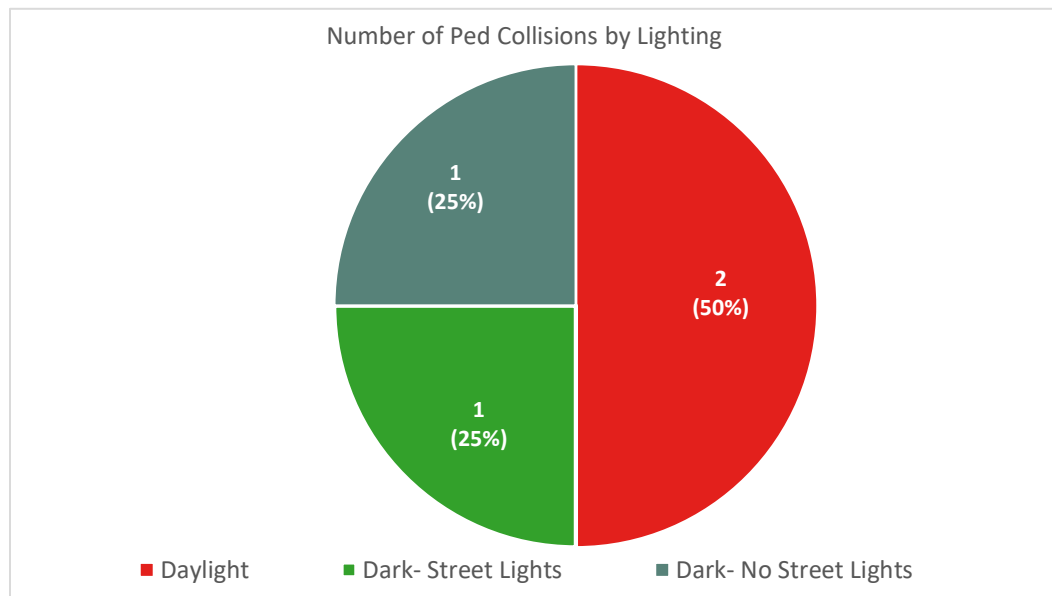
Number of Collisions by Primary Collision Factor

Type of Violation	Collisions N (%)
Pedestrian Right of Way	3 (75.0%)
Unsafe Speed	1 (25.0%)
Total	4 (100.0%)

Pedestrian Action

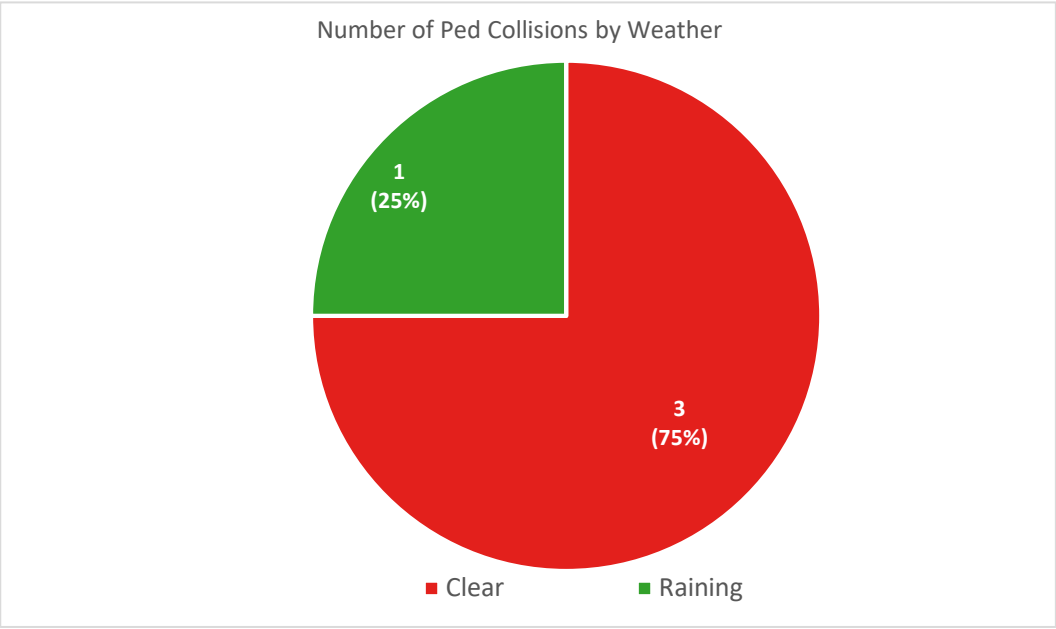
Pedestrian Action	Collisions N (%)
Crossing in Crosswalk at Intersection	4 (100%)
Total	4 (100%)

