

# City of Lawrence

## Lawrence – Douglas County Bicycle Advisory Committee March 20, 2012 Minutes

MEMBERS PRESENT: Chris Burger, Jay Bialek, Lisa Hallberg, Rhonda Houser,  
Chad Foster, Chris Rogge

MEMBERS ABSENT:

STAFF PRESENT: Jessica Mortinger, Todd Girdler, Shoeb Uddin, Randy  
Larkin

PUBLIC PRESENT: Don Varnau, Rick Cagan, Ray Finch, Charlie Bryan

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1. **Call Meeting to Order, Assurance of Quorum and Introductions:** The meeting was called to order at 5:00 p.m. A quorum was present.
2. **Action Item: Approval of the January 17, 2012 Meeting Minutes:** A motion to approve the minutes from the January 17th meeting was moved by Rhonda Houser seconded by Lisa Hallberg and passed unanimously.
3. **Action Item: Election of BAC Officers for 2012:** A motion was made by Chad Foster to nominate Lisa Hallberg and Chris Burger to serve a second year as Chair and Vice Chair. The motion was seconded by Jay Bialek and passed unanimously.
4. **Action Item: Shared Use Pathway on Poehler Development:** Shoeb Uddin, City Engineer, asked BAC members to finalize a recommendation from the January meeting to build an 8 feet wide sidewalk on the block from 8<sup>th</sup> to 9<sup>th</sup> on the east side of Delaware during the Poehler redevelopment. Mr. Uddin indicated that the committee had reached this consensus in January; however, it did not make a formal motion to approve the recommendation because a quorum was lost. BAC members agreed that they would be unable to commit to routing from Burroughs Creek Trail to Downtown but that an 8' sidewalk would benefit all users. A motion was made by Chad Foster to recommend that Public Works build an 8' sidewalk on the 800 block of Delaware on the east side of the street. The motion was seconded by Lisa Hallberg and passed unanimously.
5. **Action Item: 2012 BAC Work Plan:** Ms. Mortinger presented a final draft work plan for the BAC. Mr. Foster asked if the Public Works Street Maintenance Program review was on the work plan. Ms. Mortinger indicated it was and that the BAC could always add items to the list at a later date since the list was not exhaustive. A motion was made by Mr. Foster to approve the work plan; the motion was seconded by Ms. Houser and passed unanimously.
6. **Discussion/Action Item: BAC Bylaws:** Ms. Mortinger presented the draft bylaws to the BAC, noting they clarified intent and policy for the committee. She also noted that they would help the BAC account for absence and ability to meet quorum. Mr. Burger asked if there was any discussion about the bylaws changes. There was none. Mr. Foster made a motion to accept the draft bylaws; the motion was seconded by Ms. Hallberg and passed unanimously.
7. **Discussion Item/Action Item: BAC Logo:** Ms. Hallberg presented the final logo designs for discussion and approval. The members agreed they like the option with the boldest BAC letters.

They also agreed that they would like to make one final change and write Bicycle Advisory Committee in sentence case instead of all caps. Ms. Hallberg agreed to make the changes and a motion was made by Mr. Foster to adopt the logo following the final changes. The motion was seconded by Ms. Houser and passed unanimously.

- 8. Discussion Item: Bike Month Activities:** Ms. Mortinger informed the BAC of the previous staff activities that have surrounded Bike Month including: letters to employers, posters, proclamations, bike safety information in utility inserts and attendance at local events. Ms. Mortinger indicated that staff would draft letters, proclamations and posters for review. Ms. Mortinger listed the dates of the local bicycle safety and helmet fairs, asking BAC members to volunteer to staff a BAC table to hand out maps and survey riders. The events are: March 31, 2012-Baldwin City –Baker Health Fair; April 14, 2012-2012 Earth Day Celebration; April 28, 2012-Lawrence Helmet Fair; May 5, 2012-Eudora Bicycle Safety Fair. Members each agreed to work at least one of the fairs.
- 9. Discussion Item: Rideability Map Distribution:** Ms. Mortinger asked members to distribute maps to area locations and let her know where they were distributed. Members indicated that maps will be distributed and supplies will be checked at the following locations: Lawrence Public Library, Parks and Recreation facility locations, local bicycle shops, USD 497 Middle and High Schools, Haskell, KU info, KU recreations center, KU Parking & Transit, KU Police Department, and other local businesses as deemed relevant.
- 10. Discussion Item: 2012 Events:** Ms. Mortinger indicated she was updating the 2011 events list for 2012. Members should let her know if they have events to add to the list.
- 11. Other Business: Bicycle Friendly Community Application:**
  - Ms. Hallberg announced that the Lawrence Central Rotary Club and Livewell Lawrence will be sponsoring two Lawrence volunteers to get League of American Bicyclist Instructor Certification in April. Certifying Instructors and offering courses in bicycling education is a component of the Bicycle Friendly Community Program that the League has recommended Lawrence do to improve their Bicycle Friendly Community rating.
  - Ms. Hallberg announced that the Tour of Lawrence has been scheduled for 2012 for June 29<sup>th</sup> thru July 1<sup>st</sup>.
  - Mr. Bryan announced that Livewell Lawrence has moved operations to the Lawrence Douglas County Health Department and he is the Coordinator.
  - Mr. Bryan announced that the Complete Streets Policy is expected to be on the City Commission agenda for March 27<sup>th</sup>. He thanked the BAC for their support of Complete Streets.
  - Ms. Mortinger indicated that she and Ms. Hallberg had completed the renewal application for the Bicycle Friendly Community designation from the League of American Bicyclists and submitted it to the League.
  - Ms. Mortinger indicated that Ms. Hallberg had at the request of the Public Works staff sent out a second letter of support from the BAC for the City's latest federal TIGER grant application. The project mirrored the previous project submitted for the previous round of TIGER grants. The letter expressed BAC support of building multimodal elements in the proposed interchange at Bob Billings and K-10. Mr. Burger made a motion that the BAC retroactively approve the endorsement. The motion was seconded by Mr. Foster and passed unanimously.
- 12. Public Comments:** None.

- 13. Adjournment of Meeting:** The meeting ended at 5:56 PM. The next meeting is scheduled for April 17<sup>st</sup>, 2012.