



**CITY OF REDMOND**  
Community Development Department

716 SW Evergreen Avenue  
Redmond, OR 97756-2242

Phone **541-923-7756**  
Fax 541-548-0706

[www.ci.redmond.or.us](http://www.ci.redmond.or.us)

**BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE**  
**MINUTES**

**February 1, 2016**

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

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

**Youth Ex Officio:** Vacant

**City Staff:** Scott Woodford, *Associate Planner*; Mike Caccavano, *City Engineer*; Ginny McPherson, *Assistant Project/Program Coordinator*; Cameron Prow, *TYPE-Write II*

**Council Liaison:** None assigned

**Visitors:** None

**Media:** None

*(The 3 digits after a motion title show the number of members voting in favor/opposed/abstaining.)*

**CALL TO ORDER – INTRODUCTIONS**

Chair Hilton opened the meeting at 4:02 p.m. with a quorum of members (9 of 11) present.

**ELECTION OF CHAIR/VICE-CHAIR**

Chair Hilton opened nominations for **Chair** for calendar year 2016. Mr. Braly nominated Mr. Swift. Mr. Swift agreed to serve.

**Motion 1** (8/0/1): Mr. Ricketts moved to close the nominations and elect Mr. Swift as Chair for 2016. Mr. Hill seconded the motion which passed with Mr. Braly, Ms. Carrell, Ms. Green, Ms. Hammer, Ms. Hermanek, Mr. Hill, Mr. Hilton, and Mr. Ricketts voting in favor and Mr. Swift abstaining.

Chair Hilton passed control of the meeting to new Chair Swift.

Chair Swift opened nominations for **Vice-Chair** for calendar year 2016. Mr. Braly nominated Mr. Hill. Mr. Hill agreed to serve. Mr. Hilton nominated Ms. Hammer. Ms. Hammer declined the honor. Ms. Hammer nominated Ms. Green. Ms. Green declined the honor.

**Motion 2** (8/0/1): Mr. Ricketts moved to close the nominations and elect Mr. Hill as Vice-Chair for 2016. Mr. Braly seconded the motion which passed with Mr. Braly, Ms. Carrell, Ms. Green, Ms. Hammer, Ms. Hermanek, Mr. Hilton, Mr. Ricketts, and Mr. Swift voting in favor and Mr. Hill abstaining.

**CITIZEN COMMENTS**

None.

## APPROVAL OF MINUTES

Mr. Caccavano commended Ms. Prow for the quality of the minutes.

### A-B. November and December 2015

**Motion 3** (9/0/0): Mr. Braly moved to approve the minutes of November 2 and December 7, 2015. Ms. Hammer seconded the motion which passed unanimously.

## DISCUSSION ITEMS

### C. 6-Month Review of Work Plan Status

Mr. Woodford reviewed progress on actions in the adopted fiscal year 2015-2016 Work Plan, what remained to be done before June 30, 2016, and meeting agenda topics through June 2016. He reported that Ms. McPherson was working on bicycle and pedestrian wayfinding signage. Work plan items not completed by June 30 will be carried forward to the 2016-2017 work plan.

BPAC discussion covered the work plan (actions, priorities, timeframes, responsibilities), Safe Routes to School project (identifying needs at Elton Gregory, Redmond High, and Vern Patrick; lighted stop signs at crosswalks; color-coding types of infrastructure needed on maps; new school contacts; principal expectations on deliverables), mapping options for bike and pedestrian trails (electronic, GoogleMaps, mobile applications, printed), adding a bike hub action to the 2016-2017 work plan, and cross-marketing opportunities.

Mr. Woodford said he would e-mail an updated member responsibility table by school for Phase 2 of the Safe Routes to Schools project and the school survey data.

### D. Brainstorm Educational Program Ideas for Youth for Walking/Biking

Mr. Woodford recommended postponing discussion until the March 2016 meeting when Redmond Area Park and Recreation District and/or Commute Options staff might be present.

### E. Subcommittees

Mr. Woodford presented the staff report which contained a list of current subcommittees and suggestions for new ones to help move work plan items forward. Subcommittee discussion and recommendations will be shared with the full BPAC.

**Branding:** Current members included Ms. Carrell, Ms. Hammer, and Ms. Hermanek.

**Education:** No members appointed.

**Infrastructure Improvements:** Current members included Mr. Braly, Ms. Evans, and Mr. Hilton. Chair Swift requested assignment to this subcommittee, stating he wanted to work on the Bicycle and Pedestrian Network Plan.

**Measure & Monitor Ridership:** No members appointed.

## COUNCIL LIAISON COMMENTS

None. No liaison assigned. Mr. Caccavano reported Councilors discussed a BPAC liaison at their last meeting but made no decision. Mr. Woodford said he was working with City Manager Keith Witcosky and Mayor Endicott to establish a liaison and that Councilor Heather Carlin was a potential designee.

## COMMITTEE COMMENTS

Ms. Green asked about the vacant Student Ex Officio position. Ms. McPherson said she spoke to principals of all Redmond high schools last week, requesting student applications for City committees. Students in all high school grades are eligible to apply.

