



NEW YORK STATE ASSOCIATION OF MPOs
BICYCLE AND PEDESTRIAN WORKING GROUP
December 14, 2023
Virtual Meeting
10:00 AM –12:00 PM

MEETING NOTES

Participating

- A/GFTC – Jack Mance
- BMTS – Scott Reigle
- CRTC – Chaim Simon
- DCTC – Emily Dozier
- DCTC – Tara Grogan
- ECTC – Courtney Taylor
- FHWA – Nicole McGrath
- GBNRTC – Amy Weymouth
- GTC – Charlie Reick
- HOCTC – Sydney Klein
- ITCTC – Jay Lambrix
- NYBC – Mark Hoffacker
- NYBC – Anne Savage
- NYMTC – Adam Levine
- NYSDOT – Colleen Smith Lemmon
- NYSDOT – Michael Grant
- NYSDOT – Mark Jakubiak
- NYSDOT – Susan Pitely
- NYSDOT – Alexandra Beck
- NYSDOT – Renee Casler
- NYSDOT – Peter Dunleavy
- NYSDOT – Robert Zitowsky
- NYSDOT – Korie McAllister
- NYSDOT – Christine Colley
- NYSDOT – Valerie Dean
- NYSDOT – Yacob Shenkute
- NYSDOT – Sharon Heyboer
- OCTC – Jessica Ridgeway
- PTNY – Dylan Carey
- SMTC – Danielle Krol
- UCTC – David Staas
- WJCTC – Geoff Urda
- Planning4Places – James Levy

Introductions

Emily Dozier opened the meeting.

Approval of September Meeting Notes

Edits were submitted by Emily. Those will be made and the notes will be posted online.

Presentation

Robert Zitowsky from NYSDOT presented on the Vulnerable Road User Assessment (VRU). He noted that NYSDOT can provide the GIS layer and metadata for the analysis. NYSDOT will also be working with NYS Dept of Health on a local call for projects.

More information on the VRU can be found at:

<https://www.dot.ny.gov/divisions/operating/osss/highway/strategic-plan> and

https://www.dot.ny.gov/divisions/operating/osss/highwayrepository/SHSP2023_Appendix_2_VRUSA.pdf

NYS DOT Updates

Active Transportation Plan - Peter announced that Mark Jakubiak is the new NYS DOT Bike/Ped Coordinator taking over the position previously held by Karen Lorf. Mark has been with NYS DOT for 17 years starting in the Highway Design Group. He has worked on Safe Routes to School projects and on AMTRAK station replacement projects that included bike/ped elements. NYS DOT will be looking to ramp-up work on the Active Transportation Plan in the new year and Mark will be the Project Manager.

Complete Streets Checklist - Colleen noted that a prototype of the updated Complete Streets Checklist has been drafted. A full internal review of the draft document is anticipated this spring. NYS DOT is utilizing a working group of staff across the state to provide different perspectives. The new format is less of a checklist and more of a fillable form to make it easier to fill out and to enable better collaboration among staff completing the checklist. Colleen noted that it will be used on more projects, including maintenance projects.

TAP/CMAQ - The solicitation went out over 2 months ago. There is \$165M for community-based investments that improve air quality and transportation access. There are CRP funds for small urban areas (5,000 – 50,000 population) and rural areas under 5,000 population. The application is due January 9th. Awards are expected to be announced in the Spring. A question was asked about whether MPOs will be reviewing projects in their own regions – Colleen will find out. It was noted that the January 9th deadline is difficult for communities due to the new year/new elected officials, etc. It was also recommended that in the future, more time be provided for the application pre-review process.

Traffic Data Viewer - Michael noted that they are working through comments and feedback on the Drakewell site. They are also adding turning movement counts into the new system. The Bike/Ped data will be added sometime in early 2024. Access to the viewer will be available on the NYS DOT website soon, but without the bike/ped data initially. This is the same as the Drakewell site previously provided: <https://nysdottrafficdata.drakewell.com/>. Michael noted that the data will be linked to segments, but the segments have to be created, so for now the data will be displayed as points only. It will be consistent with the updated RIS.

CLEAR Training - Some MPO staff attended the training with Robert and Andrew from NYS DOT. The session was recorded and can be accessed here: <https://camsysmy.sharepoint.com/:v:/p/chopwood/EdRCFiV0hBxFg7RH37XmbcBko9say0vNXldFvh1RopFhg?referrer=Teams.TEAMSELECTRON&referrerScenario=MeetingChicletGetLink.view.vi ew>. Any CLEAR questions can be compiled and sent to Andrew to address on a future call or training.

FHWA Updates

Nicole mentioned the design standards email recently distributed by AMPO, which allows flexibility in design standards for federal-funded projects on locally owned streets that are not on the NHS (see <https://www.fhwa.dot.gov/design/standards/231116.cfm>). Emily noted that there was a recent NACTO email about this as well (see below). Jim forwarded both emails.

