



MASTER TRANSPORTATION SYSTEMS MANAGEMENT PLAN

Final Addendum

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Prepared by



*A Transportation Demand
Management Company*

www.TDMSpecialists.com

(916) 214-4037

Introduction

Approved in the March 1993 Metro Air Park Final EIR was the Transportation Systems Management Plan (TSMP).

The TSMP identified park-wide vehicle trip mitigation and reduction strategies. TSMP measures complement the 1993 Special Plan Area (SPA) document, 2019 SPA amendment, and County Trip Reduction code requirements.

This updated TSMP addendum complies with current County of Sacramento trip reduction goals. This document is also a companion to the approved 2020 updated Air Quality Management Plan (AQMP) addendum.

The TSMP provides a big-picture scope to reduce vehicle trips and identify expectations to achieve a minimum 1.5 persons per vehicle peak-period travel rate.

The intended use of the TSMP is to guide tenants, employers, and owners in implementing ridesharing and commuter programs. Property owners, tenants, and employers receive Commuter Concierge amenities services to support their commuter program efforts. Tenant/employers provide employee benefits and resources, incentivizing commuter engagement. Attached is a TSMP Action Summary, which identifies Metro Air Park's TSM requirements, commuter programs and services, and tenant/employer-required programs and benefits.

Purpose

This Metro Air Park TSMP addendum provides a master framework of Metro Air Park requirements designed to reduce vehicle trips to achieve 1.5 persons per vehicle rate. It allows successive projects to propose alternative measures, tiering off the Master Metro Air Park TSMP.

The purpose of this TSMP is to establish requirements and procedures whereby Metro Air Park's TMA and employers located in the park will develop and implement programs designed to reduce the number of employee vehicle commute trips as part of a comprehensive park-wide program to achieve the following objectives:

- a. Reduce traffic circulation and congestion by reducing the number of single-occupant motor vehicle trips associated with home-to-work commuting.
- b. Reduce or delay the need for major transportation facility improvements by efficiently using existing facilities.
[When reductions or delays of major transportation facility improvements are needed, the objective will be to support, accommodate, and contribute funding for such improvements.]
- c. Reduce future air pollution concentrations and strive to meet federal ambient air pollution standards by reducing the number of single-occupant motor vehicle trips associated with home-to-work commuting.
- d. Reduce energy consumption for transportation and contribute to the national policy to increase energy self-sufficiency.

This Metro Air Park TSMP meets the project's specific needs, considering the site's logistical resources, challenges, and opportunities. This plan's TSM measures describe elements and actions that commit the applicant, future owners, tenants, and employers to their implementation.

The construction of TSMP infrastructure and implementation of employee programs will increase pedestrian, bicycle, carpool, and future transit uses. When followed, this TSMP reduces single-occupancy vehicle trips associated with the project in compliance with the TSMP strategies outlined in the County's Trip Reduction Programs code.

Minimizing traffic congestion and air pollution are critical concerns in maintaining a healthy quality of life and economy for Sacramento and its residents. Traffic congestion results in time lost to commuters and increased demand for County fiscal resources for roadway construction and maintenance. According to the U.S. Environmental Protection Agency, "mobile sources account for more than half of all the air pollution in the United States. The primary mobile source of air pollution is the automobile. . . [T]oday's motor vehicles are still responsible for up to half of all the emissions released into the air."¹

¹ <http://www.epa.gov/apti/course422/ap3a.html>

Transportation Systems Management Definition

TSM combines services, incentives, facilities, and actions that reduce single-occupant vehicle (SOV) trips to relieve traffic congestion, parking demand, and air pollution problems.

TSM refers to ridesharing (in carpools, on transit or shuttles, cycling). Metro Air Park tenants and employers who offer and actively promote commute options can improve workplace attendance, productivity, and morale, as commuting employees can experience stress and frustration long before their workday officially begins. Moreover, transportation choices improve communities and business environments by decreasing traffic congestion and GHG emissions.

Transit and Shuttle Measures

Planned Transit/Shuttle Bus Stop(s)

Sacramento Regional Transit or Yolobus may provide future bus service to Metro Air Park. The Metro Air Park Owners Association (MAPPOA) TSM Committee will coordinate bus stop installations in desired locations if the transit agency requests. A transit passenger shelter aims to protect riders from the weather for those waiting to board transit vehicles. An attractive bus shelter that makes waiting for a bus a more pleasant experience encourages more transit ridership.

Dedicated Bus Stop Easements

If the transit agency requests, the MAPPOA TSM Committee will dedicate easements for bus stops and shelter sites at locations within the SPA as approved by the County in consultation with Regional Transit. The MAPPOA TSM Committee will a) construct bus shelters, b) provide funding for the construction of bus shelters, or c) agree with Regional Transit to provide bus shelters at such time as regularly scheduled bus service is provided to the project.

