

Minutes of the 2003 Meeting of the AASHTO
Task Force on Nonmotorized Transportation and the Meeting of the State DOT
Bicycle/Pedestrian Coordinators

September 3-4, 2003

Prepared by John Fegan
Federal Highway Administration
Task Force Secretary

On September 3, the meeting of the AASHTO Task Force on Nonmotorized Transportation was held in Burlington Vermont. A copy of the meeting agenda is attached. Also attached is a list of the attendees.

The meeting was opened by a welcome from Patricia McDonald, the Secretary of Transportation for the VT Agency of Transportation. Secretary McDonald highlighted the State's new Executive Order on Bicycling and Walking; their mainstreaming of bicycle and pedestrian considerations into all highway projects; their participation in Walk to School Day events and in Safe Routes to School activities; and, in general, their growing recognition of the need to accommodate bicyclists and pedestrians within the transportation system.

Jim McDonnell from AASHTO discussed AASHTO's views on the content and timing of the reauthorization of the Federal transportation legislation. He projected a 3-6 month delay in reauthorization, and said that AAASHTO was asking for \$ 245 billion over 6 years. He reiterated AASHTO's support of the Transportation Enhancements part of the Surface Transportation Program. A brief discussion from the floor of the differences in authorizing and appropriation legislation then occurred.

Dick Albin, the incoming Chair of the Task Force, introduced himself and provided a brief biographical sketch. He emphasized the need to accommodate bicyclists and pedestrians in transportation project decisionmaking from the beginning. He stated he would be providing a design perspective to the Task force's activities, and he explained how the Task Force fits into the AASHTO Committee structure.

Peggy Drake, the new Chair of the TRB Pedestrian Committee, discussed the research problem statements prepared by her Committee. She provided a handout listing the nine areas of research needs and the prioritized ranking of the top fifteen research needs. A discussion of research implementation ensued. The submission of research topics for funding under the NCHRP by the Task Force was discussed. It was noted that the deadline was September 15. Further discussion of this occurred later in the agenda. A handout from Lisa Aultman Hall, the Chair of the TRB Committee on Bicycle Transportation was distributed.

Jim McDonnell handed out a listing of 13 ongoing NCHRP studies relating to bicycle and pedestrian transportation. He mentioned NCHRP Project 20-7 which provides a

mechanism for synthesis type topics. He mentioned this Project could be used to address topics needing research attention for the updating of the 1999 AASHTO “Guide for the Development of Bicycle Facilities”.

A discussion of updating the 1999 AASHTO “Guide for the Development of Bicycle Facilities” began with a presentation by Jennifer Toole of Toole Design Group of the development of the 1999 edition. Early drafts were reviewed and a large number of comments were provided by the State DOT bicycle/pedestrian coordinators, and by other groups such as the ASCE Human Powered Transportation Committee, the Bicycle Federation of America, the Association of Pedestrian and Bicycle Professionals, and local bicycle and pedestrian coordinators. A handout was provided on topics not covered in the 99 version of the Guide. Richard Moeur of the AZ DOT emphasized the need to coordinate any changes to the Guide with the Manual on Uniform Traffic Control Devices. Jim McDonnell emphasized the need for any revisions to be coordinated with the AASHTO Subcommittee on Traffic Engineering. In addition, the varying needs at State and local levels were also discussed. Other topics mentioned were providing more information on retrofitting facilities and on the construction specifications for bicycle and pedestrian facilities. Bill Wilkinson of the National Center for Bicycling and Walking suggested the need for a scoping determination of the Guide to determine how the current version is being used, by whom it is being used, and its relation to the AASHTO Greenbook. Jennifer Toole emphasized the need to gather the knowledge learned since the 1999 edition was produced. Susan Simmers (VA DOT) stated the need for a process to determine when off road facilities are needed. Mary Meletiou (NC DOT) stated that the Guide is being used by Context Sensitive Design professionals, and that we need to be sure that new bicycle and pedestrian professionals are aware of the Guide.

Jim McDonnell indicated there seemed to be a need for an update of the Guide, but that a number of topics would require additional research before they could be included in the Guide. Bob Laurie (AK DOT) mentioned the need to get information in the Guide into other AASHTO documents. Tom Huber (WI DOT) asked what some new topics might be. Jennifer Toole indicated the need to include the stopping sight distance tables as well as other information from the ongoing FHWA research study “Characteristics of New and Emerging Trail Users”. A discussion of locating funding to scope out what is needed then occurred. The needs identified were: a marketing study of who is using the Guide and how; looking at other documents to gather relevant information; and determining what new topics need to be added.

