MEETING NOTES

BICYCLE AND PEDESTRIAN SUBCOMMITTEE

DATE: Tuesday, January 20th, 2004

TIME: 1:00 P.M.

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

CHAIR: Jim Sebastian,
District Division of Transportation

**VICE-
CHAIRS**:   Charlie Denney
Arlington County DPW
Michael Jackson
Maryland Department of Transportation,

Attendance:

Alphonso Coles	WRN
Cindy Engelhart	VDOT/NOVA
Mike Goodno	DDOT
Gary Guzzeau	NCPC
Christy Huddle	Montgomery County Executive Office
Jim Hudnall	Oxon Hill
Mimi Murray	Fairfax County
Steve Pinkus	Gorove/Slade Associates
Jim Sebastian	District of Columbia
Lois Thibault	U.S. Access Board
Maria M. White	City of Alexandria

COG Staff Attendance:

Andrew Austin
Michael Farrell

1. **General Introductions.**

Participants introduced themselves.

2. **Review of the Minutes of the November 18th, 2003 Meeting**

Minutes were approved.

3. **Demonstration of Regional On-Line Bicycle and Pedestrian Project Database**
   Andrew Austin, MWCOG

Andrew has sent databases to members to the agencies that will provide project data. Please follow the instructions; you must save the database to your hard drive, or it won't save your entries, and when you send it back to Andrew please zip it up or COG's firewall will block it. If anyone didn't get the instructions and the database who needs to submit projects, please let Andrew know. Eventually we will get this database in a web format to save on the e-mailing back and forth of files.

Data Imported from the eTIP. Many of the agencies have sent data, and information from the eTIP was also incorporated into the database. However, the TIP data is less complete than the data we are trying to collect for this database. We sent out an e-mail last Friday with a database including the data from the TIP. In taking projects from the TIP we included only projects that were solely or primarily bicycle or pedestrian, and did not include projects that only "include bicycle or pedestrian provisions" because most such projects were just sidewalks. Agencies may want to put some of those projects back in if they think they are important enough. What kind of projects agencies add is to some degree left to their discretion, but at the scale of the regional plan we would prefer that sidewalk projects be reported as a single, city-wide or area-wide project rather than hundreds of tiny projects. Projects should either be in an agency plan or in the TIP or both. We have 144 projects in the database as of now. All of the projects in Virginia that were imported from the eTIP list VDOT as the lead agency, so all Virginia agencies will need to look at all the Virginia projects to identify their projects. The easiest way to identify projects would be to sort by lead and secondary agencies, A to Z, and that will give you all your projects in one place. Cut and paste to change "VDOT" to your agency name. Control C and Control V are the cut and paste commands respectively. Don't copy the whole record, just paste your agency name into the individual cell. If you have further questions please call Andrew Austin.

Andrew Austin then did a demonstration of some possible queries. This is not yet a capability that is available to the public, but it is something COG staff will be able to do in response to requests for information. This database will provide a fast, effective alternative to the telephone in terms of gathering information about regional projects. When we get the database into a web-based format the public will be able to perform some queries. We have not yet decided how

much capability we want to give to the public. There was some concern that the output of the web page could be represented as some sort of official findings. Michael Farrell suggested that since the information is all public, as much querying capability as possible should be made available to the public, within the limits of budget and time. Every record has a date-stamp showing when the record was last updated, and an active link to the project or agency web-site, so anyone wanting the most current information about a particular project will be able to get it.

The next step is to get the rest of the data. Michael Farrell proposed that those who cannot finish this within three weeks send him what they have, whether an Excel or Word document, and he will input the data himself. Andrew is working with the consultant to get this database and the TIP on-line. Jim Sebastian remarked that it took him half an hour to input eight projects. He only put the most significant DC projects into the database.

- All member jurisdictions should try to get their data to Andrew Austin within three weeks. If they are unable to do so, they should send Michael Farrell whatever documents they have and have him enter the data.

4. **Professional Education and Workshops**
   Michael Farrell, MWCOG

   o Real Intersection Design
   Jim Sebastian briefed the group on the Real Intersection Design Workshop that took place in Riverdale Park, Maryland. You have one instructor per mode, then examine the intersection, then work out solutions. A final report is prepared summarizing the group's findings. Jim thought the workshop went very well and was suitable for all levels of expertise.
   Michael Farrell added that in his opinion, if you are willing to forgo the final report and spend more of your own time, this kind of training could be organized locally fairly inexpensively. The final report is most useful if there is a serious possibility of redesigning the study intersection. Michael Farrell suggested that the larger agencies organize their own workshops.
   The final report is most valuable if there is a serious prospect of the intersection being rebuilt in the near future.
   o Locations for Walkable Communities Workshops, May 3rd through May 7th, have been selected. All the planning documents are available on NCBW's web site. The recommended size is no more than 35 people. The web site has a list of recommended invitees. Non-resident advocates are not necessarily the best attendees. The people who should be in the room are the people who will have some influence over what will happen. Unlike Real Intersection Design, which is a training exercise, the goal of Walkable Communities Workshops is action. Each local coordinator has to pick a room, and a location for the walking audit

that is within walking distance of the room. The area has to be small, not more than 1/8 mile in length. Michael Farrell will be relying heavily on the local coordinators to arrange the meeting space and to drum up attendance. The COG car will be used to transport the instructors.

- o Ideas were solicited for a Fall event.   Pedestrian training with Charlie Denney was suggested, Safe Routes to School, AASHTO bicycle training, and new ADA requirements in the MUTCD were suggested. Michael Farrell asked that ideas not require too much COG staff time, since the Walkable Communities workshop already fulfills the requirements of the work program.

5. **Regional Bicycle and Pedestrian Priority Projects for FY 2005-2010**
    Michael Farrell, COG

A handout was provided with last year's top priority unfunded bicycle and pedestrian projects, and another showing funding changes. Only one, the Matthew Henson Trail in Montgomery County, has been fully funded. Since there is not enough change from last year, it was decided not to present the changes to the TPB. A full revision of the list would involve removing funded projects, as well as any projects the jurisdiction had decided was lower priority for some other reason. This revision will be done starting in July, and the revised list will be presented to the TPB in December, 2004 whether or not many projects have been funded.

6. **MWCOG Project Updates**
    Michael Farrell, MWCOG
    - o Street Smart 2004
      Street Smart has met its funding goal of $75,000 in local funds and $300,000 in federal funs, although local funds are coming disproportionately from Fairfax County.   The TPB will be briefed tomorrow. The campaign will be held in April.
    - o Bike to Work Day 2004
      Will take place Friday, May 7th. An additional pit stop will be added in Bowie.
    - o ADC Bike Map
      Nearly ready for review, will notify the group when it is since ADC wants fast turnaround. Suggested that ADC Map Company might sponsor Bike to Work Day to promote the Sixth Edition.
    - o Regional Electronic Map of Bicycle Routes and Facilities
      This has been completed and will be incorporated into the Commuter Connections web site.

7. **Discussion of Bike/Ped Sessions at the TRB Conference**

    The group discussed sessions on bicycling and walking at the TRB conference. Michael Farrell recommended "Space Syntax: An Innovative Pedestrian Volume Modeling Tool for Pedestrian Safety". The model allows for prediction of pedestrian volumes on an

intersection basis with 77% accuracy given land use, density, connectivity, and a few pedestrian counts.

8. **Bicycle and Pedestrian Access to the New York Avenue Metro Station**
   Jim Sebastian, DDOT

   Jim Sebastian gave a presentation on bicycle and pedestrian access features of the new metro station.

Adjourned.