Clean Air Campus Shuttle

A campus shuttle program is planned at Metro Air Park to provide a "last mile" service for commuters using public transit and offer an additional option for intra-park travel. Implementing the campus shuttle program will occur when transit connectivity (RT, Yolobus, or light rail) is established at MAP. Before transit connectivity, the TSM Committee will monitor internal trip activity as part of their annual reporting activities and establish limited shuttle service when and where warranted. In addition, they will work with future hotel operators at MAP, the adjacent Sacramento International Airport, and JIBE of North Natomas to provide additional access to transit opportunities.

The MAPPOA TSM Committee (TMA) will fund an internal campus-wide shuttle system. The shuttles will run on electricity, hydrogen fuel, or other clean-air technologies. Shuttle routes and frequencies will initially be limited and expand as the park reaches build-out. The shuttle system will service commuters by providing internal circulation, making transit a viable option for employees and visitors throughout the park, and providing trips to restaurants and

commercial/retail establishments within MAP. The shuttle service will provide an alternative to employees and visitors getting into their cars and driving to lunch, shopping, and child care centers. Shuttle service routes will connect to bus stops, major employer drop-off locations, MAP retail uses, and potentially nearby residential areas.

The TSM Committee will establish a budget and assess MAP property owners for TSM activities/operations, including a shuttle service

Sacramento SmaRT Ride Promotions

SmaRT Ride is an on-demand curb-to-curb service provided by Sacramento Regional Transit. Should Sacramento RT expand its services to the nearby Northlake (Greenbriar) residential community and Metro Air Park, the Metro Air Park Commuter Concierge will promote the SmaRT Ride program.



Contribution and Dedication of Land for Light Rail Transit Network

Metro Air Park funded 3.5 million dollars as a "fair share" contribution to the Board of Supervisors' satisfaction for providing public transit/light rail to the SPA site based on improvements identified in the Transit Master Plan adopted by Regional Transit.

Also, Metro Air Park dedicated right-of-way to extend light rail service through the SPA. Dedication of land encompassed space for a double-track right-of-way, stations, and ancillary facilities.

Tenant-funded Employee Transit Subsidy

Employer-funded transit subsidies are essential to Metro Air Park's sustainability strategies to increase commuter satisfaction, reduce parking demand, reduce greenhouse gas emissions, and reduce energy consumption. It can benefit the tenant's Great Place to Work, retention, and recruitment efforts. An excellent incentive to encourage transit ridership is subsidizing a portion or all the transit fares. Tenants will offer their employees a transit subsidy for commuting to Metro Air Park. A transit subsidy program may include a percentage of up to \$280 (per IRS limits 2022). Transit subsidies and pre-tax programs may total up to \$280 per month (as a combined benefit) and are only relevant to an employer's benefits program.

To succeed, the future tenant will need the flexibility to choose the type and amount of transit subsidy and incorporate benefit programs that best suit their employees' needs. Employers may fund a portion or all transit costs for their employees, and the tenant may also provide subsidies in tandem with the pre-tax payroll deduction program.

Transit subsidy programs will commence once public transit serves Metro Air Park.

Tenant Non-taxable Transit Subsidies and Pre-tax Benefits

Tenant(s) may offer a transit and vanpool pre-tax payroll deduction option for employers to provide transit and vanpool expenses tax-free. The 2022 monthly transit and vanpool benefits cap is \$280/month. The transit and vanpool pre-tax benefit is a valuable and easy tool for employers to provide their employees with options.

Employees elect to withhold funding from their paycheck to purchase fare media for transit or vanpools. The employee monies withheld are untaxed, and the employer does not pay employment taxes on those funds. The transit and vanpool pre-tax benefit helps reduce congestion, increase transit ridership, and improve air quality.

Tenant Subsidy and Pre-tax Online Ordering Process

Tenants will be encouraged to utilize an online transit subsidy or pre-tax ordering processes like WageWorks or Commuter Check Direct. Employers can use an automatic, direct ordering and funding system to efficiently manage their transit subsidy program.

Office and Commercial-Tenants Telecommute Considerations

Tenants in the office and commercial areas will consider providing their employees with telework opportunities and incentives to promote teleworking.

Transportation Management Association (TMA) Services

Metro Air Park Property Owners Association's (MAPPOA) Board of Directors adopted a Resolution to establish and implement a Transportation Systems Management Committee (Committee) on October 6, 2020. This Resolution authorizes the Committee to review, update, manage, fund, and implement the Transportation Systems Management Plan (TSMP). The Committee also contracted with the Jibe Transportation Management Association and TDM Specialists, Inc. to expand commuter resources and provide Commuter Concierge amenity services to tenants and employees working within the park.

