



## NEW YORK STATE ASSOCIATION OF MPOs BICYCLE AND PEDESTRIAN WORKING GROUP

June 14, 2018  
Teleconference  
10:00AM – 12:00PM

### MEETING NOTES

#### **Participating**

- A/GFTC – Jack Mance
- BMTS – Scott Reigle
- CDTC – Carrie Ward
- DCTC – Emily Dozier
- ECTC – Scott Shaw
- NYMTC – Leslie Fordjour
- OCTC – Ashlee Long
- SMTC – Mike Alexander
- SMTC – Danielle Krol
- UCTC – David Staas
- WJCTC – Geoff Urda
- NYSDOT Main Office – Tom Benware
- NYSDOT Main Office – Meghan Webster
- NYSDOT Main Office – Colleen Smith-Lemmon
- NYSDOT Main Office – Lisa Ford
- NYSDOT Region 1 – Valerie Dean
- NYSDOT Region 7 – Lynn Godek
- NYSDOT Region 7 - Alexandra Beck
- NYSDOT Region 10 – Lanny Wexler
- NYSDOT Region 9 – Susan Pitely
- NYSDOH – Jen Hogan
- NYBC – Paul Winkeller
- PTNY – James Meerdink
- Planning4Places – James Levy
- TransPro – Dan Suraci

#### **1. Introductions**

Emily Dozier opened the meeting and the participants introduced themselves.

#### **2. NYBC Complete Streets Curriculum Update**

D. Suraci provided an overview of the current process to develop the curriculum. This effort is being undertaken by the NYBC with assistance from GoBikeBuffalo and TransPro. It is funded by NYSERDA. Training is geared toward local boards and municipal officials. The project team is looking for any good projects or innovative examples to potentially include in the curriculum. There will be an online component. Dan reviewed the curriculum modules which were detailed in the handout sent to all Working Group members. A preliminary draft of the curriculum should be completed this month with review by the Advisory Committee next month. Each session will follow a general outline but will be customized to each community to ensure concrete outcomes. There will be a pilot the day before the Bike

Summit in Saratoga Springs (September 28). After that, NYBC will refine the curriculum as needed and then make it available based on requests from communities. On-call instructors (Justin Booth and Dan) will provide the training. Dan French of the NYSDOH has been engaged in this project and P. Winkeller noted that the DOH has funds to help implement the course.

G. Urda asked if there will be training credits available for municipal planning and zoning board members. D. Suraci noted that there will be, as this was one of the first items discussed regarding this training. S. Reigle asked if there will be “train the trainer” opportunities. D. Suraci stated that this is not available currently but with the anticipated demand it will probably need to be considered in the future. E. Dozier suggested that NYSDOT/NYSDOH’s “See and Be Seen” campaign be integrated into the education and enforcement module of the training.

P. Winkeller stated that there has been some desire to see if this effort can be integrated with the “Travel with Care” statewide campaign that depicts local officials/celebrities.

### **3. PTNY Project Update**

J. Meerdink discussed the Road and Trail Intersection Checklist that PTNY is undertaking. PTNY received a grant from the NYS Governor’s Traffic Safety Committee to build on road and trail best management practices to develop design recommendations, the final checklist & report.

At the in-person SWG & Bicycle and Pedestrian meeting at Proctor’s there was a clear message that the checklist should be simplified, and that effort is underway. The survey will be shorter and data that is hard to identify in the field will be removed. Volunteers have evaluated approximately 50 test case intersections across the state but they are looking for any additional feedback. The official comment period closes tomorrow but any comments in the next few days are welcome. The final version should be available by September/October. Volunteers will then be asked to assess intersections, and a public database of the results will be created. Please email J. Meerdink with any questions ([jmeerdink@ptny.org](mailto:jmeerdink@ptny.org)).

PTNY is also working on an effort to expand the State’s Complete Streets legislation to cover 1R maintenance projects. J. Meerdink noted that the checklist requires consideration of Complete Streets treatments, but not necessarily installation of features. E. Dozier discussed a document on incorporating bike facilities into resurfacing projects that many staff on this call have from a previous FHWA training session. It may be valuable for this effort. She will provide it to J. Meerdink.

