

City of Sherburne

Active Living Plan



A community that promotes a way of life in which **active living is a priority;** where walking and biking are the **safe, preferred options of residents** and the community is **connected to the surrounding region.**

August 2015

Executive Summary

This plan is dedicated to promoting, encouraging, and increasing walking and biking in the City of Sherburn. With meeting facilitation by the Region Nine Development Commission, the Sherburn Active Living Team participated in a series of three meetings from April through August 2015 to complete an active living plan for the community. These meetings consisted of defining active living, determining community visions and goals, and identifying barriers and challenges to walking and biking in Sherburn.

An important portion of this plan also includes a Safe Routes to School component that identifies strategies to make walking and biking to and from Sherburn Elementary School the safe and chosen method of travel. The Sherburn Active Living Team, the City of Sherburn, and the school participated in school observations, student tallies, and parent surveys to understand barriers.

Following information gathered at these active living meetings; community-wide and school strategies were created and prioritized using the *Five E's of Planning*. These planning areas include engineering, education, encouragement, enforcement, and evaluation.

The creation of an active living plan is the first step in creating a successful active living program. With this plan, the Sherburn Active Living Team, the City of Sherburn, and the school can leverage resources for implementation for the strategies and recommendations identified in this plan. The team is encouraged to continue meeting to discuss implementation of the plan and evaluate progress.

Acknowledgments

A special thank you to the Sherburn Active Living Team for their time and effort in making this planning process a success.

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Table of Contents

Purpose	1
Active Living Overview & Planning Process	1
Statewide Health Improvement Program.....	1
Visioning.....	2
Community Assessment.....	2
Strength, Weakness, Opportunity, & Threat Analysis (S.W.O.T.)	3
Community Survey Results.....	4
Walking Audit Summary	5
Recommendations.....	6
Safe Routes to School.....	7
Sherburn Elementary School	
School Overview.....	7
School Site	7
Walking and Biking Conditions	8
School Observations	8
Parent Survey Results	10
Student Tally	10
Recommended Strategies.....	11
Implementation and Resources.....	12

Appendix

Walking and Biking Audit Form	16
Walking Audit Summary	17
Community/Parent Survey	19
Community/Parent Survey Results	24
Student Tally Worksheet	34
Student Tally Results.....	36
School Observation Form.....	37

Purpose

This Sherburn Active Living Plan is designed to serve the city in identifying strategies to increase walking and biking in the community. By providing key recommendation methods and resources, the City of Sherburn can understand the needs of the community and encourage a way of life where active living is a priority.



Statewide Health Improvement Program

This active living project was possible by a Statewide Health Improvement Program (SHIP) grant from the Minnesota Department of Health (MDH). SHIP works to prevent disease before it starts by helping create healthier communities that support individuals seeking to make healthy choices in their daily lives. SHIP intends to reduce the prevalence of obesity and tobacco use in Minnesota through policy systems, public motivation, and environmental changes.



Active Living Overview & Planning Process

Active living is a way of life in which people are physically active during their daily routines. The active living planning process provides a plan to identify goals, strategies, and action steps that create a safer, healthier, and more active community.

A variety of techniques exist to make walking and biking more convenient, safe, and a priority in communities. Active Living initiatives typically focus around the Five E's of planning, which include evaluation, engineering, enforcement, education, and encouragement. These areas of planning each describe strategies to enhance active living in the City of Sherburn.

Evaluation identifies where health inequities exist and how to measure qualitative improvements in communities to support walking and biking.

Engineering identifies infrastructure or facility improvements and provide resources on how they affect health improvement and support increased walking and biking.

Enforcement works with local law enforcement to identify problem pedestrian or bicycle areas and enforce existing laws to increase safety and ensures existing practices and systems are followed.

Education ensures decision-makers and partners have appropriate information and resources to understand how walking and biking affect their community and value its role in decision-making. It also helps the general public to be increasingly aware of how policies and practices facilitate and inhibit their choice to walk and/or bike thereby affecting their health and quality of life.

Encouragement can be through strategic events or opportunities to engage partners and general public around physical activity.

Visioning

The Sherburn Active Living Team developed a vision of success for their plan. This vision statement outlines an overarching goal and identifies what a successful active living plan will accomplish in the community.

Vision

A community that promotes a way of life in which **active living is a priority;** where walking and biking are the **safe, preferred options of residents** and the community is **connected to the surrounding region.**

Community Assessment

A critical portion of the active living planning process is undertaking a community assessment to determine the assets and barriers to walking and biking in Sherburn. The community assessment consists of the existing policies, S.W.O.T. analysis, community surveys, and a walking audit. All of these helped in determining specific goals and strategies.

Existing Policies

The City of Sherburn has three ordinances that are in place to protect and maintain sidewalks.

Ordinance 302.02 - Snow, Ice, Dirt, and Rubbish

SNOW, ICE, DIRT, AND RUBBISH

Subd. 1. Duty of Owners and Occupants - The owner and the occupant of any property adjacent to a public sidewalk shall use diligence to keep such walk safe for pedestrians. No such owner or occupant shall allow snow, ice, dirt, or rubbish to remain on the walk longer than 24 hours after its deposit thereon. Failure to comply with this section shall constitute a violation.

Subd. 2. Removal by City -The clerk may cause removal from all public sidewalks all snow, ice, and rubbish as soon as possible beginning 24 hours after any such matter has been deposited thereon or after the snow has ceased to fall. The clerk shall keep a record showing the cost of such removal adjacent to each separate lot and parcel.

Ordinance 302.06 – Repair of Sidewalks and Alleys

Subd. 1. Duty of Owner - The owner of any property within the city abutting a public sidewalk or alley shall keep the sidewalk or alley in repair and safe for pedestrians. Repairs shall be made in accordance with the standard specifications approved by the council and on file in the office of the city clerk.

Subd. 2. Inspections; Notice - The council or its designee shall make such inspections as are necessary to determine that public sidewalks and alleys within the city are kept in repair and safe for pedestrians or vehicles. If it is found that any sidewalk or alley abutting on private property is unsafe and in need of repairs, the council shall cause a notice to be served, by registered or certified mail or by personal service upon the record owner of the property, ordering such owner to have the sidewalk or alley repaired and made safe within 30 days and

stating that if the owner fails to do so, the city will do so. The expense thereof must be paid by the owner, and if unpaid it will be made a special assessment against the property concerned.

Subd. 3. Repair by City - If the sidewalk or alley is not repaired within 30 days after receipt of the notice, the clerk shall report the facts to the council and the council shall by resolution order the work done by contract in accordance with law. The clerk shall keep a record of the total cost of the repair attributable to each lot or parcel of property and report such information to the city council.

Ordinance 302.07. – Personal Liability

The owner of property on which or adjacent to which a current service has been performed shall be personally liable for the cost of such service. As soon as the service has been completed and the cost determined, the city clerk, or other designated official, shall prepare a bill and mail it to the owner and thereupon the amount shall be immediately due and payable at the office of the city council.



Strength, Weakness, Opportunity, & Threat Analysis (S.W.O.T.)

The Sherburn Active Living Team completed a S.W.O.T. (Strength, Weakness, Opportunity, and Threat) analysis to understand the assets and barriers to walking and biking in the community. The results were summarized below.

Strengths

- Sidewalks are present, but many are unmaintained and can be dangerous.
- There is a growing number of children in the community who potentially utilize the sidewalks.

Weaknesses

- There is a lack of community participation and buy-in to paying for infrastructure improvements.
- Many residential and commercial streets are wide.

Opportunities

- Sherburn has relatively flat land that could easily support walking and biking in the community.
- There is interest in connecting with other communities through trails and paths.
- There is a high amount of community participation and involvement to help make Sherburn pedestrian and bicyclist friendly.