Lighting

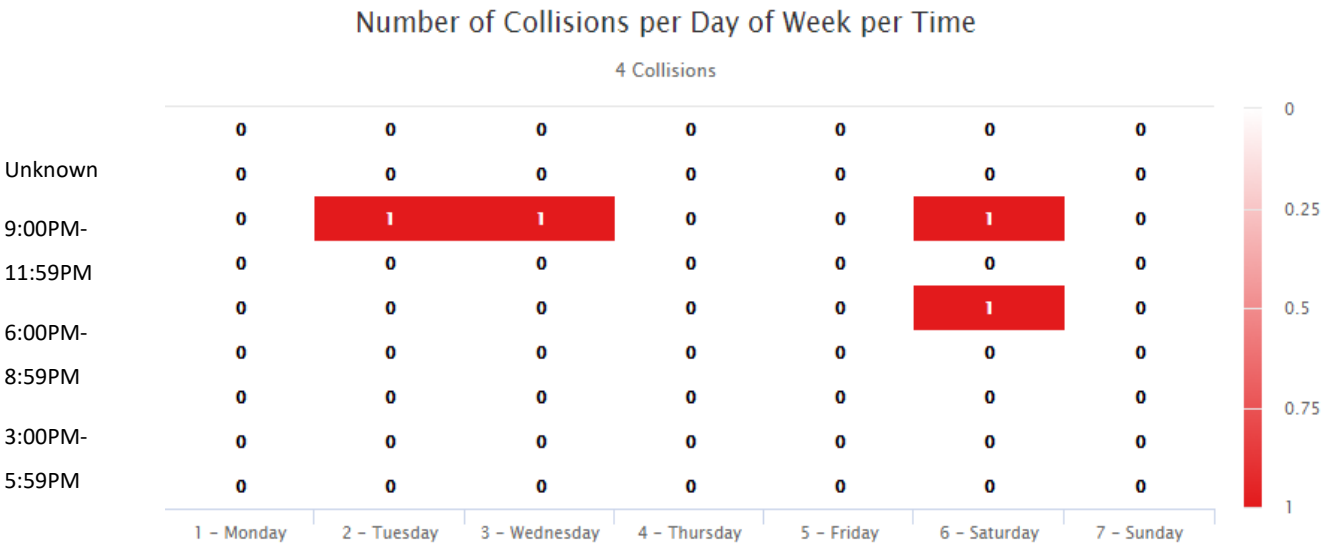


² SWITRS 2006-2015

Weather



Time of day/day of week

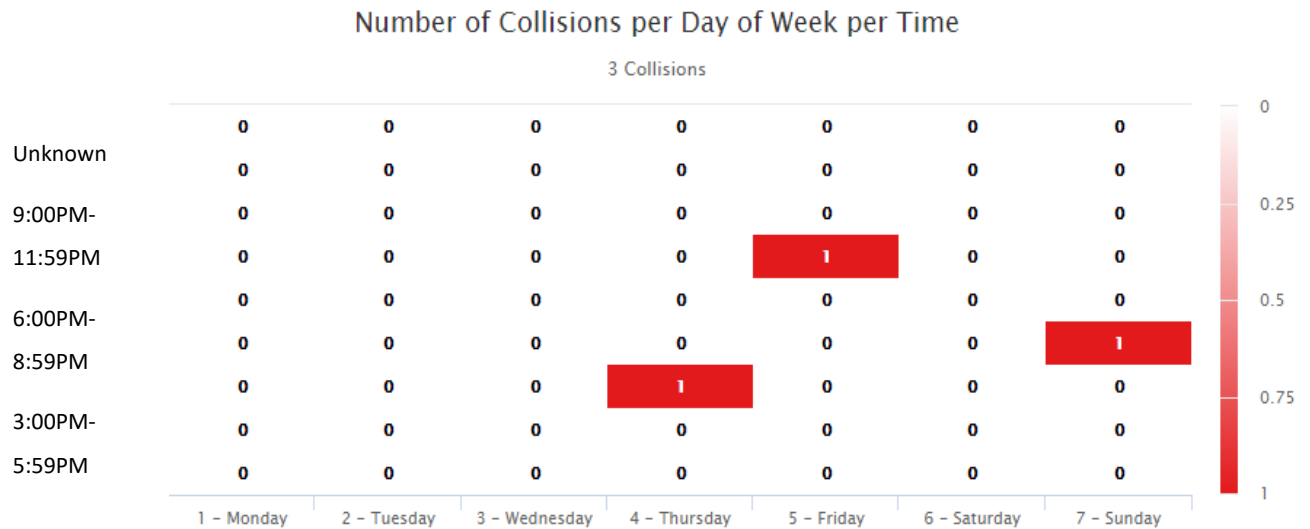


Youth Involved Bicyclist Collisions

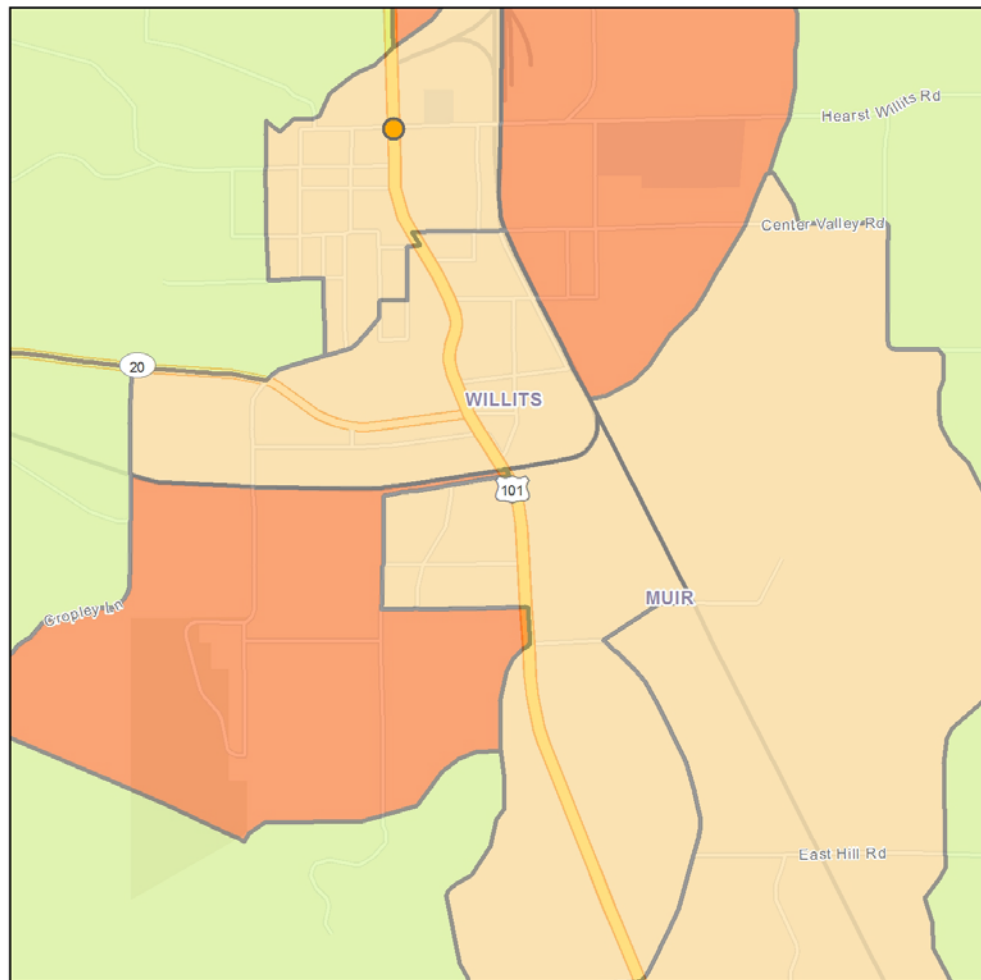
Primary Collision Factor

Type of Violation	Collisions N (%)
Wrong Side of Road	1 (33.33%)
Automobile Right of Way	1 (33.33%)
Traffic Signals and Signs	1 (33.33%)
Total	3 (100%)

Time of day/day of week for bicyclist collisions



