

December 4, 2003

TO: Members of the MAG Regional Bicycle Task Force and Pedestrian Working Group  
FROM: Tami Ryall, Gilbert, Chairman of the MAG Regional Bicycle Task Force  
SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Tuesday, December 16, 2003 - 12:00 noon  
MAG Offices, Suite 200 - Cholla Room  
302 North First Avenue, Phoenix

Members may attend the meeting either in person, by video conference or by telephone conference call. **Please park in the garage under the building. Bring your ticket to the meeting as parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. Bicycles can be locked in the rack at the entrance to the parking garage.**

Please be advised that under procedures adopted by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum to conduct business. A quorum is a simple majority of the membership. If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction to represent you. If you have any questions, please contact Maureen DeCindis at 602-452-5073.

#### TENTATIVE AGENDA

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| <p>1. <u>Call to Order</u></p> <p>2. <u>Approval of the August 19, 2003 Meeting Minutes of the Pedestrian Working Group and the Regional Bicycle Task Force.</u></p> <p>3. <u>Call to the Audience</u></p> | <p>2. For information, discussion and action to approve the meeting minutes of August 19, 2003.</p> <p>3. For information.</p> |
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An opportunity will be provided to members of the public to address the Pedestrian Working Group and Regional Bicycle Task Force on items not scheduled on the agenda that fall under the jurisdiction of MAG, or on items on the agenda for discussion but not for action. Members of the public will be requested not to exceed a three

minute time period for their comments. A total of 15 minutes will be provided for the Call to the Audience agenda item, unless the Working Group or Task Force requests an exception to this limit. Please note that those wishing to comment on action agenda items will be given an opportunity at the time the item is heard.

4. Staff Report

MAG staff will provide a status report of current transportation items.

5. Member Agency Report

Committee members are invited to provide an update of pedestrian and bicycle planning activity in their agencies.

6. New Member

Previous committee meetings have addressed the issue of potential new membership to the MAG Pedestrian Working Group and the MAG Regional Bicycle Task Force. This potential committee member would be a representative from the safety community. Please review **Attachment A** for consideration.

7. Consultant Recommendation to Enhance the MAG Pedestrian Area Policy and Design Guidelines

In May, 2003, the MAG Regional Council approved the Unified Planning Work Program which included \$80,000 to enhance the MAG Pedestrian Area Policies and Design Guidelines. The goal of the project is to enhance the Guidelines to incorporate safety, elderly mobility, American with Disabilities Act guidelines, summaries of recent pedestrian projects and their economic impact, lessons learned through the MAG Pedestrian Design Assistance Program, and consideration of the MAG *Pedestrian Plan 2000*.

4. For information and discussion.

5. For information and discussion.

6. For information, discussion and possible action.

7. For information, discussion and recommendation to select HDR Engineering as the consultant to enhance the MAG Pedestrian Area Policies and Design Guidelines for an amount not to exceed \$80,000.

In October, 2003, a request for proposals (RFP) was advertised for consulting assistance for the development of the Plan. Four consultant proposals were received in response to the RFP: Community Design + Architecture; HDR Engineering, Inc.; Otak, Inc.; and Sherman Group, Inc. The proposal review team interviewed three consultant teams and unanimously agreed to recommend that the HDR Engineering team be retained to assist in the enhancement of the Pedestrian Area Policies and Design Guidelines. Karen Flores will present the recommendation to the Working Group.

8. Change of Funding on the Heritage Trail on Consolidated Canal in the Town of Gilbert

The Town of Gilbert is requesting that the MAG Regional Bicycle Task Force approve the transfer of \$377,200 from project GLB01-002 to projects GLB01-114 and GLB02-204. The Heritage Trail is a 4.5 mile multi-modal corridor on the bank of the Consolidated Canal that is funded as three projects each 1.5 miles in length. One trail involves negotiation with Union Pacific Railroad. The Town of Gilbert wishes to proceed with the other two projects as soon as possible which can occur as soon as funding is transferred. Tami Ryall will present this request to the Task Force. Please see **Attachment B**.