Threats

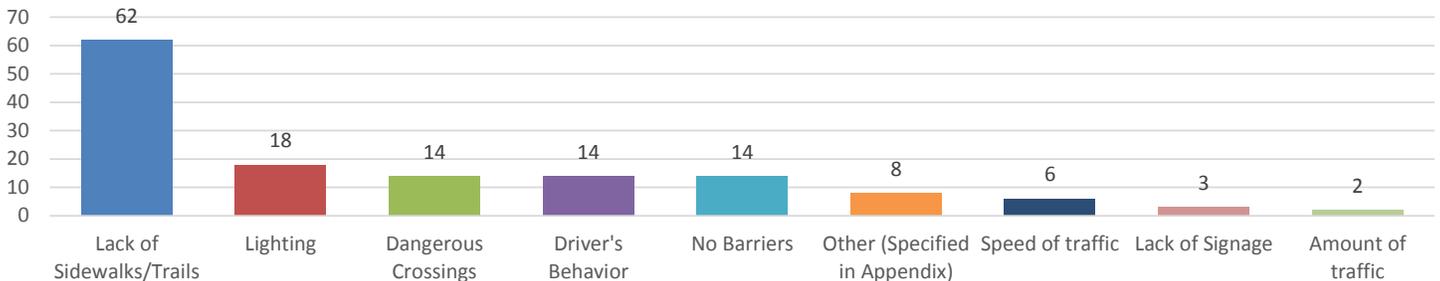
- Threats focused around funding and education.
- Safety is also a major concern, especially with Highway 4 crossing through the city.

Community Survey Results

The Region Nine Development Commission, with the assistance of the City of Sherburn, implemented a survey to better understand the needs of the community and the barriers to walking and biking. The results from the survey helped to develop comprehensive goals and strategies that are stated in this plan. The survey was available from April 28, 2015 through June 30, 2015 and collected a total of 78 responses.

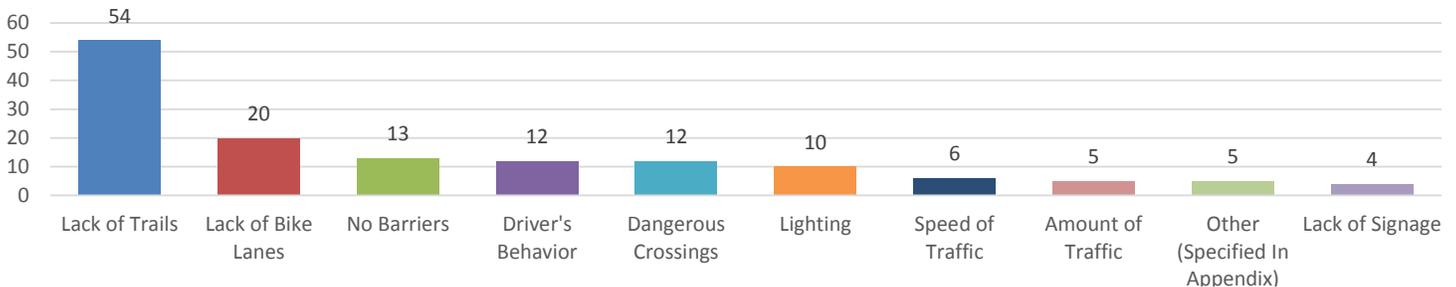
Participants were asked to select major barriers to walking and biking in Sherburn. A majority of responses (44%) indicated that a lack of sidewalks/trails were the main barrier to walking in Sherburn. Other concerns included lack of adequate lighting, unsafe crossings, and poor driver behaviors. Ten percent of respondents stated there were no barriers.

Barriers to Walking



A lack of trails and bike lanes were the primary barrier to biking in Sherburn. Other concerns included poor driver behavior and poor driver behavior. Nine percent of respondents stated there were no barriers to biking.

Barriers to Biking



Participants were also asked to select places in Sherburn that need to be accessed on a regular basis. Participants were able to select their top three choices. These results provide a clearer picture of places that need to be considered and accessible for walking and biking. The top three locations include: Martin County West - Sherburn Elementary School/Pool (53%), Downtown (Post Office, businesses, City Hall, Library, Sherburn Municipal Liquor) (49%), and Kum & Go/Subway (36%). Connectivity to surrounding communities was also important (33%).

Lastly, survey results indicated the type of facilities that participants were most comfortable walking or biking on. Citizens were most comfortable walking on sidewalks (84%) and biking on residential streets (78%).



Additional comments were collected from this survey. Many of which focused on increasing and maintaining sidewalk and bike trails. The full results are located in appendix of the plan.

Walking Audit Summary

Region Nine Development Commission and the City of Sherburn held a walking audit on May 21, 2015. The purpose of this event was to understand the assets and barriers to walking or biking in the community of Sherburn. The audit started at Martin County West – Sherburn Elementary School to Highway 26 and the south side of the city, and back up along Highway 4/North Main Street.

Comments from the walking audit are summarized below:

- There were blocks in the community that had missing or incomplete sidewalks. Notable areas that were missing sidewalk connections were along East 5th Street. There were no sidewalks connecting to the park.
- Some sidewalks were in very poor condition (crumbling, debris, grass clippings, large branches, weeds growing through, cracked, uprooted from tree growth, etc.) There were a few locations that had parked vehicles blocking the sidewalks.
- Many crosswalks had fading paint.
- Lighting was scarce in most areas.
- Walking felt generally safe along downtown due to the wide walkways. There is a concern with crossing North Main Street/Highway 4 because of the width. Parallel line crosswalks, no signage, and parallel parking make it hazardous for pedestrians or bikers to see oncoming traffic.
- No sidewalks or crosswalks are located at along Highway 26.
- Side streets were very quiet and respondents felt comfortable walking on the street, even in the presence of sidewalks. Side streets are very wide with no painted lines; however, vehicle traffic and speed has not been a concern. Traffic moved over when pedestrians were in sight.
- Many curb cuts are not American with Disabilities Act compliant. Areas seen as a concern were near the Sherburn Elementary School.
- The railroad crossing near the intersection of Highway 26 and Fairmont Avenue was dangerous and could be a tripping hazard.
- Traffic along Fox Lane Avenue is considered busier.
- There was discussion regarding a trail around Temperance Lake.



Recommendations

The following recommendations were developed using the *Five E's* of active living planning. These strategies are short and long term initiatives to improve and enhance walking and biking in the City of Sherburn.

Engineering

Sidewalks and Trails

- Continue expanding sidewalks throughout the city especially as new commercial and residential development occurs.
- Continue expanding and connecting existing trails/paths in the city (especially along Highway 4) to popular destinations and areas.
- Establish a curb cut replacement program and ensure walkways are American with Disabilities Act compliant.
- Ensure that popular destinations are walking and biking accessible and safe.

Street Improvements

- Identify key intersections to establish high visibility crosswalks (including: continental, zebra, or ladder striping) especially focusing on intersections near popular destinations.
- Increase and update lighting in high pedestrian areas and popular destinations.
- Work with the county and state agencies to develop traffic calming techniques along Highway 4 and Highway 26 to better connect the north and south sides of Sherburn and to ensure comfort of walkers and bikers crossing these roadways. Such improvements may include additional signage, highly visible crosswalks, bump outs, crossing islands, road diets, etc.

Downtown

- Reinvest in the downtown by creating safe, walkable, and bikable downtown that is vibrant and attractive to all age groups.
 - ♦ Work with the city, chamber, and EDA to assist in filing building vacancies and develop incentive programs.
- Work with the county to install various traffic calming and road narrowing techniques such as curb extensions.
 - ♦ Area of concern: Intersection of East 1st Street/North Main Street and 2nd Street/Main Street.
- Continue expanding high visibility crosswalks at all intersections with continental, zebra, or ladder striping.