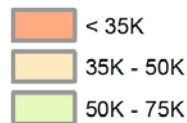
Willits Bicycle Collision Map (2011 - 2015)



Collision Severity (2011-2015)

● Injury (Severe) (1)

2016 Median Household Income

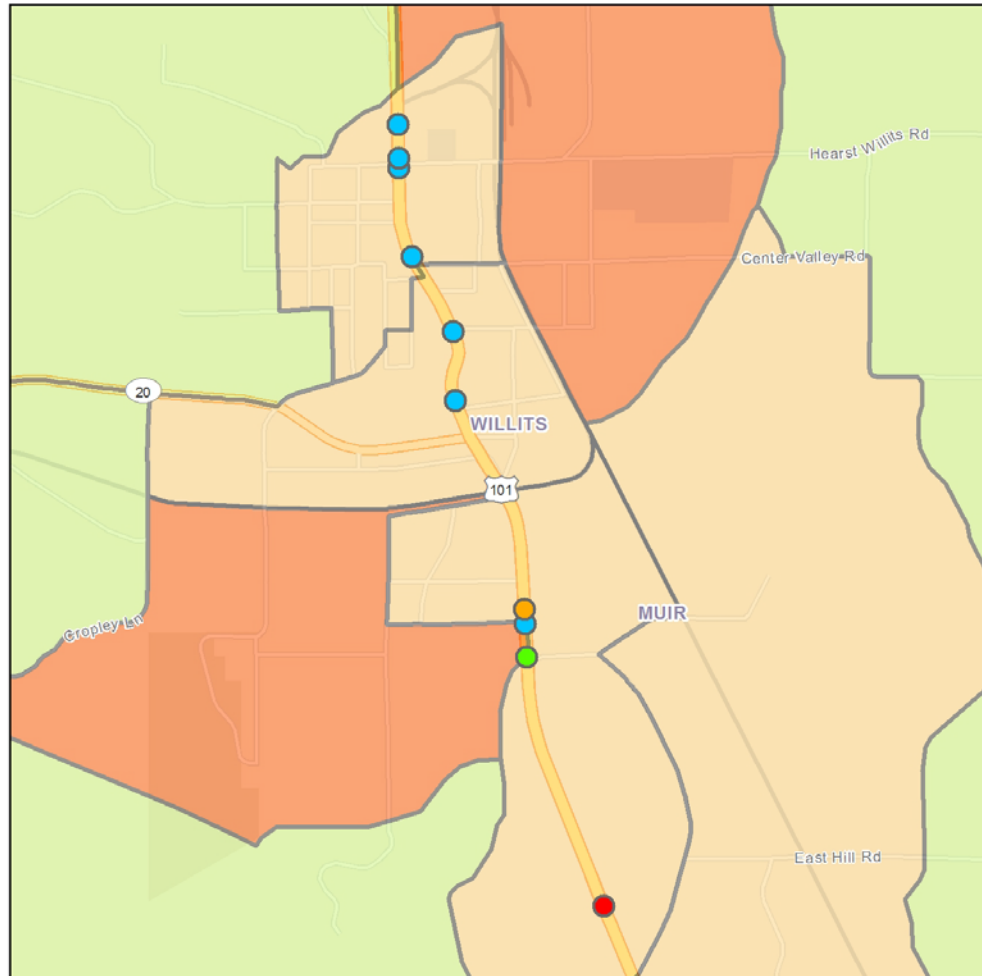


Berkeley SafeTREC

Data Source: Collision - SWITRS 2011 - 2015 (2014 - 2015 data is provisional);
Demographics - Esri, US Census Bureau, and ACS
Date: 7/6/2017

This map shows where all the pedestrian/bicycle injury collisions occurred and may not extend to the city's boundaries.