9. Bicycle and Pedestrian Representative to the MAG Transportation Review Committee

To provide input and feedback to the Transportation Review Committee (TRC), a representative from each modal committee serves as an ex-officio (non-voting) member of the TRC. Currently, there is no ex-officio member representing the Regional Bicycle Task Force or the Pedestrian Working Group on the TRC. Reed Kempton, who did represent the Pedestrian Working Group, is no longer a member of the Working Group nor is Pat McDermott who represented the Regional Bicycle Task Force. Members will be asked to select two

8. For information, discussion and recommendation to transfer \$377,200 from project GLB01-002 to projects GLB01-114 and GLB02-204.

9. For information, discussion and action to select ex-officio representatives from the Regional Bicycle Task Force and the Pedestrian Working Group to serve on the Transportation Review Committee.

representatives to serve as an ex-officiomembers on the TRC.

10. Status Report on the Action Plan in the MAG Pedestrian Plan 2000

The MAG Pedestrian Plan 2000 was adopted by the Regional Council in December, 1999. The Pedestrian Plan 2000 outlines programs and actions to promote better pedestrian accommodation throughout the Region. As part of the Plan, an action plan was developed to help implement the goals and objectives of the Plan. It consists of specific short term (one year), mid-term (two to three year), and long-term (four to five year) programs and activities that are necessary to bring about an increase in walking trips in the Region. To assist in the discussion of possible items for the FY 2005 Unified Planning Work Program, MAG staff has prepared a status report on the MAG Pedestrian Plan 2000. Please refer to **Attachment C**.

11. Status Report on the Action Plan in the MAG Regional Off-Street System (ROSS) Plan

The MAG ROSS Plan was adopted by the Regional Council in February, 2001. The Recommendations section of the Implementation Chapter of the MAG ROSS Plan identifies actions to help MAG and its member agencies meet the goals and objectives of the Plan. The recommendations will help attain the vision statement of the ROSS plan: residents of the MAG region have safe, convenient access to an attractive, shared-use, non-motorized transportation system that provides a viable alternative to driving for local trips, such as trips to work, school, shopping and leisure activities. To assist in the discussion of possible items for the FY 2005 Unified Planning Work Program, MAG staff has prepared a status report on the ROSS. Please refer to **Attachment D**.

12. Possible Items for the FY 2005 Unified Planning

10. For information, discussion and possible action.

11. For information, discussion and possible action.

12. For information, discussion and possible action.

## Work Program

Each year, MAG develops an annual work program and budget to guide planning activities and funding. Work on the FY 2005 Unified Planning Work Program is scheduled to begin in January, 2004. As part of that process, the Regional Bicycle Task Force and Pedestrian Working Group are requested to provide input and suggestions for possible work to pursue next fiscal year, including projects which might assist in implementing the actions of regional bicycle and pedestrian plans, and project selection for the Regional Transportation Plan. MAG staff will lead a discussion at the meeting. Please refer to the enclosed material. See **Attachment E**.

### 13. Future Agenda Items

Listed below are several future agenda items. Committee members are encouraged to suggest additional topics.

- Project Selection Process for the Regional Transportation Plan. In the Regional Transportation Plan, \$132 million dollars has been set-aside for bicycle and pedestrian projects and programs. However, this funding has not been allocated to specific projects. The Task Force and Working Group will be asked to discuss a potential process for allocating the funding.
- Pedestrian Design Assistance Program.
- Proposal Review for On-Call Consultant List.
- Enhancing the Pedestrian Area Policies and Design Guidelines.

### 14. Next Meeting

The Pedestrian Working Group will meet on **Tuesday, January 13, 2004 at 1:30 p.m. in the Cholla Room** and the Regional Bicycle Task Force will meet on **February 17, 2003 at 1:30 p.m. in the Cholla Room**.

13. For information, discussion and possible action.

14. For information.