Policy Formation

- Work with city leaders to develop policies that will help promote active living
- Work with the city, county, and state to develop a comprehensive sidewalk/trail plan that accommodates people of every age and ability.
- Encourage the city to adopt a complete streets policy. The complete streets goal is to create an integrated transportation system that includes all modes of transportation and serves all types of users, regardless of their age or ability. Complete streets considers the needs of all transportation users for future transportation projects.

Education

- Residents need to be educated about the concept of a walkable/bikeable community. As the community begins developing signage, striping, sidewalk, trails, and street improvements – it will be important to educate the public about the development.

Enforcement

- Continual enforcement of *Ordinance 302.02 - Snow, Ice, Dirt*; *Ordinance 302.06 – Repair of Sidewalks and Alleys*; and *Ordinance 302.07 – Personal Liability* to ensure sidewalks are safe for all users at all times of the year.
- Use speed feedback signs followed up with enforcement to reduce traffic speeds and compliance near key destinations.

Encouragement

- Holding community walking and biking events such as bike rides, rack attacks, open streets, or fun runs, to promote physical activity.
- Coordinate with city and county on potential grant opportunities.
- Publish regular newspaper articles on safe walking and biking laws, policies, active living progress, and walking/biking improvements.
- Sponsor safety programs during community events.

Evaluation

- Continue meeting as an active living team to grow a culture of active living and increase walking and biking. This team can inform and support city efforts to improve conditions. They can also help in updating the plan as implementation occurs and visions, goals, and strategies change.

Safe Routes to School

A portion of this plan is dedicated to increasing the safety and amount of children that walk or bike to school in Sherburn. The planning process involves assessing existing school conditions through community surveys, student travel tallies, and school observations. An action plan with specific recommendations has been developed using these tools.

Please note that the term Safe Routes to School is a federal program through the Department of Transportation. This document is not an official Safe Routes to School document.



Sherburn Elementary School

School Overview

Sherburn Elementary School is a pre-school through second grade school. According to the 2013-2014 Minnesota Department of Education, Sherburn Elementary School has a total enrollment of 145 students. The normal school hours for Sherburn Elementary School are 8:15 a.m. to 3:06 p.m.

School Site

Sherburn Elementary School is located in the north central portion of Sherburn at 16 West 5th Street. The school is located along East 5th Street (south) and North Main Street/Highway 4 (west). A track, baseball, softball, football field, and tennis court occupy the south and west portion of the school site. Also, west of the school is Casey's General Store and Martin County West High School. The zoning surrounding the school is primarily residential with an industrial zone northwest of the site.

Walking and Biking Conditions

The City of Sherburn has a grid street network which provides connectivity throughout the community. Few streets have complete sidewalks on one or both sides of the streets and some sidewalks are crumbling or incomplete.

Near the school, sidewalks are scarce. Sidewalks are located near the school along East 5th Street, but stop at the parking lot entrance. Sidewalks are obsolete along North Manyaska Street, North Lake Street, and Park Street on both sides of the streets.

Removable signage is present at the intersections of East 5th Street and North Manyaska Street, East 5th Street and North Lake Street, and the alley in-between these two streets. Other signage present on the campus include a *Traffic Prohibited When Buses are in Driveway* sign, a *Pickup and Drop-off Only* sign, and *Watch for Children* sign.

School Observations

Morning arrivals and afternoon dismissals at Sherburn Elementary School were observed on May 21, 2015 by city staff, a community member, and Region Nine Development Commission staff. Participants were placed strategically at the school and recorded what they observed at their location. The results are summarized below.

Arrival

The active living team observed student arrival at Sherburn Elementary Schools from 7:40 a.m. – 8:30 a.m. The weather was 50 degrees, sunny and breezy

Walkers/Bicyclists: Many students arrive to school before 7:30 a.m. to be shuttled to Trimont Elementary School. Students were observed coming from all directions to the school along East 5th Street North. Students primarily use both sides of the loop sidewalks to enter the school, but several were seen using the center crossing. The bike rack in front of the school was completely full during the morning observations.

Bus System: Buses begin arriving at 7:40 a.m. and arrive sporadically until 8:10 a.m. Students waited underneath the canopy to be shuttled to Trimont Elementary School. These students were supervised by two Trimont Elementary staff.

Car Loop/Lot: Students were observed being dropped off at all locations along East 5th Street, the bus drop off site, and stop signs. Many cars were seen making illegal U-turns at the intersection of East 5th Street and North Lake Street. There is a painted white line where parents are supposed to drop students off at; however, many parents do not use that space. When dropping students off, some students were escorted by a parent or guardian. Cars are not permitted in the car loop during bus arrival; however, some cars were seen squeezing in between buses to drop their students off. The car loop was congested.

Crossing Guards/Patrol: Adult crossing guards and patrols were seen surrounding the school site from 7:45 a.m. – 8:15 a.m. Elementary students were good about waiting for the crossing guard; however, high school students tend to cross without assistance. One crossing guard was located at East 5th Street/North Lake Street and East 5th Street/Manyaska Street. A police patrol drove by the school a few times.



Dismissal

The active living team observed student dismissal at Sherburn Elementary School from 2:45 p.m. – 3:20 p.m. The weather was 75 degrees, sunny and windy.

Walkers/Bicyclists: Although school ends at 3:05 p.m., walkers and bicyclists are not seen until 3:20 p.m. At the intersection of East 5th Street/North Main Street a large amount of high school students (100+) and a few elementary students are seen crossing the intersection and crossing the grass to the west. Students that are using bicycles to leave the school are asked to walk them until they are across the street. A concern was noted that students have difficulty crossing the streets safely because of inadequate curb cuts.

Bus System: Most buses pick up and drop off shuttled students in the car loop in front of the school. One bus was observed dropping off at the center stop sign along East 5th Street. A majority of the buses arrived at 3:20 p.m., but a few were seen at earlier times. Most buses drove west along East 5th Street; however, one bus used North Lake Street to access the car loop. A concern was noted that the visibility of buses coming from other directions (besides East 5th Street) have difficulty seeing oncoming traffic, as cars are parked along all areas of the street in front of the school.

Car Loop/Lot: Vehicles start arriving at the school at 3:05 p.m. to start picking up their students. Many parents park near the playground and wait for their children to walk over when they are dismissed. Many U-turns were observed at East 5th Street and North Lake Street.

Crossing Guards/Patrol: Adult crossing guards are observed at the same locations as morning arrivals – one at East 5th Street/North Lake Street and at East 5th Street/North Manyaska Street. They arrive shortly before school ends (3:05 p.m.) and leave by 3:25 p.m. Most vehicles are good about stopping for the crossing guards. There were a few students that did not wait for the guard to assist with crossing the street. The pedestrian crossing signs and the stop signs are removed by staff shortly after most students have left the school.



Parent Survey Results

A portion of the community survey included the parent survey to understand and identify factors affecting a parent's decision to allow children to walk or bike to school. The survey was available in paper form and electronically. The parent survey received 39 complete survey responses of which 87% of participants live within one mile of school. The results of the survey helped to identify improvements needed to increase the amount of students walking or bicycling to school and the safety of these students.

