

## SALT LAKE CITY

### BICYCLE ADVISORY COMMITTEE

#### Minutes of the November 18, 2013 Meeting

Present from the Bicycle Advisory Board Committee were David Brooks, Denise Hunsaker, Elicia Cárdenas, Jason Hamula, Jason Stevenson, Louis Melini, Mark Kennedy, Scott Lyttle, Shaun Jacobsen, Syhalla Bales, Thomas Millar and Todd Hadden.

Also present were Becka Roof, Kevin Young, Colin Quinn-Hurst, Alexandra Zimmermann, Holly Hilton, Sean Murphy, Virgil Christensen, Sara Rose Tannenbaum and Amy Pufahl.

The meeting, held at the Transportation Division Office, 349 South 200 East, Salt Lake City, Utah, was called to order at 4:02 p.m. by Becka Roof.

Becka Roof welcomed all attendees and everyone introduced themselves. All attendees participated in an "Ice Breaker" introductory exercise.

Public Comment - Shaun Jacobsen asked if they were pulling the Green Bikes for the winter. Kevin Young said that would happen on December 15th. Virgil Christensen has been working with Dan Bergenthal looking at the State and City codes relating to bicycles and e-bikes. He gave business cards encouraging the BAC members to give their input. Shaun Jacobsen asked if anyone knew what kind of influence SB104 has had on recent accidents involving cars and bicyclists. Becka said she'll research that and possibly add it to a future agenda.

**Motion:** Elicia Cárdenas moved to approve the minutes of the October 17, 2013 meeting with a modification. Todd Hadden seconded the motion. The motion passed unanimously.

Introduction to Salt Lake City Government & the Civility Pledge - Holly Hilton from the SLC Mayor's Office said the Mayor has requested that all Salt Lake City board and commission members sign a Civility Pledge. She gave a presentation on how Salt Lake City runs and its budget structure. The form of government and basic structure of SLC and how they appoint boards and commissions members was explained. There are 3,095 City employees and the population of Salt Lake City has fluctuated a little bit but is basically the same as it was in the 1950's. She explained what the Community & Economic Development Department and the Transportation Division's duties are. Denise asked what department the bike lanes fall under. The staff of the Transportation Division is involved with designing and making decisions about them, CIP funds are used to put them out on the street and the Streets Division is told where the new bike lanes are going and they work them into their maintenance.

Committee Communications – There were some questions regarding how the BAC will communicate with the general public as well as with each other. There will be further discussion on this item but currently the Committee will receive the agenda directly from Transportation and there is also a Listserv that anyone can sign up for to receive the agenda. If the Committee wishes to post the agenda on other lists or groups they are welcome to do so as it is a public meeting. Becka clarified that the former MBAC list is not an official list of the City and there may be open meeting laws that apply to discussions on selected e-mail lists offline from BAC meetings. The City Attorney's Office will be addressing those questions as well as what type of communication the Committee members may have between themselves. In an effort to have better communication between TAB and BAC they will each be receiving agendas and minutes for both meetings.

Process for Nominations and Election of Officers – The founding documents of this Committee suggest having a Chair, Vice Chair and Secretary and the Committee could come up with other officers if they desired. It is valuable to spend some time to get to know each other before electing their leadership and at the December meeting there will be a discussion regarding the specific job descriptions and what the Committee is looking for in a leader. Becka gave a handout on selecting committee leadership and in the meantime any suggestions the Committee may have can be directed to her.

#### Introduction to SLC Transportation Division and existing bike programs

Overview – Within Transportation there are three staff members that have primary to their job description bicycle related functions. There are also other staff that make important decisions and are involved in bicycle related projects.

Bicycle Pedestrian Master Plan Update – Transportation has tapped some knowledgeable bicyclists to be engaged in this update and is now at a point where they have preliminary recommendations. Becka sent out an online version of the update which mirrored the actual open house and would like the BAC to review this. She would also like them to review the maps she has up for them. They have the preliminary recommendations and are in the process of drafting a transmittal that will go to the Planning Commission and the City Council. Both bodies will ultimately be involved in approving this plan as a master plan for the City so Transportation wants to give them an opportunity to weigh in on those preliminary recommendations even as they are still giving the public an opportunity to weigh in. Over the course of the winter they will be doing an actual draft of the plan and some of the pieces of that plan are based on the input they've received so far but they are going to be getting additional input before that becomes the final plan. There will be another process of approval with the Planning Commission, the City Council as well as public hearings. A lot has changed since the original Bicycle/Pedestrian Master Plan and there are now new facilities that are being embraced and put into place around the country which is a real change in terms of how urban transportation is being designed. Things may evolve and at some point there will

likely be another update but they're trying to do everything they can to have this Master Plan reflect current best practices for on road bikeway design and new pedestrian crossings.

