The meeting was held in the 24th Floor Conference Room at 600 E. Main St Richmond, Virginia on July 28th, 2015 from 10:00 am to 2:30 pm.

Attendees:

John Bolecek, VDOT TMPD
Lance Dougald, VDOT VCTIR
Henry Murdaugh, VDH
Robert Williams, VDOT TMPD
Daniel Painter, VDOT Culpeper
Peter Ohlms, VDOT VCTIR
Champe Burnley, Virginia Bicycle Federation
Haohong Zhang, VDOT VCTIR
Peter Ohlms, VDOT VCTIR
Marsha Fiol, VDOT TMPD
Adam Campbell, VDOT Fredericksburg
Robert Hofrichter, VDOT TMPD
George Rogerson, VDOT L&D
Robbie Prezioso, VDOT Maintenance
Bud Vye, Richmond Area Bicycle Association
Mack Frost, FHWA
Kevin Jones, FHWA

Call-in:

David Patton, Arlington
Joe Morgan, VBF
Daniel Henderson, VDH
Kim Whitley, Tidewater Bicycle Association
Allen Muchnick, VBF
Andy Alden, Virginia Tech Transportation Institute

1. Welcome and Introductions
   - John Bolecek welcomed the group.
   - Attendees in person and on the phone introduced themselves.

2. VDOT Bicycle and Pedestrian Program update
   - Projects underway include:
     - Southeast High-speed Rail Greenway Study
1. Project will be completed in September and an online outreach presentation will be posted on the VDOT Bike/Ped Webpage.

ii. Business Plan Items
1. Project List attached to these minutes.
2. John is working to get a map of the projects out.
3. In the meantime, Virginia Roads does have some of the UPCs mapped. It can be used to visually show the start and end point of some projects. The link is: http://virginiaroads.org/projects/map. Search by the project’s UPC to attempt to map it.
4. This year’s project list is easier to ID regardless of a map because it contains a more detailed project description, project length, and start and end points.
5. Make project comments by October 23rd and we will review them at the meeting on October 28th.

iii. Count Program
1. John is assisting the Capital Trail Foundation.
2. Will install 7 continuous count stations along Capital Trail.

iv. HB2
1. Requires metrics for accessibility, includes estimating bike/ped volumes for person throughput.

v. Review of CTB policy
1. Comments from BPAC compiled into one document and provided for reviewers.

3. RRFB on W&OD Trail Evaluation Report
   o Lance Dougal from the VDOT Center for Innovation and Research gave an update on his report on the use of Rectangular Rapid Flash Beacons (RRFBs) in Northern Virginia District.
   o See http://safety.fhwa.dot.gov/intersection/resources/techsum/fhwasa09009/ for background on RRFBs
   o The RRFBs did increase yielding rates.
   o The study recommends continued pursuit of opportunities to install these systems to increase existing marked crosswalk safety.
   o The report is available here: http://vtrc.virginiadot.org/PubDetails.aspx?PubNo=15-R22
4. **Walkability activities at Department of Health**  
   o Henry Murdaugh presented on Walkability activities at Department of Health.  
   o He gave an overview of the Walkability Action Institute sponsored by National Association of Chronic Disease Directors (NACDD).  
   o The Action team is considering hosting a Walkability Summit in Fall 2016.

5. **Update on Charlottesville bike box experiment**  
   o Peter Ohlms gave an update on the Charlottesville bike box experiment  
   o Several videos of the intersection were shown.  
   o Some bicyclists use the treatment as intended and some do not.

The committee broke for lunch at 11:45am and resumed at 12:15pm.

6. **Updates on Committee’s top technical concerns:**
   o Creating and improving long distance routes  
     i. Signs on U.S. Bike Route 76 in Rockbridge have been moved onto correct route.  
     ii. No funding currently in place to sign U.S. Bike Route 1 in Northern Virginia.  
     iii. New website to report missing signs and other maintenance issues here:  
     https://my.vdot.virginia.gov/  
   o Maintenance Payments / funding loss from road diets  
     i. VDOT meeting held 6/12 with cities and towns to gather feedback.  
     ii. Report on the subject is due on December 1st 2015.  
   o Sweeping bike Lanes / snow clearing  
     i. No update  
   o Urban standards / urban retrofits / DRPT Multimodal Design Guidelines and NACTO  
     i. NCUTCD Committee Update will happen at October meeting.  
   o Update on Review of 2004 CTB Policy
i. Audit is underway will include 10% of all projects scoped within the past 5 years.

ii. Assurance and Compliance Division has a goal of finishing sometime this fall.
   - Member Updates
     i. Robbie Prezioso, Assistant Division Administrator for the Maintenance Division handed information on shoulder wedging by VDOT District. This PDF is attached to the meeting notes.
     ii. Jennifer Wampler, DCR Trail Coordinator provided the following information:
         1. There is an emphasis on trails and outdoor recreation in Virginia Tourism’s statewide plan at http://www.vatc.org/stp/.
         2. The State Trails Advisory Committee will meet for the first time on August 19, and discuss desired outcomes to include in a report to the General Assembly in October.
         3. The National Park Service Potomac River Segment Plan will be released soon. The purpose of this plan is to improve the visitor experience along the Potomac in Maryland and Virginia.
         4. Any localities interested in hosting the 2017 International Trails Symposium should request a bid packet (to be finalized in mid-August) from Candace Mitchell at candace@americantrails.org.
     iii. Diane Nyad’s Walk across America will come through Virginia in September 2016 starting in Bristol District and heading to. The purpose is to create awareness of walking as a health issue.

7. Watch Public Service Announcements
   - The following PSAs were shown:
     - Driving around cyclists
       - https://www.youtube.com/watch?feature=player_embedded&v=EezZDtvGV5Fo
     - Why not to ride on the sidewalk
       - https://www.youtube.com/watch?feature=player_embedded&v=CPB8B0s_EAs
     - Visibility and Hand Signals
8. **Update on Safe Routes to School Program**
   - Rob Williams gave an update on the Safe Routes to School (SRTS) Program.
   - The VDOT SRTS program has sub-allocated $23 million of the $24 million allocated under SAFETEA-LU, including all infrastructure funds.
   - Localities interested SRTS infrastructure projects can apply through the Transportation Alternatives Program.
   - VDOT continues to sub-allocate non-infrastructure funds through an annual grant program that focuses on awards that require school divisions to target multiple schools and provides funding for a local SRTS coordinator within the school division.
   - Participation in the annual Walk to School Day and Bike to School Day are steadily increasing, with Virginia ranking among the top 6 states in both events for the number of schools participating this year.
   - The VDOT SRTS Program continues to encourage other schools to participate in SRTS activities and offers other resources, including two mini-grant programs, technical assistance, free downloadable materials.

9. **Transportation Research Board bicycle feedback**
   - Daniel Painter has been appointed to the TRB Bicycle Research Committee
   - He encouraged the committee to attend their January 10-14 annual meeting in Washington DC: [http://www.trb.org/AnnualMeeting/AnnualMeeting.aspx](http://www.trb.org/AnnualMeeting/AnnualMeeting.aspx)
   - E-mail Dan Painter at Daniel.Painter@VDOT.Virginia.gov with any research ideas.
   - Various research ideas were discussed.
The main idea that keeps coming up as a research topic is how to best communicate how to safely navigate a changing roadway environment to all road users when there are lots of changes like green paint, sharrows, bicycle signals, new signs etc.

There was some discussion on the purchase of hi-vis materials with federal funds. Promotional materials are not eligible under the Transportation Alternatives Program unless done as a Safe Routes to School project.

10. Closing

- Final meeting date for 2015: October 28th.