

MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
REGIONAL BICYCLE TASK FORCE AND THE PEDESTRIAN WORKING GROUP

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

MEMBERS ATTENDING

Tami Ryall, Gilbert, Chair, Regional Bicycle Task Force	Mike Cartsonis, Litchfield Park
*Vacant, Chair, Pedestrian Working Group	Scott Lininger, Maricopa County
Bruce Meyers, AZ. Dept. of Admin.	Mark Venti, Mesa
*Anna Roedler, Avondale	Karen Flores, Peoria
Michael Eagan, AZ. Society of Landscape Arch.	*Tim Bolton, Peoria
Bill Lazenby, Coalition of AZ. Bicyclists	*Shawny Ekadis, Queen Creek
*Michael Ohland, Chandler	Briiana Leon, Phoenix
Michael Normand, Chandler	Katherine Wisheart, Phoenix
Steve Hancock, Glendale	*Scott Hamilton, Scottsdale
Janeen Gaskin, Goodyear	Eric Iwersen, Tempe
	Randi Alcott, Valley Metro

*Members neither present nor represented by proxy.

OTHERS PRESENT

Dawn Coomer, MAG
Maureen DeCindis, MAG
Carl Whaley, citizen

1. Call to Order

Chairman Tami Ryall, Regional Bicycle Task Force, called the meeting to order at 12:00 noon.

2. Approval of the August 19, 2003 Meeting Minutes of the Pedestrian Working Group and the Regional Bicycle Task Force

Steve Hancock moved to approve the meeting minutes of the Regional Bicycle Task Force from August 19, 2003 meeting. Bill Lazenby seconded the motion and the motion passed unanimously. Michael Eagan moved to approve the meeting minutes from August 19, 2003 Pedestrian Working Group meeting. Randi Alcott seconded the motion and the motion passed unanimously.

3. Call to the Audience

An opportunity was 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. Citizens were requested not to exceed a three minute time period for their comments. A total of 15 minutes was provided for the Call to the Audience agenda item.

No one in the audience wished to address the committee.

4. Staff Report

Maureen DeCindis presented an update on the conference entitled "*Trails for All People — Accessibility on Arizona's Trails.*" MAG is co-sponsoring the conference with the Arizona State Committee on Trails (ASCOT) on February 27, 2004. The cost is only \$35 and MAG staff encouraged participation by handing out conference registration packets.

Senior Trail Day was held on November 5, 2003 at ten sites around the Valley. Over 230 seniors participated in the various events. Last year, over 350 participated and there was a \$5,000 budget. This year there was no budget.

Applications for bicycle and pedestrian projects for the Transportation Improvement Program (TIP) are due on February 8, 2004. The amount of Congestion Mitigation and Air Quality (CMAQ) funds available for FY 2008 is \$41 million and for 2009 are \$42.5 million. However, that amount could change depending on reauthorization. The amount available for bicycle and pedestrian projects will probably be about \$6 million per year. The application forms are available on the MAG website.

MAG sent out a Request for Qualifications seeking qualified consultants for the On-Call Consultant List for the MAG Pedestrian Design Assistance Program. The due date for proposals is February 13, 2004. MAG staff would like a few committee members to volunteer to review the proposals.

On December 5, 2003, MAG sent a letter to Management Committee and other modal committees notifying them that there is now \$200,000 available for the 2004 Pedestrian Design Assistance program. The due date for applications is February 13, 2004. The application and an Applicant Guidebook are on the MAG website.

5. Member Agency Report

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

Eric Iwersen reported that the City of Tempe has hired a contractor for the Country Club artist designed pedestrian bridge. Construction on the Country Club Way Bicycle/Pedestrian Bridge starts in January 2004 and continues into the summer.

Scott Lininger of Maricopa County announced that the County Board of Supervisors has approved the second stage of the Maricopa County Trails Plan.

Randi Alcott reported that ValleyMetro has a good possibility of featuring a Diamondback player in the Bike Education program campaign.

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. A representative from the safety community is asking to be considered for membership. Members reviewed the resume and cover letter submitted by Susan Bookspan, Bicycle Program Manager, Injury Prevention and Research Center, Phoenix Children's Hospital.

