



6. IMPLEMENTATION

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6.0 Overview

The detailed action steps found in this chapter describe how recommendations from previous chapters should be implemented. It describes how the City of Arlington can turn the vision of a connected network of safe hike and bike routes into a reality. The strategy for doing so involves some physical changes to the roadway environment and other landscapes, as well as new local government policies and programs. Successful implementation will require the dedication of the City of Arlington, the creation of a citywide Hike and Bike Advisory Committee (HBAC), and the support of local advocates such as Bike Friendly Arlington. It will be a collaborative effort between a variety of City departments and agencies including TxDOT.

This chapter is organized as a simple guide with key action steps, staffing recommendations, an evaluation and monitoring process, and methods of hike and bike network development. Perhaps most importantly is the detailed action steps table at the conclusion of this chapter that lists tasks, lead agencies, support groups, task detail, and timeframe.

6.1 Key Action Steps

Adopt This Plan

Before any other action takes place, the City of Arlington should adopt, publicize, and champion this Plan. This should be considered the first step in implementation. Through adoption of this document as the City's official Hike and Bike Plan, the City of Arlington will be better able to shape transportation decisions so that they fit with the goals of this Plan. Adoption gives the Plan credibility and authority and it is key to securing implementation funding from TxDOT and other state and federal agencies.

Create an Implementation Strategy

The City of Arlington should develop an internal strategy to implement the Hike and Bike System Master Plan. As a part of this strategy, the City should identify specific individuals and program areas that will be responsible for implementing the various aspects of the Plan from day-to-day efforts to long range goals. The City of Arlington should also consider establishing a Hike and Bike Advisory Committee (HBAC) to assist in implementation. Such a committee should focus on education, advocacy, partnerships, events and community service. It should provide a communications link between the citizens and the City, as well as an avenue for reviewing/revising project priorities.



Bike Friendly Arlington was formed during this planning process and some of its members could help form the HBAC.

Adopt a Complete Streets Policy

Adopting a “Complete Streets” policy sends a clear signal across City departments and the State of Texas that Arlington is dedicated to providing legitimate transportation options for all users. While the City of Arlington Comprehensive Plan, Code of Ordinances, and Zoning Ordinance/Subdivision Rules and Regulations address nonmotorized transportation in a number of important ways, Complete Streets is a new framework for integrating the Hike and Bike System Master Plan into a more systematic approach to implementation. A full description of the recommended Complete Streets Policy is described at the end of Appendix C.

Provide Hike and Bike Facilities as Part of all Transportation Projects

To the maximum extent possible, as discussed in the Complete Streets policy statement, the City of Arlington should accommodate bicyclists and pedestrians as part of all new roadway projects, bridge projects, and roadway reconstruction/resurfacing projects. This includes roadways in the Hike and Bike Network as well as other roadways. In addition, trails should be developed in conjunction with sewer, electrical, water, and other efforts that use or create linear corridors.

Seek Multiple Funding Sources and Facility Development Options

Multiple approaches should be taken to support hike and bike system development and programming. It is important to secure the funding necessary to undertake the short-term, priority projects, but also to develop a long-term funding strategy to allow continued development of the overall system.

Capital and local funds for sidewalk, bicycle lane, crosswalk, and greenway construction should be set aside every year. Even small amounts of local funding can be used to match outside funding sources. A variety of local, state, and federal options and sources exist and should be pursued.

The City should continually monitor state and federal legislation to identify pending actions which could impact Plan implementation. This includes tracking new and existing funding streams as federal agencies begin to shift their focus to creating livable, healthier, and sustainable communities. City staff and the HBAC should work with elected leaders to position the City of Arlington to receive funding under the federal reauthorization and other new programs from such agencies as the Centers for Disease Control and Prevention.

Funding options are described in Appendix D. Other methods of hike and bike facility development that are efficient and cost-effective are described later in this chapter.

Begin Priority Projects

The Arlington Hike and Bike Network will be developed incrementally over time. As mentioned in Section 3.5, the City should identify top-priority projects based on criteria such as sidewalk gap closure, proximity to schools, greenways, and trip attractors, and ability to improve safety and connectivity. Priority projects may also be those that are “shovel-ready” such as on-road bike lanes where only stripes, restripes, or travel lane conversions are required for development. The City should also consider bond-funded projects as priority projects since they may be constructed as part of upcoming projects.