Doug Harwood of Midwest Research Institute presented a status report on the drafting of the new AASHTO document, “Guide for the Planning, Design, and Operation of Pedestrian Facilities”. He is reconciling and incorporating the large number of review comments received to date. He outlined the process of the Guide’s development and revisions. He discussed the organization of the Guide. He said the Guide would take a positive, forward-looking approach, encourage the due consideration of pedestrians, and not indicate that any particular condition is unsafe or hazardous. The Guide is consistent with the 2001 AASHTO Green Book, and the MUTCD. He did indicate that since the US Access Board had not issued its rulemaking on public rights-of-way, there were still some unresolved issues regarding facilities for the disabled. He highlighted some of the

content. The issue of the Guide recommending a minimum clear width of four feet for a sidewalk (instead of five feet) was a topic of discussion. He said the four foot dimension was a result of discussions with the US Access Board. The new Guide will be sent for AASHTO balloting to members of the Subcommittee on Traffic Engineering, the Design Subcommittee, this Task Force, and to the Chief Engineers. Publication is anticipated for early in 2004.

Tom Huber discussed specific modifications Wisconsin has made to the AASHTO Bicycle Guide. Amy Bell and Jon Kaplan (VT AOT) discussed the new comprehensive bicycle and pedestrian document that has been well received with the State.

Reviving the AASHTO Interstate Bike Route Program was the next topic. Bill Sawyer of the Adventure Cycling Association gave a background of his organization's multistate bicycle routes. Richard Moeur gave a detailed history of the AASHTO route numbering program which resulted in two such routes being designated. A committee to look at reviving this program was formed. John Balicki (ME DOT) and Dave Bachman (PA DOT) volunteered for the committee.

A further discussion of the role of research and the Task Force was led by Dick Albin. It was indicated that submissions from the Task Force to the NCHRP carry some weight. Two particular topics were discussed for submission to NCHRP Project 20-7: (1) tort liability and bicycle facilities; and (2) a marketing study of the current AASHTO Bike Guide and needed research topics for a new edition. A number of longer term research topics were also discussed. These included: rural bicycle level of service; simulation modeling for traffic forecasting and operations; safe routes to school guidelines; traffic signal activation; etc. The Chair indicated that, in the future, research topics from TRB Committees and other groups would be distributed to the Task Force in order to help prioritize topics for submission to NCHRP and to other sources of funding.

A discussion of strategic planning for the future activities of the Task Force was then held. The Task Force's strengths, weaknesses, and threats were listed. Getting started on updating the Bike Guide was a short term priority. Longer term priorities were that fifty percent of State DOT top management support bicycle/pedestrian issues; getting bike/ped issues on the agenda of the AASHTO annual meeting; and having all fifty State DOTs adopt the FHWA "Design Guidance" language.

Finally, the location of next year's meeting of the Task Force was discussed. The three possibilities were at the ProWalk ProBike Conference in Victoria, British Columbia; immediately before or after that Conference in Washington State; or at some other time and place. It was agreed that these possibilities would be posed in a ballot to all the State coordinators.

The meeting of the AASHTO Task force on Nonmotorized Transportation was then adjourned.

On September 4, 2003 the meeting of the State DOT bicycle/pedestrian coordinators was convened by John Fegan, Federal Highway Administration. As part of the introductions each State coordinator presented his/her top need for information at that time. These were noted for future reference.

Reports were presented from the National Highway Traffic Safety Administration (NHTSA), the Federal Railroad Administration (FRA), and the Federal Highway Administration (FHWA). Topics included ongoing and planned research and program initiatives, as well as a status report on reauthorization of the Federal transportation legislation.

Representatives of The National Center for Bicycling and Walking, The League of American Bicyclists, The Pedestrian and Bicycle Information Center, The Association of Pedestrian and Bicycle Professionals, and the Rails to Trails Conservancy gave brief summaries of their organizations' activities and their perspectives on reauthorization, if that was appropriate.

Andy Clarke convened a roundtable discussion on Safe Routes to School Initiatives which discussed Federal, State, and local level efforts in this area. Marietta Bowen of NHTSA presented an overview of her agency's efforts in this area, and a discussion of State and local level programs nationwide was then held. The potential of new Federal legislation on Safe Routes to School was also discussed.

Lisa Altman Hall (University of Connecticut), the chair of the TRB Committee on Bicycle Transportation, led a session on using the resources of universities in administering an effective State bicycle/pedestrian program. Josh Lehman (MA) made a presentation on how his State has utilized the resources of its universities.

Lisa Altman Hall chaired the session discussing research needs from the perspective of the TRB Committee on Bicycle Transportation. It was noted that using the resources of the AASHTO Task Force on Nonmotorized Transportation would assist in the implementation of the research problem statements formulated by this and other TRB committees. A further discussion of the role of the AASHTO Task Force regarding recommending research studies for the NCHRP Program was also held.

Lisa Altman Hall then made a brief presentation on how the current emphasis on context sensitive design can assist in bicycle and pedestrian projects and programs. A brief discussion of this topic was held.

John Fegan provided an update on FHWA training courses currently available and under development. He asked the State coordinators for their assistance in listing all of the bicycle/pedestrian training courses currently available.

John Fegan provided an update on the reauthorization of the Federal transportation legislation. He provided a summary of the bicycle/pedestrian provisions of the administration's bill and a discussion ensued of the effects of the administration's

proposal as well as those of other provisions of interest to the bicycle/pedestrian community.

In the remaining time, Dwight Kingsbury (FL) spoke on State level efforts to collect and track data on bicycle/pedestrian use and facility extent data. A number of other such efforts were noted by meeting participants.