FHWA has posted a new compendium of technical assistance resources for active transportation:

https://www.fhwa.dot.gov/environment/bicycle_pedestrian/resources/tech_assistance_resources.pdf

The ATIP (Active Transportation Infrastructure Program) NOFO should be released soon. This grant supports state and local government planning, design and construction of active transportation networks. Technical assistance will be available. The program will have the typical 80/20 match, but it can be up to 100% federal share for disadvantaged communities. MPOs are eligible to apply. There is \$45M available through the program. See https://www.fhwa.dot.gov/environment/bicycle_pedestrian/atiip/

Reconnecting Communities awards should be announced soon and PROTECT funding should be available soon. Finally, FHWA is updating their strategic agenda for pedestrian and bicycle transportation (last done in 2016).

NACTO Email Summary –

Better for Streets, Better for Cities

Use Adopted NACTO Guides on Federally-Funded Projects

Great news for cities: [in a recent memo](#), the Federal Highway Administration (FHWA) officially recognized a [suite of NACTO design guides](#) for federally-funded projects on city-owned streets. The memo clarifies that

cities can use [NACTO design guides](#) for federally-funded projects on city-owned streets that are not on the National Highway System (NHS), *and they don't need state approval to do so*. For locally-owned streets on the NHS, states can approve projects using NACTO's design guidance in federally-funded projects. You can find out if a street is on the NHS by [consulting FHWA's online map](#) or those maintained by states and Metropolitan Planning Organizations. FHWA has also posted a [helpful, updated reference list](#) of federal funding sources for transportation projects, along with a collection of [technical assistance resources](#) to support projects focused on biking, multiuse paths, and other active transportation, particularly in disadvantaged communities.

To formally adopt NACTO's design guides, U.S. cities can use [the methods outlined in this explainer](#).

Partner Updates

Parks & Trails NY - Dylan noted that a Greenway Trails Development Guide is in development in partnership with NYS Parks. It is designed to help trail advocates walk through the process from concept to construction. It is going through final review and PTNY hopes to release it in early 2024. The Greenway Trails for a Green Future legislative package includes 6 new bills and one previous bill. PTNY partnered with Pat Fahey to get the package introduced. Most have been previously discussed by this group. Details can be found here: <https://www.ptny.org/our-work/advocate/greenway-trails>. The 6 bills include:

- Right-of-Way for All Trail Users in Crosswalks | A8272 (Fahy)
- Empire State Trail Detour Requirements | A8274 (Fahy)/S7807 (Serrano)
- Greenway Trail Design Standards | A8301 (Fahy)/S7806(Serrano)
- Power Line Trails | A8311 (Fahy)
- CHIPS Funding Formula Update | A8273 (Fahy)
- Recreational Use Statute | S2701 (Harckham)/A6004 (Barrett)
- Bicycle & Pedestrian Access on Bridges | A8300 (Fahy).

All have been introduced in the Assembly, three introduced in the Senate. PTNY is looking to host an advocacy day in mid-May.

If any MPOs have been collecting data along the Canalway trail, please share it with PTNY for their annual count work. PTNY will be advertising for a mapping/data coordinator who will do a lot of the work with trail counts and data efforts.

NYBC - Anne introduced Mark Hoffacker as NYBC's new Director of Bicycle Education. He has worked in the traffic safety and injury prevention area for a long time and worked with GTSC funds in the past on injury prevention efforts at a hospital.

NYBC is accepting requests for printed materials – they will be doing a print run soon. The materials request form can be found here:

https://nybc.net/index.php?option=com_civicism&task=civicism/profile/create&gid=39&reset=1.

Work is underway on a training curriculum for law enforcement with in-person training beginning in early 2024. NYBC will be looking for law enforcement officials or retired officials to help lead the trainings. NYBC is also working on identifying methods to work better with EJ Communities and other underrepresented communities.

NYBC will be hosting a Bike Summit in October 2024 in downtown Albany – more information to come soon.

NYBC is very supportive of the legislation mentioned by Dylan and worked most closely on the package by the NYS Safe Streets Coalition - <https://transalt.org/safe>. The package includes Sammy's Law (allows NYC to control its own speed limits), Complete Streets Maintenance, Defined Safe Passing, Stop as Yield, Speed Limiters for Repeat Offenders, and Complete Streets budget changes.

NYSDOH – No report.

Work Plan Items/Subcommittee Updates

2024/2025 Work Program – Jim noted that it is time once again to update the Work Plan for the Working Group. Jim will distribute the Word version of the current Work Plan. If you have updates/comments, please get them to Jim no later than January 5th via email or use track changes in the document. Please contact Jim and Emily ASAP if you would like to be on a subcommittee to work on the Work Program update.

