

## MEETING NOTES

### BICYCLE AND PEDESTRIAN SUBCOMMITTEE

**DATE:** Tuesday, May 16, 2006

**TIME:** 1:00 P.M.

**PLACE:** COG, 777 North Capitol Street, NE  
First Floor, Room 1

**CHAIR:** Kristin Haldeman  
Washington Area Metropolitan Transit Authority

**VICE-**

**CHAIRS:** Charlie Denney  
Arlington County DPW  
Michael Jackson  
Maryland Department of Transportation  
Jim Sebastian, DDOT

**Attendance:**

Fatemeh Allahdoust	VDOT
Lendy Castillo	WMATA
Charlie Denney	Arlington DES
Matt Godbey	WMATA
Kristin Haldeman	WMATA
Michael Jackson	MDOT
Carol A. Kachadoorian	WMATA
Rich Metzinger	National Park Service
Allen Muchnick	Virginia Bicycling Federation
Mimi Murray	Fairfax County DOT
Jim Sebastian	District of Columbia
John Wetmore	Perils for Pedestrians

**COG Staff Attendance:**

Michael Farrell  
Andrew Meese  
Gerald Miller

1. **General Introductions.**

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Participants introduced themselves.

**2. Review of the Minutes of the March 23, 2006 Meeting**

Deferred.

**3. WMATA Bicycle Facilities Inventory**

Matt Godbey, WMATA, Customer Relations

WMATA is positioning itself as a “green” organization, more attuned to the needs of pedestrians and bicyclists.

Matt Godbey spoke to a powerpoint on WMATA’s bicycle facilities inventory. Metro staff between April 11 and May 4 surveyed all lockers and racks in the metrorail system, as well as getting a snapshot of use. Once corrections are made, there will be an accurate count of the number of racks and lockers in the system. At six metrorail stations all bicycle racks were at or over capacity, while at another 19 more than 50% of bicycle spaces were occupied.

Most bicycle lockers are in good condition. Some graffiti can be found on the lockers. Broken lockers will be replaced, including a number that have partially lifted lids, a probably result of tampering.

WMATA would like to ease the process of renting lockers, as well as adding signs to the lockers with information on renting, as well as exploring rental options such as a six-month rental term.

There are 1854 bicycle racks system-wide, both WMATA and non-WMATA owned. The condition is poor. The available Rack III’s in many cases are not being used by cyclists, who are locking to railings, etc.

Priority is to replace the worst-condition racks as soon as possible. Abandoned bikes will be removed from racks. Farther racks should be moved closer to the station entrances. WMATA will also look at options to improve the security of the racks. New racks will likely be U-racks. WMATA will establish a regular survey and maintenance schedule.

Station managers have been informed about problems at their stations. Funding is being identified for rack replacement.

In the coming months a staff person at WMATA may be dedicated for bicycle and pedestrian needs. WMATA will strengthen its partnership with the region, improving coordination with jurisdictional bicycle and pedestrian planners. WMATA will develop a consolidated operating plan for bicycle access management. WMATA will complete bicycle facilities demand forecasting. WMATA will sponsor a Bike N’ Ride workshop within the next two months.

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Michael Jackson expressed his appreciation of the progress WMATA was making with respect to bicycle and pedestrian access. Michael Jackson asked if the allocation of bicycle lockers between stations could be improved. Some stations with high demand have no lockers, while Southern Avenue, with low bicycle use, has forty bicycle lockers. Michael Jackson asked if marketing of bicycling could be improved. Lendy Castillo replied that WMATA was looking into those issues. Adding new lockers is preferred to moving existing lockers, especially in the case of older lockers. Kristin Haldeman noted that lockers cannot be moved between jurisdictions without the consent of the jurisdictions in question.

Michael Farrell suggested that racks inexpensive enough that they should be installed at all stations where there is room for them. Demand for lockers can then be gauged by the usage of the racks.

Charlie Denney asked if there could be a study relating the usage of bicycle facilities to the existence of bicycle facilities and other factors. Matt Godbey replied that this issue could be dealt with at the upcoming Bike N' Ride Workshop.

Michael Jackson proposed that bicycle lanes should lead to the metrorail stations, and signs should be provided to direct cyclists to the bicycle parking.

Allen Muchnick praised WMATA's plans, but commented that WMATA should have been doing these things all along. Having detailed information for specific locations is useful. Allen Muchnick recommended that WMATA consult the manufacturer, Cycle-Safe, regarding the lid-prying problems – the manufacturer may have a solution. WMATA should use rider surveys to set realistic bicycle mode-share goals. There are probably more than 19 abandoned bicycles in the whole system. Access to bicycle information needs to be made more accessible on the home page.

