

Attachment 1

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

MEETING DATE: March 14, 2012

MEETING LOCATION: CMAP Offices

CALLED TO ORDER: 1:00 p.m.

ATTENDANCE:

TASK FORCE MEMBERS OR ALTERNATES:

Tom Rickert, Chair
Keith Privett, CDOT (Alternate Chair)
Randy Neufeld, SRAM Corp
Ed Barsotti, League of Illinois Bicyclists
Ron Burke, Active Transportation Alliance
Bruce Christensen, Lake County
Gin Kilgore, Break the Gridlock
Richard Bascomb, Village of Schaumburg (on phone)
Karen Shinnars, Pace
Pamela Sielski, Cook County Forest Preserve District
Kevin Staniel, RTA
Allan Mellis, Citizen
David Longo, IDNR
Jonathan Tremper, Metra
Chalen Daigle, McHenry County Council of Mayors

ABSENT:

Andrea Hoyt, DuPage County Forest Preserve
Dan Thomas, DuPage County
Craig Williams, Alta Planning & Design
Robert Vance, CTA
Barbara Moore, Citizen
Greg Piland, FHWA
John LaPlante, TY Lin International
Sam Mead, IDOT

STAFF:

Tom Murtha
John O'Neal
Doug Ferguson
Alex Beata
Thomas Gonzales

OTHERS:

Mike Sullivan, Kane/Kendall Council of Mayors
Mike Walczak, NWMC
Chris Staron, NWMC

Valbona Kokoshi, LCDOT
Leah Malone, Student, UIC
Mike Amsden, TY Lin / CDOT
Mike Albin, DMMC
Maryann Romanelli, American Heart Association
Paul Lippens, Active Transportation Alliance
Jane Healy, Active Transportation Alliance / City of Blue Island

1.0 Introductions

Members and attendees introduced themselves.

2.0 Approval of the Minutes

One correction was made to the minutes. *Motion was then made and seconded for approval of the meeting notes. The motion was unanimously approved.*

3.0 Regional Planning

3.1 City of Chicago Streets for Cycling

Mike Amsden, of TY Lin and consulting full-time to the City of Chicago Department of Transportation Bicycle Program, presented on the planning effort underway for CDOT's *Streets for Cycling 2020* plan. This plan will be a bikeway *network* plan, locating, defining, and providing facilities that will enable Chicago to achieve many of the safety-related, mode share, and livability goals in its *Bike 2015 Plan*. The overall goal is to make the streets of the City of Chicago safe for anyone from 8 years old to 80 years old to cycle for transportation and recreation.

After touching on previous years' (1996-2010) accomplishments, Mr. Amsden reviewed CDOT's work designing and installing bikeways and bicycle-friendly treatments over the course of the last year throughout the City, including new types of facilities, such as protected and buffered bike lanes, bike boxes and corrals, intersection markings, and neighborhood greenways (bicycle boulevards). He also described the extensive public outreach and grass-roots involvement effort, which was undertaken and recently completed. Finally, he mentioned the [Green Lane Project](#), which is "an effort to encourage and promote the installation of new bike facilities in the US. The Project will work closely with the six cities that are best poised to make significant progress in creating safer spaces for bikes over the next two years."

3.2 Cook County Communities Putting Prevention to Work (CPPW)

Paul Lippens, of Active Transportation Alliance, gave the Task Force an update on work done by Active Transportation Alliance for the Cook County Department of Public Health and the Communities Putting Prevention to Work (CPPW) initiative, which has a broad goal the reduction of obesity among residents of Cook County. One of the areas which the CPPW program identifies as having potential to achieve this goal is to increase active transportation.

Mr. Lippens reviewed Active Trans' CPPW regional initiatives, including three Council of Mayors bicycle and pedestrian plan updates, a white paper on ways to include health and active transportation in Council of Mayors, the development of a Cook County Complete Streets policy and a Complete Streets Design Manual for use by Cook County Highway Department. He also described work done for the CPPW Model Communities program, including the development of policy initiatives such as Safe Park Zones, local Complete Streets ordinances, zoning reform, joint use agreements, bicycle parking policies, and Safe Routes to School activities; planning initiatives (11 local active transportation plans), and signage plans (bicycle routes and safe park zones).