Ped/Bike Counts – The group will look to meet again early next year.

Walking/Bicycling Cost Estimating Toolkit – The [NYS DOT Quick Estimator Reference tool](#) has been updated and it can be found on the NYSDOT website.

Shared Mobility – Emily noted that the group may be interested in NACTO's 2022 shared micromobility report: <https://nacto.org/publication/shared-micromobility-in-2022/>

MPO Discussion Items

Sidewalk maintenance best practices – Emily noted that DCTC recently undertook a sidewalk feasibility study and when talking to property owners, a few loud voices noted concerns, particularly about snow removal and sidewalk maintenance. Jack noted that there is a community in the region that has a 50/50 shared sidewalk funding program that is not working

as planned. Jack reached out to Peggy Tully with the City of Ithaca because they have a successful sidewalk district. It was decided that a presentation/training by Peggy would be very useful at a future meeting. Jack will ask Peggy if she is available to present to the Working Group. Information on the Ithaca program can be found here:

<https://www.cityofithaca.org/DocumentCenter/View/15995/2024-Proposed-Sidewalk-Program-Work-Plan-Presentation?bidId=>. Geoff noted that in Watertown, sidewalk construction is an allowable use for CDBG Entitlement Grant Communities as long as the City can show a low-mod benefit. However, property owners must still maintain the infrastructure.

SS4A – The latest round of SS4A grants have been announced. There were 20 planning and demonstration grants and 3 construction grants. BMTS, GTC, and City of Rochester received awards. Charlie noted that the City of Rochester SS4A application included funds for sidewalk maintenance and snow removal. Charlie will send more info on this. GTC will be working with Reconnect Rochester on demonstration projects. Charlie will also provide updates on this. HOCTS will kick off their SS4A planning work in January.

ADA Assessment Tools – A GIS training with Warren County staff can be done at the March meeting. NYSDOT staff has been included in the discussion and can participate. We can also invite the GIS Working Group.

Presentation Ideas for Future Meetings - Geoff mentioned that BMTS has an interesting new greenway project that Scott might be able to present on. Jay asked about building off a recent AMPO presentation about local elected officials leading the planning process for bike/ped projects. There is a good speaker in the Ithaca area that could talk with the Working Group.

Emily asked if the group would like to combine the fall meeting with the ITSMR or NYBC conference and the general opinion was that doing so would be a good idea.

Walk, Bike, Roll Symposium – This will be September 16-18 in Binghamton. Abstracts are due February 23. More information can be found here:

<https://www.itsmr.org/event/2024-walk-bike-roll-new-york-symposium/>

Links

Useful links from the discussion and/or based on the discussion:

<https://www.itsmr.org/event/2024-walk-bike-roll-new-york-symposium/>

https://www.fhwa.dot.gov/environment/bicycle_pedestrian/resources/tech_assistance_resources.pdf

https://www.fhwa.dot.gov/environment/bicycle_pedestrian/atiip/

<https://nysdottrafficdata.drakewell.com/publicmultinodemap.asp>

https://nybc.net/index.php?option=com_civCRM&task=civCRM/profile/create&gid=39&reset=1
(order form)

<https://www.ptny.org/our-work/advocate/greenway-trails>

<https://nacto.org/publication/shared-micromobility-in-2022/>

<https://www.dot.ny.gov/divisions/operating/osss/highway/strategic-plan>

<https://www.fhwa.dot.gov/design/standards/231116.cfm>

Action Items:

- **Jim** to distribute the Work Program. Please contact Jim and Emily ASAP if you would like to be on a subcommittee to work on the Work Program update. If you have updates/comments, please get them to Jim no later than January 5th. We will begin working on the update the first week in January.
- **Jack and Colleen** to work with Jim to schedule an ADA GIS training as part of the March Working Group meeting.
- **Jack** to contact Peggy Tully about presenting to the Working Group at a future meeting.
- **Robert** to send MPO staff the GIS layer & Metadata for the VRU SA.
- **Colleen** will look into whether or not MPOs will be reviewing TAP/CMAQ projects in their planning area.
- **Charlie** will send more info on the City of Rochester SS4A application regarding sidewalk maintenance and snow removal. Charlie will also provide updates on GTC working with Reconnect Rochester on demonstration projects.
- **All:**
 - o The NYBC Bike Summit will be in October in Albany. Send any suggestions, including professional development ideas to Mark Hoffacker @ NYBC.
 - o The NYBC materials request form can be found here:
https://nybc.net/index.php?option=com_civicrm&task=civicrm/profile/create&gid=39&reset=1
 - o If any MPOs have been collecting data along the Canalway trail, please share it with PTNY for their annual count work