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MEETING NOTES

BICYCLE AND PEDESTRIAN SUBCOMMITTEE

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DATE: Tuesday, July 15th, 2003

TIME: 1:00 P.M.

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

CHAIR: Charlie Denney,
Arlington County DPW

VICE-CHAIRS: Michael Jackson
Maryland Department of Transportation,
Jim Sebastian
District Division of Transportation

Attendance:

Fatemah Allahdoust	VDOT/NOVA
Charles Denney	Arlington DPW
Eric Gilliland	WABA
Jim Hudnall	Oxon Hill Bicycle and Trail Club
Michael Jackson	MDOT
Daniel Janousek	City of Gaithersburg
Charles Kines	MNCPPC Montgomery County
Brian V. King	VDOT
Bob Kuhns	Gorove/Slade
Rachel Lyons	Design House
Melanie Mayock	Sierra Club
Mary McAndrew	Design House
Rich Metzinger	National Park Service
Allen Muchnick	Virginia Bicycling Federation
Mimi Murray	Fairfax County DOT
Steve Pinkus	Gorove/Slade
Jim Sebastian	District of Columbia
Fred Shaffer	M-NCPPC

Chris Wells   Fairfax County
John Wetmore   Perils for Pedestrians
Maria M. White   City of Alexandria

COG Staff Attendance:

Andrew Austin
Michael Farrell
Charlene Howard
Andrew Meese

1. **General Introductions.**

Participants introduced themselves.

2. **Review of the Minutes of the May 20th, 2003 Meeting**

Minutes were approved.

3. **Bikemetro.com Bicycle Route-Finding Software**
      Michael Farrell, COG

This web site is currently up and running in Southern California. This web site was demonstrated at the last meeting, and COG staff was to solicit a proposal for bringing it to the Washington region. Subcommittee members were impressed with the functionality of the web site. Based on conversations with representatives of the software firm that designed it, Geoperception, the number of routes generated has increased from 50 per week to 600 per week over the last two months, based primarily on word of mouth promotion.

According to Stephen Vance of the San Diego Association of Governments, Geoperception appears to be a reputable firm, anxious to do a good job. Mr. Farrell of MWCOG has asked them to prepare written proposal that will summarize and clarify the information they have provided over the phone.

The following issues were addressed:

1. Data needs.

Geoperception normally uses OEM Teleatlas for the street network. Elevation can be obtained from USGS. Speed and volume data is also relatively available. From us they will need a complete bicycle network for the region, in shapefile form, with entry and exit points from

bicycle facilities marked. Bikemetro.com uses a three-class system (multi-use paths, bike lanes, and signed routes) to rate the suitability of the bicycle network, not level of service, so we do not need to have that. Compilation and digitizing costs could come to as much as $75,000. The good news is that COG is already compiling all bicycle route data that is available in digital form.

2. Software Licenses

The third party software required to support the BikeMetro site includes ESRI's NetEngine, ArcIMS and MapObjects GIS. TeleAtlas's MultiNet product represents the underlying street database and TrafficMetrix has provided the traffic volume data that we currently use. The estimated cost of these licenses is $25,000-$30,000, plus annual maintenance fees of $5,000-15,000. The one-time software license for the bikemetro software is $90,000 plus a 20% annual maintenance fee. However, the bikemetro license fee does not apply if Geoperception hosts the site. Nor do the software maintenance fees. Geoperception would charge $5,000-$7,500 per month to host the site.

Bringing Bikemetro.com to the Washington region is feasible. Likely cost if Geoperception hosts the site would be $40,000 - $80,000 fixed cost in the first year, plus $60,000 per year in hosting fees.

- Mr. Farrell will further explore cost and service options with Geoperception, COG staff, and others. A report will be made at the September Bike/Ped meeting.

4. **Discussion of Regional Electronic Mapping of Bicycle Routes and Facilities in the Washington Region**
Charlene Howard, MWCOG

Ms. Howard has been gathering existing electronic data from the various jurisdictions. Existing information on bikeways at COG is obsolete. This is a mapping, not a route-finding effort. Ms. Howard asked those present to work with their GIS people to get her the data she needs. There is no specific deadline for this project, but the lack of an up to date regional electronic network has been an ongoing handicap.