Development of these priority projects should result in a swift return on investment, noticeable improvements in the hike and bike network, and ultimately generate positive buzz and excitement for the implementation of additional Plan components. Priority projects should be supported by local funding and become part of the local Capital Improvement Program (CIP). The priority projects list should be regularly evaluated by the HBAC and City of Arlington to assess success and progress. Additionally, it should be a dynamic list and as projects are completed and come off the list, new priority projects should be identified.

Improve and Enforce Hike/Bike Policies

As discussed in Appendix C, the City of Arlington does not adequately address the needs of bicyclists and pedestrians in its current ordinances and planning documents. To ensure that future development provides sidewalks and bike facilities and improves hike/bike friendliness, regulations should be updated and enforced. It should be the goal of the City of Arlington Community Development and Planning Department to update ordinances and adopt the bicycle ordinance in this Plan as soon as possible.

Be Open To Creative Solutions

In many cases, the most ideal hike and bike improvement scenario will not be achievable because of ROW issues, homeowner issues,

and traffic engineering constraints. The City of Arlington should remain open to alternative solutions in these cases and utilize the entire toolbox of hike/bike treatment solutions found in Chapter 8-Design Guidelines. For example, if sidewalks are not immediately feasible due to funding constraints or ROW issues, traffic calming techniques within the roadway ROW may be acceptable ways to improve the safety of pedestrians and bicyclists.

Seek Bicycle-Friendly Community (BFC) Status

A primary goal for the City of Arlington during this planning process is to gain Bicycle Friendly Community status. Having an adopted Hike and Bike System Master Plan in place, and an initiation of action steps (found in this chapter) will make Arlington a strong candidate. The City should examine the BFC audit for engineering, education, encouragement, enforcement, and evaluation and seek to address the majority of audit items.

Begin Key Programs

In addition to network recommendations and policies, programs, as described in Chapter 5, are critical for education, encouragement, and safety. Top programs to pursue immediately are:

- Safe Routes to School
- Hike/Bike Map and Website
- Awareness Days and Events
- Encouragement programs such as employer incentives, commute challenges, school programs, and bike lending/rental programs
- Enforcement for education programs
- Internal training for multiple departments within City of Arlington

Ongoing Public Outreach

The planning process to develop this Hike and Bike System Master Plan featured a tremendous outpouring of good attendance, interest, and support. It will continue to be important to maintain that outreach and support as important projects move forward. Interested citizens should be made aware when projects or programs have been successfully implemented.

Begin Quarterly Meeting with Project Partners

It is critical to establish a procedure for the development of the hike and bike system as part of future roadway reconstruction and resurfacing projects. Roads throughout Arlington vary in ownership between the state and the City. Quarterly meetings with representatives from TxDOT, City of Arlington Public Works and Transportation, City of Arlington Community Development and Planning, City of Arlington Parks and Recreation, and the HBAC should occur in order for proper communication to occur. These



Programs such as Safe Routes to School (top) and bicycle education (bottom) are an important part of improving safety for walking and bicycling.

meetings will help establish a process of incorporating hike and bike improvements into upcoming roadway projects. Coordination between all appropriate government agencies will establish a system of checks and balances, provide a level of accountability, and ensure that recommendations in this Plan are implemented. The meetings could also feature special training sessions on hike/ bike issues.



This Plan involved compiling information from the field into GIS data. Maintaining that data will be important as facilities are developed.

Maintain GIS Hike/Bike Data

In crafting this Plan, a comprehensive database has been developed that documents the location and type of existing and recommended sidewalks and bike facilities. It is important for the City to update the information on a continual basis. The outputs (maps, etc.) of this database should be made accessible to local governments, residents, and visitors through a website and/or hardcopy formats.

Benchmark Progress

An annual performance report should be published to benchmark progress made in improving the hike and bike environment in Arlington. It is critical to document all successes, both big and small. This document would be a showcase of success stories and would serve as a barometer for work that still needs to be accomplished. Such a performance report would also be an excellent tool as the City of Arlington works toward improving its Bicycle Friendly Community status.

