

**Attachment 1**

**Draft Meeting Notes  
Bicycle and Pedestrian Task Force**

**MEETING DATE:** April 17, 2013  
**MEETING LOCATION:** CMAP Offices  
**CALLED TO ORDER:** 1:00 p.m.

**ATTENDANCE:**

**TASK FORCE MEMBERS OR ALTERNATES:**

Tom Rickert, Chair  
Bill Blanchard (for Richard Bascomb), Village of Schaumburg  
Ed Barsotti, League of Illinois Bicyclists  
Karen Shinnars, Pace  
Chalen Daigle, McHenry County Council of Mayors  
Barbara Moore, Citizen  
Dan Thomas, DuPage County  
Steven Mannella, Metra  
Kevin Staniel, RTA  
Valbona Kokoshi, LDOT  
Gin Kilgore, Break the Gridlock / LIB (on phone)  
Greg Piland, FHWA (on phone)  
Ron Burke, Active Transportation Alliance  
Allan Mellis, Citizen  
Pamela Sielski, Cook County Forest Preserve District  
Robert Vance, CTA  
Craig Williams, Alta Planning+Design

**ABSENT:**

Keith Privett, CDOT  
Randy Neufeld, SRAM Corp  
Andrea Hoyt, DuPage County Forest Preserve  
Sam Mead, IDOT  
Yonina Grey, CNT

**STAFF:**

John O'Neal  
Tom Murtha  
Doug Ferguson  
Don Kopec

**OTHERS:**

John Donovan, FHWA  
Bruce Carmitchel, IDOT  
Stacey Meekins, Sam Schwartz Engineering  
Nathan Roseberry, TY Lin/CDOT

Gabe Sulkes, IDOT  
Allison Bos, Southwest Council of Mayors  
Tammy Wierciak, WCMC (on phone)  
Jack Cebe, Alta Planning+Design  
Thomas Vander Woude, SSMMA (on phone)  
Mike Walczak, NWMC  
Marty Mueller, Knight E/A

## **1.0 Introductions**

Members and attendees introduced themselves.

## **2.0 Approval of the Minutes**

Karen Shinnors of Pace Bus Service stated that the minutes incorrectly stated that she was “on phone” whereas she was in fact present in person. Correction was duly noted and minutes will be amended accordingly. *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 League of Illinois Bicyclists Bicycle Safety Quiz**

Ed Barsotti of the League of Illinois Bicyclists gave the Task Force a presentation on LIB’s work to develop a bicycle safety curriculum or educational material. This material will take the form of an online ‘quiz’. Quiz questions will cover topics in bicyclist safety, designed to address knowledge gaps on how to properly share the road. The quiz will have three ‘tracks’: one for child bicyclists; one for adult cyclists; and one for motorists – and is intended for use by individuals, school teachers, and driver’s education instructors. There are bronze, silver, and gold level quizzes for each of the “tracks”. When used by the teachers or instructors, the account will have a unique “class code”, which will allow instructors to track students’ efforts taking the quiz. Upon successful completion, quiz takers will receive a “Certificate of Completion.”

Mr. Mellis asked how LIB planned to measure the success or impact of this tool. Mr. Barsotti stated that the main measure would be simply the number of persons who take the quiz. He added that he hoped to be able to talk to schools, police, and other stakeholders who may be interested in this tool, and that he could imagine it – in addition to straight-forward educational purposes – being used in conjunction with enforcement efforts, disciplinary measures, and/or insurance purposes.

Ms. Moore stated that SRTS programs would be a perfect venue or audience for this quiz. She wondered whether the password requirement would be a barrier. Mr. Barsotti said this was necessary in order to allow a quiz taker to stop and start back up at a later time on an unfinished quiz.

Ms. Kokoshi said that the ‘holy grail’ of such a tool would be for it to be “required” in schools and/or driver’s education courses. Mr. Burke added that Active Trans and others have been working for a number of years on getting “driver’s education” courses and materials changed to

“transportation education” and to include more bicycle and pedestrian material in driver’s license testing and preparation materials, but that achieving these goals has proven to be a very difficult, very complicated, multi-agency process.

Mr. Thomas asked if the quiz would be able to track usage/participation by zip code. Mr. Barsotti said that only if the user registers to be entered into prize drawings associated with the quiz, which would be optional.