### **4. Partner Updates**

- a. NYBC: GTSC-funded education and outreach efforts are a major item that is currently underway. NYBC now has Safety Ambassadors across NYS including two new Ambassadors in Rochester. The NYBC website keeps adding content and now includes interactive quizzes as well as safety videos. The Governor’s Office approved a request to provide space to NYBC at the NYS Fair. The location will be near the parking lot and provide significant visibility. A 3-day pop-up demonstration project will include protected

bike lanes. NYBC will be providing education and free bike rides. Any volunteers will get free passes to the fair, so if anyone is interested in volunteering please contact P. Winkeller. NYBC is also involved in efforts to extend the Empire State Trail on Long Island and a project in Hamilton County. Planning for the NYS Bike Summit continues; the agenda will be released soon. A question was asked if NYBC would be coming to the North Country. P. Winkeller stated that it would be as NYBC has been trying to identify methods to get more engaged in the North Country. A lot of information is distributed in the NYBC e-newsletter; if anyone on the call does not receive them, they can sign up on the NYBC website (see <http://www.nybc.net/about/newsletters/>).

- b. NYSDOT: T. Benware reported on NYSDOT activities. PSAP: \$62M in funding was just announced for local projects. The annual enforcement and education program is in full-swing (June 15-28<sup>th</sup>) with the PSAs being broadcast starting tomorrow. Last month GTSC held pedestrian safety law enforcement trainings in two locations – Nassau and Orange counties, that trained 70 officers. Jeff Wood is leading the mid-block crosswalk evaluation effort with Regional Traffic & Safety Engineers.

Regarding the Empire State Trail, there is a lot of work currently underway. 26 projects are at some level of design this year. The Greenway and MTA also have trail efforts that are underway. There are state road crossings that are being looked at for potential treatments.

The bike mapping project is also underway. NYSDOT is using Geoshape to allow for easier updating and editing of maps. Test pilots were conducted in a few regions. The contractor (ICF) will prepare a report on the findings within the next week or so which will identify any changes that need to be made. E. Dozier stated that MPOs and local agencies have a lot of data that could potentially be utilized for this effort. T. Benware acknowledged that there is a lot of local data available and they are looking at the ability to download/upload data. Local knowledge is vital because trail information is constantly evolving. C. Ward stated that some elements of the Geoshape tool were created for NYC and therefore are not necessarily the best design for Upstate communities. For instance, park and rides are not in the system and while they may not be as useful to NYC residents, they are for Upstate residents. T. Benware said the program was piloted in Regions 1, 9 and 10 and that this coverage really provided a good cross-section of NYS, so they are expecting the pilot results to generally represent conditions applicable statewide.

- c. NYSDOH: J. Hogan noted that GTSC and NYSDOH drafted a letter and fact sheet for local court officials alerting them to the stepped-up enforcement activity so that they would know that an increase in tickets is likely. It is also meant to request that tickets not be dismissed as the tickets are part of a specific enforcement action. They are working with Judicial Outreach Liaisons to spread the message.

The DOH will continue to reach out to the 20 focus communities to apply for funding for pedestrian safety education. Notifications for this year will be in late summer/early fall.

- d. SWG: No update.

- e. PTNY: No additional updates (updates presented earlier in the agenda)

## 5. Work Plan Discussion Items

- a. Complete Streets Fact Sheet: G. Urda, S. Misiewicz and Planning4Places staff held a conference call to discuss a draft outline. This Fact Sheet will be moving past the what and how in the previous versions to “why Complete Streets” in this version. The fact sheet will be geared toward elected officials. If anyone has great representative images please send them to K. Ember. A document should be ready for distribution by September. It will be 4 pages (a two-sided, folded 11x17 sheet).
- b. ADA Transition Plan Best Practices Toolkit: E. Dozier, D. Krol and A. Long are working on this effort. A document listing potential ideas for the toolkit and a spreadsheet is being developed. Now that MPOs have access to ArcGIS Online, MPOs can share online tools. Generally, the group has found that the best option is to keep things simple – does a location meet the ADA requirements or not – and to not get too far into detailed engineering-type analysis. The committee will be share the toolkit best practices at the meeting in September.