Steve Hancock suggested that Susan Bookspan is very knowledgeable and would be an asset to both committees. However, the committees should identify criteria for new membership. Eric Iwersen asked for clarification on by-laws and membership. Maureen DeCindis replied that MAG By-laws does not limit membership exclusively to officials serving political subdivisions of the State. The final membership decision is made at the discretion of the Regional Council.

Karen Flores asked if it would be advisable to create a technical advisory category where members could share their expertise but not vote on projects to be funded. She also asked if the committee could have an application form to inquire what the potential new member could contribute to the committee. Tami Ryall replied that the committee previously requested a cover letter asking the applicant to answer that question.

Eric Iwersen noted that all current members represent jurisdictions or organizations. Randi Alcott stated that other MAG committees have opened up membership to other community organizations. Safety and injury prevention are important issues relevant to both the bicycle and pedestrian committees. Steve Hancock suggested that Susan Bookspan ask the Maricopa County Safe Kids Coalition to be their official representative on the MAG committees. Janeen Gaskin suggested that Susan Bookspan would be a great asset.

Scott Lininger asked how many other organizations have requested memberships. Maureen DeCindis responded that only this individual has requested membership.

Michael Cartsonis suggested creating an ad-hoc subcommittee where members expertise would be valued but members would not be allowed to vote. Tami Ryall clarified that the problem is voting on funding decisions and asked staff to develop criteria to consider at the next meeting.

There will need to be parity and standardized membership. Currently, there are several members who vote on funding projects and do not represent a jurisdiction.

Criteria to consider when deliberating about membership on the MAG bicycle or pedestrian committee:

- Is there a timeframe for membership? Does another person automatically step into their place if the original member leaves? Cities appoint a representative and so the same process should be in place so each member represents a constituency.
- What organizations and expertise would provide the most value to the current committees? Bruce Meyers noted that professional representatives will do their best to be objective and vote on the projects based on their merit.

Karen Flores suggested that if the committees opened up membership, it is more likely that bicycle and pedestrian issues would get more buy-in from the community.

Tami Ryall suggested that this discussion and decision should be placed on the January agenda and that committee members seek their city's opinion.

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*.

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 presented the recommendation of HDR, Engineering to the Working Group.

Randi Alcott moved to 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 and Bruce Meyers seconded the motion. The motion passed unanimously. The recommendation will be referred to the Management Committee and Regional Council for final approval.

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

The Town of Gilbert requested 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 would like to proceed with the other two projects as soon as possible which can only occur as soon as funding is transferred. Tami Ryall presented this request to the Task Force.

Steve Hancock moved to accept this transfer request. Eric Iwerson seconded the motion and the motion passed unanimously.

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 were asked to select two representatives to serve as an ex-officio members on the TRC.

The TRC is going to develop a policy review sub-committee. Michael Cartsonis suggested that the representatives in the past have been very vocal representing bicycle and pedestrian issues. Having more voices makes the bicycle and pedestrian issues more prominent. Tami Ryall identified a few of the issues that will be discussed in the future such as priority and phasing of projects.

Eric Iwerson volunteered to represent the Pedestrian Working Group and Randi Alcott will represent the Bicycle Task Force.

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

Dawn Coomer, MAG staff, gave a presentation on the status of pedestrian and bicycle program to assist in the discussion of possible items for the FY 2005 Unified Planning Work Program. There are several elements of the Regional Bicycle Program, including the Regional Bicycle Task Force, a 1992 Regional Bicycle Plan, a Regional Bikeways Map, the Regional Off-Street System Plan (ROSS), and the West Valley Recreation Corridor that developed a 42-mile master plan for the West Valley. The Pedestrian Program has a Pedestrian Plan, the Pedestrian Working Group, Pedestrian Area Design Guidelines, the Pedestrian Design Assistance program, and Walking and Bicycling in the 21st Century Conference series, and the 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.

Dawn Coomer provided some summarized information on the status of implementation of the Pedestrian Program as defined by the actions in the Pedestrian Plan 2000. She noted that there are several things being done well, as well as some areas for improvement. It will be important to continue to do things well as well as improve some areas. Things we are doing well include: enhancing the MAG Pedestrian Area Policies and Design Guidelines; expanding the MAG Pedestrian Design Assistance Program; continuing the conference series; using the latent demand in project selection; providing staff support and coordinating among member agencies.

