

ACTION FORM BRYAN CITY COUNCIL

DATE OF COUNCIL MEETING: November 18, 2014	DATE SUBMITTED: November 6, 2014
DEPARTMENT OF ORIGIN: Public Works - Engineering	SUBMITTED BY: W. Paul Kaspar

MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	STRATEGIC INITIATIVE:
<input type="checkbox"/> BCD	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING	<input checked="" type="checkbox"/> PUBLIC SAFETY
<input type="checkbox"/> SPECIAL	<input checked="" type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> STATUTORY		<input checked="" type="checkbox"/> ECONOMIC DEVELOP.
<input type="checkbox"/> WORKSHOP	<input type="checkbox"/> REGULAR		<input checked="" type="checkbox"/> INFRASTRUCTURE
			<input checked="" type="checkbox"/> QUALITY OF LIFE

AGENDA ITEM DESCRIPTION: Consideration of a Memorandum of Understanding between the Bryan/College Station Metropolitan Planning Organization, the City of Bryan, the City of College Station, Brazos County, Texas A&M University and Texas Department of Transportation regarding the Bryan/College Station Regional Bicycle and Pedestrian Infrastructure Coordination Program.

SUMMARY STATEMENT: This Memorandum of Understanding (MOU) was drafted by the Metropolitan Planning Organization and its Bicycle/Pedestrian Sub-committee, has been reviewed by the Bryan/College Station Metropolitan Planning Organization (MPO) and was recommended to be presented to member entities during the September 3, 2014, MPO Policy Committee Meeting. The Bicycle/Pedestrian Sub-committee determined a Memorandum of Understanding between MPO member entities, establishing a coordination process for the identification and development of bicycle and pedestrian projects in the vicinity of jurisdictional boundaries is the best way to facilitate the achievement of developing a network of bicycle and pedestrian facilities as a component of the regional transportation system.

This approach allows each entity to independently apply their own policies, design guidelines and standards in relation to a specific project while introducing the opportunity to coordinate with adjacent entities in an agreed to manner. The MOU states each entity will follow design guidelines and standards that are in accordance with Federal Highway Administration memo dated August 20, 2013, and provides future guidance pertinent to non-motorized transportation network. The MOU calls for each entity to coordinate with all member entities on planning, designing and scheduling transportation projects that include or may include bicycle and pedestrian infrastructure in the vicinity of a jurisdictional boundary (such as city limits, county limits, right-of-way and easements between entities). The MOU describes Transition and Longitudinal Zones with the Transition zone being within ¼ mile of a jurisdictional boundary and Longitudinal zone representing where a bicycle or pedestrian facility runs parallel to a jurisdictional boundary. One of the goals of the MOU is to have a smooth transition in design and contextual details from one jurisdiction to another.

The Bicycle/Pedestrian Subcommittee of the MPO will change into a Regional Bicycle and Pedestrian Advisory Panel and will have the task of recommending individual bicycle and pedestrian projects to the MPO Technical Advisory Committee. Those recommendations will be based on a process using performance metrics identified in the MPO's Project Prioritization Process. This Regional Bicycle and Pedestrian Advisory Panel will also assist entities in resolving any disagreements as related to the MOU and make recommendations through each entities chain of command. Each participating entity will maintain at least one member and participating entities can recommend new members with the advisory panel membership selecting the new members from the nominations. The advisory panel shall be limited to no more than 10 members. The current membership of the advisory panel is provided as an attachment. 5 of the 10 members will be direct appointments from the 5 entities and the remainder will be chosen from the citizen nominations. The advisory panel does not have to maintain 10 members, but must

have at least 5 to represent each entity.

When requested by a member entity and in order to fulfill federal, state and local public participation requirements, the MPO will act as the lead agency for public meetings, if desired. Upon execution of this MOU, the MOU will remain in effect and renew each year unless one party notifies the other parties of its intent to terminate the agreement.

STAFF ANALYSIS AND RECOMMENDATION: Staff recommends approval of the Memorandum of Understanding between the Bryan/College Station Metropolitan Planning Organization, the City of Bryan, the City of College Station, Brazos County, Texas A&M University and Texas Department of Transportation regarding the Bryan/College Station Regional Bicycle and Pedestrian Infrastructure Coordination Program. Brazos County approved the MOU on Nov. 11, 2014 and College Station is considering the MOU at their meeting on Dec. 18, 2014.

This MOU does not adversely limit the ability of the City of Bryan to change its standards with regard to bicycle and pedestrian facilities and only requires the coordination between entities when a project falls within a jurisdictional transition or longitudinal zone. This coordination makes sense from the end user perspective so that sidewalks, bike lanes, and other pedestrian or bicycle facilities transition seamlessly from one jurisdictional boundary to the next. The design or standards do not have to match exactly from one entity to the other but that they are coordinated so any changes make sense and do not adversely affect the end user experience.

OPTIONS (In Suggested Order of Staff Preference):

1. Approve the Memorandum of Understanding.
2. Do not approve the Memorandum of Understanding and provide direction to staff.

ATTACHMENTS: (items are in a single pdf file)

1. Memorandum of Understanding
2. MPO Minutes recommending MOU presentation to member entities
3. Bike/Pedestrian sub-committee current members (could be the core group of the advisory panel)

FUNDING SOURCE: NA

APPROVALS: Jayson E. Barfknecht 11/06/14; Hugh R. Walker, 11/07/2014

APPROVED FOR SUBMITTAL: CITY MANAGER Joey Dunn for KR 11-12-14

APPROVED FOR SUBMITTAL: CITY ATTORNEY Janis K. Hampton, 11-12-2014