Jibe, in partnership with the Commuter Concierge, will provide the following tenant and employer programs and resources:

- Bike-friendly grants for employer sites
- Online bicycle safety and fitness classes
- Bike Maps
- Emergency Ride Home program
- Mobile on-site Bike Doc maintenance services
- \$450 Earn-a-Bike program
- Employer support services



The Metro Air Park Commuter Concierge (via TDM Specialists) services include implementing park-wide commuter programs. This work involves pre-occupancy engagement with tenants/employers in commuter planning and employee outreach. Shown on page 10 is a more detailed description of services provided in the Commuter Concierge section.

Bicycle and Pedestrian Measures

Bicycle racks and lockers

Project applicants will install Class I racks and Class II secure bicycle parking facilities on-site for bicycle commuters. The MAPPOA TSM Committee requires building projects to install secure bicycle facilities and racks. Also, The MAPPOA TSM Committee will place racks strategically throughout Metro Air Park in convenient and safe locations. County Code will determine the number of lockers and racks per building. Use of bicycle lockers and racks will be free to all employees.

Bicycle Repair Fix-it Station

The MAPPOA TSM Committee will coordinate with tenants to fund and install bicycle Fix-it stations next to bicycle lockers or secure bike rooms and racks. Fix-it Stations offer cyclists do-it-yourself bike repair tools and an air pump. The bike Fix-it station includes an air pump, working pedestal, and steel braided cables for theft protection. The MAPPOA TSM Committee will also install a public-access Fix-it Station in the recreational corridor near West Elkhorn Boulevard's access point.



Also, Jibe North Natomas has several free bicycle Fix-It stations for bicycle commuters within the community.

Bike lanes, paths, and trails

Bicycles are an alternative to the private automobile, and they are also zero-emission vehicles. Therefore, every trip converted from a car to a bike helps our air quality. Metro Air Park intends to support the County's program to encourage bicycle use. The project incorporated bicycle lanes, paths, and trails throughout the project and the recreation corridor to facilitate commuter trips and internal trips by bicycle.

The Sacramento County Planning and Public Works Departments have developed an extensive bicycle lanes and trails plan for the North Natomas community.

Recreation Corridor - Pedestrian, Jogging, and Bike Trail

The project plan includes a recreation corridor and trail through the Metro Air Park. The recreation corridor will interconnect with nearby pedestrian walkways, jogging trails, and bike trails.

The project adds public open spaces, including a children's play area, fitness space, bike parking, bicycle Fix-it Station, and places to hold parties or gatherings. Street trees, streetscapes, and landscaping will improve the quality and aesthetic appeal with pedestrian-oriented facades and wide sidewalks.

Wayfinding Signage

The MAPPOA TSM Committee will install wayfinding signage throughout the park to provide safe and convenient wayfinding for pedestrian walkways and bike paths. Enhanced pedestrian and bicycle features will include wayfinding signage, lighting, and colored or textured pavement to designate protected walkways. Pedestrian amenities include wide sidewalks with fully accessible curb ramps at driveway crossings and delineated crosswalks. Bicycle wayfinding signs will help cyclists find trails, Fix-it repair stations, and public streets.

Jibe Bike Programs

The Commuter Concierge will promote Jibe North Natomas's bike programs to promote bicycle ridership and advocate for safe riders. Jibe provides various programs and projects for seasoned cyclists, new bike riders, and people. Jibe will offer MAP commuters the following programs:

- Better on Bikes Program – a series of 12 online, live, and pre-recorded bicycle education workshops covering fitness, bicycle education, and simple bike maintenance.
- Earn-a-Bike \$450 Program – is designed to increase bicycle ridership. Applicants participate in a 14-hour bike handling, maintenance, and road rules class. If the participant pledges to increase bicycle trips, they receive a \$450 voucher toward a new bicycle.
- Fix-it repair stations – Five public bike repair stations and bike pumps in North Natomas
- Free Bike Doc Tune-ups – mobile, on-site sessions providing bike maintenance for cyclists and online repair and troubleshooting videos.
- Bike Maps and Routes

SABA Bicycle Resources

The MAPPOA TSM Committee will partner with Sacramento Area Bicycle Advocates (SABA) to represent people on bikes, shape major projects and advisory committees, and implement bike-sharing in the Sacramento area. The Metro Air Park Commuter Concierge will leverage SABA resources, including bicycle safety and education, trip planning tools, bike maps, and bike commuting, readily available to all tenants and employees. Also, The MAPPOA TSM Committee will seek SABA membership for the Metro Air Park.



