

## **Attachment 1**

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

**MEETING DATE:** September 28, 2011

**MEETING LOCATION:** CMAP Offices

**CALLED TO ORDER:** 12:35 p.m.

#### **ATTENDANCE:**

##### **TASK FORCE MEMBERS OR ALTERNATES:**

Keith Privett, CDOT (Alternate Chair)  
Dan Thomas, DuPage County  
Bruce Christensen, Lake County (on phone)  
Andrea Hoyt, DuPage County Forest Preserve  
Gin Kilgore, Break the Gridlock/League of Illinois Bicyclists (on phone)  
Richard Bascomb, Village of Schaumburg  
Craig Williams, Alta Planning & Design  
Karen Shinnars, Pace (on phone)  
Deborah Fagan, Citizen  
Kevin Staniel, RTA  
Rebecca Raab, CNT  
Allan Mellis, Citizen  
Holly Lown, Metra  
Chalen Daigle, McHenry County Council of Mayors

##### **ABSENT:**

Tom Rickert, Chairman, Kane County DOT  
Ed Barsotti, League of Illinois Bicyclists  
Ron Burke, Active Transportation Alliance  
Pamela Sielski, Cook County Forest Preserve District  
Robert Vance, CTA  
Barbara Moore, Citizen  
Greg Piland, FHWA  
John LaPlante, TY Lin International  
Randy Neufeld, SRAM Corp.  
Sam Mead, IDOT  
David Longo, IDNR

##### **STAFF:**

Tom Murtha  
John O'Neal  
Don Kopec  
Doug Ferguson  
Lindsay Banks

##### **OTHERS:**

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

Chris Staron, NWMC  
Mike Shaw, CDOT / LCM Architects  
Paul Lippens, Active Transportation Alliance  
Teri Barker, Citizen

*Note: Task Force member, Chalen Daigle, served as Chair and opened the meeting. Alternate Chair, Keith Privett, arrived during agenda item 3.1 and assumed role as chair.*

**1.0 Introductions:** Members and attendees introduced themselves.

## **2.0 Approval of the Minutes**

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

## **3.0 Regional Planning**

### **3.1 Draft Public Rights-of-Way Guidelines (PROWAG)**

Mike Shaw, of LCM Architects, which is under contract to the City of Chicago, gave the Task Force a presentation on the proposed Public Rights-of-Way Accessibility Guidelines. He described the background and history of the Guidelines, as well as the current status. At present, the Guidelines are out for public comment (until November 23, 2011). A final draft of the Guidelines will be developed and sent by the Access Board for authorization by the U.S. Department of Justice.

Mr. Shaw stated that proposed guidelines have been designed to ensure accessibility for all pedestrians in the public right-of-way, including those with mobility impairments, and that they pick up where the Americans with Disabilities Act Accessibility Guidelines (ADAAG) leave off (ADAAG typically addresses accessibility within the building and the site property lines). He added that the guidelines address key accessibility issues in the public way:

- Pedestrian Access Routes (sidewalks, street crossings, curb ramps, etc.)
- Detectable Warning Surfaces
- Pedestrian Signals (APS)
- Roundabouts
- On-Street Parking and Passenger Loading Zones
- Transit Stops and Shelters
- Street Furniture and Other Elements

### **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 stated that Active Trans' participation in CPPW consisted of providing technical assistance on strategies and actions around active transportation and living. He said that Active Trans' work in CPPW has been varied and carried out on several fronts. Under 'Regional Actions', Mr. Lippens described the development of bicycle, pedestrian, and active living plans for several Councils of Mayors (NWMC, WCMC, and SWCOM); a white paper exploring ways in which Councils of Mayors might change funding processes and procedures for the expenditure of STP funds to include more projects that advance active transportation; efforts to develop policy and procedures to adopt and implement a Cook County Complete Streets ordinance/policy; and the development of a Complete Streets Design Manual for use by Cook County and other jurisdictions.

Mr. Lippens then described Active Trans' work under the Model Communities program (part of CPPW). This work, focused on 26 municipalities in suburban Cook Co., includes policy initiatives (safe park zones, complete streets, zoning reform, joint use agreements, bike parking, safe routes to school); planning initiatives (municipal bicycle, pedestrian, and/or active transportation plans); and signage/wayfinding projects.

Mr. Lippens highlighted the online surveys, and the tools used for these surveys, which were part of the Council of Mayors plans, as well as the accomplishments of the Model Communities projects.