As part of this report, performance measures should address the following aspects of hike and bike system development. When establishing performance measures, the City should consider utilizing data that can be collected cost effectively and reported at regular intervals, such as in a performance measures report that is published annually or biannually. The following are example performance measures:

1. *Safety* – Measure and map the number of hike and bike accidents on an annual basis. Analyze trends.
2. *Usage* – Target specific projects and areas and take measurements to determine use by cyclists and pedestrians. Take counts to determine the total number of riders, gender of riders, helmet usage, and the number of cyclists riding the wrong way on a street. These counts should occur annually to help determine the success of new projects, programs, and policies.
3. *Overall Mode Share* – With updated 2010 census, calculate the new bicyclist and pedestrian mode shares.
4. *System Development* – Measure how many projects are constructed, in accordance with the recommendations of this Plan. Maintain cumulative statistics such as miles of bike

lanes, miles of sidewalks, percentage of intersections that meet ADA guidelines, etc. Also report on the quality of these implemented recommendations.

5. *Education and Enforcement* – Work with local law enforcement to measure the number of people that participate in education programs and the number that are ticketed for violations of motor vehicle, bicycle, and pedestrian laws.
6. *Policy* – Regularly review and update hike/bike-related policies.
7. *Institutionalization* – Measure the total budget spent by local governments on hike and bike projects and programs.

Annual Work Plan

In addition to monitoring progress, the HBAC (or appropriate City staff) should also develop an annual work plan with specific, measurable tasks such as the addition of (x) miles of bike lanes, (x) number of bike racks, or (x) number of new programs. An annual work plan should be updated throughout the year and re-established each year. This work plan can include specific recommendations from this Master Plan.

Prepare Additional Documents and Studies

This Plan should be viewed as a springboard for additional hike and bike planning, research, and documentation. Additional efforts that should be completed include:

1. Publish the *bicycle/walking map* described in Chapter 5.
2. Work with TxDOT and the City Public Works and Transportation Department to investigate *bicycle detection at intersections and traffic signal timing*. Upon completion of evaluation, specific improvement recommendations should be made.
3. Conduct an internal *bicycle parking study*. This should identify and inventory existing parking facilities and make specific recommendations for the location of additional bicycle parking facilities. A phased priority listing should be developed for implementation. See the Action Steps Table at the end of this chapter for more details.

Maintain Hike and Bike System

The City of Arlington should make an investment in the maintenance of both on-road and off-road facilities to ensure the quality and safety of its hike and bike infrastructure investments. Potholes, surface hazards, sight obstructions, drainage grate issues, bike lane debris, sidewalk/trail deterioration, etc. should be addressed on a regular basis. Maintenance is described in detail in Chapter 7: Design Guidelines.

Create a Sidewalk/Bicycle Lane/Greenway Request Form

Many communities across the country have created an on-line hike/bike request form that citizens can use to ask for sidewalks and bicycle lanes to be built on streets that they use regularly. Citizens may also request maintenance through this form. The development of a universal request form should be considered, to ensure that prospective projects are judged “apples to apples” and that key funding eligibility questions are asked and answered.

Utilizing local citizens to help find gaps in the current hike and bike network is highly important because they are familiar with their specific neighborhoods and needs. After these forms are completed the requested facility can be evaluated by HBAC and City personnel, and if deemed important for connectivity purposes it should be added to the City's list of priority projects.

Update the Hike and Bike System Master Plan on Regular Basis

As Plan recommendations are implemented, roadways are added, and land uses change, priorities for hike and bike improvements may change and new needs and opportunities may arise. This Hike and Bike System Master Plan should be updated every five years.

6.2 Staffing Recommendations

Currently, the Transportation Planning Manager inside the Community Development and Planning Department handles most on-road hike and bike planning responsibilities. The City Parks and Recreation Department largely handles off-road hike and bike planning. As this Plan is adopted and implemented, it is recommended that certain responsibilities for implementation be identified for the Community Development and Planning Department, including working with TxDOT, other City departments, and stakeholders on priority projects, and working with adjacent municipalities and counties to ensure regional collaboration and connectivity. Other responsibilities could also be housed the Parks and Recreation Department, such as implementation for trail-related recommendations, serving as “staff” to the HBAC, and implementation of education/encouragement programs.