**SACRAMENTO AREA
BICYCLE ADVOCATES**

Electric Bikes Program

- Option 1: Private Metro Air Park Bikeshare program – The Metro Air Park TSM Committee will fund a private, parkwide bikeshare program for those who work at the park. A campus bike fleet would be branded for Metro Air Park and managed by a third-party vendor (e.g., Zagster).
- Option 2: Public Bikeshare program – The MAPPOA TSM Committee will partner with Lime or JUMP to add electric bicycles to the park. Employees can rent bikes for travel to a transit connection, recreation, or commuting. Bikeshare micro-mobility gives

employees safer and more affordable transportation options, gets them out of their single-occupancy cars, and can fundamentally change their communities' way they get around.

At 50 percent build-out of MAP, the TSM Committee will initiate a bikeshare program for tenants, employers, and employees. For trip reduction programs, 50 percent build-out means collecting 50 percent of the fee program fees and those corresponding buildings/facilities being occupied and operating. It is currently unknown which bikeshare program is viable for MAP.

Shower and End of Trip Facilities

The property owner or their tenant projects will include shower and changing facilities for employees who walk, jog, or bike to work or who wish to change clothes after commuting via alternative transportation. Accessible shower facilities and lockers for both men and women will be provided conveniently and safely, following County Code, within planned buildings throughout Metro Air Park. According to County Code, smaller projects may be exempt.

Well-Lighted Pedestrian and Bicycle Pathways

The MAPPOA TSM Committee will designate well-lighted pedestrian and bicycle pathways to encourage internal circulation trips without getting into an automobile for the transit and shuttle program to work. Well-lighted pedestrian pathways will channel to shuttle bus stops and support retail facilities. Pedestrian walkways to a shuttle stop must be direct and protected from the elements whenever possible.

Safe, convenient, and well-lighted pedestrian paths will utilize the project's most direct route to nearby amenities and bicycle connections. Lighting, landscaping, and building orientation enhance pedestrian safety and include patio spaces/widened sidewalk areas. Creating a pedestrian-oriented environment ensures public and private development access while strengthening pedestrian and bicycle connections. Future open space areas are likely to be public and thus meet lighting requirements. As of year-end 2021, it is too early to identify light locations. Shown on page 17 is an updated conceptual MAP map of open space areas.

The County reviews and approves all MAP, property owner, or tenant improvements (public and private); thus, the required lighting minimums will be met.

Carpool and Vanpool Measures

Rideshare Matching Assistance

The Commuter Concierge will offer personalized Rideshare Matching Assistance to all Metro Air Park employees and tenants. Assistance will help employees form car and vanpools. Carpools and vanpools are a great option to minimize parking congestion and traffic.



Carpool and vanpool matching systems will include using the SacRegion511 online service, Jibe lunch 'n learn events, and the Commuter Concierge team.

Preferential Carpool/Vanpool Parking

Designated carpool parking spaces incentivize ridesharing. Preferential parking space sends a clear message to employees that alternative transportation is essential and offers benefits and rewards to those who use it. Ten to fifteen percent (10-15%) of building site employee parking will be reserved and appropriately signed for carpool, vanpool, and flexible fuel/cleaner fuel vehicles within building projects. Preferential parking spaces will be closest to buildings, shade, or premium spots customarily reserved only for upper management.

Designated spaces will make it more convenient and advantageous for employees to ride to work together and provide a benefit not available to single occupancy (SOV) commuters. Building projects will be responsible for striping the pavement and providing appropriate signage for preferential parking at the site at locations within 100 feet of an employee entrance.

Sponsored Employer Vanpool Programs

Initiating a Vanpool Program is highly recommended as an employer benefit. The MAPPOA TSM Committee will partner with employers to subsidize vanpool vehicles for their employees to ease traffic congestion. The Commuter Concierge will assist employers in coordinating vanpool groups and establishing vanpool services from Commute with Enterprise.



County Vanpool Incentive (SacRegion511)

Tenants and employees may utilize the vanpool subsidy program offered by SacRegion511.org. Newly formed vanpool groups may receive a \$300 monthly subsidy for the first year.

The SacRegion511.org vanpool program partnered with Commute with Enterprise to provide an all-inclusive option to make vanpooling easy. A Commute with Enterprise vanpool comes with a newer model, low-mileage van, or SUV, with roadside assistance and maintenance.

Guaranteed Ride Home Measure

Guaranteed Ride Home Program

The MAPPOA TSM Committee will establish a free guaranteed ride home program (GRH) under contract with Jibe. Employees who commute to work by transit, bike, walk, carpool, or vanpool qualify to participate in the Guaranteed Ride Home (GRH) Program.

