

# PEDESTRIAN AND BICYCLE COMMITTEE MEETING MINUTES

March 13, 2019

5:30 p.m. at City Hall

**CALL TO ORDER:** The meeting was called to order at 5:33 pm, by Tessa Jilot.

## 1. ROLL CALL

### MEMBERS PRESENT:

Tessa Jilot, Chair-Walking Community  
Tom Morgan, Vice Chair-Bicycling Community  
John Bruning-NICTF  
Ronan Malaghan-Student  
Jaime Morgan-General Public  
Kim Golden-General Public  
Mike Fuller-General Public  
Tim Teyler-Water Access Community  
Mac Cavasar-Running Community  
Denise Jeska-Physically Challenged

### MEMBERS ABSENT:

Amy Evans-City Council Liaison  
Amy Hofer-SD 271  
Mark Puddy-Landscape Architect  
Russ Hersrud-General Public  
Michael Hoffman-Retired Community

### STAFF PRESENT:

Monte McCully, Staff Liaison  
Melissa Brandt, Transcriptionist  
Troy Tymesen, City Administrator *(sitting in for Amy Evans)*

Ten members present resulting in a quorum.

## 2. CONFLICTS OF INTEREST

None.

## 3. APPROVAL OF LAST MONTH'S MINUTES

Kim Golden made a motion to approve the February 13, 2019, Minutes. John Bruning seconded the motion there being no further discussion and all being in favor, motion passed.

## 4. PUBLIC COMMENTS

None.

## 5. STAFF REPORT

Monte: Discussion items.

## 6. DISCUSSION ITEMS

- CDBG Grant
  - Michelle Cushing, grant coordinator for the City of CDA, applied for and received a grant to fix and build sidewalks in underserved areas. At this time they are choosing a location that fits the requirement for the grant. They are looking at 21<sup>st</sup> Street from Sherman to Coeur d'Alene Avenue so kids and residents can get to the rapid flashing beacon and cross the street. Currently the sidewalk would be on east side of the road, but they are hoping to get funding for both sides. The sidewalk would be ADA accessible. They are seeking backing for this project for the grant and asked this group to support the effort. Mike Fuller made a motion for Ped/Bike Committee to give support to the installation of sidewalks on East Sherman, Mac Cavasar seconded the motion, there being no further discussion and all being in favor, motion passed unanimously.

- Fall/Winter Newsletter
  - There will be effort to promote the spring/summer newsletter. Right now there is poor accessibility. Businesses need to chip away ice from the storm drains as flooding is occurring. People are thankful that the trails have been consistently cleared. You can submit complaints regarding non-shoveled sidewalks online at the City's webpage or by calling the non-emergency police number. Will need to reconnect with the Downtown Association to help get the newsletter out via their monthly email alerts. And, put the information out on the City's Facebook page and the Ped/Bike Facebook page. Also asked about getting messages placed on the city's utility bills.
- Changing the Role and Title of the Committee
  - Not an active discussion at this point, was part of our January workshop and this meeting to revisit the main topics, this being one of them.

## **7. PROJECT UPDATES - WORKSHOP**

- Display Topics/Categories-There are three main areas: 1) Advocacy; 2) Awareness; and 3) Infrastructure, and areas 4 and 5 are tasks that the full committee will work through.
- Once you have read through the charts, choose the topics that interest you most, we will break into smaller groups and go through what we want to accomplish in the next 3, 6, or 12 months.
- Break into groups and prioritize tasks within your small group.
- Overview-Discuss how we want to proceed with sharing information with the whole group.
- Present full topics-reconvene as a group.
- Group 1: Advocacy: Tom, Ronan, Kim, Tim. Tasks chosen: bike count data will drive a lot of our efforts, using the counters and getting information at other locations; LCBC and volunteering at the bike building; reaching out to small businesses selling the value of bike racks; water access. Strategy moving forward is to identify the hottest items and then figure out what to do to get going. A lot of these topics relate to outreach elements, talking to government, putting on rodeos working on bike tours, etc.
- Group 2: Awareness: Jaime, Denise, Tessa. In 3 months tackle bike to work week; partner with an event like Family Day in the Park or something in the community like a bike rodeo; revisit walk friendly community feedback; communication with City Council. In 6 Months: review current PSAs updating them and getting them out; review bylaws; meet with CityLink regarding potential partnerships; update newsletter one for each season and create a plan to get it distributed; revisit downtown partners. In 12 months sit in on different committees, commissions, groups, or city councils learn what they are doing and what they are talking about in their areas. Challenge everyone on the committee to visit other groups. Suggested a town hall meeting at a school and invite the neighborhood. Mac could help identify some of these groups. Every K-CAT meeting has someone there from other communities; maybe have someone from K-Cat attend these meetings to tell what planning is going on. Include meetings with PTOs and PTAs. This group would actively work on Safe Routes to Schools; meet with Bryan PTA, Woodland has a bike club, etc.