6.3 Network Development

This section describes types of transportation construction and maintenance projects that can be used to implement the hike and bike recommendations. Note that roadway reconstruction projects offer excellent opportunities to incorporate transportation improvements for bicyclists and pedestrians. It is much more cost-effective to provide a bicycle facility when these road projects are implemented than to initiate the improvement as a “retrofit.”

In order to take advantage of upcoming opportunities to incorporate hike and bike projects into routine transportation

projects, the City should continue to track repaving schedules, and other lists of projects. Additionally, the TxDOT's local office should be encouraged to use this Plan as a ready reference when maintenance projects are being programmed. As recommended in this chapter, a quarterly meeting with project partners will ensure this critical communication. As the long-range transportation plan is updated in future years, hike and bike improvements should be included in appropriately programmed projects.

Bicycle Projects

Restriping

The simplest type of restriping project is the addition of bicycle lanes, edgelines, or shoulder stripes to streets without making any other changes to the roadway. Bicycle lanes, edgelines, and shoulder stripes can also be added by narrowing the existing travel lanes or removing one or more travel lanes. For a discussion of lane-narrowing and travel lane conversions, see Chapter 3.

On-Street Residential Parking

Some city streets are wide enough to stripe with bike lanes, but they are also used by residents for on-street parking. Existing parking on residential streets will not be prohibited due to the addition of bicycle lanes. When adding a bike lane to a residential street, the city will convene a neighborhood meeting to alert residents about the upcoming improvement and to obtain input. During this input process, the City will look to existing methods of evaluating public support.

If it is not practical to add a bike lane due to existing on-street parking, edgelines and bike route lane markings may be considered. On roads where the outside lane and parking area combined are more than 17 feet wide, 10-foot-wide travel lanes can be striped with an edgeline, leaving the rest of the space on either side for parking. The stripe would help slow motor vehicles and provide extra comfort for bicyclists, especially during the daytime when fewer cars would be parked along the curb. On roads with outside lane and parking areas that are narrower than 17 feet wide, lane markings can be provided every 100 to 200 meters on the right side of the motor vehicle travel lane to increase the visibility of the bike route. If existing on-street parking is under-utilized, it may also be possible to consolidate on-street parking to one-side of the roadway, providing additional space for bicycle lanes.

Repaving

Repaving projects provide a clean slate for revising pavement markings. When a road is repaved, the roadway should be restriped to create narrower lanes and provide space for bike lanes and shoulders, where feasible. In addition, if the spaces on the sides of non-curb and gutter streets have relatively level grades and few obstructions, the total pavement width can be widened to include paved shoulders.

Installing Bike Route Lane Markings and Signage

The City of Arlington should adopt the use of signed and marked bike routes as one of its bicycle facility types. Shared lane markings are recently MUTCD approved pavement markings that take the place of traditional bicycle lanes where lanes are too narrow for striping, where speeds do not exceed 35 mph, and/or where there is on-street parking. The intent of the shared lane marking is threefold: 1) they draw attention to the fact that the roadway is accommodating bicycle use and traffic; 2) they clearly define direction of travel for both bicyclists and motorists; and 3) with proper placement, they remind bicyclists to bike further from parked cars to prevent “dooring” collisions.



Compared to building trails or adding pavement width, shared lane markings are fairly easy to install, and come at lower costs.

Traffic calming

Non-arterial roadways may require traffic calming to slow motor vehicle speeds and make bicycling more comfortable. This is necessary to create bicycle boulevards. These treatments are described in detail in Chapter 7: Design Guidelines.

Roadway Construction and Reconstruction

Bicyclists should be accommodated any time a new road is constructed or an existing road is reconstructed. In the long-term, all roadways should have on-road bicycle facilities. However, sidepaths can be an acceptable solution in the short-term when a road has few driveways and high-speed, high-volume traffic.

Bridge Replacement

All new or replacement bridges should accommodate bicycles with on-road facilities on both sides of the bridge. If the bridge is in a developed area or an area that may experience development in the future, it should also have wide sidewalks on both sides to accommodate all types of bicyclists and pedestrians.

