



Transportation Coordinating Committee

Members

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION
LANCASTER COUNTY BOARD OF COMMISSIONERS
LANCASTER COUNTY PLANNING COMMISSION
CITY OF LANCASTER

SOUTH CENTRAL TRANSIT AUTHORITY
LANCASTER AIRPORT AUTHORITY
LANCASTER COUNTY TRANSPORTATION AUTHORITY
LANCASTER COUNTY LEGISLATORS

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MEMORANDUM

TO: Bicycle Pedestrian Advisory Committee (BPAC)

FROM: Lauri P. Ahlskog, AICP
Senior Transportation Planner

DATE: May 18, 2017

SUBJECT: Next Meeting: Thursday, May 25, 2017

The next meeting of the Bicycle Pedestrian Advisory Committee will be held on **May 25, 2017, at 5:00 p.m.**, in Conference Rooms 102, located at 150 North Queen Street, Lancaster, PA, 17603. Please use the Binns Park building entrance. Parking is available at the Prince Street Garage.

The enclosed agenda includes two action items: Minutes of January 26, 2017 Meeting and BPAC Membership

The agenda also includes the following discussion items: Active Transportation Plan Update and Tar and Chip Road Concerns

The Lancaster County Transportation Coordinating Committee is committed to compliance with the nondiscrimination requirements of applicable civil rights statutes, executive orders, regulations, and policies. The meeting location is accessible to persons with disabilities. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in this public meeting, please contact Robert Bini at 717-299-8333 or by email to Rbini@co.lancaster.pa.us, as soon as possible, but no later than five (5) days before the scheduled event. Thank you.

LA
Enclosures

**LANCASTER COUNTY
BICYCLE & PEDESTRIAN ADVISORY COMMITTEE
MEETING AGENDA**

Date: May 25, 2017

Time: 5:00 p.m.

Place: Conference Room 102

150 North Queen Street, Lancaster, PA 17603

Order of Business:

1. Call to Order
2. Call to Audience – Public comment
Any person who wishes to speak about any item NOT on the agenda
3. Minutes of March 23, 2017 Meeting (**Action**)
See Attachment
4. Active Transportation Plan Update
An update on recent and upcoming activities will be presented at the meeting.
5. BPAC Membership (**Action**)
Committee members will be asked to recommend the appointment of two members to BPAC. See Attachment
6. Tar and Chip Roadway Concerns
Discussion on recent roadway treatments that impact bicyclists
7. Resurfacings and bikes
PennDOT will issue a new resurfacings list late summer/early fall 2017
8. Other Business & Public Participation
9. Next Meeting: **August 24, 2017, 5:00 p.m.**
10. Adjournment

Lancaster County Bicycle & Pedestrian Advisory Committee (BPAC)

MEETING MINUTES

DATE: March 23, 2017

PLACE: 150 N. Queen Street, Conference Room 102

Members: Bill Hoffman, Cyndie Fuhrer, Bill Swiernik

Staff: Robert Bini, Kyle Salage

Guests: Michael Domin, Brenda Buescher, Jason Ingargiola, Jon Kokus

ORDER OF BUSINESS:

1 **Call to Order** – The meeting was called to order at 5:07 PM.

2 **Call to Audience – Public Comment**

Any person who wishes to speak about any item NOT on the agenda

There were no comments from the members of the public in attendance.

3 **Minutes of January 26, 2017 (Action)**

There were no comments or suggested changes to the meeting's minutes.

Ms. Fuhrer made a motion to approve the minutes as presented, and this motion was seconded by Mr. Hoffman. The motion passed by unanimous vote, thereby approving the minutes.

