Active Transportation Advisory Committee Meeting
Thursday, February 6, 2014 4:30 PM
Benjamin L. Hooks Central Library, 3030 Poplar Avenue, Memphis TN

SUMMARY OF MINUTES

Mr. Kyle Wagenschutz called the meeting to order at 4:30 PM. In addition to Mr. Wagenschutz, the following members were present at the meeting:

Mr. Will McNeer       City of Olive Branch
Mr. Josue Rodriguez    MCIL
Mr. Stephen Edwards    City of Memphis Engineering
Mr. John Freeman       WIN
Mr. Sean MacInnes      Christian Brother University
Mr. Dennis Lynch       Sierra Club
Ms. Tara Wohlgemuth    Mid-South Greenways

Mr. Darren Sanders    Shelby County Engineering
Mr. Mark Hicks        Bike Walk TN
Ms. Dawn Vinson       Citizen
Mr. Russell Smith     FedEx
Ms. Barbara McClanahan University of Memphis
Mr. Bob Rogers        Shelby Co. Health Dept.
Ms. Cynthia Magallon-Puljic YMCA

Interested Individuals present:

Mr. Bob Wenner        Wolf River Conservancy

The following Memphis MPO Staff were present:

Mr. Kyle Wagenschutz  Bike/Ped Coordinator
Mr. Kwasi Agyakwa     Transportation Planner
Mr. Mitchell Lloyd    Transportation Planner
Mr. John Paul Shaffer Transportation Planner
1. **Call to Order @ 4:30 PM**

2. **Welcome & Introductions**

   Mr. Wagenschutz provided a brief overview of committee’s agenda.

3. **Bike/Ped Plan Update**

   a. **Timeline**

   Mr. Wagenschutz advised that the ATAC would serve as the steering committee for the plan update, and gave an overview of the data collection, public outreach, stakeholder involvement, and plan development tasks. The updated plan will be presented to the Transportation Policy Board for adoption in November 2014, and will be used in the development of the MPO’s Livability 2040 Regional Transportation Plan, which will be adopted in early 2016.

   b. **ATAC Survey Results**

   Mr. Wagenschutz presented an overview of the structure and content of the Regional Bicycle and Pedestrian Plan, and showed the results of the survey of ATAC and Engineering & Technical Committee members on the content, organization, ease of use, and effectiveness of the plan document. Results of the survey showed generally positive feedback on the plan, with some constructive suggestions made that will be considered in the update, such as the addition of focus groups in generating public engagement and input in the planning process, improvement of the maps used in the plan, and increased network analyses of walkability, bikeability, and transit access.

   c. **Public Input & Meetings**

   Mr. Wagenschutz gave an overview of the public and stakeholder input process for the plan update, including meetings with all MPO member jurisdictions, focus groups, and scheduled public meetings, the first of which will be held Wed., March 26 at 5:00 p.m. at the Benjamin L. Hooks Main Library, 3030 Poplar Ave, Memphis.

**COMMENTS/QUESTIONS**

- Committee members discussed the possibility of an online web map and document that would be easily accessible and searchable to stakeholders and the public. Mr. Wagenschutz suggested that there was some repeated information for the MPO jurisdictions in the document that could be provided online for easier use. Other members voiced that document length was not necessarily an issue but that being able to easily search the plan would be helpful.

- Mr. Lynch asked if better accident data was available to use in developing the plan. Mr. Shaffer advised that good fatality data is available, but that the MPO is still working on collecting accurate and usable
accident data for the region. Mr. Wagenschutz also discussed the use of existing accident data in the plan to validate citizen-reported problem points and corridors.

- Mr. Shaffer discussed the MPO’s plan to revisit the system for prioritizing recommended facilities in the plan, based on work done for the Mid-South Regional Greenprint and input from the MPO member jurisdictions that will be collected in the next few months.
- Committee members and staff discussed elements and methods for implementing the regional bike ped survey and the regional bike ped counts, including alternate methods for distribution of the survey other than email. MPO staff advised that the MPO would be soliciting volunteer assistance from partner organizations in distributing postcards for the survey, including at the locations for the bike/ped counts.
- Committee members and staff discussed the scope and methods for the Pedestrian Data Collection project, including what attributes for sidewalks, crosswalks, and curb ramps would be collected. MPO staff advised that this specific project would be collecting the location, width, and general type of all public pedestrian facilities in the MPO planning area.

4. New Business

a. ATAC Calendar for 2014 – Meeting times and location (Hooks Main Library, 3030 Poplar Ave.)


5. Adjourn @ 5:00 PM

NOTE: The meeting minutes are a summary of the meeting. If you would like to review the tape recording of the entire meeting you may so do by scheduling an appointment with Kyle Wagenschutz, Bike/Pedestrian Coordinator at (901) 576-7190.