- Attendees should try to get their jurisdiction's data to Ms. Howard before the next Bike/Ped Meeting

5. **Data Entry Form for the Regional On-line Bicycle and Pedestrian Project Database.**
Andrew Austin, MWCOG

As part of a regional online database for the TIP and CLRP, COG is developing a database for the bicycle and pedestrian plan. Many of the projects in the bicycle and pedestrian database are

not included in the TIP or CLRP. Unlike the TIP and the CLRP, the bicycle and pedestrian project list is not fiscally contrained; it is a wish list. It will have two functions: as a data input resource for agency personnel, and as a searchable public information resource. A hand-out was provided detailing the functions of the database. Copies of the data input form will be distributed to the relevant agency staff in Microsoft Access form. These datasets should be small enough to be e-mailed back to COG staff for compilation into the publicly searchable database. Eventually, jurisdictional staff will be able to go to a password-protected section of the web site and enter data directly, but that function will not be available for several months.   Staff should use their judgement about what types of projects should be included; sidewalk projects generally should not be included. Mr. Farrell commented that this database would be very useful in determining the length of planned or funded bicycle lanes and multi-use paths. The database will show some history, such as how many projects of a particular type were completed in a particular year. Partially funded projects can be dealt with by splitting them into phases. The different phases would be treated as separate projects from the point of view of the database. In the future we may create sub-records for each phase under the heading of the long-range project, in order to preserve the consistency of the data.

- Any comments on the database entry sheet should be supplied within two weeks
- The blank Access forms will be available in 2-3 weeks

6. **Progress Report on the Sixth Edition of the ADC Washington, D.C. Regional Bike Map**
   Michael Farrell, COG

Mr. Farrell has given the mylar for inside the beltway side of the map to the ADC company. The fifty-mile radius side they are not in a position to use because they are updating the base map. Bike lanes will be shown on this edition, but official routes will not be distinguished from the unofficial routes. Both will be shown as solid blue lines. A blueline draft will likely be available in September.

7. **Street Smart Pedestrian and Bicycle Safety Program Status**
   Michael Farrell, COG

The Street Smart program will be going into its second year. Based on probably funding, there will likely be another four-week media campaign, primarily drive-time radio. The most likely time for the campaign, for bureaucratic reasons, will be Spring of 2004.   We have applied for $100,000 from each of the three States.   A 20% local match is still needed. Maryland Delegate Bill Bronrott will be speaking to tomorrow's Transportation Planning Board with a view to requesting local funds.   Mr. Denney had some questions regarding the best way to determine fair share. Mr. Meese replied that the Board should assign us that task if they want staff to do that.   Mr. Wells mentioned that Fairfax County will again be providing $50,000 for the program. In the future we should be requesting these funds in December, to match the local jurisdictions'

budgeting process. Mr. Muchnick asked if we had received State funding commitments for next year. Mr. Farrell replied that COG had not received reimbursement for last year, or any promises for next year. Ms. Fallahdoust said that she had been told that the delay was due to a lack of reporting on how the funds had been spent. Mr. Farrell replied that his contact, Carl Hewlin, had told him that there was no problem with the paperwork, but that due to staffing cuts it was taking the DMV a long time to process checks. A related problem was the strict reimbursement rules from the Virginia DMV, which require that a check be written to the contractor before the DMV will start the reimbursement process. Ms. McAndrew noted Smooth Operator, the regional anti-aggressive driving program, is run on a different basis, whereby the reimbursement process is started as soon as the order for media time is placed. Ms. Allahdoust suggested that Mr. Farrell contact Randy Hodgson regarding any problems at Virginia DMV.

- Mr. Denney suggested that attendees contact their TPB representatives before tomorrow's meeting.
- Funding for FY 2005 Street Smart should be placed on the agenda for November's bike/ped meeting.
- Mr. Farrell will explore ways in which the reimbursement process can be expedited, including the adoption of an arrangement comparable to Street Smart's, and faster paperwork processing on the part of both the Virginia DMV and MWCOG.