Dawn Coomer noted that areas for improvement in the Pedestrian Plan 2000 implementation include: Revising the MAG Specifications and Details to match the Pedestrian Plan 2000; initiating a pedestrian safety PSA program; publicizing the success of the current program; and additional distribution of documents.

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.

Dawn Coomer noted that are several activities being implemented well, including: revising the federally-funded project application form; updating the regional bicycle map; providing staff support; coordinating among member agencies; and expanding membership on the Regional Bicycle Task Force to the Coalition of Arizona Bicyclists. Areas for improvement include adoption of the MAG ROSS Plan by MAG member agencies; implementation of connectivity solutions to at-grade crossings of off-street corridors; and enhancement of the MAG Website to include ROSS and trails information.

12. Possible Items for the FY 2005 Unified Planning Work Program

Dawn Coomer continued to address the Task Force and Working Group. 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 now being asked 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. Dawn Coomer noted that three main things were needed from the committee: (1) Are these the correct items to request for next years

work program; (2) Is the amount of funding sufficient, or too much; and (3) Are there other items that should be requested.

Members were generally supportive of the ideas that staff suggested: \$25,000 for the Walking and Bicycling in the 21st Century Conference Series, and \$200,000 for continuation of the Pedestrian Design Assistance Program. Tami Ryall noted that the Specifications and Details issue should be addressed. Randi Alcott suggested that funding be provided for a health, safety and education campaign. The committee discussed this idea. Dawn Coomer asked for an amount of funding to be requested, and Steve Hancock suggested \$200,000. Dawn Coomer also asked for a ranking of the projects to aid in staff development of the Work Program.

Tami Ryall suggested that mid-block crossings are needed to connect the trail system. Michael Cartsonis added that pedestrian connections over freeways are needed as well. Bill Lazenby suggested a marketing budget to promote accomplishments for the region. Randi Alcott stated that she would rather have that request come through the CMAQ process so RPTA could apply for the marketing program. Tami Ryall noted that each city has local video resources that play on Channel 11 although there is benefit to creating one psa region-wide to distribute to all cities. It was decided that the Health, Safety and Education campaign would be the third request. The committee agreed that the projects requested for the Pedestrian Program should include, and be ranked as:

- \$25,000 to fund Walking and Bicycling in 21st Century Conference Series.
- \$200,000 for Pedestrian Design Assistance Program.
- \$200,000 for a Health, Safety and Education campaign.

Michael Cartsonis would like to see emphasis on neighborhood bicycle and pedestrian planning. Tami Ryall suggested that the individual communities develop neighborhood planning oversight. Dawn Coomer noted that the enhanced Pedestrian Guidelines can address some of these issues, and that projects funded through the Pedestrian Design Assistance Program frequently address retrofit types of issues. Karen Flores agreed that proper design of housing developments would support more walking and bicycling. Randi Alcott suggested having the developers attend a conference where the new guidelines will be discussed.

The committees moved on to discussion of the Regional Bicycle Program projects and priorities. Eric Iwerson reported that planning for the Rio Salado Linkage Project has been on-going for six months and the effort includes partners such as ADOT, City of Phoenix and the airport. Both City of Phoenix and City of Tempe are in the process of securing more funding in order to include design concept report with the feasibility study. Tempe has an additional \$25,000 and Phoenix may be able to contribute \$50,000 to \$75,000. The committee agreed to the following projects and priorities for the regional bicycle program:

- \$30,000 Update the bike map
- \$5,000 Senior Trail Day

- \$50,000 Feasibility Study for the Rio Salado Linkage Project
- \$150,000 Update Regional Bicycle Plan. There are several issues that need to be addressed such as the concept of regional routes, the connection of on-road and off-road facilities, the inclusion of mid-block crossings and neighborhood design.

Dawn Coomer encouraged members to suggest regional planning projects for the future.

13. Future Agenda Items

Listed below are several items for a future agenda. Committee members were 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 and the Regional Bicycle Task Force will have a joint meeting on Tuesday, **January 13, 2004 at 1:30 p.m.** in the Cholla room to discuss the project selection process for Regional Transportation projects. A handout detailing the meeting schedule for 2004 was passed out.