

NYSAMPO Bicycle and Pedestrian Working Group Meeting

Wednesday June 19, 2013

MEETING NOTES

Participating

MPOS:

A/GFTC – Kate Mance

BMTS – Scott Reigle

CDTC – Jason Purvis

ECTC – Scott Shaw

GTC – Bob Torzynski

HOCTS – Matt VanSlyke

OCTC – Chad Wade

PDCTC – Emily Dozier

SMTC – Danielle Krol

UCTC – Brian Slack

NYSDOT:

NYSDOT Main Office –Cathy Kuzsman, Mary Harding

Region 2 – Sharon Heyboer

Region 4 – Bruce Cunningham, Steve Beauvais

Region 5 – Chris Church

Region 6 – Jeff Spencer

Region 8 – Lisa Mondello

Region 9 – Mark Bowers

Region 10 – Lanny Wexler

NYBC – Josh Wilson

NYSAMPO Staff: Corey Mack, RSG

1. Transportation Alternatives Program

Mary Harding presented. The Main Office is working on preparing a policy on the Transportation Alternatives grant program administration, including the competitive award, ranking, and selection process, grant program schedule, workshop planning, a grant guidebook, and other grant administrative issues.

Harding suggested that MPO TAP coordinators could provide input on this administrative policy as it is being developed.

Harding stated that FHWA has released final guidance on the TAP as of June 10, available online:

<http://www.fhwa.dot.gov/map21/guidance/guidetap.cfm>

Harding directed the group to several TAP funding allocation tables. By state:

<http://www.fhwa.dot.gov/legsregs/directives/notices/n4510761/n4510761t2.htm>

By urbanized area:

<http://www.fhwa.dot.gov/legsregs/directives/notices/n4510761/n4510761t3.htm>

Purvis stated that as a new program and funding source, there are many policy questions. The policy decisions should also be informed from the MPO directors. The Main Office TAP policy discussion can be added as an agenda item for an upcoming MPO Directors Meeting. Mack to coordinate with Gayle and Kuzsman to include the TAP policy in the next biweekly Directors Meeting.

Bowers suggested that the TAP policy discussion should be announced by the Main Office. Harding will coordinate an announcement with Marianne from the main office.

Harding stated that the Recreational Trails Program will likely continue to be administered by NY Parks, Recreation and historic Preservation with a set aside of \$2.2 million.

Beauvais suggested that in future TAP rounds, additional information regarding the regional allocation would be helpful.

Harding explained that if MPOs were to locally administer the TAP program, considerable paperwork would be included to ensure the federal procurement regulations are followed.

2. Complete Streets Fact Sheet:

Purvis stated that RSG has prepared a Complete Streets fact sheet, available online: http://nysmpos.org/pdf/NYSAMPO%20Fact%20Sheet_%20Complete%20Streets_FINAL.pdf. The working group suggested including the following information:

- Dozier: update list of municipalities currently with complete streets policies, include implementation strategies
- Include links to other organizations websites.

Wilson: Will review and send comments.

3. Work Plan Items:

- DMV questions

Purvis affirmed that DMV driver education instructors have to be certified. Potential bicycle and pedestrian positioning questions were discussed. These questions may be submitted to the DMV to be included in the pool of variably selected questions during the written exam. Several potential questions follow below:

- *A driver should be aware of the following use of the road rules relating to pedestrians and bicyclists:*
 - a. Pedestrians should walk in the same direction as motor vehicle traffic, bicyclists should ride facing motor vehicle traffic,
 - b. Pedestrians should walk facing motor vehicle traffic, bicyclists should ride facing motor vehicle traffic,
 - c. Pedestrians should walk facing motor vehicle traffic, bicyclists should ride in the same direction as motor vehicle traffic, or
 - d. Pedestrians should walk in the same direction as motor vehicle traffic, bicyclists should ride in the same direction as motor vehicle traffic.
- *A motorist should know that a bicyclist operating on a roadway must:*
 - a. Ride on the right side of the road at all times.
 - b. Ride on the right side of the road, but may move left to avoid hazards or prepare for a left turn.