Federal law, as established in the Transportation Equity Act for the 21st Century (TEA-21), makes the following statement with respect to bridges:

“In any case where a highway bridge deck is being replaced or rehabilitated with Federal financial participation, and bicyclists are permitted on facilities at or near each end of such bridge, and the



The Center Street bridge is an excellent example of bridge replacement designed and built to accommodate more than just automobile traffic.

safe accommodation of bicyclists can be provided at reasonable cost as part of such replacement or rehabilitation, then such bridge shall be so replaced or rehabilitated as to provide such safe accommodations." (23 U.S.C. Section 217)

Bridge replacement projects on controlled access freeways where pedestrians and bicyclists are prohibited by law should not include facilities to accommodate bicyclists and pedestrians. In cases, however, where a bridge replacement project on a controlled access freeway impacts a non-controlled access roadway (i.e., a new overpass over an arterial roadway), the project should include the necessary access for pedestrians and bicyclists on the non-limited access roadway (i.e., paved shoulders, sidewalks, and pedestrian/bicycle crossing improvements). Existing and planned greenway crossings, both at-grade and below new bridges, should be similarly accommodated during bridge replacement projects.

Retrofit Roadways with New Bicycle Facilities

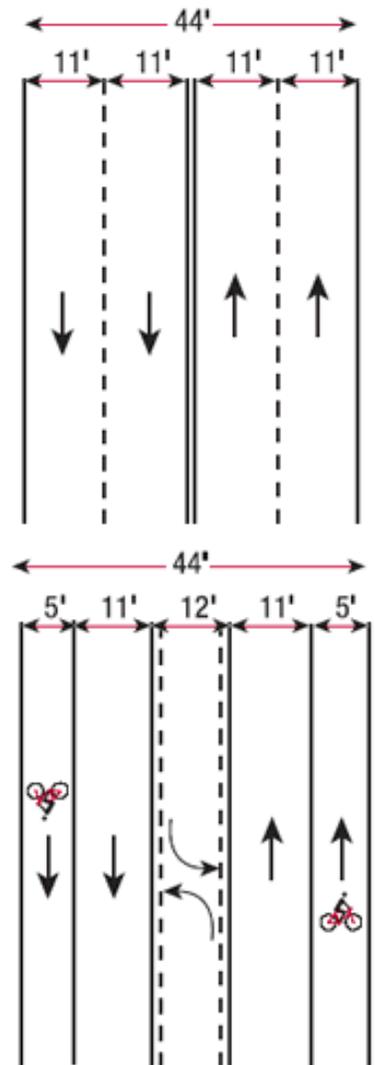
There may be critical locations in the Bicycle Network that have bicycle safety issues or are essential links to destinations. In these locations, it may be justifiable to add new bicycle facilities before a roadway is scheduled to be repaved or reconstructed.

In some places, it may be relatively easy to add extra pavement for shoulders, but others may require removing trees, moving landscaping or fences, or regrading ditches or hills. Retrofitting roadways with sidepaths creates similar challenges. Improvements in these locations are typically recommended in the long-term.

Some roads may require a "travel lane conversion" (TLC) solution in order to accommodate bicycle facilities. TLCs involve removing vehicle travel lanes and replacing these lanes with on-road bicycle facilities and sidewalks or sidepaths. Further study may be necessary for recommended TLCs to ensure that capacity and level-of-service needs are balanced against bicycle level of service needs.

Signage and Wayfinding Projects

Signage along specific routes or in an entire community can be updated to make it easier for people to find destinations. Bicycle route signs are one example of these wayfinding signs, and they should be installed along routes independent of other signage projects or as a part of a more comprehensive wayfinding improvement project.



Typical before and after lane configurations for a travel lane conversion scenario.

Pedestrian Projects

Residential and Commercial Development

As detailed in Appendix C, the construction of sidewalks and safe crosswalks should be required during development. Construction of pedestrian elements that corresponds with site construction is more cost-effective than retrofitting. In commercial development, emphasis should also be focused on safe pedestrian access into, within, and through large parking lots. This ensures the future growth of the pedestrian network and the development of safe communities.

Retrofit Roadways with New Pedestrian Projects

For priority pedestrian projects, it may be necessary to add the improvements before a roadway is scheduled to be reconstructed. In some places, it may be relatively easy to add sidewalk segments to fill gaps, but other segments may require removing trees, relocating landscaping or fences, re-grading ditches or cut and fill sections, and/or relocating/reconfiguring the drainage system.

