



CITY OF REDMOND
Community Development Department

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BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

Minutes

Monday, January 5, 2015

City Hall Conference Room A, 716 SW Evergreen Avenue, Redmond, Oregon

Commissioners Present: Chair William Hilton, Vice-Chair Bill Braly, Fred Bray, Katie Hammer, Karen Hermanek, Mike Ricketts, David Swift (excused: *Shirlee Evans*, absent: *Sharon Carrell*)

Youth Ex Officio Member: *Vacant*

City Staff: Heather Richards, *Community Development Director*; Scott Woodford, *Associate Planner*;
Mike Caccavano, *City Engineer*; Cameron Prow, *TYPE-Write II*

Visitors: George Endicott, *Mayor*

Media: None

*(scribe CP's note: The minutes were created from an audio record and notes taken at the meeting.
The three digits after a motion title show the number of members voting in favor/against/abstaining.)*

CALL TO ORDER – INTRODUCTIONS

Mr. Woodford opened the meeting at 4:10 p.m. with a quorum (6 of 9) of members present.

Members introduced themselves, summarizing their backgrounds and interests in serving on BPAC.

SWEARING IN NEW MEMBERS

Mayor Endicott administered the oath of office to Mr. Braly, Mr. Bray, Ms. Hammer, Ms. Hermanek, Mr. Hilton, and Mr. Swift and thanked them for serving.

ELECT CHAIR and VICE-CHAIR

Ms. Richards explained the duties of the Chair and Vice-Chair. Staff will meet with the Chair before each meeting to set the agenda and make sure the work plan is moving forward.

Mr. Braly nominated Mr. Hilton to serve as Chair for 2015. Mr. Hilton agreed to serve.

Motion 1 (6/0/0): Mr. Braly moved the nominations for Chair be closed. Mr. Bray seconded the motion which passed unanimously.

Mr. Braly, Mr. Bray, Ms. Hammer, Ms. Hermanek, Mr. Hilton, and Mr. Swift voted in favor of Mr. Hilton for Chair during calendar year 2015.

Mr. Woodford passed control of the meeting to new Chair Hilton.

Mr. Hilton nominated Mr. Braly to serve as Vice-Chair for 2015. Mr. Braly agreed to serve.

Motion 2 (6/0/0): Mr. Hilton moved the nominations for Vice-Chair be closed. Mr. Bray seconded the motion which passed unanimously.

Mr. Braly, Mr. Bray, Ms. Hammer, Ms. Hermanek, Mr. Hilton, and Mr. Swift voted in favor of Mr. Braly for Vice-Chair during calendar year 2015.

REVIEW OF ENABLING CODE

Chair Hilton led review of Redmond City Code Sections 2.540 through 2.549 for operation of the Redmond Bicycle and Pedestrian Advisory Committee (BPAC).

Ms. Richards explained why this committee was formed. Infrastructure can, but doesn't always, serve both bicycle and pedestrian needs. She summarized the role of BPAC members as representing and advocating for bicyclists, pedestrians, and other nonauto modes of transportation and discussed BPAC's duties and powers. She requested assistance in recruiting basic user advocates and explained how the City was recruiting for the Youth Ex Officio position. Anyone interested in serving on BPAC should contact Mr. Woodford or City Recorder Kelly Morse.

Mr. Woodford said two positions are still open on this committee. Mayor Endicott reported receiving an application recently.

Mr. Ricketts arrived at 4:28 p.m.

Mayor Endicott summarized the appointment process and said he tended to reappoint members at the end of their terms if they were still interested. He administered the oath of office to Mr. Ricketts and thanked him for serving.

Committee concerns included BPAC's annual report to Council and the Redmond Development Committee meeting schedule. Following discussion, committee members agreed by consensus to request that BPAC have the opportunity to review all projects with bike and pedestrian elements while such projects are still in the planning stages.

Mr. Braly left at 4:31 p.m.

CITIZEN COMMENTS

None.

DISCUSSION ITEMS

A. 2014-2015 Work Plan Status Review

Ms. Richards discussed progress on the approved work plan for the current fiscal year.

Committee concerns included taking the time to put out good products, contracting with the University of Oregon (scope of work, timeline), bike corrals and racks (funding sources, state grants), improving safety for bikers crossing busy streets (mid-block crossings), links to bike shops on the City website, informing community groups about walking routes (Redmond Senior Center, Redmond Public Library, churches), safety corridors (bike and walking routes), quarterly walking event (running and walking groups), RAPRD "Bike Fest" events (July 2014, and May 9, 2015), event ideas (Portland's monthly "Sunday Parkway"), City role in promoting events, potential consultants (University of Oregon sustainable communities program, Dan Serpico, Matt Arnold/Portland BPAC, Art Pierce/City of Portland), bike counting activity planning starting in April 2015, and tying improvement goals to infrastructure improvements.

Following discussion, Committee members recommended the following work plan changes:

- * Infrastructure Improvements Strategy 1: Move the timeframes for adopting a Bicycle and Pedestrian Infrastructure Map and for presenting an Infrastructure Standards Methodology to Council from December 31, 2014, to June 30, 2015.

- * Measure and Monitor Ridership Strategy 1: Change frequency from “Summer, School, and Winter” to “June and September.”
- * University of Oregon scope of work: Add “Develop strategies for key bike and pedestrian crossings at Highland/23rd Street and Rimrock/19th Street” (Infrastructure Improvements Strategy 4) and “Establish Improvement Targets” (Measure and Monitor Ridership Strategy 4).

B. Event – Historic Tour/Scavenger Hunt

Mr. Woodford suggested BPAC consider partnering with the Redmond Historic Landmarks Commission for a historic bike tour and scavenger hunt in May 2015.

Following discussion, Committee members generally agreed to support this idea.

C. Subcommittee Reports

1. **Trails Amenities Plan Status**

Mr. Woodford said subcommittee members will meet once more before forwarding comments to the consultants. Anyone interested in joining this (or any) subcommittee should contact him.

2. **Branding: Media Campaign Status**

Mr. Caccavano said the subcommittee last met a month ago. Ms. Richards reported the subcommittee is also working on the Bike Roll Walk campaign including social media outlets (Facebook, Instagram). Mr. Woodford suggested including information from Deschutes County BPAC, articles (biking, safety, trends).

Ms. Hammer recommended that subcommittee members review materials to determine what is appropriate for posting on the website.

3. **Infrastructure: Bike/Pedestrian Network Plan**

Mr. Woodford said he would add “Develop strategies for key bike and pedestrian crossings at Highland/23rd Street and Rimrock/19th Street” (Infrastructure Improvements Strategy 4) to this discussion.

D. Safe Routes to School

Mr. Caccavano presented a memo which recapped prior discussions, identified available resources, and suggested a process to move this project forward. City staff has contacted Redmond School District Superintendent Mike McIntosh who thinks this is a great idea.

Committee discussion covered who should contact each school, process to use (laying groundwork, subsequent visits), message content (consistent talking points), information/support needed from the schools, school personnel to contact (principals, Physical Education teachers), type of school to contact (public, private), respecting teachers’ time, type of contact (phone call, e-mail, in-person visit), and grade targets (elementary, middle school, high school).

BPAC members and staff volunteered to work together on the initial contact of:

- * **John Tuck Elementary:** Ms. Hammer and Ms. Richards
- * **Lynch Elementary:** Mr. Swift and Mr. Caccavano
- * **Sage Elementary:** Mr. Swift and Mr. Caccavano
- * **Tom McCall Elementary:** Mr. Bray and Ms. Richards
- * **Vern Patrick Elementary:** Mr. Swift and Mr. Caccavano