Parents were asked to select their top concerns in allowing their children to walk or bike to school. They were asked to select all that applied. Parents responded their highest concerns included:

- Sidewalks and Pathways (46%)
- Weather or Climate (38%)
- Distance (31%)

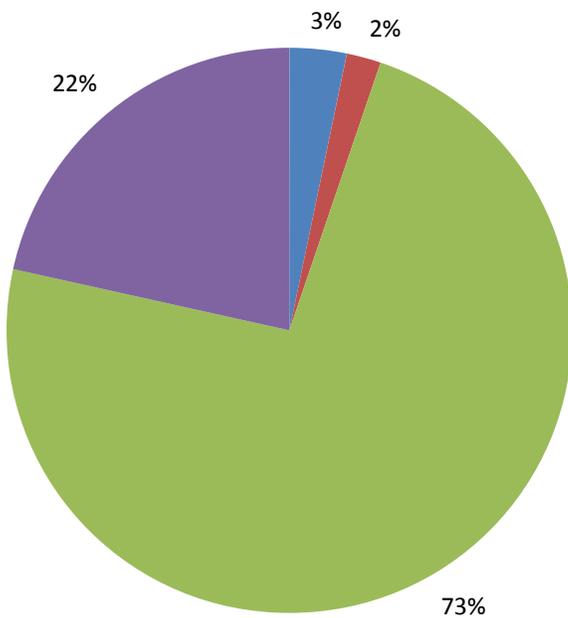
Parents were asked whether or not they would allow their child to walk or bike to school if their concerns were improved upon. Taking into account all of the concerns the parents listed, the following percentages of parents answered they would allow their child to walk or bike to school if these conditions were improved:

- Sidewalks and Pathways (96%)
- Weather or Climate (79%)
- Distance (65%)

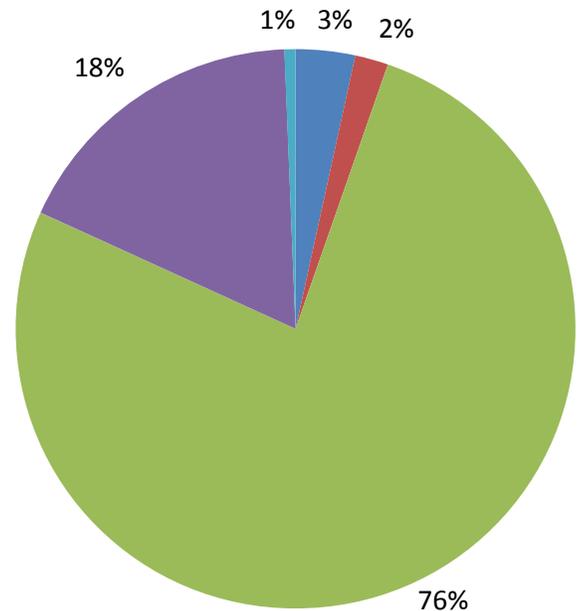
Student Tally

Sherburn Elementary School completed a student tally during the week of May 18, 2015 on Tuesday, Wednesday, and Thursday. Students were asked each day on how they arrived and left school. The response totals were 463 responses for the morning arrival and 462 responses for dismissal.

Sherburn Elementary School Arrival Results



Sherburn Elementary School Dismissal Results



■ Walk ■ Bike ■ School Bus ■ Family Vehicle ■ Carpool

Recommended Strategies

The following strategies are possible solutions to alleviate, improve, or mitigate existing concerns, conditions, or barriers for children to be able to walk and bike to school safely. The strategies below have been suggested by Region Nine Development Commission to improve safety around the school and neighborhood based on the vision statement, community assessment, and identification of barriers and concerns. Strategies below include infrastructure and non-infrastructure recommendations.

Engineering Strategies

- Develop a Safe Routes to School walking map.
- Work with the city to develop sidewalk/trail infrastructure near the school, locate funding, or develop a sidewalk policy to construct sidewalks.
 - ♦ Areas of concern include East 5th Street, North Manyaska Street, North Lake Street, and Park Street.
- Work with the city to ensure crosswalks are highly visible (including: continental, zebra, or ladder striping) to drivers and included at all intersections surrounding the school, such as school zone signs, pedestrian crosswalks, and speed limit signs.
 - ♦ Intersections of concern include: East 5th Street and North Main Street, East 5th Street and North Manyaska Street, the alley between North Manyaska Street and North Lake Street, East 5th Street and North Lake Street, and East 5th Street and North Park Street
- Repaint on street signage that is near the entrance and exit of school.
- Work with the city, county, and state to develop and install traffic calming techniques (such as high visible crosswalks, roundabouts, bump outs, Rectangular Rapid Flashing Beacon, High-intensity Activated Crosswalks, or crossing islands) at the intersection of East 5th Street and Highway 4.
- Consider moving parent drop off and pick up to be adjacent to the playground.
- Work with the city to paint the curbs near intersections for no parking.
- Work with the city to replace intersections where sidewalk is present with American with Disabilities Act curb cuts.
 - ♦ Intersections of concern: East 5th Street/North Lake Street and East 5th Street/North Manyaska Street

Education, Encouragement, Evaluation, Enforcement Strategies

- Encourage city and school leaders to apply for the Safe Routes to School program through Minnesota Department of Transportation to develop an official Safe Routes to School plan.
- Educate and encourage students to use Safe Routes to School routes for their safety, health, and enjoyment.
- Expand and enforce parent drop-off and pick-up location.
- Incorporate walking and biking education programs into the school curriculum.
- Host a Walk/Bike-to-School Day or hold classroom competitions for the most walkers and bikers to school.
- Create a remote drop off program for students who are unable to walk or bike to school due to distance or other concerns.
 - ♦ A remote drop off is a predetermined area where students can be dropped off and then walked with an adult supervisor to their school.
- Continue collecting student tallies twice a year (fall and spring), and parent surveys once a year, will help assess changes and track the effectiveness of strategies that have been implemented.
- Continue crossing guard program and consider increasing additional crossing guards at other crossings near the school including East 5th Street/North Lake Street and East 5th Street/East 5th Street.

Implementation and Resources

State Funding

Transportation Alternatives Program (TAP)

This is a federally-funded program through the Federal Transportation Bill called the Transportation Alternative Program (TAP). Eligible uses of TAP funds are pedestrian and bicycle-ways, including trails, sidewalks, bike lanes, crossing facilities, and signage. Currently, TAP is solicited by MnDOT District Area Transportation Partnerships (ATP) typically on a yearly basis with announcement of the solicitation in the fall. The City of Sherburn is located in MnDOT District 7 ATP. Each ATP sets their own maximums and minimums for the amount of TAP funding that can be requested by project.

District 7 ATP website: www.dot.state.mn.us/d7/atp/index.html

Statewide Health Improvement Program

Statewide Health Improvement Program (SHIP) is a statewide program funded by the Minnesota Department of Health and managed by the local county public health or county health boards. SHIP has funded smaller non-infrastructure projects for SRTS school programs and activities. Solicitations and timelines vary by SHIP group. Interested applicants should contact their county public health departments to receive specific information and timelines.

Minnesota Department of Health's SHIP website: <http://www.health.state.mn.us/ship/>

Faribault, Martin, and Watonwan County SHIP website: <http://shipfmw.blogspot.com/>

Minnesota Safe Routes to School Funding

In 2013, state lawmakers supplied funding for a state program with funding potentially available for planning assistance and non-infrastructure implementation activities. In 2014, the state legislature included funding for state Safe Routes to School infrastructure projects as a part of the capital improvement bonding bill.

Minnesota Safe Routes to School website: www.dot.state.mn.us/saferoutes/grants.html

Parks and Trails Legacy Grant Program

The Parks and Trails Legacy Grant Program, dedicated for arts, culture, and natural resource projects, was

created by state referendum. The Department of Natural Resources manages the trails portion of this fund, delivering grants for regionally significant trails and parks. The solicitation for these grants is statewide, making the funding competitive.