4 **Active Transportation Plan Update**

Mr. Domin provided the committee and those in attendance with an update on the Active Transportation Plan (ATP). Mr. Domin thanked the more than one hundred people who went to the ATP Public Kick-Off Meeting on March 2nd. The meeting gave the public a chance to provide input on both general topics and prospective active transportation projects throughout the county. Consultants are now in the process of compiling input from the meeting into a document, which will be made available on the ATP website once complete. Focus groups for the plan are scheduled to take place in April. The process of making formal recommendations, in conjunction with TTAC and the ATP Visioning Committee, will begin soon. The first period for public comment will end after the week of April 2nd, at which point the online survey will be taken down from the Lancaster County ATP website. Mr. Domin reported that over 900 people in the county have participated so far, and there are plans to have another public meeting this summer.

5 **BPAC Mission/Procedures (Action)**

Mr. Bini suggested a correction regarding LCPC staff's voting role on the committee. He advised that the text be changed to reflect the ability of an LCPC staff member to serve as a substitute vote for any member of the committee in the event that a quorum is needed, rather than exclusively as a substitute for the Chair as the text originally indicated. The

committee agreed to incorporate this change. Mr. Bini noted that because the existing MPO bylaws do not address the issues that this document covers, it will essentially serve as a supplement until such time that it is incorporated into the full version of the committee's portion of the bylaws. The issue of BPAC membership expansion has been brought up with the ATP consultants, in light of the interest in the forthcoming plan. The statement of mission and procedures can be revisited and revised as needed in the future. Mr. Hoffman suggested that a quorum be determined by a percent, rather than a specific number of voting members. By opting for a percent mandate, he noted, the quorum requirements would not need to be amended if and when the committee expands beyond five members. Mr. Bini expressed agreement with this suggestion and added that the MPO bylaws as a whole will be under review in the coming months, so these issues and others will be taken under consideration. Mr. Domin stated that all possibilities will be left open to ensure that not only are bicycle and pedestrian concerns best represented, but that they are able to effectively partner with the ATP. Mr. Hoffman also noted that when it was formed, BPAC had been tasked with reviewing Bicycle/Pedestrian checklists. Since that time, however, PennDOT has stopped forwarding them to the committee. He raised the question of whether this issue would be addressed at all by the PennDOT Connects program. Mr. Domin stated that he believes PennDOT is aware of the cultural changes regarding active transportation, and that he expects this to be reflected in their process going forward. Mr. Hoffman expressed concern that these functions may still be overlooked, intentionally or otherwise. To this, Mr. Bini said that there is an expectation for PennDOT to be held more accountable to municipal governments and planning organizations under the PennDOT Connects program. He said more details regarding this can be provided at the next meeting, since the LCPC will be having a meeting regarding the program with PennDOT District 8-0 in May. Mr. Bini suggested that a list of projects for the committee to review should be compiled. The committee agreed with this proposal, and both Mr. Hoffman and Mr. Swiernik stated that resurfacings should be among these projects brought to the body for consideration. Mr. Bini noted that a good indicator of how the process will work, in relation to bicycle and pedestrian issues, will be in the upcoming project US-30 streetscape project in East Lampeter, which will include the addition of bike lanes and pedestrian crossings. The committee agreed that, going forward, more projects should be brought to them for comment. Mr. Swiernik and Mr. Hoffman provided suggestions and comments regarding both the US-30 streetscape and the currently-underway resurfacing of Marietta. In discussion of the latter, Ms. Fuhrer noted that the intersection of Race Street and Marietta Avenue marks the township boundary, and this has created debate over storm water responsibility.

Mr. Hoffman made a motion to approve the document as amended. Ms. Fuhrer seconded this motion. The motion passed unanimously, thereby approving the BPAC Mission and Procedures Statement.

