

## **NYSMPO/NYSDOT**

### **Bicycle and Pedestrian Planning Staff Meeting Notes**

Thursday, September 15, 2011

10 AM – 3:30 PM

NYSDOT Region 8

Poughkeepsie, NY

#### **ATTENDEES**

Scott Reigle, BMTS

Jason Purvis, CDTC

Jim Arey, ECTC

Kelly Dixon, GBNRTC

Bob Torzynski, GTC

Matt VanSlyke, HOCTS

Fernando de Aragón, ITCTC

Danielle Krol, SMTC

Cathy Kuzsman, NYSDOT Main Office

Eric Ophardt, NYSDOT Main Office

Gerardo Mendoza, NYSDOT Main Office

Jim Ercolano, NYSDOT Main Office

Mary Harding, NYSDOT Main Office

John Franchini, NYSDOT Region 1

Bob Hetzler, NYSDOT Region 2

Sharon Heybner, NYSDOT Region 2

Andrew Murphy, NYSDOT Region 3

Dan Powers, NYSDOT Region 3

Erin Cole, NYSDOT Region 3

Jeff Sterly, NYSDOT Region 3

Bruce Cunningham, NYSDOT Region 4

Stephen Beauvais, NYSDOT Region 4

Jeff Spencer, NYSDOT Region 6

Lynn Godek, NYSDOT Region 7

Lisa Mondello, NYSDOT Region 8

Mark D. Bowers, NYSDOT Region 9

Mark Maglienti, NYSDOT Region 11

David Saladino, RSG

#### **MEETING NOTES**

##### **1. Introductions**

##### **2. Status of June Action Items**

- **Sending of NYSDOT Bicycle/Pedestrian Policy:** Jason noted that the NYSDOT Bicycle & Pedestrian Policy was circulated to the Working Group shortly after the June Meeting.
- **Confirming GIS Data for Population of NYSDOT Website:** Jason requested updates on bicycle route GIS data submissions to NYSDOT. There was some confusion noted among MPO staff, but most MPOs are either working on their submissions or have already transmitted their files. NYSDOT staff will add bicycle route shapefiles onto website, but the attribute data will need to be entered manually. NYSDOT will circulate a reminder to MPO's who have not yet submitted bicycle route GIS shapefiles with a clarification about what type of information is needed.

##### **3. Complete Streets Legislation**

- Jason noted that the Complete Streets legislation was signed into law on 8/15/2011. NYSDOT is currently working on a Complete Streets implementation plan. MPOs will need to understand what a "complete street" means for their region (i.e. different in dense urban vs. rural areas). A question was raised as to whether there is a broad public outreach

process in place when developing the Complete Streets implementation plan? Jason suggested that updates on Complete Streets legislation and implementation be included on upcoming bicycle and pedestrian working group agendas.

- Region 1 has been working on guidance documents to provide policy instrument for use statewide on addressing implications of Complete Street legislation (*documents circulated to Working Group on 9/14*). The next step is to refine this draft template and present to the Region 1 Executive Committee for review. It was noted that these guidance documents may not be consistent with the final Complete Streets policy and implementation guidance currently under development by the Main Office. The Region 1 guidance documents include two checklists: one for use during the planning/scoping phase, and one for use during the design phase. It is anticipated that additional funding will become available for implementing the principles outlined in the Complete Streets legislation. In preparing the draft checklists, Region 1 staff had difficulty pulling relevant information from Linkage Studies, Comprehensive Plans, Master Plans, etc. It was anticipated that the first checklist would be completed during the project scoping process.

#### **4. Working Group Goals/Work Plan**

- Jason will develop a draft listing of Bicycle & Pedestrian Working Group Goals and Objectives, which includes support for Complete Streets legislation, sharing best practices, and continued information sharing.

#### **5. Pedestrian Focus Areas**

- Larry McAuliffe described his concern that many signals statewide do not provide adequate pedestrian clearance times and that in certain locations the shortened pedestrian clearance times appear to be intentional to provide priority for traffic flows. It was noted that the Safety Working Group also discussed this issue and that the MPO Executive Directors have authorized RSG to develop a draft brochure for municipalities and agencies to inform them of the importance of provide adequate pedestrian clearance intervals at signalized intersections. The draft brochure will be circulated to the Bicycle & Pedestrian Working Group for review and comment.

#### **6. Walk to School Day**

- Walk to School Day is set for October 5<sup>th</sup>. Some schools in the Albany area were identified as participating in this event. The GTSC safety board is a logical forum for planning and coordination of Walk to School activities.

#### **7. SPR Funds for State Bike Route Map Printing**

- \$220,000 of SPR funds were made available for printing of the bicycle route maps, however, it was noted that there is a desire to wait for bicycle route signs to be installed prior to printing of the maps. The Main Office will confirm that the SPR funds are still available for use in printing the maps. An update on the status of the maps will be provided at the next Bicycle and Pedestrian Working Group meeting in December.

## **8. Consensus on the Best Way to Summarize Bike/Ped Issues to the Commissioner**

- The region's program updates will include bicycle/pedestrian and ADA items for each of the regions.

## **9. Next Meetings**

- December 8<sup>th</sup> at 10:00 AM (conference call)
- March 8<sup>th</sup> – 10:00 AM (Albany Area)

## **ACTION ITEMS**

- NYSDOT to circulate reminder to MPO's who have not yet submitted bicycle route GIS shapefiles.
- Jason to develop draft Bicycle & Pedestrian Working Group Goals and Objectives for delivery to the MPO Directors.
- MPO staff to send regional updates to Jason prior to the December 8 meeting.
- Emily to circulate an e-mail requesting photos of specific bicycle facilities.
- NYSDOT Main Office to check on ability to use SPR funds to print bicycle route maps.
- NYSDOT Main Office to schedule webinar to train MPO staff on entering bicycle route attribute data onto the new website.

*Meeting notes prepared by David Saladino, P.E. (RSG) on September 24, 2011.*