Legacy Funding website: www.legacy.leg.mn/gmrptc

Local Trail Connections Program

The Local Trail Connections Program offers grants to local units of government to promote relatively short trail connections between residential neighborhoods and desirable locations. Eligible projects include acquisition and development of trails facilities. Projects must result in a trail linkage that is immediately available for use by the general public. The program is managed by the Minnesota Department of Natural Resources (DNR) and is solicited on an annual basis in the fall/winter.

DNR Local Connections website: www.dnr.state.mn.us/grants/recreation/trails_local.html

Regional Trails Grant Program

Trail projects located outside of the seven county Minneapolis-St. Paul metropolitan area are eligible to apply for the Regional Trails Grant Program funding if the project has regional significance. Regional significant trails draw users from not only the community but from the region and state. Trails connecting to a larger network or neighboring community may be considered regionally significant. Counties, cities, and townships are eligible applicants. The DNR manages this program with the solicitation, generally in the fall/winter.

Regional Trails website: www.dnr.state.mn.us/grants/recreation/trails_regional.html

Federal Recreational Trail Program

The Federal Recreational Trail Program is used for development of motorized, non-motorized, and diversified trails by providing funding assistance. Eligible uses include maintenance/restoration of existing trails, development of trails, and safety education programs related to trail use. Local units of government must be sponsors of the project and are encouraged to coordinate with a local trails organization. The program is managed by the DNR in the Division of Parks and Trails and is solicited on an annual basis.

Federal Trails website: www.dnr.state.mn.us/grants/recreation/trails_federal.html

Local Funding

Use of local funds is required by nearly all funding sources to match the grants. Local governments need to consider how a match will be acquired before an application is submitted for infrastructure funding.

Capital Improvement Projects

Capital Improvement Projects (CIPs) are new infrastructure projects implemented using local public funds. These projects are identified through a capital improvement planning process which is tied to the local budget. During the planning process, the local government identifies and prioritizes capital improvements such as new roads and sidewalks, and then allocates funding for construction at least one year before the project is implemented.

CIPs may take a couple of years to complete because they tend to have multi-year budgets. However, most CIPs have the capacity to make changes and fund newly identified projects and pressing needs.

Local Operating Budgets

Operating budgets may provide avenues for non-infrastructure programs and infrastructure maintenance and repair. Most operating budgets include funding for general maintenance and repair of infrastructure. Depending on the size of the budget, these funds can be used for inexpensive projects such as striping crosswalks or installing signage, or more costly projects such as installing curb ramps.

Other Funding Opportunities

Foundations

There are institutions throughout the country that provide funding to non-profit organizations. The Foundation Center is an excellent source of potential funding sources. Narrow funding possibilities by first using the geographic region of giving tab. Look under categories for transportation, health, environment, and community building.

Businesses

Businesses may support programs with cash, prizes, event sponsorships, and/or donations. When contacting a company, asks for information about their community giving programs.

Fundraising

Statistically speaking, individuals give more money than corporations and foundations combined. An option is to begin a local fund drive by working within the existing network of team leaders, and outreach to the larger community. Many programs have raised funds by holding special events.

Conclusion

The City of Sherburn has taken a proactive approach to become more walking, biking, and active living friendly. With the assistance of Region Nine Development Commission, the Statewide Health Improvement Project, and community members, an active living plan has been created to guide in the development of projects and programs in the community. The planning process consisted of completing a walking audit; conducting observations; collecting and analyzing information; determining barriers, challenges and strategies; and developing an action plan for implementation.

The success of this active living plan relies on the continued work and support of the community and active living team members. It is also dependent on the continued evaluation of the effectiveness of the determined strategies. With successful implementation, more residents will feel comfortable walking and biking in the community and a new quality of life will be achieved.

City of Sherburn Active Living Plan

A community that promotes a way of life in which
active living is a priority; where walking and biking are the
safe, preferred options of residents
and the community is
connected to the surrounding region.

Appendix Active Living Plan

Walking and Biking Audit Form

Walking Audit Summary

Community/Parent Survey

Community/Parent Survey Results

Student Tally Worksheet

Student Tally Results

School Observation Form

WALKING AND BIKING AUDIT:

Factors:	Scale Safe (1) through Dangerous(5)				
1. Sidewalks Explain:	1	2	3	4	5
2. Crossings Explain:	1	2	3	4	5
3. Traffic Explain:	1	2	3	4	5
4. Walking Safety Explain:	1	2	3	4	5
5. Ambience Explain:	1	2	3	4	5
6. General Atmosphere Explain:	1	2	3	4	5

Other factors that hinder safe walking:

Road Safety in Absence of Sidewalks:

Adequate Traffic Control Devices:

Identify specific areas where changes are needed:

Walking Audit Summary

May 21, 2015 at 3:30 p.m. – 4:30 p.m.

Participants:

Sam Hansen, City of Sherburn

Dorothy Behne, City of Sherburn

Gabriel Appiah, Region Nine Development Commission

Jacob Thunander, Region Nine Development Commission

Region Nine Development Commission and the City of Sherburn held a walking audit on May 21, 2015. The purpose of this event was to understand the assets and barriers to walking or biking in the community of Sherburn. The walk started at Sherburn Elementary School to Highway 26 and the south side of the city, and back up along Highway 4/North Main Street. Along the way, the team stopped at various locations to discuss their feelings of the sidewalks, crossings, traffic, safety, and ambience.

Comments from the walking audit are concluded below:

- There were blocks in the community that were missing sidewalks or incomplete. Notable areas that were missing complete sidewalk connections along East 5th Street (connecting to the school) and no sidewalks connecting the park. The condition of some sidewalks was very poor (crumbling, debris – grass clippings, large branches, weeds growing through, cracked, uprooted from tree growth, etc.) There were a few locations in the southern area of Sherburn that had parked vehicles blocking the sidewalks.
- There were many crosswalks that the paint was fading.
- Lighting was scarce in most areas.
- Walking felt generally safe along downtown with wide walkways. There is a concern with the width of North Main Street/Highway 4 and crossing. There is parallel line crossings east to west, no signage, and parallel parking, making it hazardous for pedestrians or bikers to see oncoming traffic. On average it takes a person 15 seconds to cross any intersection downtown.
- No sidewalks or crossings are located at the intersections or near Highway 26.
- Side streets were very quiet and respondents felt comfortable walking on the street, even in the presence of sidewalks. Side streets are very wide, with no painted lines, however vehicle traffic and speed has not been a concern. Traffic did move over in sight of pedestrians.
- Many curb cuts were not American with Disabilities Assessable. Areas that were seen as a concern were near the Martin County West – Sherburn Elementary School.
- The railroad crossing near the intersection of Highway 26 and Fairmont Avenue was dangerous and could be a tripping hazard.
- Traffic along Fox Lane Avenue is considered busier.
- Discussion regarding a trail around Temperance Lake was discussed.

Recommendations:

- Create a Sidewalk and Trail Plan (Connectivity of City and surrounding areas)
 - ♦ Walking/Biking Trail around Temperance Lake.
 - ♦ Walking/Biking Trail connection to Fox Lake and Welcome.
 - ♦ Better access and connection to City Park, Martin County West – Sherburn Elementary and Sherburn High School, and connecting the north part of Sherburn to the south (Highway 26).
 - ♦ Work with State and Federal Agencies for funding assistance.
- Crossing Improvements
 - ♦ Continue improving crossings by using continental, zebra, or ladder patterns focusing on areas of the Downtown, schools, churches, convenience stores, and other popular destinations.