C. Ward noted that a local municipality used a program called “Fulcrum” which worked for their inventory. They tested but didn’t like ESRI’s app called “Survey 123.” A. Beck asked about an application called SAPFIM. E. Dozier said that it was discussed with Jeff Quackenbush at HOCTS, but it was found to be expensive host the data or to have it hosted by the developer. C. Ward also noted that a data plan is needed to use the program, and the mobile app requires consistent GPS coverage, so in some areas it wouldn’t work.

- c. Safety Education Toolkit  
K. Ember summarized the effort underway. There has been one meeting so far. A. Kone is working on an outline which will be shared with the group. The goal is to find a way to incorporate information that is useful to everyone using the transportation system. Any example materials should be sent to K. Ember at Planning4Places.
- d. Complete Streets Model Ordinance: Alex Kone from GTC is working on this effort. E. Dozier will follow-up with him since he was not on the call.

## 6. Bicycle Safety PSA Campaign

M. Alexander noted that four PSAs in high-definition are now available. To use these PSAs for a TV campaign the original files will be needed. We are hoping to set-up a NYSAMPO YouTube channel, so everyone can view them/link to them. S. Misiewicz at CDTC is uploading the broadcast-quality files to CDTC’s ftp site to provide access to NYSAMPO members. The fifth video is almost ready and will be sent to GTSC for statewide broadcast soon. Spectrum has been working on this effort pro-bono which is appreciated. Please reach out to M. Alexander with any questions.

## 7. Upcoming Events and Meetings

E. Dozier encouraged everyone on the call to attend the upcoming Bike Summit on September 29<sup>th</sup> in Saratoga Springs. See <http://www.nybc.net/action/bike-summit/> for information.

## **8. Bicycle & Pedestrian Working Group Meetings**

The September meeting is scheduled to be an in-person meeting. L. Fordjour offered to host at NYMTC. September 13<sup>th</sup> was generally agreed-to as the potential date. E. Dozier thanked L. Fordjour for the offer and asked for other options as it can be difficult for some MPO staff to get to NYC. If anyone else is interested in hosting, please let E. Dozier and J. Levy know by the end of June.

## **Action Items**

The following items are noted for follow-up:

- Please register for the NY Bike Summit in Saratoga Springs.
- Sign-up for NYBC newsletters if you haven't already.
- Provide NYBC with project examples/case studies for the Complete Streets curriculum.
- Provide PTNY with any 1R Complete Streets checklist project examples. V. Dean to provide a project from Region 1 and E. Dozier will provide an FHWA document that discusses how to incorporate bike facilities into resurfacing projects. If there are any past 1R projects that would have benefitted from using the checklist please email [jmeerdink@ptny.org](mailto:jmeerdink@ptny.org).
- NYBC will have a booth at the NYS Fair. Anyone who is interested in volunteering at the booth should contact [paul@nybc.net](mailto:paul@nybc.net).
- G. Urda, S. Misiewicz & P4P will continue working on the Complete Streets Fact Sheet. If anyone has a great example of a Complete Street please send it to [kember@planning4places.com](mailto:kember@planning4places.com).
- E. Dozier, D. Krol and A. Long to continue working on ADA Transition Plan Best Practices Toolkit.
- S. Misiewicz and A. Kone to continue working on the Safety Education Toolkit.
- E. Dozier to follow-up with A. Kone regarding development of a Complete Streets Model Ordinance.
- Bicycle Safety PSA Campaign: If there are any questions about this effort please contact [malexander@smtcmpo.org](mailto:malexander@smtcmpo.org).
- Next Bicycle & Pedestrian Working Group Meeting: This is scheduled to be an in-person meeting. L. Fordjour offered to host at NYMTC. Anyone interested in hosting should contact [edozier@dutchessny.gov](mailto:edozier@dutchessny.gov) and [jlevy@planning4places.com](mailto:jlevy@planning4places.com) ASAP.