Repaving

Repaving and resurfacing projects provide a clean slate for revising pedestrian crosswalks, especially high visibility marked crosswalks, advanced stop lines, and enhanced curb ramps. Depending on the project, sidewalk and refuge islands may be developed as well.

6.4 Action Steps Table

Task	Lead	Support	Details	Phase
Approve and adopt this Plan	City of Council	Project Consultant	Through adoption, the Plan becomes a legitimate planning document of the City. Adoption shows that the City has been part of a successful, supported planning process and is a partner in implementation.	Short Term (2011-2012)
Adopt "Complete Streets" policy.	City Council	Community Development and Planning, Parks and Recreation, Public Works and Transportation, HBAC	The City of Arlington should adopt a "Complete Streets" policy, described in Chapter 6, to continue the momentum of the hike and bike master planning process and adoption. This policy will send a clear signal of the City's intention to design, construct, and reconstruct streets that are meant for all modes of transportation.	Short Term (2011-2012)
Create official City of Arlington Hike and Bike Advisory Committee (HBAC)	Community Development and Planning, Parks and Recreation	Community Development and Planning, Parks and Recreation, Public Works and Transportation	The HBAC will be instrumental in promoting biking/hiking and championing implementation of this Plan. The group would play a strong role in assisting City of Arlington, fundraising, and establishing programs and activities. The group should be divided into meaningful subcommittees such as policy, program, implementation, and evaluation groups. HBAC members should be responsible for reading the Hike and Bike System Master Plan and becoming familiar with the content.	Short Term (2011-2012)
Continue public outreach through the media	Community Development and Planning, Parks and Recreation	HBAC	The City of Arlington should utilize the media to announce the adoption of the Plan. Media would include all local newspapers, websites, and local television. When significant hike and bike projects are constructed, the media should be notified in order to spread the word to the public. This will help build upon successes.	Continuous/Ongoing
Identify priority projects	Community Development and Planning, Parks and Recreation	Public Works and Transportation, HBAC	The City of Arlington should utilize Section 3.5 to identify priority projects. Tables 3.2 and 3.3 provide recommendations for criteria and weighting that may be used to determine priority projects.	Short Term (2011-2012)
Complete priority projects	Community Development and Planning, Parks and Recreation	Public Works and Transportation, TxDOT, HBAC	The prioritization of hike and bike system development will provide a list of the most important projects to improve connectivity and safety. Consider a bond referendum for greenways and roadway improvements for bicycle transportation. First phase work that can be done at a low cost includes crossing improvements and the simple bicycle lane/bicycle route projects.	Short-Medium Term (2011-2013)
Identify and secure specific multiple funding sources and facility development options for priority projects implementation	Community Development and Planning, Parks and Recreation, Public Works and Transportation	HBAC, Bike Friendly Arlington, TxDOT, project partners	Appendix C contains funding opportunities. Chapter 7 describes hike and bike system development methods.	Short Term (2011-2012) and Continuous/Ongoing
Hold quarterly project development meetings with project partners	Community Development and Planning, Parks and Recreation	Public Works and Transportation, TxDOT, HBAC	These meetings will help establish a process of incorporating hike and bike improvements into upcoming roadway projects. Many hike and bike projects recommended in this Plan could be developed as part of a roadway reconstruction, widening, or resurfacing project. Coordination between all appropriate City departments and TxDOT will ensure that recommendations in this Plan are implemented. The City of Arlington, with assistance from HBAC, may need to "chase pavers" on occasion to ensure facilities are implemented during ongoing projects.	Short Term (2011-2012) and Continuous/Ongoing

