



CITY OF REDMOND
Community Development Department

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BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

MINUTES

April 4, 2016

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

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

Youth Ex Officio: Vacant

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

Council Liaison: None

Visitors: Christopher Blake; Emory Babb, Quinn Hopp, and Pablo Lopez, *University of Oregon students*

Media: None

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

CALL TO ORDER

Chair Swift opened the meeting at 4:05 p.m. with a quorum of members (6 of 11) present. He asked members and staff to state what could be accomplished by the end of their terms or identify a topic that should be discussed. Ms. Hammer arrived at 4:28 p.m. after approval of the minutes.

Committee responses included implementing low-cost solutions, improving bike accessibility throughout the community, finishing the trail map, improving the feeling of safety when biking, completing some of the safe routes to schools, connecting all subdivisions to existing bike and pedestrian networks, and a comprehensive system so anyone can go anywhere in Redmond safely by biking or walking.

Staff responses included improving connectivity, attracting nontraditional bikers and walkers, and wayfinding signage to find all the wonderful places in Redmond.

Mr. Woodford welcomed the University of Oregon students.

ACTION ITEMS

A. 2016-2017 Work Plan Adoption

Mr. Woodford presented the staff report and the draft work plan. He summarized the changes recommended by BPAC at its last meeting, which have been incorporated into this draft.

Motion 1 (7/0/0): Ms. Carrell moved to formally adopt the draft 2016-2017 Work Plan as presented. Mr. Bray seconded the motion which passed unanimously.

APPROVAL OF MINUTES

A. February 1, 2016

B. March 7, 2016

Motion 2 (7/0/0): Mr. Bray moved to approve the minutes of February 1 and March 7, 2016, as written. Mr. Hilton seconded the motion which passed unanimously.

DISCUSSION ITEMS

A. Safe Routes Draft Action Plans

Mr. Woodford presented the staff report and reviewed draft Action Plans for three elementary schools. Action plans for the other six public schools will be reviewed at future meetings. He outlined the program, outreach and feedback processes, data collection methodology, and progress to date. These plans will be used to identify obstacles to students biking, rolling, or walking to school safely and reprioritize public projects needed to improve student mobility. University of Oregon (UO) students have assisted staff with some design ideas. Next steps will include finalizing the action plans internally, coordinating with BPAC and committee members assigned to each school, and meeting with school officials to get their input.

Committee members agreed with the action plan layout but suggested reviewing the draft action plans with Google (real view) maps, identifying who (City, schools, other) was responsible for implementing the recommendations, and getting feedback from school officials on BPAC's proposed action plans. Additional recommendations by school: John Tuck (increase number of photos, add map), Sage (add lighted crosswalk signs, on timer or manual), and Tom McCall (add better street lighting, better-lit crossings, and earlier presence of crossing guards). Chair Swift said he participated in the back-to-school night at Sage; Mr. Bray reported participating in Tom McCall's back-to-school night.

Mr. Caccavano said lower-cost infrastructure projects could be done in the near term. Funding will need to be identified for higher-cost solutions. Hopefully, the schools will be able to provide some monetary support.

B. Review of Commission Ethics Training

Chair Swift recapped training presented by City Attorney Steve Bryant on March 28 which included new rules on ethics, Oregon public meetings law, e-mails, and gifts. Members cannot accept gifts over \$50. All e-mail communications between BPAC members should copy Mr. Woodford so the City has a record of all BPAC communications. He noted that someone in Lane County was fined \$20,000 for violating the Oregon public meetings law.

Mr. Woodford suggested BPAC members create a separate e-mail account restricted to BPAC communications (receiving and sending). He instructed members to NOT use "reply all" in their e-mail communications and pointed out that using private e-mail accounts for BPAC business could potentially expose the private accounts to public scrutiny.

Ms. McPherson recommended BPAC members bring all issues to meetings for discussion and contact Mr. Woodford if they suspected their e-mails violated the rules for public records, so the City could remedy the situation quickly.

C. 15th Street Public Meeting Update

Mr. Caccavano reported the public meeting went well. There was a lot of positive feedback and thank-yous for addressing residents' concerns, such as preserving established landscaping, and for the traffic-calming measures added by staff. Staff met one-on-one with a number of residents following the meeting. Residents remain concerned by how the bulb-outs will work. The City will issue a request for bids early next week and construction is expected to begin in May/June 2016.

BPAC concerns included the area of the next project.

D. Sustainable Cities Initiative – UO/City of Redmond Partnership – Bike Walk Roll Implementation Update

Ms. Hammer presented the Branding Subcommittee’s final Marketing Plan as of February 11, 2016.

Mr. Woodford outlined how the UO/City of Redmond partnership was working to help the City implement a marketing plan and the Bike Walk Roll campaign. The purpose of their visit today was to get to know Redmond better and learn about BPAC’s concerns.

The UO students discussed the value of their site visit to Redmond/Central Oregon and summarized their activities on BPAC’s behalf. Their activities for this term will include updating website content, setting up a brochure template, addressing the public’s perception of unsafe streets, identifying age demographic targets for brochure and social media, and researching costs for phone apps (applications). Their recommendations included more face-to-face contact with parents and students on an ongoing basis.

BPAC members expressed interest in finishing the bike map brochure and seeing a copy of Redmond’s wayfinding signage ideas.

Mr. Witcosky recommended encouraging more group rides.

CITIZEN COMMENTS

None.

COUNCIL LIAISON COMMENTS

None.

Mr. Ricketts left at 5:34 p.m.

COMMITTEE COMMENTS

Ms. Green requested an update on BPAC’s proposal to remove the picnic table in front of Green Plow in order to install a bike corral and expressed concern about parking and emergency vehicle access in Sam Johnson Park since the Hope Playground opened. She has observed people parking on grassy areas and driving down pathways to find parking. Mr. Woodford said BPAC’s proposal would be presented to DURAC (Downtown Urban Renewal Advisory Committee) next week.

STAFF COMMENTS

Mr. Caccavano asked BPAC members interested in a one-week symposium on bikeway design, conducted by Portland State University, to e-mail him for more information.

Upcoming meetings:

- Wednesday, April 6, 10 a.m. – Wayfinding Subcommittee
- Monday, May 2, 4 p.m. – BPAC regular meeting

ADJOURN

With no further business, Chair Swift adjourned the meeting at 5:46 p.m.

APPROVED by the Redmond Bicycle and Pedestrian Advisory Committee and SIGNED by me this 6th day of June, 2016.