- c. Ride on either side of the road.
- d. Ride on the side of the road facing traffic.
- *When a pedestrian is crossing at a crosswalk or intersection, a driver must:*
 - a. Yield the right of way until the pedestrian has crossed
 - b. ...(add other answer options)

Bowers suggested that one question in pool is better than none and that doesn't preclude future development of questions. Purvis stated that there are many interest groups seeking to add questions to the examination pool the number of questions added to the pool is limited.

- TA Program Development Survey

The working group agreed that a survey from past TEP / SRTS / RTP / HSIP grant recipients would be helpful to inform TA Program Development. The goal of the survey would be to understand the benefits of the past programs, not outcomes, geographic distribution, etc.

The working group decided that a draft list of questions should be developed by the Survey Development Group, and then the group should discuss in a conference call. Purvis suggested that the questions should focus on the 10 TAP improvement categories; Purvis will distribute the categories and send a Doodle Poll to coordinate the meeting date.

Bowers suggested that the survey, when completed, should be sent to City and Town Staff, as well as elected officials to ensure the long term institutional knowledge is retained.

Action Item: Purvis to distribute 10 TAP improvement categories and prepare a Doodle Poll to the TAP Survey Development Team.

- Bicycle and Pedestrian Generator Checklist

Purvis stated that the timing and use of the Pedestrian Generator Checklist (PGC) is unclear. Harding stated that guidance may be in the Project Development Manual, although the checklist is located in the Pedestrian chapter of the Highway Design Manual. Ultimately, the application of the PGC is determined by the region and staffing availability.

The working group agreed that the value of the checklist is in highlighting pedestrian needs early in the development of the project; Bowers suggested that the PGC should be completed as early in the process as possible, ideally in Project Scoping.

It was discussed by the group that the PGC should include a signature line that requires the regional bike / ped coordinator to sign off on the completed checklist.

Several suggested that the pedestrian generator checklist should be updated to identify bicycle generator and complete streets issues. Harding stated that may not be possible as the PGC is technically part of the Pedestrian chapter of the Highway Design Manual; Harding offered to discuss further with the NYSDOT Design Team.

Dozier offered to circulate a draft Bicycle Generator Checklist developed by the Bicycle and Pedestrian Working Group several years ago.

[Subsequent to the meeting, Dozier distributed the Bicycle Generator Checklist. Wexler commented: convert from metric to English units; update Safe Routes to School to Transportation Alternatives Program or equivalent; add formal signature line for Project Designer and Regional Bicycle/Pedestrian Coordinator.]

Action Items: Harding to discuss adding bicycle and complete streets questions to the Pedestrian Generator Checklist.

4. Other Items:

- TEP Program Grant Applications

The final round of TEP grants is due in September. Several MPOs are offering preliminary review of the applications prior to final submittal in September. Preliminary review options and deadline is up to the individual MPO; one deadline has been set for mid-July. The purpose of the preliminary review is to identify “fatal flaws” in the application materials.

- New York Bicycle Coalition

Josh Warner is the new NYBC Executive Director. Warner stated that he has had experience implementing Complete Streets initiatives and policies in Essex and Franklin Counties. He added that was happy to be involved in the MPO discussions and looks forward to working together.

- Statewide Bike Map Printing

No update from the Main Office.

- Shoulder Rumble Strip Draft Fact Sheet

The Main Office is in the process of completing the draft.

- Raised Crosswalk Engineering Instruction

The EI will be completed in late summer / early fall.

5. Next Meeting:

- **TAP Survey Development Team Conference Call – TBD**

- **Bicycle and Pedestrian Working Group Meeting – In-Person**

September 12, 2013

Location: Orange County, NY hosted by OCTC

More location details will be distributed as the date approaches.

6. Action Item Summary:

Purvis to distribute 10 TAP improvement categories and prepare a Doodle Poll to the TAP Survey Development Team.

Harding to discuss adding bicycle and complete streets questions to the Pedestrian Generator Checklist.