Mr. Lippens then went into more detail on the regional Council of Mayors plans, stating that they focused on regional corridors, and on the Complete Streets Design Manual, which he said they would be posting on Active Transportation Alliance's new website, www.atpolicy.org.

Mr. Lippens also handed out a matrix showing in which communities they have worked and what type of work was done. This, along with all the over Task Force meeting materials, is posted on the CMAP Bicycle and Pedestrian Task Force meetings and minutes [website](#).

3.3 CMAP Local Technical Assistance Program

CMAP staff (Pete Saunders) gave the Task Force an overview of the CMAP Local Technical Assistance (LTA) program and highlighted recent project activity. He stated that the LTA program is has just reached or is nearing the completion point of some of the first projects funded – anticipated to be sometime in the spring of this year. Mr. Saunders stated that in the initial round a total of 64 projects were chosen out of 220 applications. Most of the projects were comprehensive plans, though zoning and other ordinance revisions, small-area plans, and topic-specific projects were also funded. So far, 2 projects have been completed, another 16 should be done by the end of June, and 21 are in progress. Another 21 are either being scoped or have not yet been initiated.

Mr. Saunders added that, at the request of local and sub-regional agencies and groups, the next round or call-for-projects will award *grant* assistance (in addition to *staff* assistance). The grants awarded will enable awardees to hire consultants for the project in question.

Mr. Saunders stated that several projects currently underway involve an active transportation component, including:

- Antioch: Greenway Corridor Plan
- Downers Grove: Bicycle and Pedestrian Plan
- Elgin: Sidewalk Gap and Transit Stop Study
- Fox Lake: Bikeway and Greenway Plan
- Plainfield: Downtown Transportation Plan
- Wheeling: Active Transportation Plan

Mr. Saunders announced that the next LTA call for projects is anticipated for early May, 2012, with applications due August 1 and the program announced in October. He added that CMAP staff anticipates that the program will be even more competitive than last year, and that creative projects and/or creative partnerships may help in the success of a project.

Finally, Mr. Saunders announced that and LTA symposium to provide information on the Program and the upcoming Call for Projects is tentatively scheduled for May 24, 2012. More information will be available on CMAP's LTA [website](#).

3.4 Kane County Bicycle Plan Update

Mike Sullivan, of the Kane/Kendall Council of Mayors described the process currently underway to update KKOM's bicycle plan. He stated that the original plan was done in 2002, and that significant growth had occurred since then in both Kane and Kendall Counties, including new trail segments built largely by private developers. He added that this planning effort is part of a larger effort to plan for Community Health and Reinvestment, Transportation, and Land Use. Mr. Sullivan stated that among the Council's main planning objectives are to:

- Update Bikeway Inventory System
- Develop a tool-kit for reviewing development, redevelopment and transportation related projects.
- Establish an Implementation Plan based on Regional Corridors

Mr. Sullivan then outlined the plans goals and the performance measures to be used to assess the achievement of these goals, as well as its policy recommendations. Mr. Sullivan then described the work done to identify regional priority corridors for each of Kane/Kendall's four sub-areas. He demonstrated the data / information collected for each of these corridors, including:

- Roadway jurisdiction
- Connectivity to Regional Destinations
- Connectivity to Existing Bicycle Network
- Direct Access to/from Transit
- Barriers
- Percentage of Corridor Existing
- Percentage of Corridor Planned

3.5 Northwest Municipal Conference Bicycle Planning Update

The NWMC reported on two bicycle planning initiatives that were recently completed: a Regional Corridor Bicycle Signage Plan and the Northwest Highway Corridor Bicycle Facilities Plan. Chris Staron, of the Northshore Council of Mayors, presented first on the Bicycle Signage Plan. The Signage Plan, he stated, was an outgrowth of the 2010 NWMC Bicycle Plan and it was hoped that the Signage Plan would function as a resource and technical reference for municipalities and other local agencies when developing a local bicycle signage plan or seeking to implement/install bicycle signage. The Signage Plan is designed to promote regionally consistent bicycle signage. The plan has 6 chapters which look at:

- Best Practices
- Evaluation of Existing Signage
- Regional Destinations Prioritization
- Sign Layout, Design and Placement Guidelines
- Regional Signage Network
- Implementation Plan

Mr. Staron demonstrated the Google Maps-based interactive element of the plan, which provides both an inventory of existing signs, maps and describes the destinations the bikeway facilities and signage will be designed to serve, and shows the general locations of proposed signs by type (Decision, Action (Turn), and Confirmation).