Task	Lead	Support	Details	Phase
Update Design Criteria Manual using design guidelines developed in this Plan	Public Works and Transportation, Community Development and Planning	Parks and Recreation	The design guidelines in this plan represent the most current AASHTO and MUTCD standards for development of the hike and bike network. These should be utilized and become an official component of the Design Criteria Manual. (Chapter 8)	Short Term (2011-2012)
Coordinate policies between this Plan and the Comprehensive Plan	Community Development and Planning	Public Works and Transportation	The City of Arlington Hike and Bike System Master Plan should become a component of the Comprehensive Plan. This step will make clear the importance of both documents working together in future development and growth decisions. Also, recommended additions/ revisions found in Chapter 6 should become amendments to the Comprehensive Plan.	Short Term (2011-2012)
Make revisions and additions to ordinances	Community Development and Planning	Public Works and Transportation	The changes suggested in Chapter 6 serve as recommendations for the Code of Ordinances, Subdivision/Zoning Ordinance, and Design Criteria Manual. They reflect the findings and recommendations of this Hike and Bike Plan, and clarify some basic policy positions regarding future development of the hike and bike system. Some edits are also suggested for consistency in terminology.	Short Term (2011-2012)
Conduct a bicycle parking study to ensure adequate bicycle parking, especially at high demand locations.	Community Development and Planning, Parks and Recreation	HBAC	Identify and inventory existing parking facilities and make specific recommendations for the location of additional bicycle parking facilities. A phase priority listing should be developed for implementation. Also: 1) Work with local business associations to determine needs, 2) Finalize policy requirements, 3) Develop programs and funding mechanisms such as sponsorship, 4) Develop incentives and assistance to encourage private building owners to install bike racks, 5) Revise special events permitting and ensure that bike parking is provided at large events in the Entertainment District, 6) Ensure high quality guideline for design and placement (see Chapter 8), and 7) Encourage upgrade of existing, inadequate bike racks.	Short Term (2011-2012)
Ensure planning efforts are integrated regionally	Community Development and Planning, Parks and Recreation	HBAC, NCTCOG, TxDOT	Combining resources and efforts with surrounding municipalities, regional entities, and stakeholders is mutually beneficial. After adoption by the City, this document should also be recognized in regional transportation plans.	Short Term (2011-2012) and Continuous/Ongoing
Publish Annual Performance Report (Benchmark Progress)	Community Development and Planning, Parks and Recreation	HBAC	Publish an annual report to provide an update on progress made during that year to advance hike and bike modes.	Annually
Continually evaluate implementation of this plan through <i>monthly progress reports</i> and an <i>annual work plan</i>	Community Development and Planning, Parks and Recreation	HBAC	The HBAC, along with key City departments, should evaluate the progress of this Plan and set measurable goals within an annual work plan.	Continuous/Ongoing
Develop a long term funding strategy	Community Development and Planning, Parks and Recreation	Public Works and Transportation, TxDOT, HBAC	To allow continued development of the overall system, capital funds for hike and bike construction should be set aside every year, even if only for a small amount (small amounts of local funding can be matched to outside funding sources). The City may even start a small matching grant fund for future grant opportunities. Funding for an ongoing maintenance program should also be included in the City operating budget. (Appendix C)	Short- to Medium-Term (2011-2013)
Grow Safe Routes to School program locally.	Community Development and Planning, Parks and Recreation, Local School System	Local schools, HBAC, SRTS Program	Apply for Safe Routes to School funding for planning and implementation. Establish 'bike-to-school' groups, walking school buses, and regular bicycling activities for children through the Safe Routes to School Programs through 2012.	Short Term (2011-2012) and Continuous/Ongoing

