

Attachment 1

Draft Meeting Notes Bicycle and Pedestrian Task Force

MEETING DATE: September 18, 2013

MEETING LOCATION: CMAP Offices

CALLED TO ORDER: 1:00 p.m.

ATTENDANCE:

TASK FORCE MEMBERS OR ALTERNATES:

Tom Rickert, Chair
Ed Barsotti, League of Illinois Bicyclists
Richard Bascomb, Village of Schaumburg
Karen Shinnars, Pace
Chalen Daigle, McHenry County Council of Mayors (on phone)
Steven Mannella, Metra
Kevin Stanciel, RTA
Keith Privett, CDOT
Andrea Hoyt, DuPage County Forest Preserve
Valbona Kokoshi, LDOT (on phone)
Pamela Sielski, Cook County Forest Preserve District (on phone)
Craig Williams, Alta Planning+Design

ABSENT:

Randy Neufeld, SRAM Corp
Gin Kilgore, Break the Gridlock / LIB
Greg Piland, FHWA (on phone)
Robert Vance, CTA
Barbara Moore, Citizen
Dave Longo, IDNR
Dan Thomas, DuPage County (on phone)
Allan Mellis, Citizen
Ron Burke, Active Transportation Alliance
Sam Mead, IDOT
Yonina Grey, CNT

STAFF:

John O'Neal, CMAP
Tom Murtha, CMAP
Ricardo Lopez, CMAP

OTHERS:

Kindy Kruller, FPDCC
Pricilla Tobias, IDOT (on phone)
Patrick Knapp, KKCOM
Aren Kriks, IDOT

John Mick, Baxter & Woodman
Gabe Sulkes, IDOT
Mike Albin, DMMC
Mike Walczak, NWMC

1.0 Introductions

Members and attendees introduced themselves.

2.0 Approval of the Minutes

No corrections to the minutes were proposed. *Motion was then made and seconded for approval of the meeting notes. The motion was unanimously approved.*

3.0 Local and Regional Planning

3.1 Forest Preserve District of Cook County Trails Master Plan

Kindy Kruller, Senior Planner with the Forest Preserve District of Cook County, presented on the FPDCC Draft Trail Master Plan, which was recently released for public comment. The goal of the Trail Master Plan is to improve the user experience and identify opportunities to improve navigation on the trail system. The FPDCC has, Ms. Kruller stated, approximately 300 miles of ‘recognized’ trails (200 miles of which are unpaved, and 100 miles of which are paved), as well as another 200 miles of ‘unrecognized’ or informal/use trails.) The plan addresses key policies and long-range planning. Ms. Kruller presented an overview and summary of the plan, including major recommendations related to trail classifications, processes and criteria for dealing with currently unrecognized or “use” trails, signage and wayfinding, prioritizing capital investments in trails, and improving experience for users at trailheads and along trails. Following a public comment period that runs through October 4, 2013, the final plan will be released in December 2013. The draft plan can be found on the FPDCC [website](#). Ms. Kruller’s presentation can be found [here](#).

Discussion ensued about the details of the draft plan. Mr. Barsotti suggested that the plan address the need for safe street crossings within and near FPDCC properties, and that it recommend that the FPDCC, perhaps in partnership with other agencies, seek grant funding for improving dangerous crossings. He added that this is particularly a problem where state routes going through or along FPDCC properties do not have sidewalks. Ms. Kruller stated that this is addressed, albeit in an abbreviated manner (since it is outside the main focus and purpose of the plan) in the section on safety, which is a ‘general’ discussion of the issues and does not look at specific locations. Ms. Hoyt asked how the plan – and the FPDCC more broadly – deals with ‘single-use’ vs. ‘multi-use’ trails. Mr. Kruller said that most of the FPDCC trails are, *de facto*, multi-use (though equestrians are prohibited). She added that in Palos Forest Preserve and some others there are restrictions on direction of travel for certain users, which may change by the day of the week.

3.2 LTA Program

John O'Neal, CMAP staff, gave the Task Force a brief update on the LTA program, including information on the latest round of applications, in which 67 applications were submitted, and which included 11 project applications that had strong a bicycle/pedestrian focus or including major bike-ped elements. Staff prepared and handed out a memo summarizing the 2013 applications, which can be found [here](#). In addition, staff disseminated a report on the status of all projects currently funded through the LTA program. This report can be found [here](#).