Mr. Staron added that the Signage Plan identifies nearly 2,500 signs to be located along the NWMC regional bicycle corridors, with a cost estimate of \$888,000 including labor/installation costs. The plan describes various implementation options.

Mr. Walczak, of the North Council of Mayors, then presented on the Northwest Highway Corridor Bicycle Facilities Plan (NWHCBF). He stated that, although this corridor was identified as a Tier 2 corridor in the 2010 Bicycle Plan, the strong interest of several municipalities along this corridor to learn more about what would be involved in implementing a bikeway along it drove the study. The study refined and expanded the base of information on the corridor, which was collected for the 2010 Bicycle Plan. The study develops both short-term and long-term alignments. It breaks the 20-odd mile corridor (that is, the part within Cook County, which is what the CPPW that funded the study allowed) into 68 shorter segments, for each of which various attributes were collected. Major intersections, Mr. Walczak, added, were treated as individual segments. All these attributes were collected into a catalog of existing conditions to locate major barriers and to analyze the feasibility of and make recommendations for each of the 68 segments. Segment recommendations included proposals for bikeway types, or typical cross sections (15 total) along different parts of the segment.

The study calculates an average cost for each typical cross section, which range from \$1.07 to \$12.28 per linear foot. This leads to a roughly estimated total cost of \$7,473,342.

4.0 Pedestrian and Bicycle Project Programming

4.1 Federal Transportation Reauthorization

CMAQ staff (Alex Beata) gave the Task Force an update on the status of federal transportation legislation and the two current bills' effects on funding for non-motorized transportation programs. Mr. Beata began by stressing that the information he was about to provide, though up to date, could change substantially as the House response to the Senate MAP-21 bill is unknown.

Mr. Beata provided some historical background on the long-postponed federal transportation bill and an overview of the Senate's MAP-21 bill and the House of Representatives' American Energy and Infrastructure Jobs Act (AEIJA), including the overall funding levels they would provide and their impact on bicycle and pedestrian program funding.

Mr. Beata highlighted the passage by the Senate, earlier in the morning, of MAP-21, which maintains roughly the amount of transportation funding there is now with increases for inflation. As passed, MAP-21 included several amendments, most notably the Cardin-Cochran Amendment, which consolidates Transportation Enhancements, Safe Routes to School, and Recreational Trails into a new program called "Additional Activities." The Cardin-Cochran Amendment requires state DOTs make their Additional Activities funding available to metropolitan planning organizations (MPOs) and local governments, allocating 50% of the Additional Activities funding to MPOs and rural areas (based on population). MPOs, it is

thought, will then distribute the funds through a competitive grant program for projects in their communities. The remaining 50% of Additional Activities funding would be programmed by, state DOTs a competitive grant program. Local governments, school districts, and others would be eligible to compete for this funding.

Ms. Kilgore asked whether – if MAP-21 were made into law as it now exists – our and other regions’ status as non-attainment areas would affect funding levels. Mr. Beata stated that he did not know how this issue would play out but that we would need to watch the bill’s progress and see if this were specifically addressed. Mr. Leonard asked how MAP-21, if passed into law, would affect local agencies’ cost share, since some programs to be bundled into the “Additional Activities” program require a 50% local match while others require a 20% local match. Mr. Neufeld stated that he thought the Additional Activities program would function like Transportation Enhancements (i.e. with a 20% local match).

4.2 Briefing on Illinois Transportation Enhancement Program

Tim Milam, of IDOT, gave the Task Force an update on the status of the ITEP program, upcoming key dates, funding levels, eligibility requirements, and project evaluation criteria.