- ♦ Crossings along Highway 26.
- ♦ Ensure all sidewalks are American with Disabilities Assessable.
- ♦ Continue and increase City plan for painting curbs and repairing
- Lighting Improvements
 - ♦ Discuss options with local utility company about adding lighting to major walking routes.
- Sidewalk Maintenance
 - ♦ Enforce all current sidewalk ordinances to ensure sidewalks are free from debris and vehicles, and are in good repair.
 - ♦ Create a tree trimming and pruning ordinance to ensure walkers and bikers are comfortable.
 - ♦ Create a snow removal policy.
 - ♦ Promote development of sidewalks throughout the City. Offering incentives for landowners to build sidewalks/complete networks.
- Bump Outs
 - ♦ Experiment with temporary bump outs at all intersections of the Downtown area.
- Signage Upgrades
 - ♦ Update signage in high pedestrian traffic areas (Martin County West Schools and downtown), as current signage is fading or difficult to see.
- Encouragement and Education
 - ♦ Support people in walking and biking in the community
 - ♦ Increase participation of Active Living team to gather community support and knowledge

Sherburn Active Living Community/Parent Survey

The City of Sherburn and the surrounding area is interested in making the City more active, safe, and walkable/bikeable for all ages. In order to move forward with our planning efforts, we need your help! Please take a few minutes to complete this survey. Your responses will help us determine our future direction.

1. What is your gender?

- Male
- Female

2. What is your age?

- Under 18
- 18-29
- 30-39
- 40-49
- 50-59
- 60-69
- 70+

* 3. How often do you **walk** in:

	Everyday	A few times a week	Once a week	Once a month	Never
Spring	<input type="radio"/>				
Summer	<input type="radio"/>				
Fall	<input type="radio"/>				
Winter	<input type="radio"/>				

* 4. How often do you **bike** during:

	Everyday	A few times a week	Once a week	Once a month	Never
Spring	<input type="radio"/>				
Summer	<input type="radio"/>				
Fall	<input type="radio"/>				
Winter	<input type="radio"/>				

* 5. What is the main reason you walk or bike? (Select 1 Answer)

- Recreation
- Exercise
- Commuting
- Errands
- Other (please specify)

* 6. How important are sidewalks and trails to you?

Important	Somewhat Important	Neutral	Somewhat Unimportant	Not Important	No Opinion
<input type="radio"/>					

* 7. How would you rate the conditions of the sidewalks and trails in your neighborhood or the City of Sherburn? (1 is poor and 5 is excellent)

1	2	3	4	5	N/A
<input type="radio"/>					

8. What are your major barriers to walking in Sherburn? (Select all that apply)

- Lack of sidewalks/trails
- Speed of traffic
- Amount of traffic
- Lack of Signage/Wayfinding
- Safety of safe crossings
- Driver's behavior/failure to yield
- Lighting
- There are no barriers to walking in Sherburn.

Other (please specify)

9. What are your major barriers to biking in Sherburn? (Select all that apply)

- Lack of trails
- Lack of bike lanes
- Amount of traffic
- Speed of traffic
- Lack of Signage/Wayfinding
- Lack of safe crossings
- Driver's behavior
- Lighting
- There are no barriers to biking in Sherburn.

Other (please specify)

* 10. When you think about all the places in and around Sherburn that you need to access, on a regular basis, select the top 3 that are the most important for you to walk or bike to? (Select up to 3)

- | | | |
|--|---|---|
| <input type="checkbox"/> Martin County West
Sherburn Elementary School/Martin
County West Indoor Swimming Pool | <input type="checkbox"/> Churches
<input type="checkbox"/> Restaurants
<input type="checkbox"/> Convenience Stores/Gas Stations
<input type="checkbox"/> Ball Park | <input type="checkbox"/> Surrounding Communities (Welcome,
Ceylon, Jackson, Windom, Mountain Lake,
St. James, Truman, Fairmont)
<input type="checkbox"/> Kum & Go/Subway |
| <input type="checkbox"/> Martin County West High School | | |
| <input type="checkbox"/> Downtown (Post Office, businesses,
City Hall, Library, Sherburn Municipal
Liquor) | | |
| <input type="checkbox"/> Temperance Lake Ridge - Assisted
Living Facility | | |

Other (please specify)

* 11. What type of facilities are you comfortable walking on? (Select all that apply)

- Residential Streets Roadway Shoulders Sidewalks Multi-Use Trails I am not comfortable walking in the community.

* 12. What type of facilities are you comfortable biking on? (Select all that apply)

- Residential Streets Driving Lane Striped Shoulders Bike Lanes Multi-Use Trails I am not comfortable biking in the community.

* 13. Do you have children that attend Martin County West Sherburn Elementary School?

- Yes
 No (Please skip to Question #19)

14. How far does your child live from school?

- Less than a 1/4 mile (under 4 blocks)
 1/4 mile up to 1/2 mile (4 - 8 blocks)
 1/2 mile up to 1 mile (8 - 12 blocks)
 1 mile up to 2 miles (12 - 24 blocks)
 More than 2 miles (More than 24 blocks)
 Unsure

15. On most days, how does your child travelto school?

- Walk
- Bike
- School Bus
- Family Vehicle
- Carpool
- Other (Skateboard, rollerblades, etc.)

16. On most days, how does your child travelfrom school?

- Walk
- Bike
- School Bus
- Family Vehicle
- Carpool
- Other (Skateboard, rollerblades, etc.)

17. If your child does not walk/bicycle to/from school, which of the following issues affected your decision?
(Select ALL that apply)

- Distance
- Convenience of Driving
- Time
- Child's Before or After School Activity
- Speed of Traffic
- Amount of Traffic
- Inadequate Adult Supervision
- Sidewalks and Pathways
- Safety of Intersection
- No Crossing Guards
- Violence or Crime
- Weather or Climate

Other (please specify)

18. Would you allow your child to walk or bike to/from school if this problem were changed or improved?

	Yes	No
Distance	<input type="radio"/>	<input type="radio"/>
Convenience of Driving	<input type="radio"/>	<input type="radio"/>
Time	<input type="radio"/>	<input type="radio"/>
Child's Before or After School Activity	<input type="radio"/>	<input type="radio"/>
Speed of Traffic	<input type="radio"/>	<input type="radio"/>
Inadequate Adult Supervision	<input type="radio"/>	<input type="radio"/>
Sidewalk or Pathways	<input type="radio"/>	<input type="radio"/>
Safety of Intersections	<input type="radio"/>	<input type="radio"/>
Crossing Guards	<input type="radio"/>	<input type="radio"/>
Violence or Crime	<input type="radio"/>	<input type="radio"/>
Weather or Climate	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>

19. Please provide any additional comments.

Thank you for taking your time to complete this survey! If you completed this survey in paper format, please return to Sherburn City Hall at 21 East First Street.

Sherburn Active Living Community/Parent Survey Results

Q1 What is your gender?

Answered: 77 Skipped: 1

Answer Choices	Responses
Male	36.36% 28
Female	63.64% 49
Total	77

Q2 What is your age?