Education, Encouragement & Enforcement – Colin said they started by trying to get a combination of safety and basic information out to the people as well as encouragement with Open Streets trying to attract walking and biking. During the first Open Streets last spring they closed down a street and opened it up to walking and biking. There will be another one next year but it will be led by the Special Events Department rather than Transportation. It will likely be the same date as this year which was the 1st Saturday in May to align with the Tour of Utah and the Green Salt Lake City Festival. Transportation did about 30 bicycle events this year including tabling at community events, bicycle pit stops, National Bike to Work day, community rides, bike light promotions and bicycle commuting workshops. They did a joint grant with the SLCPD through the Department of Public Safety. Through that grant the SLCPD was able to purchase bicycles, helmets and a trailer which they take to elementary schools to hand out bike helmets and do a safety course for the kids and Transportation received money to purchase more bicycle lights, reflective stickers, safety brochures and bike law cards. The SLCPD also received funding through this grant to do intersections stings. They looked for vehicles and bicyclists disobeying the law and for the first 2 months they handed out warnings and then they began giving citations. Transportation would like to increase the number of events they do as well as get more equipment for bike rodeos. UDOT partnered with the SLCPD and the Unified PD to do training for the police on how to properly enforce bicycle laws. Transportation tries to partner with the Road Respect Tour that comes into town once a year to promote sharing the road and the Sustainability Department has a Smart Trips program that reaches out to targeted neighborhoods to share their options for walking, biking and taking public transit. Transportation partnered with the Bicycle Ambassadors and took the idea to Salt Lake County who ran with it and have now hired someone to run their program. There are many other programs out there that SLC is involved in but they are not running like the bike valet, bicycle winter runs and UTA's Bike Bonanza. They are planning on doing another bike light outreach before the end of the year and Colin asked the BAC to consider ideas for where to do one and to volunteer at the event if they would like. Colin handed out a packet of bicycle information to the Committee and Denise asked if that packet was available to the public. Becka explained that they aren't usually handed out as a packet but all of this information is available to the public.

Trails Programs – Becka went over the bicycle map and explained all of the additional information on it including current trails, the complete streets ordinance, bicycle laws, community resources, and many others. There is not only information about currently open trails but the map also includes information about trails that are in development. Syhalla wanted to know how often the bicycle maps were updated and Becka said there is a concept that generally two years is appropriate but it depends on how many changes have occurred and when the stock runs out. There is a mobile app version of this map and a pdf version available on [bikeslc.com](http://bikeslc.com)

Street Jurisdictions – The bicycle map shows City boundaries and also tells which roads are SLC controlled and which ones are UDOT controlled. There are no County controlled roads within SLC.

Prioritizing Future Committee Topics – Looking at short term goal items Elicia would like the Committee to formally endorse the Bicycle/Pedestrian Master Plan. Tom thought it would be beneficial to have the BAC review the draft when it is ready as part of the public input process. Becka would like the members to participate in the virtual open house for the Bicycle/Pedestrian Master Plan. Todd said they should work on calendaring bike events for the upcoming year. David would like to look at creating a public populated bicycle event calendar. Becka will have the City Attorney's Office discuss how they will connect with the broader public as well as discuss some potential ordinance changes. Elicia wants to discuss their role as an advisory committee.

The next meeting of the Board was scheduled for Monday, December 16, 2013 from 4:00 p.m. until 5:30 p.m. Tentative agenda items include: Specific Job Descriptions of Board Officers, Role as an Advisory Committee, City Attorney's Office Addressing Public Communication and Calendaring Bicycle Events

**Motion:** Tom Millar moved to adjourn the meeting. Syhalla Bales seconded the motion. The motion passed unanimously. The meeting was adjourned at 5:26 p.m.

(A recording of the meeting will be available for one year)