- Group 3: Infrastructure: Mike, John, Mac. Didn't set timeframes, these items are ongoing. 1) Participation in preliminary design and consistent development of communication from K-CAT back to this committee; 2) overall planning downtown bike parking plan, review master plan on a quarterly basis; 3) bike assessment and safe routes to schools, make sure these items are in the thought process for city planning and design. Make sure our committee name is on the stamp through participation in preliminary design. Work with the community, help with projects, and have a town hall meeting with neighbors.
- Brief discussion: How do we present back to the committee? One group a month could present at the meeting, but not every subcommittee would report at each meeting. Keep each group on the list and report if there is anything new, progress on tasks, etc. Do we do away with sub-committees we have now and try with these three "new" groups? Or, if something needs discussed, get it on the agenda to present to the full group. The current sub-committees are ad hoc committees. Groups have been formed, over the next month or two, at the full meetings, establish priority lists, eliminate overlap, and remove items that will not be priorities for the groups. Don't tackle renaming the subcommittees yet, have a written priority plan by the May meeting. At the April meeting spend 10-15 minutes discussing priorities and discuss what we want to do with sub-committee names. Set goals and make them measurable to see if progress has been made. **Monte will type up the lists from tonight and send out to the groups.**

## 8. SUB-COMMITTEE REPORTS

- **Walk Friendly Community**

Mike, Tessa, Monte, Denise  
No report.

- **Design Review/Infrastructure**

Mac, Russ, John, Tim, Chris  
No report.

- **Education**

Kim, Amy H, Tessa, Mike, Tom, Jamie  
No report.

- **Bikeways Master Plan**

Monte, Chris  
No report.

## 9. ROUND TABLE

Monte: Went to a seminar in Spokane regarding bike share. Bike share has changed 100% since we entered our MOU with Zagster. There are now dockless models. Zagster took on the city of New York and it's failing. With the new model, we don't pay anything, but do receive a small revenue source that can help pay for striping, signage, etc. Spokane did a 72 day trial run using Lime Bike. They had 150,000 people use them. Vast majority of use was scooters. The scooters had to get special approval because they go faster than the trail speed limit. The scooters can be programmed to slow down when they get to areas where the speed needs to go down. 8,500 regular pedal bikes were used. Hoping to get out of the Zagster contract or modify the contract

to include the dockless system. We would likely not use the scooters, but will do bikes and pedal assist. Designated parking would be a big issue would need more bike racks. Will check with the Spokane contact and get opinions about bike share from bike rental shops in Spokane.

Tim: Wondering about Atlas and the waterfront park? Monte and Tom shared that the Atlas project that came up the other day is not the same project the city is focused on. That project is to the west of the Atlas project and is owned by a developer. The atlas waterfront project the city is doing, will still happen as was presented by Welch Comer last month. The property to the west will still have a trail; it just won't have a waterfront trail through the developer project to the west we had hoped for. The trail will be located on the interior of the project. There is a workshop this Friday at noon.

John: Received a draft copy of the economic impact study for the centennial trail. Wasn't well organized, some parts were confusing. Numbers are good, presentation and layout was confusing. Revisions are in the works, should have the revised plan by April.

Kim: Articles about bicycle fatalities are up nationwide. We haven't had the police representative attend our meeting for months. Also, curious about the Ped/Bike Facebook page, at the next meeting, maybe give an update on what our responsibilities or opportunities are to post on the page, what are the expectations to answer public questions. Monte invited members to post articles, anything bike related, just remember what you post represents the committee.

Mac: Last meeting brought up the idea to provide PSAs to other groups, need a list of them and how to get the PSAs to these entities. **Monte will send a link to the Ped/Bike You Tube channel.** Last meeting also brought up city of Dalton was proposing to rebuild 4<sup>th</sup> street from Dalton to Prairie but there was a recall of city council in the community. They got funding for bike lanes, sidewalks, curbs, gutters, and a new street. City of Dalton decided that isn't what they want; no sidewalks, curbs, gutters, and no bike lanes.

Tom: Thank you to Kim for coming to the bike shop to volunteer. Helped get three bikes ready to be donated to a family.

Motion made by Tom Morgan and seconded by Denise Jeska to adjourn the meeting. There being no discussion and all being in favor, meeting adjourned at 7:20 p.m.

## **10. NEXT REGULAR MEETING:**

- **Wednesday, April 10, 2019, 5:30 pm at City Hall**