The GRH Program offers a taxi or rental car voucher for personal emergencies.

It also applies when an employee unexpectedly must work late, missing the last bus or their regular carpool home. The GRH program alleviates objections and concerns about giving up their private automobiles, especially those with young families.

The Commuter Concierge will market the GRH program in all materials, communications, and fliers to educate employees about its value and benefit.

Parking Measures

No On-street Parking

In coordination with park-wide parking guides, all streets throughout Metro Air Park have installed "No Parking" signs. No on-street parking ensures the availability of safe and clear bicycle lanes for those traveling by bicycle.

Pedestrian Pathway Through Parking

Pedestrian circulation guidelines require clear, convenient pedestrian connections to business entries from public streets, sidewalks, transit stops, and trails. Differing paving textures, colors, and materials will distinguish pedestrian pathways from vehicular drive aisles through

Pedestrian pathways cross vehicular drives, delineated crosswalks, and raised pedestrian surface pavement ensure visual differentiation. Pathways will incorporate adequate lighting for pedestrian safety—design building footprints with offsets and recesses. Orient buildings to create courtyards and plazas to offer various gathering places.

Designated Mobile Food Truck Areas

The MAPPOA TSM Committee will designate parking areas for mobile food trucks. Mobile food trucks reduce employees' need to drive their automobiles to make a midday trip during lunch hours.

Mobile food trucks offer a variety of breakfast and lunch foods. This restaurant on wheels option fills a gap until retail projects develop in Metro Air Park.

Mobile food trucks and services offer the Commuter Concierge another opportunity to engage with commuters and promote events and campaigns.

Outreach, Marketing, and Promotional Measures

Metro Air Park Commuter Concierge

Metro Air Park provides a dedicated TSM coordinator known as the Commuter Concierge as an essential amenity for all tenants and employees. The Commuter Concierge will help Metro Air Park reach their County required trip reduction goals and be responsible for implementing alternative commute programs.

The Commuter Concierge is an outsourced coordinator who manages the TSMP programs and annual reporting. The Commuter Concierge is responsible for; providing commute program assistance, producing on-site transportation fairs and promotional events, collaborating with transit and rideshare organizations to maximize on-site resources, partnering with Jibe, conducting the annual survey, and preparing annual summary reports. Commute industry data supports that a Commuter Concierge positively impacts increasing and maintaining alternative mode use.

The Commuter Concierge's responsibilities will include:

- Pre-occupancy engagement with tenants to transition drive-alone commuters to alternative transportation options before tenants move to the site
- New employee orientation to alternative transportation options
- Quarterly on-site promotions and events for all employees that highlight public transit, pedestrian and biking, and carpooling transit options and rewards
- Support tenants with their Employee Wellness/Health/Commuter Transportation Fair/Earth Day/Bike to Work Day/Spare the Air events and promotions
- Support tenants with coordination and formation of vanpools
- Robust surveys of tenants and their staff to ensure compliance
- Report TSMP performance to the County.

The Commuter Concierge is the direct contact for tenants and commuters. Below is a summary outline of the Commuter Concierge's start-up and TSMP implementation functions.

- Develop MAP program policy guides
 - Parking/parking mgmt.
 - Carpool parking
 - Vanpool parking
 - Bicycle parking
 - Guaranteed ride home
 - Bike share
 - Scooter share
- Prepare content for the MAP commuter resource website
 - Commuter resources
 - Commuter incentives
 - Guaranteed ride home program
 - Commuter assistance
 - On-site facilities map (see page 17)
 - Marketing, resource flier, FAQs, and promotions content
- Pre-occupancy tenant/employer support
 - Employee presentations
 - Pre-move baseline employee survey
 - Commuter webinars
 - Tenant support

- Trip planning assistance
- Integrate with SacRegion511
- Integrate with Sacramento Regional Transit
- Integrate with Yolobus
- Integrate with JIBE
- Annual employee commuter survey
- Tenant/employer engagement
 - Determine what tenant commuter benefits employees receive
 - Transit subsidies
 - Vanpool subsidies
 - Carpool incentives
 - Bicycle incentives
 - Create an employer/tenant primary TSMP contact database
 - Explore MAP shuttle interest
 - Develop a TSMP responsibility matrix
- MAPPOA TSMP Committee commuter advisory support and technical assistance as needed

Commuter Marketing and Promotion Measures

Marketing and promotions focus on both initial and long-term use of alternative modes of transportation. Employees will receive invitations to participate in Metro Air Park commuter and transportation promotions and campaigns such as:

- Special promotions and incentives to ride public transit
- Newsletters, emails, and Instagram postings
- Polls, surveys, or competitions to win prizes or a lottery
- Commuter newsletters and posters
- Spare the Air Days
- Bicycle Safety Workshops
- Lunch' n learn events
- May is Bike Month
- Guaranteed Ride Home Program
- Ride matching assistance

The Commuter Concierge will share the commuter resource flier with tenants to promote employee services and benefits. An online Commuter Resource website will include links to bicycle, transit, carpool, vanpool, and guaranteed ride home programs. Also considered for future engagement use is a commuter app.

