

PEDESTRIAN ISSUES IN WORK ZONES TECHNICAL GROUP MEETING MINUTES

June 14, 2007

10 AM – 12 PM, Traffic Control Conference Room

Attendees

Stuart Bourne, PE
 Jeff Cox, PE
 Jennifer Evans, PE
 Tris Ford
 Bucky Galloway, PE
 Ron Hancock, PE
 Mitch Hendee, PE
 Kimberly Hinton
 Joseph Ishak, PE
 Ed Lewis
 Sharon Lipscomb
 Jennifer Portanova, PE

Representing

Work Zone Traffic Control Unit
 Bicycle and Pedestrian Division
 Project Development and Environmental Analysis (PDEA)
 PDEA - Public Involvement & Community Studies
 Traffic Engineering Branch
 Construction Unit
 Alternative Delivery Unit
 PDEA - Public Involvement & Community Studies
 Work Zone Traffic Control Unit
 PDEA - Public Involvement & Community Studies
 Office of Civil Rights
 Work Zone Traffic Control Unit

A technical group meeting was held on June 14, 2007 to begin developing the policy/guidelines for pedestrian issues in work zones. To begin the meeting, each attendee was asked their opinion whether a policy or guidelines were needed. Most of the group felt that some type of guidelines or standard practice would be most appropriate. At the end of the discussion, all agreed to focus on determining the content rather than deciding on policy versus guidelines.

B-3446 Update

Joseph Ishak provided the group with a brief update on the progress of B-3446. B-3446 is a bridge project over a railroad in Lexington. The existing bridge has a sidewalk, and the traffic control plan is to close the bridge and detour vehicular traffic onto a 2.5 mile detour. There is no acceptable alternate route for pedestrians. A project group has been investigating various options to maintain pedestrian traffic. Since the Kick-Off meeting, a pedestrian survey was conducted and discussions have been conducted with the local County Transportation Service. The outcome of this project is important to this group because it may be used as a guide for developing procedures.

During the meeting, it was discussed that in addition to urban bridge projects, urban widening projects may be affected more by what is developed by the group. Therefore, the technical group must keep this in mind when developing the policy/guidelines.

Stakeholders

To ensure that all the appropriate stakeholders were involved in the development of the policy/guidelines, the group brainstormed possible stakeholders and their interest. The following is the list that was developed in the meeting.

Group	Interest
Public Transportation	Provide information on public transportation opportunities
Transportation Planning	Conduct the pedestrian counts and provide connection to municipalities through MPOs & RPOs
Work Zone Traffic Control Unit	Develop the traffic control plan
Construction Unit	Represent the interest of Operations
Traffic Engineering Branch	Identify safety issues, needs for peds at signals, and evaluate detour routes
PDEA – Project Planning	Implement the procedures developed by the group

Group	Interest
PDEA – Community Studies	Conduct Pedestrian Studies as part of Community Impact Assessment process
Division Rep	Administer the projects, including encroachment and maintenance type projects
Office of Civil Rights	Represent interest of Civil Rights and American with Disabilities
Alternate Delivery Unit	Represent interest of Design Build let projects
Highway Design Branch	Represent interest of Roadway and Structure Design Units that would be impacted secondarily by a policy/guidelines.
Division of Bicycle and Pedestrians	Represent interest of bicycle and pedestrians and integration of procedures into Department Pedestrian Policy
ADA Coordinator	Represent interest of American with Disabilities. Office of Civil Rights will take on this role on the committee.
FHWA	Provide a Federal perspective.

Direction of Future Meetings and Timeline

The group decided the goal is to have a working draft completed by December 2007, followed by a three month review time, and a final product completed by Spring 2008. To accomplish this goal the group agreed to meet once per month. Monthly meetings have been scheduled in the Traffic Control Conference Room from 2 PM– 4 PM on the following dates:

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|------------------------------|----------------------------|
| Monday, July 16, 2007 | Monday, December 17, 2007 |
| Tuesday, August 21, 2007 | Tuesday, January 15, 2008 |
| Monday, September 17, 2007 | Tuesday, February 19, 2008 |
| Wednesday, October 17, 2007 | Tuesday, March 18, 2008 |
| Wednesday, November 28, 2007 | Tuesday, April 15, 2008 |

Future Topics

The group agreed a successful implementation of policy/guidelines would require two levels of education, awareness and then implementation training. Topics that will be tackled at future meetings include:

- Determine purpose and need
- Establish goals and objectives
- Create an outline for a document, including categories
- Set up milestones for categories included in document
- Decide on a group name