Willits Pedestrian Collision Map (2011 - 2015)



Collision Severity (2011-2015)

- Fatal (1)
- Injury (Severe) (2)
- Injury (Other Visible) (1)
- Injury (Complaint of Pain) (8)

2016 Median Household Income

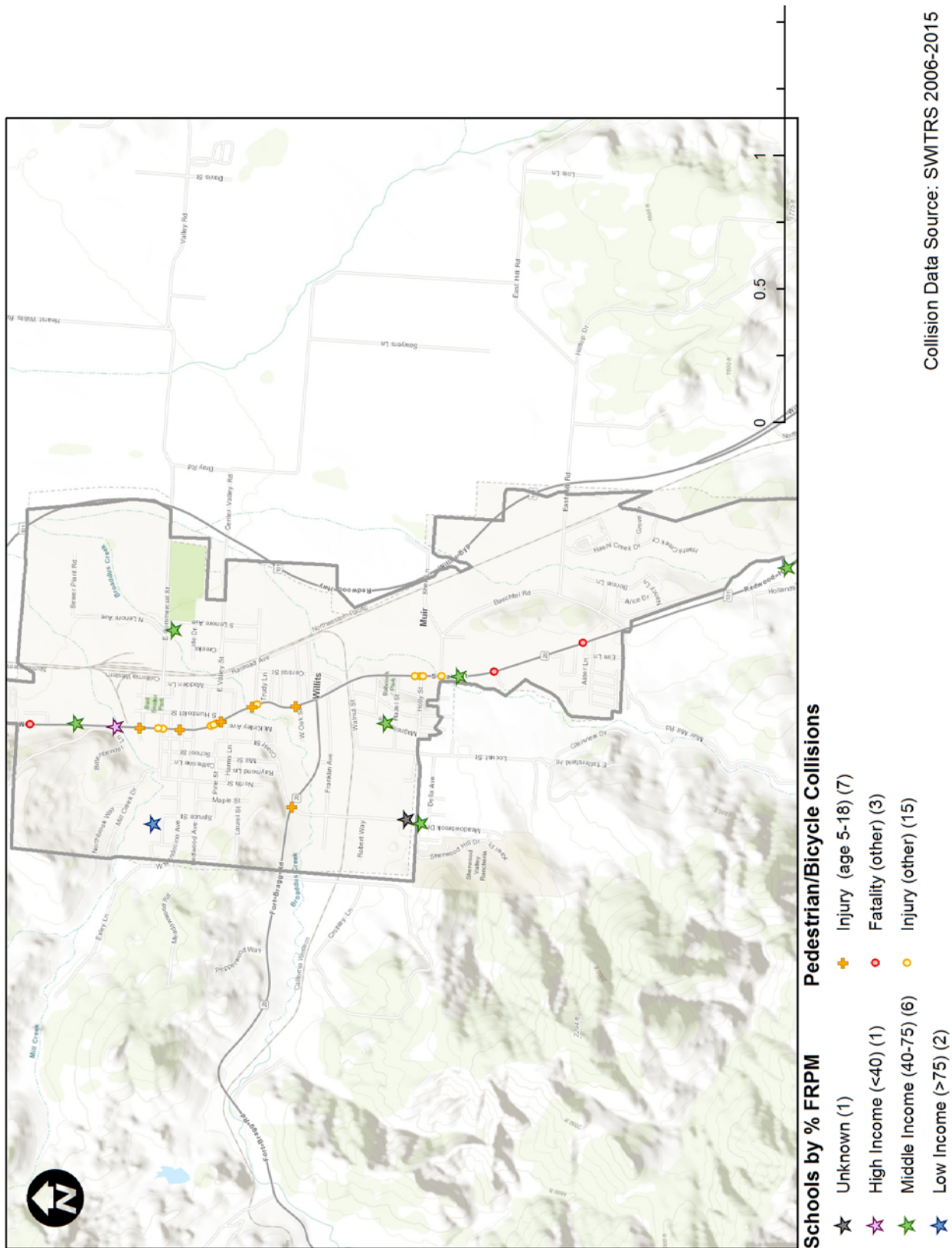
- < 35K
- 35K - 50K
- 50K - 75K

Berkeley SafeTREC

Data Source: Collision - SWITRS 2011 - 2015 (2014 - 2015 data is provisional);
Demographics - Esri, US Census Bureau, and ACS
Date: 7/6/2017

This map shows where all the pedestrian/bicycle injury collisions occurred and may not extend to the city's boundaries.

Willits - Pedestrian or Bicycle Collisions (2006-2015)



APPENDIX E. SAFE ROUTES TO SCHOOL WORKSHOP SUMMARY

On July 26, 2017, a Safe Route to School Launch Workshop was held in Willits. Workshop participants included school district staff, city staff, public health department staff, students, and other community members. This summary includes the notes from the individual and group exercises conducted during the workshop.

VISIONING POST IT NOTE EXERCISE

At the beginning of the workshop, participants were asked to write their vision for the Willits Safe Routes to School program on Post It Notes. The following are the written comments. Comments are provided verbatim.

Vision for Safe Routes to School:

- Repair roads in city for more bike lanes
- Add sidewalks in valley
- Fix roads that actually need fixing
- Reopen road from par-course to town, Brooktrails to Willits
- Bike to school route with adult to lead like bus stop but with kids on bikes
- Kids and parents walking safe sidewalks and riding in bike lanes on tree lined streets
- Healthy people in healthy environments
- Sidewalks
- Bike lanes
- Safe intersections
- Everyone in the community enjoying walking on safe sidewalks
- Safe routes while keeping all the beauty
- My vision is to see kids riding their bikes on nice, non-cracked, sidewalks with beautiful grass on the side
- Balance, roads not just for vehicles
- Safe passage – if we build it, they will use it!
- My vision is to see lots of people walking and biking to not only school but other places

CHALLENGES POST IT NOTE EXERCISE

Participants were asked write down on Post It Notes what they feel are the top three challenges to student transportation in Willits. Comments are provided verbatim.