Property owners or tenants will receive a transportation kiosk from the Commuter Concierge for placement in an employee breakroom or entrance lobby. The kiosk contains transportation information such as bus and shuttle schedules, bicycle maps, commuter materials, guaranteed ride home information, and carpool ride-matching incentives.

Each tenant will promote the kiosk unit and resource materials for their employees to create a commuter corner. Information will be updated periodically by the tenant transportation coordinator.

The MAPPOA CC&Rs require property owners (and tenants) to participate in the TSMP. The MAPPOA will ensure property owners are aware of this requirement, and the Commuter Concierge will monitor their participation. Property owners will receive a MAP TSMP disclosure packet containing information and confirmation material, and the Commuter Concierge will collect a signed acknowledgment form for property owners. Below is a sample Metro Air Park Commuter Resource flier.

Metro Air Park Commuter Resources

Transit and Shuttle Services

North Natomas JIBE Commuter Resources:
<https://jibe.org/>

[Jibe Shuttle Express Rider Rewards](#)

Sacramento Regional Transit (RT) transit trip planner: sacrt.com

North Natomas [Jibe Shuttle Tracker](#)

[Sacramento RT Tracker](#)

Sacramento Commuter resources and travel planning: <https://sacregion511.org/#/>

[Park-and-Ride Locations](#)

Carpool and Vanpool Services

[Waze](#) Carpool Matching app

Carpool Parking Policy

Carpool parking at Natomas Crossing requires a permit. Obtain a parking permit from the main reception desk. Vehicles without permits will be subject to citation or tow.

Vanpool Incentives

- Up to \$300/month for a (6) month or (12) month period
- Contact [Maryam Amiri](#) for more information.

Bicycle Parking and Facilities

Secure Bicycle Parking and Repair Studio

On-site bike racks, secure bicycle lockers and repair station are available for employee use. Obtain locker registration information in the main reception desk.

North Natomas Bicycle Repair [Fix-It Stations](#)

Bike route planner and trail maps:

[Sacramento Region Bike Route Maps](#)

[North Natomas Bike Route Maps](#)

[Bikes on Transit information](#)

Need a bike repair? North Natomas [Bike Doc events](#)

Need a bike? [Earn-a-Bike Program](#)

[Sacramento Area Bicycle Advocates](#) – for maps, bicycle safety, Bike MD, bike matching and more.

[May Is Bike Month](#) – for maps, trip planning, bicycle safety, bike matching and more.

Commuter Incentives and Services

FREE Guaranteed Ride Home program – commuters who experience a midday emergency get a free ride home. Guidelines [here](#).

How to use Emergency Ride Home:

- Log in to SacRegion511 at <https://sacregion511.org/#/>
- Add Express Riders to your My Networks under Edit Profile
- Log your trips to accumulate rewards
- Navigate to My Rewards
- Download a voucher. *The voucher pays for the ride and a tip (for a taxi).*

Sacramento Region [Spare the Air Alert Notices](#)

Metro Air Park Commuter Concierge

Claudine Schneider
(916) 517-4322


METRO AIR PARK

Monitoring and Reporting Measures

Annual MAP Commuter Survey

With the help of the MAPPOA TSM Committee, the Commuter Concierge will conduct yearly online surveying of all commuters within the park. The survey participation rate goal is 40%, and survey data will identify if the minimum number of persons is 1.5 per vehicle during peak travel. The online survey approach will include questions identifying when commuters arrive and depart from work. Travel data collected between 7-9 a.m. and 4-6 p.m. will reflect peak-period times of days.

Metro Air Park SPA Section 505- 40.4.G.vi.j. states that "In the event that the peak period commute rate of 1.5 persons per vehicle is not being met, the [Transportation Systems Management] Association, known as the MAPPOA TSM Committee, shall propose additional and/or revised measures to the plan in a report to the Planning Director, which shall be forwarded to the Project Planning Commission.

The baseline commuter survey will occur at 25 percent of MAP's occupied built environment. As of year-end 2021, only three buildings were occupied and operational. The TMA will monitor occupancies, and a baseline survey and report will be issued when required. The survey will rely on property owners, tenants, and employers to provide and promote commuter information and access links. The MAPPOA CC&Rs have enforcement powers, fines, and special assessments that can be levied if property owners or tenants do not participate in the survey.