3.3 CMAP Future Leaders in Planning (FLIP) Program

CMAP staff, Ricardo Lopez, gave the Task Force an overview of the FLIP program and asked for their help in reaching out to students who might be interested in applying to the program. The FLIP program is a youth education and engagement program designed to help high school students from around the region learn more about planning and, through their work, to contribute to planning issues that shape our region, its economy, and quality of life. Applications were being sought for the 2013-14 school year. Mr. Lopez added that the application was very simple to fill out and involved a short data form and a brief essay.

4.0 Pedestrian and Bicycle Project Programming

4.1 CMAP Transportation Alternatives Program (TAP)

CMAP staff (Tom Murtha) gave the Task Force an update on the agency's Transportation Alternatives Program. Mr. Murtha summarized the call-for-projects, which resulted in 10 applications. (See summaries of project applications [here](#).) These applications will be reviewed and evaluated along with 28 projects previously submitted for CMAQ2014-18 funding, but which were not successful in obtaining funding and which are eligible under the TAP program guidelines. Mr. Murtha then walked the Task Force through a memo, included in the meeting packet and available [here](#), which describes the methodology and criteria being used to rank the TAP/CMAQ project applications. The methodology involves two screening criteria:

- Projects must have substantially **completed Phase I engineering** by October 15, 2013 (meaning that either IDOT has granted design approval or a final Project Development Report has been submitted to IDOT).
- Projects must be featured **in an approved or adopted local, state, or regional plan**.

Mr. Murtha explained that the first of these two screening criteria was important since the obligation timeline under MAP-21 is the FFY application year + three years. This is a short timeframe for projects, which typically take at least five years. For this reason, in order to avoid lapsing or rescinded funds, projects applying for funds are expected to be at Phase 2 engineering.

Three main evaluation criteria will be used:

- **Completion of Regional Greenways and Trails Plan.** (Filling a gap in the regional trail network would score highest, followed by extending a regional trail or intersecting a regional trail.)
- **Market for facility.** (Population and employment density in the area served by the facility is the proposed criterion for evaluating anticipated usage.)
- **Facility design quality.** (This criterion utilizes the “safety and attractiveness score” developed by the Bike-Ped Task Force for CMAQ, and which is described in a memo [here](#).)

Mr. Barsotti stated that the need to acquire ROW was a huge impediment to the timely progress of projects, and that he therefore thought the bonus awarded to projects not needing ROW should be more than 5 points. Mr. Murtha explained that in fact projects funded in the first year of the TAP program must not require ROW, and that the 5 bonus points is for those that don't need ROW in the second year. The question was then asked whether IDOT ITEP applications for this region would be pulled in for consideration too. Mr. Murtha stated that this would be possible but that IDOT's program was seeking a different project mix, and that IDOT's program was accepting projects seeking Phase 1 engineering. Mr. Murtha concluded by stating that CMAP was aiming for projects to be built or in construction by 2015.

Mr. Rickert stated that he believed that implementers and stakeholders – that is, the Bike-Ped Task Force – should have been more involved in TAP programming effort – i.e. in the process of developing program criteria and evaluating project proposals – and that it should not have been a purely staff-driven exercise. He said that the Bike-Ped Task Force, which comprises experts and stakeholders, should have a role to play in future calls.

Mr. Walczak asked if any project sponsors had proposed higher match rates. Mr. Murtha replied that he did not believe any did so.

4.2 GO TO 2040 Update Process

CMAP staff (Jessica Simoncelli) presented on the update of GO TO 2040. This update is required by federal regulations and will be completed by October 2014. She stated that the update will focus on the financial plan, major capital projects, indicators, and implementation actions. The update is expected to be ready for release for public comment in June 2014. A staff memo introducing and outlining the update process can be found [here](#).

Ms. Simoncelli then went into more detail on the update of the Implementation Action Areas, which could be revised in order to better support bicycle and pedestrian travel. Comments and suggestions for revisions to the implementation actions can be sent to Andrew Williams-Clark at AWilliamsClark@cmap.illinois.gov.