Few sidewalks/bike lanes

- Sidewalk shortage
- No bike lanes in the valley
- Bike lanes only on commercial st
- No sidewalks in valley
- Lack of bike lanes
- Lack of sidewalks

- Sidewalks
- Some places don't have sidewalks
- Lack of bike/ped facilities
- Sidewalks need improvement
- Sidewalks too thin
- Fix cracked sidewalks so kids can walk and bike safely
- Sidewalks are bumpy and have holes where people trip
- Sidewalks need improvement or new ones
- Need more sidewalks and bike lanes

Other street design/unsafe road issues

- High school is on busy street
- Route to school/school zone not marked
- Unsafe roads
- Roads are in bad shape for bike travel
- Roads with high speed limits
- No traffic control
- Excessive speeding

Long bus times

- long bus times

Rural/Distances

- long distances to schools
- rural areas
- distance

School zones

- school zones not marked

Sherwood

- no sidewalk on Sherwood rd, shoulder, or path, one way in and out
- cars drive fast
- Sherwood rd
- Fix first gate

Highway 20

- Highway 20/Blosser intersection is dangerous
- Highway 20 intersection
- extremely dangerous
- Lack of safe walk/bike path to Blosser Elementary
- Lack of safe crossing on major roads Hwy 20/Hwy 101

Reckless driving

- Reckless driving

Fear/Distrust

- Culture of fear
- Habits

- Supervision
- Parental distrust

Weather

- Too hot or too cold

OPPORTUNITIES POST IT NOTES

Participants were asked to write down on Post It Notes what they feel are the top three opportunities to improve student transportation in Willits. Comments are provided verbatim.

City

- City staff more engaged than in the past
- City is present at this meeting, great sign!

Partnerships

- Follow up from this meeting – new partnerships
- Willits area cyclists
- Support from MCOG and MCOE
- Partnership between public health, schools, and nonprofits

New Plan

- New city plan because of bypass – lots of opportunity to support walking and biking

Funding

- Move money now available with new gas tax to SBI and ATP programs
- Increased money for active transportation

Police Patrol

- More police patrol for safety

New/improved sidewalks and bike facilities

- New sidewalks in front of high school
- We can make more crosswalks
- We can fix sidewalks
- Roundabout at highway 20/Blosser intersection
- Safer crosswalks for high school kids to cross Main St on way to get food at lunch
- We can mark things clearer
- We can add more bike lanes
- Add more bike lanes and sidewalks
- More walks paths and bike lanes

Helmets

- Providing helmets

Education

- Educating on bike safety
- Student and parent education on benefits of walking and biking
- Driver education

Walking school buses/events/activities

- Having authority figures (teachers, bosses) promote walking and biking
- Adult volunteers (background checks) to supervise children
- Adult to lead kids
- Walking school buses and bike trains
- Crossing guards or walking guides

BEES TO THE E'S

Participants were asked to brainstorm new ideas for strategies and activities in the 6 Es categories. Comments are provided verbatim.

- Encourage parents to volunteer for walking school bus activities
- Create maps showing safest routes to school
- Increase awareness of complete streets designs and road concepts
- Fuel Free Fridays
- Traffic Safety Ed
- Walking School Bus
- Par course exercise board throughout town
- Scavenger hunt
- Start every community event with a walking/biking activity
- Marathons/rallies in the community with other fun and healthy activities (healthy food, art, fun booths)
- Bigger or more bike clubs
- Good bike lanes
- Traffic light at Hwy 20 and Blosser lane
- Narrow Hwy 20
- Off-road path from valley to town
- Roundabout at brown corner/Hwy 20/Blosser
- More crossing guards
- Stoplight at Hwy 20 and Blosser
- Neighborhood yard sign campaign
- Education at back to school nights
- Open fire trails
- Better marked cross walks on Main Street

ACTION PLANNING EXERCISE

Participants worked in groups to identify goals, actions, key steps, and potential implementation leaders to support Safe Routes to School. At the end of the exercise, participants identified their highest priority items using dot stickers. Comments are provided verbatim. The asterisks represent the dots each item received.

Group 1

Our goals for our Safe Routes to School programs are:

- Updated SRTS policy language in School District's Wellness Policy
- ***Updated SRTS plan through the city with project priorities

- ****Hire a grant writer
- ****Walking groups with parent involvement for kids to get to/from school
- *Active crossing guard programs (enlist volunteers)
- *****Designate safe drop off spots for kids to walk or bike to school. At least one spot for each school from Main Street.

Actions (Activities, Programs, etc) and Key Steps

- Acquire sustainable funding
- Develop community-wide taskforce
- *Don't overlook low hanging fruit – easy, low cost projects
- *Adopt a bike like program (like adopt a highway), local buy in
- **Education to community on complete streets benefits

Key Leaders and Partnerships

- City
- Sherwood Valley tribes
- Caltrans
- CHP
- WPD
- County Public Works
- County Public Health
- Walk Bike Mendocino
- Howard Hospital
- School Districts
- Community members
- NCO

Group 2

Our goals for our Safe Routes to School programs are:

- Room on sidewalks
- Good sidewalks
- Good lighting
- Bike lanes
- ***Open fire trail
- *****Light @ Blosser Lane/Highway 20 intersection, or roundabout, or pedestrian bridge
- Off-road path from valley to town
- *Flashing crosswalk at Safeway tracks or speedbump
- *****More green planter boxes (town entrances)
- More crosswalks
- *Art on cement blocks
- **Walking clubs
- Biking clubs

Actions (Activities, Programs, etc) and Key Steps

- Talk to Dusty
- Talk to city council

- Find out who owns lot at Commercial and Main St
- Talk to Mendocino County Dept of Transportation
- Fundraising (carnival, bike fest)
- More festivals that promote healthy communities
- Follow up with school district (art class)
- Media campaign contest in schools
- Talent shows
- Bike races