Survey data will be used in the Annual Report Summary. An updated TSMP site plan will be included in the report and forwarded to the Department of Community Development. The Annual Commuter Survey Summary Report and applicable fees will be submitted by the indicated date.

Annual Employer (Tenant) Trip Reduction Permit

All applicant projects and tenant-employers operating in Metro Air Park with 100 or more employees will receive a copy of the County's Trip Reduction Programs code. Employer engagement will be one of the activities handled by the Commuter Concierge team. Below is an excerpt from Chapter 10 of the County Code.

10.64.040 Permit Required.

Except as provided in Section [10.64.050](#), no person shall employ 100 or more persons at a common business location within the unincorporated urban area of Sacramento County without first applying for and obtaining a Trip Reduction Permit. Said permit must be obtained within 180 days of notification, as described in Section [10.64.080](#).

When a particular person has more than one common business location within the unincorporated area, each location employing 100 or more persons, that person may apply for and, subject to satisfactorily meeting the requirements of Section [10.64.140](#), may be granted a single Trip Reduction Permit applicable to all business locations described in the approved permit. (SCC 567 § 1, 1983.)

The Director of the Environmental Management Department will grant a Trip Reduction Permit after satisfactory compliance with the following requirements:

- a) Annually provide all employees and new employees upon hiring with written information on alternative commute modes, including carpooling, vanpooling, public transit, bicycling and walking to work. Such material shall include information on the benefits of these alternate modes and details regarding their availability to employees commuting to the worksite.
- b) Annually provide all employees and new employees upon hiring commuter matching services.
- c) Provide all employees with the services of an on-site employee transportation coordinator.
- d) Provide and administer a preferential parking program for carpool and vanpool vehicles at each work location. (SCC 567 § 1, 1983.)

Employer Trip Reduction Permits are valid for one year from the Director's date of issuance. The Director may issue a Trip Reduction Permit, which is active for three years, to employers who continuously maintained a valid Trip Reduction Permit for two years or more.

Failure to obtain a Trip Reduction Permit or violation of the Trip Reduction Programs Chapter 10.64.010 may result in misdemeanor penalties and fines.

The Commuter Concierge team will help tenant-employees meet their Trip Reduction Permit requirements.

Other Measures

Property Owner Performance Language – TSMP Requirements

All property owners are required, via CC&Rs, to meet and perform the requirements identified in the Master Air Quality Mitigation Plan and the Transportation Systems Management Plan. As property owners submit project design plans to MAPPOA for approval, they will receive a letter reminding them of their and future tenant obligations to meet TSM requirements. They will receive a TSMP disclosure packet with information and acknowledgment confirmation material. The Commuter Concierge will collect and track the signed TSMP Packet acknowledgment forms.

Built projects will receive the updated TSMP Implementation Guide, packet of information, and acknowledgment form, tracked and collected by the Commuter Concierge.

The commuter trip reduction goals are the park-wide goal. The TSM Committee will determine how and when to meet goals and enforcement methods.

Property Owner or Tenant TSMP Employee Coordinator

Property owners or tenants will identify a designated contact to work with the Commuter Concierge team. The specified employer contact will share commuter information, marketing, outreach, and annual employee commuter surveys. The selected liaison may be the employee transportation coordinator (ETC), who will provide commute assistance to employees and maximize rideshare efforts.

Enforcement of tenants to identify ETCs are the responsibility of property owners. The Commuter Concierge will manage a list of ETC and property owner sites with tenants to encourage compliance. Should a tenant not comply or engage with the Commuter Concierge or identify an ETC, the MAP TSM Committee will identify consequences for the property owner.

Property Owner or Tenant Passenger Loading Area

Project applicant requirements shall include passenger loading areas to meet the County's Zoning Code ZC Sections 5.9.6.D & G.

Comply with MAP Master Air Quality Mitigation Plan (AQMP)

The MAPPOA TSM Committee complies with all mitigations necessary under the Air Quality Mitigation Plan. The TSMP Addendum intends to reduce total SOV trips and, in so doing, lessen resulting parking issues, traffic congestion, and mobile source-related air pollution. A comprehensive program of incentives and services can reduce parking demand, traffic, and air pollution, creating a more sustainable employment environment while freeing up valuable land for higher and better uses.

Best "SITE" for Commuters

The MAPPOA TSM Committee will seek the Best "SITES" for Commuters certification. The Best Workplaces for Commuters provides qualified sites with national recognition and an elite designation for outstanding commuter benefits. Development sites, tenants, and employers that meet the National Standard of Excellence in commuter benefits can get on the Best Workplaces for Commuters list. Metro Air Park is eligible for a Best "SITE" for Commuters designation as a business park workplace.