Following is the schedule and deadlines for the 2012 application process:

- February 1, 2012: On-line application process opened
- May 29, 2012: Deadline for on-line application submittals
- June 1, 2012: Deadline for hard copy submittals
- June - August 2012: Application reviews
- September 2012: Selection committee review
- October 2012: Announcement of approved projects

Mr. Milam stated that IDOT anticipates that approximately \$50M will be available in the program, though this would depend on what happens with current federal transportation legislation.

Mr. Milam added that 2010 applications for projects that did not receive funding could be “copied over” into the 2012 application.

He stated that IDOT would reach out to other state agencies in reviewing applications, and also welcomed the input of MPOs, and he stressed that competition for funding would likely be fierce, with a ratio of somewhere around 5 to 1, in terms of the amount of money sought in applications to the amount available.

Mr. Milam stated that “sunset clause letters” had recently gone out to sponsors of projects that had been awarded funding in past programs but did not appear to be making any progress. In addition, some “deadline” letters had gone out and a number of projects were withdrawn from the program when the sponsors admitted that they could not come up with the local match.

Mr. Milam then announced and gave a brief overview of the state’s Request for Information (RFI) for a statewide bicycle plan. After reviewing the responses received, the state would then

issue an RFP and hire a consultant. He imagined that the plan would take approximately 12 months to complete.

Mr. Milam also mentioned that the state will soon be undertaking an update of its long range transportation plan, and that public meetings for this would be starting in April. He thought that the update should be completed by December 2012. Related to this update, the state would also be undertaking a statewide freight rail plan.

Mr. Barsotti asked whether the State Bike Plan would involve the formation of a steering committee. Mr. Milam said he did not at this point know, but that it was likely that such a body would be part of the planning process.

Mr. Burke stated that he wanted to commend IDOT on the regularity of the biannual ITEP program, and wondered whether such an approach was being contemplated for the Safe Routes to School program, which seems to be bogged down and moving very sluggishly if at all. Mr. Milam stated that he was not able to speak about the SRTS program, but that we should contact the program manager, Rosanne Nance.

Mr. Murtha asked the Task Force membership if CMAP staff should work to encourage local communities and agencies, who submitted and were favorably reviewed by the Bike-Ped Task Force for the CMAQ 2012-16 program, to resubmit their projects for ITEP funding, and whether the Task Force should formally request that these projects status as “highly recommended by the Task Force” be taken into consideration by IDOT when programming ITEP projects in this region.

Mr. Privett stated that to put communities on notice that the ITEP program is currently accepting applications is a good idea, but when considering recommending projects reviewed for the CMAQ 2012-16 program, we must remember that some projects didn’t apply for CMAQ at all, either because they were judged by a sponsor as not being eligible or likely to succeed in CMAQ, or simply were not yet conceived of. Such projects, he said, should not be penalized in any way.

Mr. Christensen asked Mr. Murtha to clarify what he meant. Did he mean the CMAQ B List, or the unfunded Primary Package, or the Secondary Package or...? Mr. Murtha stated that projects in all of these groups might be recommended. Mr. Milam added that projects which received funding under CMAQ might also be recommended for funding.

The Chair then proposed that a motion be made asking staff to notify municipalities of the ITEP call-for-projects and, to the extent possible, to provide IDOT with input, including when appropriate the CMAQ project evaluation data, during IDOT’s review and evaluation of ITEP applications from the northeastern Illinois region. ***Motion was made and seconded. The motion was unanimously approved.***

Mr. Burke proposed that a motion be asking IDOT to report on the SRTS program at our next meeting. ***Motion was made and seconded. The motion was unanimously approved.***

4.3 Congestion Mitigation and Air Quality Improvement Program (CMAQ)

Doug Ferguson, CMAP staff, briefed the Task Force on the CMAQ program and the upcoming call-for-projects, expected to be announced/open in December of 2012. Mr. Ferguson stated that CMAQ staff hoped that the four focus groups would begin now to think about their processes for providing input to the CMAQ Project Selection Committee on projects. He reminded the Task Force of the possibility of 'direct identification' of projects(s). Mr. Ferguson stated that the time-frame for the call would adhere to the 'standard' schedule, with a deadline for applications of late Jan. or early Feb. and review of projects running through the summer of 2013, and funded projects announced in autumn.