6 **BPAC Membership**

Mr. Bini reported that solicitation of new committee members began at the ATP Kick-Off Meeting on March 2nd. Several prospective individuals were recruited through this meeting, and others have expressed interest since an announcement was posted on the LCPC website. Applications will be accepted up through the end of April, at which point

review and interviews can begin. The more immediate goal is to fill the two existing vacancies, while in the longer-term the goal is to expand the voting membership of the committee to greater than five. The hope is that the two immediate seats will be filled by individuals representing pedestrian interests. By filling the existing vacancies and expanding the size of the committee, the committee should be able to better reflect the geography, businesses, public interests, and different types of commuters and bikers in the community. Additionally, Mr. Bini noted that term limits will also be considered, given that currently the only restriction on terms defined in the MPO bylaws is the two year duration of each term. The LCPC will solicit input from BPAC regarding any potential new members before having recommendations sent to the MPO for approval. Mr. Swiernik suggested that the role of BPAC as an advisory body, rather than one of advocacy, be stressed to applicants. Mr. Bini said that this was the aim of the flyer announcing member recruitment, and he added that it does not appear so far that any of the applicants are under the impression that BPAC is an advocacy organization. After reiterating that there are several key functions which should ultimately return to the committee, Mr. Domin stated that he hopes BPAC will be involved in the review of the ATP.

7 **PennDOT Connects**

Mr. Bini announced that as part of the program's roll-out, there will be training sessions for county staff and PennDOT District staff. The first of the three sessions will occur in April. These meetings will help everyone involved to better understand the PennDOT Connects program, and it should also ultimately help with the execution of the ATP. In September, separate training will begin for municipal officials and committees. This includes BPAC, so the committee will be able to participate in training if it is interested. Ms. Fuhrer suggested that the two existing vacancies be filled before the September training session, and Mr. Bini agreed to set this as a goal. Ms. Buescher asked how projects already on the TIP will be selected to go through the program. To this, Mr. Bini said that PennDOT is currently working to get caught up on existing projects, and any new TIP projects will likely be required to go through the PennDOT Connects program. Mr. Swiernik added that, in theory, any project that is on the TIP has to go through engineering regarding issues related to bicycle and pedestrian concerns. Mr. Hoffman noted that because the projects listed on the TIP are budgeted based on estimates, they sometimes will cost more or less than projected. Mr. Bini addressed this by stating that a draft TIP will be presented this May, in advance of its adoption next year, which should hopefully curb some of these kinds of funding issues. It was agreed that, going forward, a greater voice for the committee will be necessary to ensure that bicyclists and pedestrians are given greater consideration in the design of projects. Ms. Buescher commented that she would like to see project suggestions transcribed into a physical form, so that it can be made known to the public which suggestions from the committee were actually adopted in the construction. The committee expressed agreement with this proposal.

8 **State Transportation Commission Public Meeting and Comment**

Mr. Bini noted that the STC Online Public Meeting took place on Tuesday, March 21st. This meeting provided updates from PennDOT and a chance for members of the public to

ask questions and voice priorities. The commission's online survey will be open through April 19.

9 **Transportation Alternatives Program**

Mr. Bini stated that the previous review for TAP projects was done by the Smart Growth Transportation Task Force (SGTTF), but he hopes that this year the committee will be responsible for reviewing these projects as they are collected over the course of the next several months. Mr. Swiernik asked whether a notice will be sent out when the funding application period begins, and also for confirmation that a wide range of groups can apply under the program. Mr. Bini said that notice will be given when the application period begins, and that organizations ranging from nonprofits to school districts will be eligible to apply for TAP funding. He also noted that the week of May 15 will be Bike to Work Week.

10 **Other Business & Public Participation** - There was no other business to report.

11 **Next Meeting** – Thursday, May 25, 2017 at 5:00 PM

12 **Adjournment** – The meeting was adjourned at 6:08 PM.

ITEM 5 Attachment

LCPC Staff has identified two individuals that we believe would be beneficial additions to fill the two pedestrian focused vacancies on BPAC – Brenda Buescher and George Tobler. Statements of Interest for both are attached.

If BPAC agrees with the recommendation from LCPC Staff, the process is for BPAC to make a recommendation to TTAC at the June meeting that Brenda Buescher and George Tobler be appointed as members of BPAC. TTAC will then make a recommendation to the MPO for final approval and appointment. Membership would begin immediately following MPO action on June 26, 2017.

As mentioned at previous BPAC, TTAC, and MPO meetings, the expansion of BPAC membership will occur later this year or the beginning of 2018.