Key Leaders and Partnerships

- Planning and building dept
- City council
- School board
- North county women in business
- Store owners
- Chamber of commerce
- Farmers market
- CHP
- Sheriff
- Willits Police Dept (bikecops)
- Willits Area Cyclists

APPENDIX F. COMMUNITY ORGANIZATIONS AND PARTNERS

Name	Address	Phone	Website/Email
Walk and Bike Mendocino	413 N State St, Ukiah, CA 95482	(707) 467-3220	walkbikemendo.org/contact
Willits Chamber of Commerce	299 E Commercial St, Willits, CA 95490	(707) 459-7910	willits.org
Willits Kids Club	1265 Blosser Ln, Willits, CA 95490	(707) 459-9201	willitskidsclub.org

APPENDIX G. RECOMMENDED CHANGES AND ADDITIONS TO 2009 SAFE ROUTES TO SCHOOL ENGINEERING IMPROVEMENT RECOMMENDATIONS

The City of Willits 2009 Safe Routes to School Plan included recommendations for engineering improvements. The following table summarizes those recommended improvements, notes the status of the improvements, the National Partnership's recommended changes and additions, and prioritization scoring using the criteria in Appendix H. Recommended changes and additions are planning-level recommendations based on the National Partnership's understanding of current conditions and input received during the Safe Routes to School Launch Workshop on July 26, 2017. Future engineering and technical studies may be needed before the City moves forward with implementation.

	Owned/ Controlled by	Status	Recommended Change	Prioritization						
				Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
Pedestrian Facilities										
Install crosswalk on North Main Street at Casteel Lane near Willits High School to channelize students walking between the Food Mart and campus. (Phase 1). Crossing features should include a pedestrian refuge island within the center turn lane, an overhead light and/or in-pavement flashers on both crosswalk approaches, and high visibility signage and markings.	CalTrans	Will be completed by Caltrans								
(Phase II) Crossing features should include a pedestrian refuge island within the center turn lane, an overhead light and/or in-pavement flashers on both crosswalk	CalTrans			3	2	3	3	2	1	14

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
approaches, and high visibility signage and markings.										
Install sidewalk along high school Main Street frontage to create continuous sidewalk on the east side of the street between Casteel Lane and Sherwood Lane.		Complete								
Install sidewalk near Sanhedrin High School on the west side of Main Street, between Bittenbender Lane and State Street. Create two driveway locations to channelize vehicles entering the existing parking lots that serve Sanhedrin High School and the adjacent restaurant/pizza businesses. These improvements will provide a safer walking route between the two high school campuses.	CalTrans	To be completed by CalTrans	Update to be consistent with Main Street plan							
Consider changing some of the school zone signs and markings on North Main Street intended for Willits High School to include the Sanhedrin High School campus, and change the State Street and North Main Street crosswalk color from white to yellow.		Complete								
Install missing sidewalk on streets to the north and east of Brookside Elementary School, along West Commercial Street, North Street, West Mendocino Avenue and Mill Creek Drive.	City of Willits			1	3	3	3	2	1	13

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
Install missing sidewalk on streets to the south and west of Brookside Elementary School including Lincoln Way, Brookside Drive, West Mendocino Avenue and Spruce Street.	City of Willits			1	3	3	3	2	1	13
Consider adding a crossing guard, stop signs, and a crosswalk west of Brookside Elementary School campus at the intersection of Lincoln Way and Brookside Drive to expand the number of safe crossings and possibly decrease the significant congestion east of campus along Spruce Street. Add a yellow crosswalk on Brookside at West Mendocino Avenue.	WUSD		Evaluate intersection and consider installing high visibility crosswalks, bulbouts, signage, and other crossing enhancements	3	3	0	3	2	1	12
Add stop signs and a crosswalk west of Brookside Elementary School campus at the intersection of Lincoln Way and Brookside Drive. Add a yellow crosswalk on Brookside at West Mendocino Avenue.	City of Willits			3	3	0	3	2	1	12
Install missing sidewalks on the north end of Mill Street, Pine Street, Laurel Street, Redwood Avenue, Spruce Street and Easy Street for Brookside Elementary School students.	City of Willits			2	3	3	3	2	1	14
Install intersection improvements at Highway 20/Blosser Lane-Coast Street	CalTrans		Provide a crossing guard	0	2	3	3	3	3	14

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
developed by Caltrans including school zone signs and markings, pedestrian crossing signs, high visibility markings, and additional intersection markings. Also install radar feedback signs on Highway 20, together with other intersection improvements including intersection controls such as a roundabout.			once infrastructure improvements are made.							
Install a crossing on Main Street at Walnut Street to channelize students walking between Baechtel Grove Middle School and Safeway Shopping Center and the bus stop on the east side of the street. Crossing features should include in-pavement flashers on both crosswalk approaches and high visibility signage and markings.	CalTrans		Update to be consistent with Main Street plan	0	2	3	3	3	2	13
Install crossing improvements in front of Blosser Lane Elementary School and on Franklin Avenue as identified in the Safe Routes to School grant application dated April 2009.	City of Willits		Evaluate intersection and consider installing high visibility crosswalks, bulbouts, signage, and other crossing enhancements							
If or when proposed paths are installed north and west of the intersection of Locust	City of Willits			2	3	3	2	2	2	14

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
Street/Walnut Street, add intersection crosswalks and stop signs to improve safety for crossing students.										
Install missing sidewalk on streets south and east of Blosser Lane Elementary School, on Blosser Lane, Della Avenue and Locust Street, and add crossing improvements including new crosswalks on Blosser Lane at Crest Street and on Della Avenue at Meadowbrook Drive.	City of Willits			2	2	3	3	2	2	14
Install crosswalk on Locust Street at Holly Street and align with the pedestrian path located west of this intersection that provides direct access to Blosser Lane Elementary School.	City of Willits		Evaluate intersection and consider installing high visibility crosswalks, bulbouts, signage, and other crossing enhancements	2	3	2	2	2	2	13
Install missing sidewalks on streets north of Baechtel Grove Middle School to provide walking routes for the students along the south end of Mill Street, Coast Street, Blosser Lane and Franklin Avenue.	City of Willits			2	3	2	2	2	3	14