Task	Lead	Support	Details	Phase
Update and maintain hike and bike GIS database	Information Technology/GIS	Community Development and Planning, Parks and Recreation	Continuously update the hike and bike database as new projects are completed or planned and new crash data is published. The City of Arlington GIS group should lead this effort, but other agencies and departments must coordinate as changes to the hike and bike network are made.	Continuous/ Ongoing
Take the necessary steps to achieve designation as a 'Bicycle Friendly Community' by the League of American Bicyclists	HBAC, Bike Friendly Arlington	Community Development and Planning, Parks and Recreation	Download and review the application for the Bicycle Friendly Community designation. Determine which action steps of this plan would be the most strategic in terms of applying for the desired designation. Place emphasis on completing those steps, then apply.	Short- to Medium-Term (2011-2013)
Track release of the recently updated AASHTO bicycle and pedestrian design guide	Public Works and Transportation, Community Development and Planning, Parks and Recreation	NCTCOG, TxDOT	Review the new AASHTO bicycle and pedestrian guidelines when published in late 2010-2012. Consider utilization of these new guidelines for the recommendations in this Plan.	Short- to Medium-Term (2011-2013)
Create online form for hike/bike facility request	Community Development and Planning, Public Works and Transportation	HBAC	Provide a service that allows residents to comment on hike and bike needs/desires and report maintenance or misuse issues.	Short- to Medium-Term (2011-2013)
Develop City hike/bike map	Parks and Recreation Department, Community Development and Planning	HBAC	A hardcopy and online map will display the hike and bike network, destinations, and educational materials. This map should be updated every 3-5 years.	Medium-Term (2012-2013)
Perform bicycle detection and traffic signal timing analyses.	Public Works and Transportation	Community Development and Planning, TxDOT	Work with TxDOT and local municipalities to investigate bicycle detection at intersections and traffic signal timing. Upon completion of evaluation, specific improvement recommendations should be made.	Medium-Term (2012-2013)
Maintain hike and bike facilities	Parks and Recreation	Public Works and Transportation, Community Development and Planning	TxDOT and the City of Arlington should make immediate repairs to any locations within the hike and bike system that are damaged or have hazardous conditions. The City should make commitment to regular sweeping of bicycle lanes.	Continuous/ Ongoing
Begin commuting encouragement	HBAC, Bike Friendly Arlington	Community Development and Planning, Parks and Recreation	Develop programs and incentives for employers to bicycle to work. Work with local employers to accomplish this goal. Continue to promote and expand Bike to Work Month and Bike to Work Day.	Continuous/ Ongoing
Increase enforcement efforts	Police Department	Community Development and Planning, Parks and Recreation	Target and enforce all illegal motorist and bicyclist behavior that may jeopardize public safety and the success of the Hike and Bike Network, particularly speeding for motorists, and disobeying stop signs/riding wrong direction for cyclists, etc.	Continuous/ Ongoing
Begin pilot programming effort	Public Works and Transportation, Community Development and Planning, Parks and Recreation, Police Department	HBAC	Begin pilot education/encouragement/enforcement campaign immediately following the completion of a major hike and bike project.	Continuous/ Ongoing

Task	Lead	Support	Details	Phase
Expand upon local events such as Bike to Work/Month and Week	HBAC, Bike Friendly Arlington	Community Development and Planning, Parks and Recreation	Bike-to-Work Month and Week (May of every year) offers an opportunity to conduct education and encouragement programs. The HBAC, Bike Friendly Arlington, local advocacy groups, bike clubs, City staff, and employers should assist in growing this celebration every year into bigger events with increased participation	Annually
Identify Hike and Bike Coordinator position	Community Development and Planning, Parks and Recreation	City Council, HBAC	The “keeping” of this Plan would be the Coordinator’s primary responsibility, including working closely with the City of Arlington departments, TxDOT, NCTCOG, and adjacent municipalities to ensure its implementation, review, and regular update. The Coordinator would also serve as “staff” to the HBAC.	Medium- to Long Term (2012-2020)
Apply for bicycle parking/locker grant applications.	Community Development and Planning, Parks and Recreation, HBAC	Bike Friendly Arlington	Apply for grant funding to provide enhanced bicycle parking and lockers.	Medium-Term (2012-2014)
Provide bicycle parking in key locations throughout City of Arlington.	Community Development and Planning, Parks and Recreation, HBAC	Public Works and Transportation, Bike Friendly Arlington	Upon completion of the bike parking study, provide bicycle services such as bicycle racks, covered parking, bicycle stations, showers at employment centers, and bicycle rentals. Work with downtown and UT-Arlington groups and HBAC to determine other key locations for future parking facilities.	Medium-Term (2012-2014)
Update Hike and Bike Master Plan	Community Development and Planning, Parks and Recreation	Public Works and Transportation, HBAC	Update entire Hike and Bike Master Plan every five years. This provides an opportunity for significant revision based on progress to-date, land use/transportation changes, and current needs and opportunities.	Long Term (2016)
Identify and complete next set of priority projects	Community Development and Planning, Parks and Recreation	Public Works and Transportation, HBAC, TxDOT	In 2016, reassess projects and reevaluate priorities and phases. Consider updating the entire plan.	Long Term (2016-2020)

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