Mr. Williams asked if LIB had a ‘model’ that they based this quiz on, and how it was funded. Mr. Barsotti said that there was no model; that he was unaware of any such tool elsewhere in the country, and that LIB itself had funded development of the quiz and website.

## **4.0 Pedestrian and Bicycle Project Programming**

### **4.1 Transportation Alternatives Program**

CMAP staff (Don Kopec) gave the Task Force an update on MAP-21 and the TAP program and how the act and the program may be implemented in Illinois. He said that, while there had been constructive meetings between IDOT and the state’s MPOs on this issue, CMAP and other agencies were still waiting to hear official news from the state. He stated that the law required a minimum amount of state TAP funds to be suballocated to MPOs (TMAs), but that there was the possibility that more than this minimum would be suballocated to MPOs requesting it. He added that Illinois had decided to set aside the required amount for the Recreational Trails Program (RTP), and that IDOT planned to run a SRTS program, though the details of the latter were still unclear. The mandatory suballocation to the Chicago region is \$8,379,392.

Mr. Burke asked if CMAP had developed/decided on a process for programming TAP funds. Mr. Kopec replied that the process will be discussed at the upcoming MAP-21 Committee meetings. He added that it will, as the law requires, be a competitive program, similar to the CMAQ program that CMAP currently runs. Mr. Burke asked for more information on the MAP-21 Committee. Mr. Kopec said that it had been established in response to the creation of new federal transportation act; that it would be responsible for making recommendations to the Policy Committee; and that it had met once so far. He added that one of its main purposes would be to guide CMAP’s implementation of federal regulations on the use of performance measures in transportation planning and programming.

Mr. Barsotti informed the Task Force of a letter which LIB, Active Trans, Trails for Illinois, IAPD, Rails-to-Trails, Sierra Club, IEC, and the Respiratory Health Association of Metropolitan Chicago had sent to IDOT and the Governor’s office on the issue of how best to implement MAP-21 and TAP in Illinois. He stated that the letter’s principal points were that a minimum of 80% TAP program funds should go to bicycle and pedestrian projects; that IDOT should suballocate the maximum amount of funds possible to MPOs (if they request it) and that for the Chicago region, this should include as a minimum the ‘traditional’ 45-55 split of the state’s share of TAP funds; and that there should not be a “set aside” for SRTS. The letter also asks that the funds not be ‘spread to thinly’ and that the program be run in such a way as to absolutely avoid large unobligated balances, to be completely transparent and as objective as possible in

administrative and evaluation processes, and that the calls occur on a regular, predictable time frame/pattern.

Mr. Piland stated that, as made clear in the recent announcement of ITEP projects to receive funding, the Governor wants to have a yearly TAP call for projects, and that IDOT is currently busy working to issue a call-for-projects for the first TAP funds, shooting for an call in May. He added that he believed the funding level would be approximately \$24M, after a set aside of approximately \$1.5M per year for RTP and approximately \$3M per year for SRTS. (For MAP-21 FFY2013 state funding levels by all FHWA programs, see <http://www.fhwa.dot.gov/legsregs/directives/notices/n4510761/>. TAP in Illinois amounts to approximately \$28M per year for two years.)

#### **4.2 Congestion Mitigation and Air Quality (CMAQ) Improvement Program**

CMAQ staff (Doug Ferguson) gave the Task Force a brief update on the status of the CMAQ 2014-18 call-for-project applications. He stated that the present call-for-projects resulted in fewer applications, at least in the bike-ped category, than previous years, which was likely due to the decision by the PSC to not fund Phase 1 engineering (or more accurately, projects that do not have their final PDR's submitted to IDOT by June 2013) and to not fund small-scale, local projects such as neighborhood sidewalks.

Mr. Murtha stated that the Task Force has given substantial input already through the PSC's adoption of programmatic decisions mentioned above – namely, the need for project sponsors to have submitted final PDRs to IDOT. He stated that the Task Force's input is reflected in the smaller list of project submittals, which has been included in [meeting handouts](#).