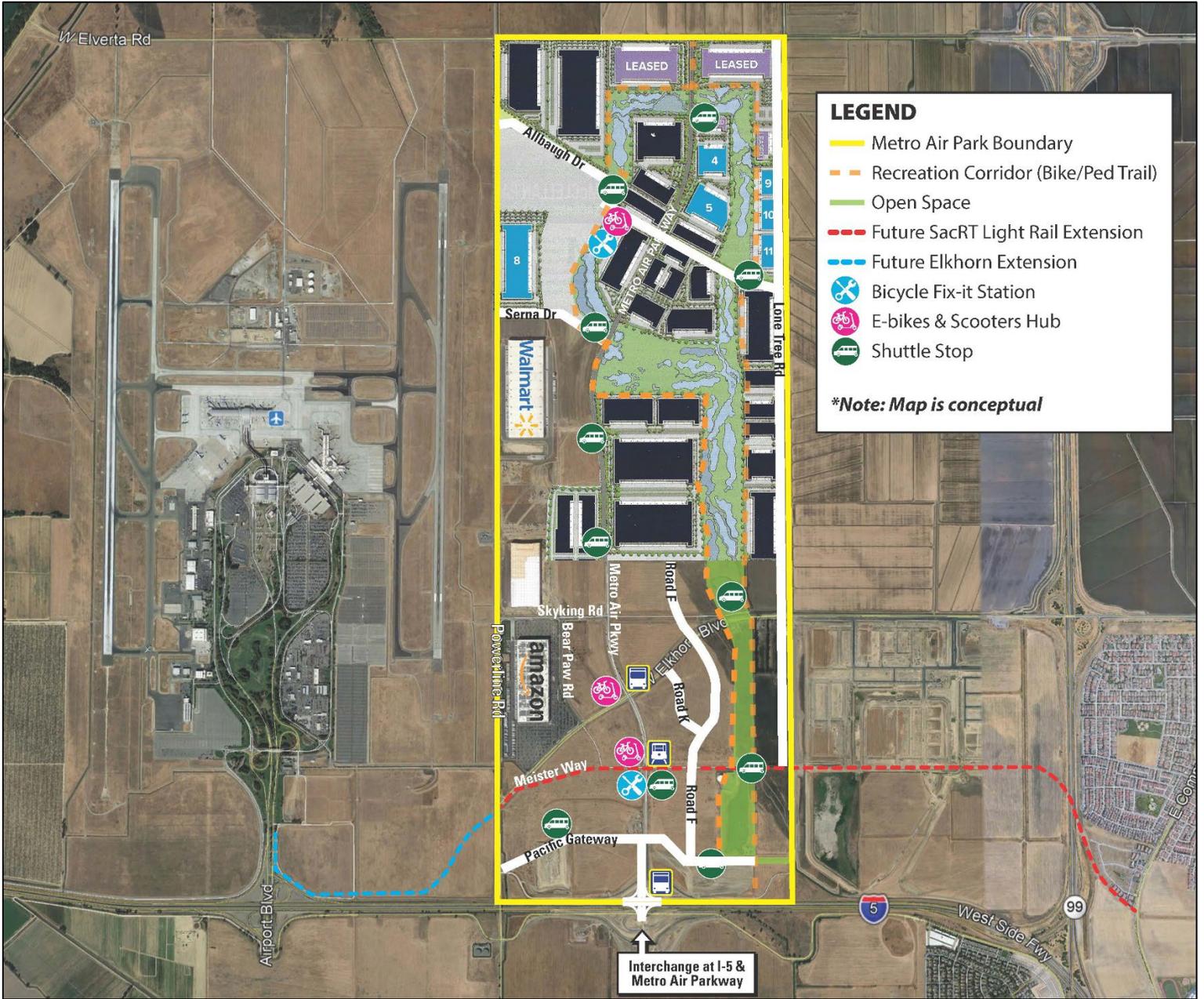


Association for Commuter Transportation

The MAPPOA TSM Committee will join the Association for Commuter Transportation (ACT). ACT is an international association and leading advocate for commuter transportation and transportation demand management (TDM). Membership helps teams maximize their ability to recruit and retain employees and assist commuters with their commutes, with access to best practices for implementing useful TDM and shared-use mobility policies and programs.



Conceptual MAP On-site TSM Facilities Map



LEGEND

- Metro Air Park Boundary
- - - Recreation Corridor (Bike/Ped Trail)
- Open Space
- - - Future SacRT Light Rail Extension
- - - Future Elkhorn Extension
- Bicycle Fix-it Station
- E-bikes & Scooters Hub
- Shuttle Stop

**Note: Map is conceptual*

Updated 6/14/22