Andrew Meese suggested that WMATA could use this study as a model for looking at pedestrian access issues at metrorail stations. Pedestrian signage at many stations could be improved. Kristin Haldeman replied that this issue has been raised, and will be looked into further. John Wetmore suggested that the jurisdictions could provide local-area maps for wayfinding. Bike information could be put on the station maps when they are updated; this is a standard request from WABA. Kristin Haldeman replied that the maps were not currently GIS-based and not easy to change. It might be possible to put flat-screen monitors in the station, which would be connected to information available on the internet.

The WMATA Board will likely allocate \$200,000 in June to buy new U-racks. Approximately 600 Rack III's will be replaced with approximately 600 inverted U's. Since each U rack holds two bicycles to only one for the Rack III, that will mean a net increase of 600 bicycle parking spaces. Allen Muchnick cautioned against spacing the U-racks too closely. The minimum recommended distance between U-racks is 30 inches. The Rack III's are currently 36 inches

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apart. So if the inverted U's are placed 36 inches apart, the number of bicycles that can fit into a given space will double. Charlie Denney suggested that the inverted U's be placed 36 inches apart rather than 30 inches. Jim Sebastian offered to advise WMATA on ordering and installing racks. Charlie Denney and Jim Sebastian suggested that WMATA coordinate with them before replacing racks in Arlington and D.C., because Arlington and D.C. have plans for some of their metro stations, and it would not be productive for WMATA to put in new racks only to have the jurisdictions take them out.

- WMATA will sponsor a Bike N' Ride Summit in July.
- WMATA staff will coordinate planned installation of new bicycle racks with jurisdictional staff.

**4. Possible Work Items for the B/P Subcommittee for FY 2007**

Michael Farrell, MWCOG

- **Pedestrian and Bicycle Wayfinding.** At a meeting in January with Jay Fiset, the new Chair of the COG Board, a number of ideas were discussed to promote bicycle and pedestrian travel. One of them was bicycle and pedestrian wayfinding. Michael Farrell suggested that a series of examples and best practices for wayfinding might be useful. Charlie Denney was lukewarm towards the idea. The MUTCD already provides standards for bicycle wayfinding. Adopting standards for pedestrian wayfinding would be complex, and not necessarily desirable given different needs in different jurisdictions. Moreover, we would not want to slow anyone's efforts to put something on the ground pending the adoption of standards. Michael Jackson suggested that instead of standards we should develop a set of best practices for pedestrian wayfinding. Fatemeh Allahdoust agreed. A Best Practices report could be created by COG staff and would not require any meetings.  
Allen Muchnick suggested that with bicycle wayfinding we already have standards through the MUTCD, and what we need is not so much to adopt regional standards as to better sign the long-distance bicycle routes that have already been designated. In Richmond the MPO signed long-distance routes and even put in bicycle lanes on them. Kristin Haldeman agreed that this Best Practices report could be a work program item.
- **Safe Routes to School.** Jay Fiset had suggested a pedestrian safety summit. Michael Farrell argued that we had already had a design-oriented event in Lynchburg, and that the time was not yet ripe for another. On the other hand, SAFETEA-LU recently provided funds for Safe Routes to School, including hiring state coordinators. A workshop could provide an opportunity for the new coordinators could brief jurisdictional staff. The Kristin Haldeman agreed that a Safe Routes to School workshop might be a good idea. Fatemeh Allahdoust offered to provide some contacts.
- **Top Priority Unfunded B/P Projects.** The Bike/Ped Subcommittee regularly selects a

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list of top priority unfunded bicycle and pedestrian projects. The subcommittee should select a draft list in September, and adopt a final list in November 2006, for presentation to the TPB in December 2006. The priority projects will be chosen from the longer list in the bicycle and pedestrian plan, which is not a prioritized list. A project does not have to be on the regional priority list to get into the TIP.

Subcommittee members should get their projects to Michael Farrell by the September meeting. This priority list will be a discussion item at the July meeting, and a reminder e-mail will be sent out then. Allen Muchnick suggested that we produce a dummy list for the July meeting. Perhaps we could do something with the database. Or we could send out the old list and tell people that unless we hear from them otherwise, that this is the list that will go to the TPB. Please communicate with your TPB board representative, and look at the selection criteria. The advisory e-mail will review all the selection criteria that have been used in the past. Please use those criteria when selecting your project.

#### 4. Updates

- Bike to Work Day. Bike to Work Day is on Friday. An updated version of the Bike to Work Guide is available. This update was for accuracy only, to make sure that phone numbers, etc. are correct.
- Street Smart. A wrap-up event took place on April 26 at Fairfax Inova hospital. Dr. Samir Fakhry gave a presentation to the May meeting of the COG Board. The COG Board agreed to write a letter to Honda Motor Corporation supporting funding for Dr. Fakhry's work. Some follow-on Federal Motor Carrier funding may also be available through the DC Metropolitan Police Department, which could be used in part to purchase a sequel to Dr. Fakhry's report.
- Fairfax County will fund a bicycle plan and a full-time bicycle coordinator.
- Saturday, June 3 will be the Trails day, with an event at Bladensburg marina in Maryland. With the assistance of the College Park Area Bicycle Coalition, a mid-Maryland Bike Map has been released.
- Virginia is developing the implementation guidelines for its policy for accommodation of pedestrians and bicyclists. The State Bicycle map is still under development. VDOT will have volunteer staff at the Bike to Work locations in Virginia.
- Virginia has a strategic highway safety plan available for comment on its web site.