Staff stated that supplemental analysis on agreed-upon performance measures – such as access to transit, population and employment potentially served by the project, Census journey-to-work data, crash history in the project area, connectivity and adherence to adopted plans, surrounding land use and context, etc. – would be done over the couple of months and would be discussed at upcoming meetings. The Chairman asked for volunteers to form an ad-hoc working group to consider and develop an evaluation process, explaining that it was hoped that most of the work could be done via email and conference calls. The following Task Force members volunteered:

1. Randy Neufeld (by email)
2. Ed Barsotti
3. Ron Burke
4. Pam Sielski
5. Bona Kokoshi
6. Chalen Daigle
7. Tom Rickert

#### **4.2 State Updates**

**State Bike Transportation Plan:** IDOT staff (Gabe Sulkes) introduced IDOT lead consultants for creation of the State Bike Transportation Plan, Alta Planning+Design. Mr. Williams of Alta then gave the Task Force a [presentation](#) on the plan scope of work and the anticipated process for plan development. He stated that subconsultants on the project would be developing a public outreach

plan (which he will provide to the Task Force in draft form at the next meeting) and an online survey. He directed Task Force members to the plan website, <http://www.bikeplanillinois.com> for up-to-date information.

Mr. Mellis asked about the degree to which the plan would address policy and procedure issues related to routine implementation of the Complete Streets law and the spirit and intention behind that law, and if it would address the need to create funding priority for bike and ped projects and accommodation in multimodal projects. Ms. Kilgore said that the issue of routine accommodation of cycling (and walking) is extremely important. Mr. Burke stated that he agreed and that the City of Chicago had just released its Complete Streets Guidelines, which represent a strong and aggressive approach to implementing a complete streets policy statement dating from 2006. Ms. Kokoshi stated that the current funding policy – an 80-20 split between IDOT and locals – still places a large burden on the locals. She added that there is confusion as to how the newer state Complete Streets law/BDE regulations affect projects that were begun long ago and have been in the pipeline, or under development, for a long time.

**IDNR:** IDNR staff (Amy Madigan) was absent. Task Force therefore received no update.

### **4.3 Project Updates**

Ms. Sielski informed the Task Force that the FPDCC anticipated a June letting for the their Thorn Creek Trail project, which would stop just short of the CN rail under pass. She also said that they anticipated a June letting for the North Branch Trail running along Lake-Cook Road, from the Chicago Botanic Garden, east to the Green Bay Trail. Finally, she stated that they anticipated the letting on their portion of the Cal-Sag Trail to be in late summer or early fall of this year.

Ms. Kilgore stated that LIB is wrapping up the first round of Bike to Metra guides. They would like feedback on the guides and are looking for additional communities for whom they might prepare guides.

Mr. Burke stated that Bike to Work Week / Bike Commuter Challenge is approaching (June) and that Active Trans was looking for locations – especially suburban Metra stations – at which they could set up tables to distribute information and solicit new members. In the City of Chicago, they are looking for “pit stop” locations.

Mr. Roseberry stated that the City of Chicago has completed between 25-35 miles of buffer or barrier protected bike lanes. He added that CDOT’s Bike Share program hopes to kick-off with 75 stations opening during Bike to Work Week.

Ms. Meekins told the Task Force that they should soon hear more about reconstruction of a segment of the Lake Shore Path at its northern end.

### **5.0 Public Comment and Announcements**

Staff reported that they had received an inquiry regarding policies to permit the use of trails for special events, and asked Task Force members if they were aware of any information or policies about this. Ms. Kokoshi stated that Lake Co. does have a permit for such a use. Mr. Thomas said

that DuPage Co. used a ‘highway permit’ for special events on trails. Mr. Rickert stated that Kane Co. said that they did the same. Ms. Sielski stated that he FPDCC had a special use permit that was handled by their Recreation Department.

Mr. Piland announced that FHWA would be conducting a process review on the issue of crash data accessibility in the near future and that he would be in touch with CMAP staff and perhaps others on the Task Force to discuss this and set up interviews.

## **6.0 Next Meetings**

CMAP staff proposed the following meeting dates and times for remainder of calendar year 2013.

- Wednesday, April 17, 2013 at 1:00 p.m.
- Wednesday, May 22, 2013 at 1:00 p.m.
- Wednesday, June 12, 2013 at 1:00 p.m.
- Wednesday, September 18, 2013 at 1:00 p.m.
- Wednesday, December 18, 2013 at 1:00 p.m.

*Motion was made and seconded for approval of the meeting dates. The motion was unanimously approved.*

**7.0 Adjournment:** 3:00 PM