8. **Montgomery County Master Plan of Bikeways**
   Charles Kines, MNCPPC

Charles Kines gave a presentation on the Master Plan for Bikeways in Montgomery County, an update of their 1978 plan. This is a transportation plan, meant to improve access to major destinations. An important goal is providing bicycle routes to transit. The plan provides for three classes of bikeways: Class one Shared-use Paths, class two bike lanes, and class three signed routes. The County will try to work with the State to ensure that signed routes, especially in the rural areas, include striped shoulders. In addition, Montgomery County has a category of "hiker-biker" trails, which are multi-use trails in parks. Hiker-biker trails are built by parks agencies, shared-use paths by transportation agencies. While existing hiker-biker trails are noted in this plan, there is a separate plan for trails in parks. The new plan is tentatively scheduled for adoption in the Fall of 2004. No provision has been made in the plan for bicycle facilities on the American Legion bridge. Mr. Muchnick asked that that be done, so that facilities might be included in any future bridge improvement project.

- A copy of the presentation will be posted on COG's web-site.

9. **New VDOT Policies towards Bicyclists and Pedestrians**
   Fatemeh Allahdoust

Fatemeh provided copies of what is available on VDOT's web site. At the April 2nd WABA annual meeting the Secretary of Transportation announced that there would be increased priority for bicyclists and pedestrians on state facilities. The home page for the bicycle program on VDOT's web site includes a survey.

10. **Professional Education**
   - **Real Intersection Design – Fall 2003.**
     Michael Farrell, MWCOG

This one-day workshop provides hands-on training in accessible design to practitioners. Participants split into groups, each of which evaluates the intersection from the point of view of a particular user group. The cost for this workshop, which would train 36 people, is $16,000. However, if we provide our own instructors, the cost drops to around $5,000. Some of the cost could be paid for out of session fees, bringing the cost to COG down. Mr. Sebastian recently attended that classroom section of this training in Cambridge. The great advantage of this training is that you apply what you have learned immediately.

Something like this needs at least two months of lead time. The Subcommittee voted to authorize Mr. Farrell to hold this event.

   - **Walkable Communities Workshops – Spring 2004**
     Michael Farrell, MWCOG

We applied for these workshops last year and did not get them. This is a series of eight workshops whereby a consultant team comes to a particular community and brainstorms how to make it more walkable. Our role would be to do the legwork and make sure the right participants are there. A local coordinator is needed for each community that wants to have such a workshop, plus $500 in local match. Cost would be split between locals and COG. Mr. Denney volunteered Arlington County as a sponsor, and Ms. Mercedes-White suggested that Alexandria might be interested. Each local sponsor should provide a coordinator, a site, meeting space, a local coordinator, letters of endorsement, especially from local elected officials, a statement of goals and objectives, and a statement of relevant planning activities and what outcomes the community expects from the workshops. The application deadline is August 29th, so materials from local sponsors should be sent to Michael Farrell by August 15th. Fairfax County is interested in sponsoring one or more workshops. We do not have to have everything lined up by August 29th, but the more we have the better for our chances.

Mr. Farrell will solicit more feedback on the reasons for the failure of last year's application, and ask for an example of successful applications. Mr. Farrell is to apply for Walkable Communities Workshops.

11.   **PedSafe Pedestrian Countermeasures Software Development**
        Charlie Denney, Arlington DPW

Beta testers are needed for August 13,14, 15th for to test software. Please ask someone from your organization to attend. Preferred participants should be engineers and others involved in hard applications. At least eight people are needed, and we need to know their names and e-mails within a week. If we cannot get them, we may have to put this event off. The hosts' preference is to do a good job rather than a quick job.

12.   **Member Jurisdiction Updates**

Mr. Wetmore discussed Safe Routes to School, to take place in early October. Mr. Farrell suggested that Mr. Wetmore ask for a TPB Board resolution at their September meeting encouraging participation in this event.

13.   **Adjourned.**