4.3 State Updates

- **Safe Routes to School**
Priscilla Tobias, State Safety Engineer/Bureau Chief, IDOT Safety Engineering, (on phone) gave the Task Force an update on the state SRTS program. She stated that there had been three funding cycles so far (under SAFETEA-LU), under which – though there have been problems – projects were now advancing more quickly. Under MAP-21, and the state of

Illinois, IDOT anticipates that approximately \$3 million will be available for the next cycle. Currently, a consultant is developing a SRTS toolbox to help local agencies develop successful projects. In the past, there were a lot of scope changes because local applicants did not coordinate in advance on the engineering involved in the projects that they submitted and were awarding funding for. As an example, Ms. Tobias said that one project estimated the cost of a pedestrian bridge at \$400K, which ended upon after preliminary engineering was done, to be estimated at \$1 million. The toolbox, therefore, would be focused on helping communities/local agencies better scope and more accurately estimate the costs of their projects. However, she added that the toolkit will not be done for the next anticipated funding cycle. This cycle will likely be announced in the fall of this year.

Ms. Tobias added that school travel plans will not be required as part of the application. Her and IDOT's assumption is that this planning will be done as part of the process of deciding where improvements are needed.

Ms. Valbona stated that \$3 million, with a \$200K per project limit, is not a lot of money for infrastructure projects, which typically cost much more than that. Ms. Tobias acknowledged this, and stated that the types of projects they had gotten applications for in the past and anticipated to be receiving in the next call were small sidewalk installations and repairs, ADA ramps, and perhaps signal timing adjustments.

- **State Bike Plan**
Consultants from Alta Planning, together with IDOT OP&P staff, gave the Task Force an update on activities and products for the Illinois Bike Transportation Plan, which is due to be completed by the end of the year. Currently, the team is working on technical memos, as well as continuing outreach and public involvement efforts. Survey results have been analyzed and a second survey is being prepared.
- **ITEP/ITAP**
IDOT ITEP staff was unable to participate in the Task Force meeting. They did, however, provide information on the 2013 call-for-projects. This information was passed on by CMAP staff in the form of memo, which is available [here](#). The following estimates were given for the state as a whole and for northeastern Illinois:

STATE-WIDE

- Total number of applications: 231
- Total federal \$-amount asked for: \$259,696,590
- Total number of bicycle and pedestrian project applications: 195
(84.4% of all applications submitted)
- Total federal \$-amount for bicycle and pedestrian projects: \$192,700,600
(74.2% of total \$-amount requested)

NORTHEASTERN ILLINOIS REGION

- Total number of applications from NE IL: 113
- Total \$-amount requested from NE IL: \$164,240,210
- Total number of bicycle and pedestrian project applications: 87
(77% of all applications submitted)

- Total federal \$-amount for bicycle and pedestrian projects: \$112,922,620 (68.8% of \$-amount requested)

4.4 Project Updates

Ms. Sielski gave updates on the Thorn Creek Trail, for which a pre-construction meeting would soon be taking place, the North Branch Chicago River Trail extension along Lake-Cook Road, the North Branch Southern Extension, which was moving into Phase 2 engineering, and the Cal-Sag Trail, which needed one approval from IDOT.

5.0 Other Business

CMAP staff called attention to a handout in the packet. This handout is a copy of a recent [memorandum](#) from FHWA, expressing support for a flexible approach to bicycle and pedestrian facility design. Specifically, the memo supports the use of the National Association of City Transportation Officials (NACTO) [Urban Bikeway Design Guide](#) and the Institute of Transportation Engineers (ITE) [Designing Urban Walkable Thoroughfares](#) -- in addition to AASHTO's bicycle and pedestrian facility design guides -- in the development of non-motorized transportation networks, particularly in urban areas. The memorandum includes two examples as attachments: 1) buffered bike lanes installed by Michigan's Department of Transportation and 2) the City of Missoula's colored bike lanes.

6.0 Public Comment and Announcements

None.

6.0 Scheduled Meetings

The following meeting dates and times have been proposed and approved for remainder of calendar year 2013.

- Wednesday, December 18, 2013 at 1:00 p.m.

7.0 Adjournment: 2:45 PM