### **3.3 CMAP Case Studies Library**

CMAP staff (Lindsay Banks) gave the Task Force a brief introduction and overview of the CMAP Case Studies Library, which is an ongoing effort to collect examples of projects and programs from around the region that support and implement the goals and objectives of GO TO 2040. The library is organized under the four GO TO 2040 chapters: Livable Communities, Human Capital, Efficient Governance, and Regional Mobility.

She also asked that Task Force members and the general public consider submitting projects they are aware of from around the region as case studies. She stated that staff was particularly interested in finding examples under the theme of "Regional Mobility."

Ms. Banks stated that CMAP staff has a form outlining the information they are looking for in case study submissions and that, generally, the process involves some back and forth in order to get all the details and correct information. She said that anyone interested in submitting a case study can contact her directly at the email provided on the handout.

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

### **4.1 Review CMAQ Project Package**

CMAQ staff (Doug Ferguson) gave the Task Force an update on the status of the CMAQ Proposed FFY 2012-16 Program. Mr. Ferguson stated that the proposed program would be submitted for approval by the Transportation Committee at their next meeting on Friday, September 30, 2011, and that, if approved, it would then go to the MPO Policy Committee and CMAP Board on October 12, 2011.

Mr. Ferguson stated that he and other CMAQ staff were very grateful for the work that the Bicycle and Pedestrian Task Force – along with the other Focus Groups – had done in evaluating project submittals. He added that the CMAQ Project Selection Committee (PSC) had used the data, information, and evaluations prepared by the Task Force in conjunction with their primary analysis, which – as required by federal regulations – was of the air quality benefits of projects.

Discussion ensued about “project readiness” as a criterion in evaluating projects and developing the proposed CMAQ program. Staff explained that project readiness was one criterion among many, but that the historic problem of large unobligated balances had necessitated that the PSC focus on projects that have a very good chance of being constructed. Mr. Murtha stated that, in this regard, IDOT Phase 1 approval was a sort of ‘gold standard,’ in that it indicated a high likelihood of project advancement to Phase 2 engineering and, if funding is available, to construction. Ms. Hoyt, Ms. Fagan, and Mr. Thomas expressed their opinion that the importance and the exact role in evaluation of ‘project readiness’ had not been made sufficiently clear in the application process. Ms. Fagan also stated that she was under the impression that other means, such as active program management, were developed and instituted in order to address the issue of unmoving projects and the resulting unobligated balances.

Discussion of the process by which projects could move from the Multiyear CMAQ B list to the funded list ensued. Staff emphasized that this is intended to be an open process, but that it is important to remember that projects would have to be removed from the funded list in order for MY B List projects to move onto this list. In addition, projects on the MY B List would need to show significant advancement and assurance of moving steadily through the process to construction in order to be moved on the funded list.

Staff reiterated that federal regulations require that air quality – the control and reduction of air pollutants [carbon monoxide (CO) and the ozone precursors, volatile organic compounds (VOCs) and oxides of nitrogen (NOx)] – be the focus and over-arching goal of the program. They also stressed that the program is a 5-year program and that evaluation of funded projects and their advancement or lack thereof would occur and that another call for applications would take place in two years.

## **4.2 Project Updates**

Mr. Murtha stated that, as a result of the bicycle signage and wayfinding plan being developed by Alta Planning+Design for the Northwest Municipal Conference, in which were proposed numbered routes (as specified in the MUTCD), he thought that the Task Force (or perhaps an ad-hoc sub-committee of the Task Force) should consider the need for, and the steps needed to create, a regional bicycle route numbered route system. Staff will follow-up with members, before the next Task Force meeting, on this issue.

Deborah Fagan announced that she would be moving to New Orleans and that this would be her last Task Force meeting. The Task Force expressed thanks for all her many years of dedicated, hard work on the Task Force to improve walkability and bikability in our region, and wished her all the best in her new life in New Orleans. Thanks, Deborah, and best of luck!

Keith Privett announced an upcoming public charrette and open house focusing on concept and design development for the Bloomingdale Trail. The charrette/open house will be held October 1, from 3:00 to 6:00 p.m. and October 2, from 5:00 to 7:00 p.m., and a presentation by the design team will take place Tuesday, October 4, from 6:00 to 8:00 p.m. All events will take place at the McCormick Tribune YMCA, 1834 N. Lawndale Avenue. For more information, see the Bloomingdale Trail website, <http://www.bloomingdaletrail.org/1/post/2011/09/bt-charrette-public-events.html>.

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

No comments or announcements were made.

#### **6.0 Next Meetings**

TBD (December)

**7.0 Adjournment:** 2:05 PM