John Fegan adjourned the meeting. Guided bicycle and pedestrian tours of Burlington were then provided. On September 5, a tour of innovative bicycle and pedestrian facilities in Montreal, Quebec was offered.

Attachment

Meeting Agenda

AASHTO Joint Task Force on Nonmotorized Transportation

Wednesday, September 3, 2003

Unless otherwise noted all events will be held in the Lake Champlain Conference Room.

- 7:30 A.M. Registration and Continental Breakfast**
- 8:00 A.M. Opening Session**
Welcome
Patricia McDonald, Secretary of Transportation, VT Agency of Transportation
Roll Call/Introductions
Comments from AASHTO
Dick Albin, WA, Task Force Chair
Jim McDonnell, AASHTO Liaison
- 9:00 A.M. Research Update**
TRB Committee on Pedestrians (A3B04)
Peggy Drake, Chair
NCHRP Projects
Jim McDonnell, AASHTO
- Note: a presentation on the TRB Committee on Bicycle Transportation (A3B07) will be made on Day 2 of the meeting
- 9:30 A.M. AASHTO Bike Guide Update – Discussion**
Background: Jennifer Toole, Toole Design Group
Process: Jim McDonnell, AASHTO
- 10:00 A.M. Break**
- 10:15 A.M. AASHTO Pedestrian Guide Update**
Doug Harwood, Midwest Research Institute
- 11:15 A.M. State Bicycle & Pedestrian Design Manuals**
The Wisconsin and Vermont Approaches
Tom Huber, WI, Jon Kaplan & Amy Bell, VT
- 12:15 P.M. Lunch – Location: Seasons on the Lake**
- 1:15 P.M. Task Force Research Proposals – Discussion**
Leader: Dick Albin, WA

- 1:45 P.M. Interstate Bike Routes: Reviving the Program**
Adventure Cycling's Experience
 Bill Sawyer, Adventure Cycling Association
Recent Development with the National Bike Route Network
 Richard Moeur, AZ
- 2:45 P.M. Break**
- 3:00 P.M. Task Force Strategic Planning – Discussion**
 Leaders: Dwight Kingsbury, FL, Task Force Vice Chair
 Jim McDonnell, AASHTO
 Facilitator: Andy Clarke, LAB
- 4:00 P.M. 2004 Meeting Location – Discussion**
 Leader: Jim McDonnell, AASHTO
- 4:15 P.M. Adjournment**
- 6:00 – 8:30 P.M. Dinner Cruise on “Spirit of Ethan Allen III”
 Lake Chaplain**

Meeting Agenda

State Bicycle & Pedestrian Program Managers and State Coordinators Meeting Thursday, September 4, 2003

Unless otherwise noted all events will be held in the Lake Champlain Conference Room.

- 7:30 A.M. Continental Breakfast**
- 8:00 A.M. Welcome & Announcements** – John Fegan, FHWA
- 8:15 A.M. Introductions and State Updates**
- 9:00 A.M. Reports from Federal Agency Partners** (FHWA, NHTSA, and FRA)
- 9:15 A.M. Reports from National Organizations** (15 minutes each)
National Center for Bicycling and Walking – Bruce Burgess
League of American Bicyclists – Mele Williams
Pedestrian and Bicycle Information Center – Charlie Zegeer
Association of Pedestrian & Bicycle Professionals – Jennifer Toole
Rails To Trails Conservancy – Keith Laughlin
- 10:30 A.M. Break**
- 10:45 A.M. Safe Routes to School Roundtable** – Andy Clarke, facilitator

11:30 A.M. Making Your Program Indispensable in Good Times and Bad
Bob Laurie, facilitator
Josh Lehman, MASS Highways (Invited) – “Making the Most of Colleges
in your Midst”
Lisa Aultman-Hall, University of Connecticut

Noon Lunch – Location: Seasons on the Lake

12:45 P.M. Speaker: Honorable Mayor Peter Clavelle, Burlington
“The Economic Benefits of being a Bicycle & Pedestrian Friendly
Community”

1:15 P.M. TRB Committee on Bicycle Transportation – Lisa Aultman-Hall, Chair
**1:30 P.M. Revising Context Sensitive Design: Impacts and Opportunities for
Bicycling
and Walking** – Lisa Aultman-Hall, facilitator

2:15 P.M. Updates on Bicycle and Pedestrian Training Courses
John Fegan, facilitator

2:45 P.M. Break

3:00 P.M. Reauthorization of Federal Transportation Legislation
John Fegan, facilitator

3:15 P.M. Miscellaneous Topics
US DOT Strategic Plan and Bike/Ped Issues – John Fegan
Bike/Ped data and roadway/highway inventories – what data are DOT’s
tracking –
Dwight Kingsbury/John Fegan

4:00 P.M. Adjournment

4:30 – 6:30 P.M. Guided Bicycling or Walking Tour of Burlington

DAY 3 (Optional)

Tour of Innovative Bicycle Facilities, Montreal, Quebec
Friday, September 5, 2003

7:30 A.M. – 6:00 P.M. Tour of Montreal, Quebec

Attachment: List of Attendees

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