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
Install missing sidewalk on Walnut Street and both sides of Locust Street along Baechtel Grove Middle School property.	City of Willits			2	3	2	2	2	3	14
Install stop signs on Holly Street at Magnolia Street to increase safety at this Baechtel Grove Middle School crossing. Install missing sidewalk on streets near the middle school, on Locust Street, Holly Street, Poplar Avenue and Hazel Street.	City of Willits		Evaluate intersection and consider installing high visibility crosswalks, bulbouts, signage, and other crossing enhancements	2	3	2	2	2	3	14
Install missing sidewalk on streets near the middle school, on Locust Street, Holly Street, Poplar Avenue and Hazel Street.	City of Willits			2	3	3	3	2	3	16
Install sidewalk on the south side of Baechtel Road between Main Street and Shell Lane to serve the students that will attend the relocated Willits Charter School. Add a yellow crosswalk on Baechtel Road at the Main Street intersection and change the color of the existing Holly Street/Main Street crosswalks from white to yellow.	City of Willits			2	3	3	3	2	3	16
Add a yellow crosswalk on Baechtel Road at the Main Street intersection and change the		Complete								

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
color of the existing Holly Street/Main Street crosswalks from white to yellow.										
Install high visibility pedestrian crossing signs and advance crossing signs on both approaches to the existing crosswalk on Main Street at Gregory Lane to provide crossing improvements for students attending the relocated Willits Charter School. Consider including a pedestrian refuge island in the center turn lane and in-pavement flashers for additional visibility.	CalTrans	Complete								
Install missing sidewalk on the west side of Main Street between Alder Court and Manor Way and on both sides of Manor Way to provide a continuous walking route between the residences in the area and the signalized intersection at the shopping center to the north. A new crosswalk should be installed on Manor Way at Main Street.	CalTrans		Update to be consistent with Main Street plan	0	2	3	3	3	2	13
Install two crosswalks at the intersection at Sandy Lane/Baechtel Road, and missing sidewalk along the south side of Baechtel Road between Shell Lane and Main Street and Main Street north of Baechtel Road to provide a safe and continuous walking route to all schools to the north from this large residential community.	City of Willits		Evaluate intersection and consider installing high visibility crosswalks, bulbouts, signage, and	2	3	3	3	2	2	16

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
			other crossing enhancements							
Install missing sidewalk on the south side of East Hill Road between Baechtel Road and the new residential subdivision to the south.	City of Willits			2	3	2	2	2	2	13
Bicycle Facilities										
Install Class III bike facilities on Main Street within the City limits, and at such time as the Willits Bypass Project is completed review roadway operation to determine if it could be upgraded to provide Class II bike facilities.	CalTrans	Portion will be completed by Caltrans								
Consider providing shelter for the existing bike rack at Willits High School for the convenience of students that may ride in the rain. If bicycle security is a concern, consider providing a fenced area for the bike rack.	WUSD			3	3	0	0	2	1	9
Install a bike rack for students at Sanhedrin High School.		Complete								
Install Class II bike facilities as appropriate on West Commercial Street.		Complete	Add stripe between bike lane and angled parking stalls. Consider adding green paint to conflict areas where bike lane							

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
			is behind angled parking. Consider changing to back in angled parking.							
Install Class III bike facilities on School Street, North Street, and a portion of Laurel Street.	City of Willits			3	3	2	2	2	3	15
Install Class II bike facilities on Highway 20 within City limits to provide an east-west corridor for students attending schools within the City.	CalTrans		At a minimum, provide painted buffer. Or remove this recommendation and focus on bike access on Franklin instead.	0	2	3	3	3	3	14
Install Class III bike facilities on East Valley Street, West Valley Street and South Lenore Avenue to guide students that pedal to Willits Elementary Charter School.	City of Willits		Community Day School does not exist anymore, but these would still be used by Willits Elementary Charter School. Evaluate traffic volumes and	3	3	2	2	2	3	15

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
			speeds. Consider providing striped bike lanes instead of bike route (signage only)							
Install either bike route signing or bike lane signs and markings on Coast Street and Mill Street to identify routes for student cyclists.	City of Willits		Evaluate traffic volumes and speeds. Consider providing striped bike lanes instead of bike route (signage only)	1	3	2	2	2	3	13
Install stop signs on both ends of Harms Lane and West San Francisco Avenue and the west end of Tuttle Lane for increased student bicycle safety.	City of Willits			2	3	2	2	2	1	12
Consider creating a Class I bike facility along the Railroad Avenue corridor, including Railroad Avenue and areas to the southeast along a potential future street alignment.	City of Willits		Indicate that Class 1 bike facility could also be used by pedestrians, creating a multiuse trail	1	3	0	3	3	3	13
Install a bike rack for students at Willits Charter School.		Complete								

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
Install Class III bike facilities on Franklin Avenue within City limits to provide an east-west corridor for students attending schools within the City.	City of Willits		Evaluate traffic volumes and speeds. Consider providing striped bike lanes instead of bike route (signage only). Install traffic calming features.	2	3	2	2	2	1	12
Consider creating a Class I Shared Use Path north of Walnut Street near the Locust Street intersection to provide a connection to Franklin Avenue.	Private Property			0	0	2	2	2	2	8
Create a Class I Shared Use Path adjacent to the railroad right of way west of Locust Street to align with Walnut Street. If installed, the path should include a connection to the new Willits Kids Club.	WUSD			3	3	3	3	2	2	16
Install a bike rack at the future Willits Kids Club upon completion to promote student bicycling.		Complete								
Install Class III bike facilities on Blosser Lane. Consider adding Shared Lane markings (Sharrows).	City of Willits		As an alternative, install a bike lane or consider creating a shared	2	3	3	3	3	2	15