#### 5. Bicycle and Pedestrian Plan

Michael Farrell, COG/TPB

The bicycle maps have been updated. A total of 80 projects have been mapped, there is a

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new table of contents and executive summary, and there have been some changes to the formatting. In the Appendix A report a new key to a status and project type codes has been added. Also, the order of Chapters 5 and 6 have been reversed. The best practices are now before the 2030 network. Projects that are included in the CLRP are now mapped. The maps will need to be modified based on new information showing that they are expensive enough to be mapped. Criteria for mapping are shown on page 6-2. Kristin Haldeman asked that the criteria for mapping projects be included on the maps, in the legend next to the symbols. Michael Farrell explained that the criteria for inclusion in the map did not relate to the particular symbols. Fatemeh Allahdoust questioned whether a particular project on map 6-3 was actually in the CLRP.

Andrew Meese suggested that subcommittee members take the opportunity to examine the plan projects and ensure that they are as accurate as possible. Andrew Meese suggested that subcommittee members also connect with their Board members as well, to ensure that all important projects are included.

Charlie Denney noted some errors on the map for Arlington projects. One of the projects was on the wrong section of Randolph Street.

The last slide of the powerpoint gives the project schedule. Jim Sebastian will introduce Michael Farrell, who will give the technical details. Andrew Meese suggested that Jim's introductory remarks focus on the quality of the plan, the efforts of the bicycle and pedestrian subcommittee to create it, etc.

Fatemeh Allahdoust noted that the law in Virginia did not require motorists to stop for pedestrians.

Projects should be made as correct as possible by May 31<sup>st</sup>, in time for the TPB Technical Committee. Comments from the TPB Technical Committee are due June 9, so at that point no further changes to the project list will be made. The database will be taken off-line at that point. Fatemeh Allahdoust noted that VDOT had just forwarded a table with all its changes to Andrew Austin. Fatemeh added that some of the check-boxes in the database had reverted to unchecked, so the solution chosen was to send in an excel spreadsheet.

Andrew Meese asked if the jurisdictions could send Michael Farrell an e-mail attesting that their projects are accurate. Charlie Denney suggested that Michael Farrell send a reminder e-mail, and indicate that no response means that there are no objections. The most important information is what appears in the report, because that is what will be adopted as the plan. Things like the status of the project, and whether or not it is in the TIP or CLRP, should be as accurate as possible. Michael Farrell has checked the projects against the TIP, but since projects often have multiple phases with a similar name, or a different name in the CLRP than in the database, it would be helpful if local staff who are familiar with these projects checked to make sure that its funding status is noted correctly.

Michael Farrell spoke to a draft presentation of the plan to be given to the TPB.

The subcommittee suggested that cost estimation methods not be discussed at the TPB level.

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The TPB Technical Committee will review the plan again in July.

Michael Farrell reiterated his request that subcommittee members look at their projects to make sure the entries are correct.

Michael Jackson suggested that the presentation be shortened and made more succinct for the TPB.

Charlie Denney noted that on slide four the plan is described as a pedestrian facilities plan, which it is not. On slide 17 the phrase routine accommodation is used, while the phrase complete streets is coming into favor. Fatemeh Allahdoust noted that on slide 3 the description of other bicycle and pedestrian activities should be cut down. In the discussion of Plaza America we should note that Reston is generally a walkable community. On slide 17 we should discuss access trips rather than riders. The plan will not be released until June 15, which is the date of the CAC meeting. Comments will be accepted before June 15, and the draft has already been presented to the CAC. Allen Muchnik asked if there would be a press release, and what the mechanism for public comment would be. Jim Sebastian suggested that the public comment announcement be released through the bicyclist lists.

John Wetmore suggested that the new stadium site be shown on the Anacostia Riverwalk map. Jim Sebastian noted that this slide would be up for a few seconds, and he considered it good enough. The Anacostia Riverwalk was a *Priorities 2000* priority project. Fatemeh Allahdoust suggested adding a table to the plan on bicycle traffic law, similar to what is in the Bike to Work Guide.

- The Draft Bicycle and Pedestrian Plan will be released for public comment on June 15, and comments will be due by Friday July 7.
- Suggested changes to the plan and powerpoint presentation for the TPB will be made.
- Changes to the project listings must be made no later than June 7. The on-line database will not be accessible after that date.

**Adjourned.**