Answered: 77 Skipped: 1

Answer Choices	Responses
Under 18	3.90% 3
18-29	23.38% 18
30-39	38.96% 30
40-49	18.18% 14
50-59	7.79% 6
60-69	7.79% 6
70+	0.00% 0
Total	77

Q3 How often do you walk in:

Answered: 78 Skipped: 0

	Everyday	A few times a week	Once a week	Once a month	Never	Total	Weighted Average
Spring	15.38% 12	64.10% 50	11.54% 9	7.69% 6	1.28% 1	78	2.15
Summer	29.49% 23	55.13% 43	11.54% 9	2.56% 2	1.28% 1	78	1.91
Fall	19.23% 15	56.41% 44	12.82% 10	8.97% 7	2.56% 2	78	2.19
Winter	2.74% 2	15.07% 11	16.44% 12	16.44% 12	49.32% 36	73	3.95

Q4 How often do you bike during:

Answered: 78 Skipped: 0

	Everyday	A few times a week	Once a week	Once a month	Never	Total	Weighted Average
Spring	5.13% 4	44.87% 35	14.10% 11	11.54% 9	24.36% 19	78	3.05
Summer	12.82% 10	42.31% 33	11.54% 9	10.26% 8	23.08% 18	78	2.88
Fall	7.69% 6	39.74% 31	14.10% 11	8.97% 7	29.49% 23	78	3.13
Winter	1.41% 1	7.04% 5	0.00% 0	2.82% 2	88.73% 63	71	4.70

Q5 What is the main reason you walk or bike? (Select 1 Answer)

Answered: 78 Skipped: 0

Answer Choices	Responses
Recreation	23.08% 18
Exercise	62.82% 49
Commuting	6.41% 5
Errands	3.85% 3
Other (please specify)	3.85% 3
Total	78

#	Other (please specify)	Date
1	Exercise	5/11/2015 9:29 PM
2	Walking with my children	5/11/2015 3:09 PM
3	Exercise dogs	5/7/2015 1:54 PM

Q6 How important are sidewalks and trails to you?

Answered: 78 Skipped: 0

	Important	Somewhat Important	Neutral	Somewhat Unimportant	Not Important	No Opinion	Total	Weighted Average
(no label)	66.67% 52	21.79% 17	8.97% 7	1.28% 1	1.28% 1	0.00% 0	78	1.49

Q7 How would you rate the conditions of the sidewalks and trails in your neighborhood or the City of Sherburn? (1 is poor and 5 is excellent)

Answered: 78 Skipped: 0

	1	2	3	4	5	N/A	Total	Weighted Average
(no label)	39.74% 31	34.62% 27	19.23% 15	3.85% 3	1.28% 1	1.28% 1	78	1.96

Q8 What are your major barriers to walking in Sherburn? (Select all the apply)

Answered: 77 Skipped: 1

Answer Choices	Responses
Lack of sidewalks/trails	80.52% 62
Speed of traffic	7.79% 6
Amount of traffic	2.60% 2
Lack of Signage/Wayfinding	3.90% 3
Safety of safe crossings	18.18% 14
Driver's behavior/failure to yield	18.18% 14
Lighting	23.38% 18
There are no barriers to walking in Sherburn.	18.18% 14
Total Respondents: 77	

#	Other (please specify)	Date
1	TONS of sidewalks in horrible condition	6/10/2015 1:41 PM
2	animals not properly contained	5/31/2015 11:17 AM
3	Loose dogs	5/11/2015 9:53 PM
4	Safety in general	5/11/2015 5:22 PM
5	Also a lot of dogs that are not tied up	5/11/2015 3:09 PM
6	sidewalks in very poor and uneven condition, sometimes branches and debris in the sidewalks	5/7/2015 7:03 PM
7	Sidewalks are in terrible shape. Nobody uses them.	5/7/2015 3:10 PM
8	Sidewalks suck, people don't maintain their sidewalks either	5/7/2015 1:54 PM

Q9 What are your major barriers to biking in Sherburn? (Select all that apply)

Answered: 71 Skipped: 7

Answer Choices	Responses
Lack of trails	76.06% 54
Lack of bike lanes	28.17% 20
Amount of traffic	7.04% 5
Speed of traffic	8.45% 6
Lack of Signage/Wayfinding	5.63% 4
Lack of safe crossings	16.90% 12
Driver's behavior	16.90% 12
Lighting	14.08% 10
There are no barriers to biking in Sherburn.	18.31% 13
Total Respondents: 71	

#	Other (please specify)	Date
1	animals not properly contained	5/31/2015 11:17 AM
2	Dogs	5/11/2015 9:53 PM
3	NA	5/11/2015 9:40 PM
4	I don't own a bike.	5/11/2015 9:29 PM
5	bike trails covered in sand and debris making biking difficult	5/7/2015 7:03 PM

Q10 When you think about all the places in and around Sherburn that you need to access, on a regular basis, select the top 3 that are the most important for you to walk or bike to? (Select up to 3)

Answered: 75 Skipped: 3

Answer Choices	Responses
Martin County West Sherburn Elementary School/Martin County West Indoor Swimming Pool	53.33% 40
Downtown (Post Office, businesses, City Hall, Library, Sherburn Municipal Liquor)	49.33% 37
Kum & Go/Subway	36.00% 27
Surrounding Communities (Welcome, Ceylon, Jackson, Windom, Mountain Lake, St. James, Truman, Fairmont)	33.33% 25
Martin County West High School	30.67% 23
Convenience Stores/Gas Stations	25.33% 19
Ball Park	14.67% 11
Temperance Lake Ridge - Assisted Living Facility	9.33% 7
Churches	6.67% 5
Restaurants	5.33% 4
Total Respondents: 75	

#	Other (please specify)	Date
1	None	6/11/2015 7:25 AM
2	Fox lake	5/12/2015 6:15 PM
3	Fox lake	5/11/2015 7:34 PM
4	Golf course	5/10/2015 9:51 PM
5	Golf Course	5/7/2015 2:08 PM

Q11 What type of facilities are you comfortable walking on? (Select all that apply)

Answered: 78 Skipped: 0

Answer Choices	Responses
Residential Streets	66.67% 52
Roadway Shoulders	15.38% 12
Sidewalks	84.62% 66
Multi-Use Trails	69.23% 54
I am not comfortable walking in the community.	2.56% 2
Total Respondents: 78	

Q12 What type of facilities are you comfortable biking on? (Select all that apply)

Answered: 78 Skipped: 0

Answer Choices	Responses
Residential Streets	78.21% 61
Driving Lane	16.67% 13
Striped Shoulders	17.95% 14
Bike Lanes	43.59% 34
Multi-Use Trails	62.82% 49
I am not comfortable biking in the community.	2.56% 2
Total Respondents: 78	

Q13 Do you have children that attend Martin County West Sherburn Elementary School?

Answered: 78 Skipped: 0

Answer Choices	Responses
Yes	50.00% 39
No (Please skip to Question #19)	50.00% 39
Total	78

Q14 How far does your child live from school?

Answered: 40 Skipped: 38

Answer Choices	Responses
Less than a 1/4 mile (under 4 blocks)	40.00% 16
1/4 mile up to 1/2 mile (4 - 8 blocks)	30.00% 12
1/2 mile up to 1 mile (8 - 12 blocks)	15.00% 6
1 mile up to 2 miles (12 - 24 blocks)	7.50% 3
More than 2 miles (More than 24 blocks)	7.50% 3
Unsure	0.00% 0
Total	40

Q15 On most days, how does your child travel to school?

Answered: 40 Skipped: 38

Answer Choices	Responses
Walk	30.00% 12
Bike	12.50% 5
School Bus	12.50% 5
Family Vehicle	42.50% 17
Carpool	2.50% 1
Other (Skateboard, rollerblades, etc.)	0.00% 0
Total	40

Q16 On most days, how does your child travel from school?