Ms. Kilgore and other members discussed possible ways of avoiding some of the confusion in last year's focused programming approach, which resulted from the discrepancy between good bicycle and pedestrian projects generally and those which also meet CMAQ goals (i.e. will score high in the CMAQ air quality benefits-per-dollar analysis).

Mr. Ferguson stated that the Task Force should be aware that CMAQ staff recently drafted recommendations pertaining to Active Program Management policy, designed to address the large unobligated balance in the program. These recommendations, if adopted in whole or in part, may affect the ability, or even eligibility, of applications in the forthcoming call-for-projects. Among these draft recommendations are the following:

- Make Phase I engineering the sponsor's responsibility
- Fund phases that are programmed at 100% federal share
- Enforce an accomplishment sunset
- Create an annual obligation goal
- Implement contingency projects if the obligation goal is not achieved

The first of these rules, if adopted, would seem to imply that applicants must have completed or initiated (with full funding in place) Phase 1 engineering for a project in order to apply for CMAQ funds in this upcoming round. Mr. Ferguson added that the CMAQ PSC is currently contemplating a 3 year 'sunset' (bullet point 3, above) for each of the individual project phases.

Mr. Barsotti asked what the dollar amount of the FFY 2017-18 call-for-projects is anticipated to be. Mr. Ferguson stated that he was not sure, but that it would of course be less than the amount programmed for the 5-year 2012-16 program.

Ms. Kilgore asked whether the Task Force would be able to review / give input on the content of the CMAQ program application guide or instruction booklet, in order to include perhaps some of the 'criteria' the Task Force used in its evaluation of project applications into the application guide, and thus in the evaluation of projects for funding. Mr. Ferguson stated that CMAQ staff welcomed input but that the CMAQ program, as defined in federal regulations, must meet air quality and congestion improvement goals. Mr. Ferguson added that the situation and the call-for-projects may change if new federal transportation legislation, currently being debated and developed, were to come into effect.

Mr. Neufeld stated that CMAP and other MPOs may be running a competitive grant process for the 'Alternate Activities' (the current CMAQ, TE, SRTS, and RTP programs) specified in the Senate's MAP-21 bill.

4.4 CMAP Bicyclist and Pedestrian Crash Data Analysis and Maps

John O'Neal, CMAP, staff gave the Task Force a brief overview of the new geographic and statistical analysis of bicycle and pedestrian crashes, which now includes crashes from the year 2010. These analytical maps and tables are, he stated, available online on CMAP's Bicycle and Pedestrian Safety webpage (<http://www.cmap.illinois.gov/bike-ped/pedestrian-and-bicycle-safety>).

4.5 Upcoming workshop

Tom Murtha, CMAP staff, gave background information on and described the plans for an upcoming Soles and Spokes workshop on bikeway design. The workshop is currently planned for late May or June 2012. The tentative working title is: *Bikeways: Current Practice and Recent Innovations*. The ad-hoc steering group of Task Force members has met once to discuss the workshop. This group proposed that staff try to obtain Roger Geller, from Portland, to co-instruct with John LaPlante of TY Lin. A motion was proposed to direct staff and the steering group to proceed with the planning of this workshop. ***Motion was made and seconded. The motion was unanimously approved.***

4.6 Project Updates

Bruce Christensen, of Lake County, informed the Task Force on recent accomplishments in Lake County, including the letting of a Prairie Crossing project, which was funded through CMAQ and an east-west path in Mundelein.

5.0 Public Comment and Announcements

Maryann Rominelli, of the American Heart Association, described her recent trip to Washington DC, as part of a delegation to garner support for continued funding of Safe Routes to School and other programs that support health and safety for youths.

6.0 Next Meetings

The next meeting was tentatively scheduled for Wednesday, June 13, 2012 at 1:00 p.m.

7.0 Adjournment: 3:00 PM