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
			path/wide sidewalk or separate bike path on the school campus							
Consider paving the existing pedestrian path west of Locust Street at the Holly Street terminus that provides a direct connection between Blosser Lane Elementary School and Baechtel Grove Middle School and extending the path to Blosser Lane. Add lighting.	City of Willits/WUSD			3	3	3	3	3	2	17
Install Class III bike facilities on Holly Street to serve students in the southeast and southwest areas of Willits.	City of Willits		Evaluate traffic volumes and speeds. Consider providing striped bike lanes instead of bike route (signage only)	2	3	2	2	2	3	14
Install Class II bike facilities on East Hill Road within City limits to promote bicycling to school.	City of Willits		Evaluate traffic volumes and speeds. Consider providing buffered bike lanes	2	3	2	2	2	3	14
Transit Services										

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
Install crosswalks on East Valley Street at Pen Street, Madden Street at East Valley Street, and on East San Francisco Avenue at Boscabelle Avenue to increase safety of students walking to and from school bus stops.	City of Willits		Evaluate intersection and consider installing high visibility crosswalks, bulbouts, signage, and other crossing enhancements	2	3	3	3	2	3	16
Install a stop sign for eastbound South Street traffic at the Central Avenue-Shopping Center intersection, and add a crosswalk at the same location to increase student safety at this bus stop location. Add sidewalk where missing near the intersection on Central Avenue and South Street.	City of Willits	Complete	Evaluate intersection and consider installing high visibility crosswalks, bulbouts, signage, and other crossing enhancements							
New Recommendations										
Develop an off-street bicycle/pedestrian connection using the Brooktrails fire road.*				0	0	3	3	3	3	12
Develop an off-street bicycle/pedestrian connection using the Brooktrails fire road.*	County/ Private Property			0	0	3	3	3	3	12

				Prioritization						
	Owned/ Controlled by	Status	Recommended Change	Resource/ Cost Intensity	Ownership/ Control	Gap Closure	Safety Enhancement	Community Support	Walk/ Bike Potential	Total
Enhance pedestrian areas through features such as planters, street trees, art on cement blocks, and/or other streetscape features *	City of Willits			3	3	0	1	2	3	12
Provide school zone signs and markings around Willits Elementary Charter School.	City of Willits			1	3	3	3	3	3	16
Install bike racks at Blosser Lane Elementary School once bicycle facilities connect to the school.	WUSD			3	3	2	2	2	1	13

APPENDIX H. PRIORITIZATION CRITERIA

The City of Willits wishes to use formal criteria to evaluate and prioritize engineering recommendations from the 2009 Safe Routes to School Plan. Each criterion has a point scale from 0 to 3, with 3 indicating a higher priority in that category. Each project will receive a score and then grouped into high, medium, or low priority. The priority level will assist the City with identifying funding needs and planning timelines, but will not preclude the City from implementing a lower priority project earlier if opportunity arises. Actual implementation of projects may vary depending on a variety of factors, including site characteristics, right-of-way acquisition, environmental regulations, lead agency, and the design and construction process.

Criteria	Definition	Point Scale
Cost/Resource Intensity	Cost and resource intensity includes estimated project cost and presence of topographical or other environmental barrier.	3= Does not require site engineering or new engineering of traffic controls. 2= Requires limited site engineering and/or re-engineering of traffic controls 1= Requires moderate site and traffic engineering and may require further study to determine. 0=Requires major site and/or traffic engineering and further studies
Ownership/Control	Project is scored on the number and type of associated land owners, and if right of way would need to be acquired.	3=Project is located on City or school district owned right-of-way 2= Project is located on land owned by another public agency, including Caltrans 0=Project is located on land owned by private land owner(s)
Gap Closure	A project closes a gap if it completes or closes an otherwise continuous sidewalk, trail, or bicycle facility.	3=Closes an essential gap in an existing network (sidewalks, trails, bike lanes) or extends network to schools 2=Closes a gap that is not critical to an overall network or is improving an existing crosswalk/sidewalk/bike facility 1=Closes a gap in connection with a proposed future facility

		0=Does not close an existing or future gap
Safety Enhancement	Safety enhancements include addressing locations of crashes involving pedestrians or bicyclists or increasing priority of pedestrians and bicyclists in roadway. Examples include crosswalk enhancements and dedicated bike facilities.	3=Project is expected to improve pedestrian and/or bicyclist safety greatly 2=Project is expected to improve pedestrian/bicyclist safety somewhat 1=Project is expected to improve pedestrian/bicyclist safety somewhat 0=Project is not expected to improve pedestrian/bicyclist safety
Community Support	Community support is measured by workshop participant identification of the barrier or concern that the project will address as well as community input received by the City through various planning processes.	3=Project was identified as high priority by multiple community members during Safe Routes to School Launch workshop or other community planning process 2= Project was identified as priority by some, but not many community members during Safe Routes to School Launch workshop or other community planning process 1= Project was identified by some community members during Safe Routes to School Launch workshop or other community planning process, but not as high priority 0=Project has not been identified as needed/desired by community members
Walking and Bicycling Potential	Walking and bicycling potential includes the number of schools a facility could potentially serve.	3=Project would serve three or more schools. 2= Project would serve two schools. 1= Project would serve one school. 0=Project would generally improve walking and/or bicycling, but there is no direct linkage to specific schools.