Dear Lauri,

I am writing to express my interest in serving on the Bicycle and Pedestrian Advisory Committee (BPAC). I currently coordinate community health initiatives for Lancaster General Health/Penn Medicine and facilitate the Lighten Up Lancaster County Coalition. Lighten Up Lancaster County is a coalition of organizations and individuals dedicated to improving access to healthy food and opportunities for physical activity. Before entering my current position, I coordinated the comprehensive employee wellness program for over 7,000 employees at Lancaster General Health.

In my current role, I am responsible for working with community partners to create an environment in Lancaster County that supports walking and biking. I have experience leading community groups on walkability audits to evaluate the pedestrian environment, and I currently lead PA WalkWorks in Southwest Lancaster City, a new community walking initiative that aims to provide safe walking routes and social support for community members of all ages.

I have worked with the Lancaster County Planning Commission as a Partner for Place to arrange discussion groups and workshops to engage the community in places2040, the comprehensive county plan. Over the past year, I have given presentations about health benefits and implementation of Complete Streets for the PA Land Institute and Penn State Extension.

I have a bachelor's degree in political science from Johns Hopkins University and a master's degree in public health from the University of North Carolina at Chapel Hill. As a graduate student at the University of North Carolina at Chapel Hill, I led a team that completed a health impact assessment (HIA) on the Aberdeen Pedestrian Transportation Plan – the first HIA conducted in the state of North Carolina.

Thank you for considering me for BPAC! I would welcome the opportunity to advise TTAC and the MPO about transportation projects that affect community walkability and bikeability.

Brenda Buescher, MPH
Health Promotion Specialist



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George Tobler

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Statement of Interest - Lancaster County Bicycle & Pedestrian Advisory Committee (BPAC)

I am interested to be considered for membership on BPAC.

I am in a unique position to bring pedestrian focused perspective to BPAC. My experience a legally blind individual I have been a pedestrian all of my life. I have lived in Lancaster County for well over 40 years, with the last 20 plus years as a resident of Lancaster City. Furthermore, I work within the city and walk to the office every day.

Membership on BPAC would afford me the opportunity to be part of the dialogue in shaping the future of non-motorized transportation within our community. This service to community is a small way that I might make this a better and safer place for pedestrians in the future.

Respectfully submitted.

Lancaster County Bicycle & Pedestrian Advisory Committee (BPAC) Mission/Procedures

BPAC was established to provide guidance to the Lancaster MPO (Metropolitan Planning Organization) on issues related to non-motorized modes of transportation.

BPAC is an advisory committee on transportation plans, programs, and projects brought before the MPO. Examples include, but are not limited to:

- PennDOT Connects
- Long Range Transportation Plan (LRTP)
- Active Transportation Plan
- Transportation Improvement Program (TIP) projects
- Transportation Alternatives Program
- Corridor studies
- Road safety audits
- Unified Planning Work Program (UPWP)

BPAC is not a policy-making body or a local advocacy group. It is an advisory committee that operates within the federal transportation planning process.

A member of BPAC shall represent non-motorized interests as a voting member on TTAC.

BPAC will participate in local community stakeholder meetings as part of the PennDOT Connects process that is to be completed for projects on the TIP.

LCPC Staff shall serve as staff to BPAC

BPAC shall have a Chair and a Secretary. The Secretary shall be LCPC Staff. In the event the Chair cannot attend a meeting, the Secretary shall run the meeting.

BPAC meets 5 times a year

Current membership is 5.

Quorum shall be set at 3. LCPC Staff shall be a non-voting member. If quorum is not reached, the LCPC Staff shall be named as the alternate by the Chair and shall have proxy voting rights.

BPAC recommendations shall be approved at a BPAC meeting and submitted to TTAC for their recommendation. TTAC then forwards the recommendation to the MPO for approval and signature by the Chair of the MPO.

In the event a recommendation needs to be submitted and a BPAC meeting will not be occurring before the recommendation is needed, an email voting ballot shall be used.