Answered: 40 Skipped: 38

Answer Choices	Responses
Walk	47.50% 19
Bike	12.50% 5
School Bus	17.50% 7
Family Vehicle	22.50% 9
Carpool	0.00% 0
Other (Skateboard, rollerblades, etc.)	0.00% 0
Total	40

Q17 If your child does not walk/bicycle to/from school, which of the following issues affected your decision? (Select ALL that apply)

Answered: 27 Skipped: 51

Answer Choices	Responses
Sidewalks and Pathways	44.44% 12
Weather or Climate	40.74% 11
Distance	29.63% 8
Inadequate Adult Supervision	25.93% 7
Safety of Intersection	25.93% 7
Convenience of Driving	18.52% 5
Amount of Traffic	18.52% 5
Speed of Traffic	14.81% 4
Time	11.11% 3
Child's Before or After School Activity	7.41% 2
Violence or Crime	3.70% 1
No Crossing Guards	0.00% 0
Total Respondents: 27	

#	Other (please specify)	Date
1	Age	5/12/2015 6:15 PM
2	The highschool drivers are way too fast past our house.	5/11/2015 3:09 PM
3	Width of roads makes roadways unsafe as they are narrowed	5/7/2015 2:31 PM

Q18 Would you allow your child to walk or bike to/from school if this problem were changed or improved?

Answered: 33 Skipped: 45

	Yes	No	Total
Distance	65.00% 13	35.00% 7	20
Convenience of Driving	57.89% 11	42.11% 8	19
Time	61.11% 11	38.89% 7	18
Child's Before or After School Activity	70.59% 12	29.41% 5	17
Speed of Traffic	69.57% 16	30.43% 7	23
Inadequate Adult Supervision	81.82% 18	18.18% 4	22
Sidewalk or Pathways	92.86% 26	7.14% 2	28
Safety of Intersections	88.46% 23	11.54% 3	26
Crossing Guards	85.71% 18	14.29% 3	21
Violence or Crime	64.71% 11	35.29% 6	17
Weather or Climate	75.00% 15	25.00% 5	20
Other	57.14% 4	42.86% 3	7

Q19 Please provide any additional comments.

Answered: 14 Skipped: 64

#	Responses	Date
1	I feel the city officials need to review other more important issues.	6/11/2015 7:25 AM
2	It would be great to extend the current bike trail that goes out to i90 past the fox lake golf course and follow 125th street to welcome	6/4/2015 10:19 PM
3	The sidewalks from town to i90 are crap... They need to be redone.. It would be really nice to have more sidewalks in town as well	6/2/2015 9:21 PM
4	need more sidewalks	6/2/2015 3:36 PM
5	Sherburn is lacking in sidewalks around town, which forces kids to ride their bikes on the road. I would also like to see longer walking/bike paths around the area.	6/2/2015 10:45 AM
6	i would love to see our current trail (under teh interstate) extended to the golf course, to the old railroad back under the interstate and to temperance lake ridge.	6/2/2015 10:27 AM
7	I feel like Sherburn is a quiet and safe place to live and raise a family.	5/22/2015 2:23 PM
8	None.	5/22/2015 2:11 PM
9	People in Sherburn need to keep their dogs tied, very scary some days	5/11/2015 9:53 PM
10	a larger biking trail would be great. Like adding on to the one that ends at the power plant. Taking the old railroad track and going south to old highway 16 and then back into town would be a great start.	5/11/2015 5:58 PM
11	Itis hard to walk with stroller in Sherburn because of some sidewalks needing repair and the streets aren't fully safe either	5/11/2015 5:22 PM
12	Question number 18 needs to be rewritten.	5/11/2015 4:52 PM
13	I enjoy our community and feel safe on the streets in town. I wish we had longer trails going out of town to connect to other communities so we could enjoy a longer ride without turning around or feeling like my neighbors are watching me bike past their place constantly.	5/11/2015 8:12 AM
14	A bike trail around Temp Lake would be awesome.	5/7/2015 6:27 PM

Safe Routes to School Students Arrival and Departure Tally Sheet

School Name: _____ Teachers Name: _____

Grade: _____ Number of Students Enrolled in Class: _____

Monday's Date (Week count was conducted): _____

- Please conduct these counts on **two of the following three days: Tuesday, Wednesday, or Thursday. Three days provides better data.**
- Please do not conduct these counts on **Mondays or Fridays.**
- Before asking your students to raise their hands to indicate the one answer that is correct for them, read through all potential answers so they will know what their choices are.
- Ask your students as a group the question: **"How did you arrive at school today?"**
- Read each answer and record the number of students that raised their hands for each.
- Place **one character or number in each box.**
- Follow the same procedure for the question **"How do you plan to leave for home after school?"**
- Please conduct this count regardless of weather conditions (i.e., ask these questions on rainy days, too).

Step 1: Fill in the Weather conditions and number of students in class each day.

Step 2: Ask students "How did you arrive at school today?"

Step 3: Ask students "How do you plan to leave school today?"

	Weather: S=Sunny R=Rainy O=Overcast Sn=Snow	Number of Students (in class, when count made)	Walk	Bike	School Bus	Family Vehicle (only with children from your family)	Carpool (riding with children from other families)	Before/After School Activities	Other (skateboard, scooter, rollerblades, etc.)
SAMPLE	S	27	4	2	11	7	3	2	0
Tues AM									
Tues PM									
Wed AM									
Wed PM									
Thurs AM									
Thurs PM									

Sherburn Elementary School Student Tally Results

Sherburn Elementary School								
Kindergarten	Student Tally	Walk	Bike	School Bus	Family Vehicle	Carpool	Before/After School	Other
Tuesday, AM	37	2	1	25	9	0	0	0
Tuesday, PM	37	2	1	29	5	0	0	0
Wednesday, AM	37	2	0	24	11	0	0	0
Wednesday, PM	37	2	0	29	6	0	0	0
Thursday, AM	37	0	1	22	14	0	0	0
Thursday, PM	36	1	1	27	7	0	0	0
Grade 1	Student Tally	Walk	Bike	School Bus	Family Vehicle	Carpool	Before/After School	Other
Tuesday, AM	56	4	1	46	7	0	0	0
Tuesday, PM	56	4	1	48	5	0	0	0
Wednesday, AM	54	2	1	46	8	0	0	0
Wednesday, PM	54	1	1	46	8	0	0	0
Thursday, AM	55	3	0	46	7	0	0	0
Thursday, PM	55	3	0	44	9	0	0	0
Grade 2	Student Tally	Walk	Bike	School Bus	Family Vehicle	Carpool	Before/After School	Other
Tuesday, AM	60	1	1	42	7	0	0	0
Tuesday, PM	60	2	1	49	8	0	0	0
Wednesday, AM	64	0	3	42	19	0	0	0
Wednesday, PM	64	0	3	37	22	2	0	0
Thursday, AM	63	1	1	44	17	0	0	0
Thursday, PM	63	1	1	48	12	1	0	0
Total	Student Tally	Walk	Bike	School Bus	Family Vehicle	Carpool	Before/After School	Other
Tuesday, AM	153	7	3	113	23	0	0	0
Tuesday, PM	153	8	3	126	18	0	0	0
Wednesday, AM	155	4	4	112	38	0	0	0
Wednesday, PM	155	3	4	112	36	2	0	0
Thursday, AM	155	4	2	112	38	0	0	0
Thursday, PM	154	5	2	119	28	1	0	0
Total AM	463	15	9	337	99	0	0	0
Total PM	462	16	9	357	82	3	0	0

Walking Audit Form

School:
Date:
Weather:

Items to have along during audit:

- Clipboard and a pen/pencil
- Camera
- Map showing school zone

Observations during drop-off / pickup

Walkers / Bikers

Include a description of where students are accessing campus.

Bus System

Show circulation on a map.
Note where public transit stops are located.

Car Loop / Lot

Show circulation on a map.
Note any cones, signs, etc. that are being used to control traffic.

Crossing Guards / Patrols

Note exact locations and mark on a map.

Observations were obtained during:

- Arrival (__:__AM - __:__AM)
 Dismissal (__:__PM - __:__PM)

