

REPORT OF BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)

Tuesday, October 20, 2015 – 10:00 AM

City Conference Room – County-City Building  
1515 Strongs Avenue, Stevens Point, WI 54481

PRESENT: Marlene Pohl; Trevor Roark; Tori Jennings; Jim Menzel; Liz McDonald

ALSO PRESENT: Scott Schatschneider; Neil Prendergast; Bob Fisch; Cathy Dugan; Kristen Miller; Heidi Oberstadt; Dan Stoltz;

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1. Call to Order.
2. Question and Answer on *Open Meetings and Open Records* –City Attorney Logan Beveridge.
3. Minutes and Actions from September 15, 2015 meeting.
4. Persons who wish to address committee for up to three (3) minutes on a non-agenda item.\*
5. Portage County Bike Ped Plan adoption by the City, usage by BPAC, & prioritization.
6. Bicycle lane prioritization.
7. Discuss potential cycling on sidewalks ordinance (danger, user ages, restrictions, etc.).
7. Propose ordinance for bike parking on public bike hitches and racks.
8. Discuss potential one way street reconstructs for Isador & Reserve on the UWSP campus as recommended by current City/SEH parking study.
9. Review vision statement and press release for BPAC.
10. Schedule public presentation by Neil Prendergast for December meeting.
11. Schedule next meeting.
12. Adjourn.

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1. Call to Order.
  2. Question and Answer on *Open Meetings and Open Records* –City Attorney Logan Beveridge.  
Discussion on above:
    - Liz McDonald asked what emails can be sent to the entire BPAC.
    - Logan Beveridge explained that all emails are public record and that emails need to be limited to one recipient if expecting a response/discussion. If not expecting a response then the entire group can be copied. Logan suggested adding “DO NOT REPLY ALL” for those emails that are sent to the entire BPAC.
    - Logan said BPAC can discuss anything with the public as long as a quorum is not met. A “walk in quorum” needs to be avoided as well; whether this is a successive chain of emails or discussing business/agenda items at an event that 3 or more members attend.

- Logan mentioned that since BPAC is an advisory committee to the City Plan Commission, the group needs to remain committed to legislative restrictions of *Open Meetings and Open Records*.
- Several questions were asked by Cathy Dugan, Tori Jennings, Liz McDonald, and Marlene Pohl.
- Logan responded by stating that most violations occur unintentionally. Openness and access to government by the public & properly notice – Chap. 19 Sec. 81-88.
- Logan mentioned that if an event is very important for a quorum of BPAC to attend then a notice needs to be sent to the Clerk’s Office and this event must be open to the public.

3. Minutes and Actions from September 15, 2015 meeting.

Discussion on above:

- Liz McDonald motioned approval. Trevor Roark seconded. Motion carried by 5-0.

4. Persons who wish to address committee for up to three (3) minutes on a non-agenda item.\*

Discussion on above:

- Don Stolz mentioned that Alderperson Mary Kneebone held a discussion about sidewalks at Bannach School. Don said there is a lack of sidewalks and suggested that BPAC prioritize schools. Don suggested that BPAC contact Mary Kneebone.
- Alderperson Heidi Oberstadt said that she would like the City to plan on connecting district 4 sidewalks & paths that are incomplete, especially surrounding elementary schools like Madison School. Heidi mentioned an upcoming discussion regarding sidewalks at Madison School will be held on Nov. 11, 6:30pm at Madison Elementary and she would like some attendance from BPAC. Trevor Roark said he would plan to attend.
- Cathy Dugan stated a few follow up comments to suggest connecting sidewalks in residential areas.
- Bob Fisch stated that the Portage County Bike/Ped Plan addresses sidewalks around schools, missing sidewalks, etc.
- Trevor Roark stated the importance of keeping in step with the current SEH parking study recommendations as presented to Common Council and these future developments and advise as necessary.
- Trevor Roark mentioned that BPAC should request that the Bike/Ped Plan is linked on the City website, if not already.

5. Portage County Bike Ped Plan adoption by the City, usage by BPAC, & prioritization.

Discussion on above:

- Trevor Roark said that BPAC has a responsibility to use the Portage County Bike/Ped Plan as guide and tool now that the City has adopted the recommendations therein. BPAC, along with many others, now have a chance to realize many of the recommendations in this Plan.

6. Bicycle lane prioritization.

Discussion on above:

- Following discussion with Scott Schatschneider, Tori Jennings explained to the committee that the City has limited expertise/time for creating bike lanes and thus projects should be put out for bid. By putting the project out for bid and using an experienced contractor, multiple roads could be striped at one time resulting in savings to the City. Scott Schatschneider added that some of the cost estimates for specific recommended bike lane projects in the Bike/Ped Plan are inflated. Scott mentioned that correct bike lane painting will take a good amount of time. Scott

suggested that BPAC develop recommendations for lane striping to be considered in the 2017 budget.

- Tori Jennings said that everything needs to be ready by June 2016.
- Neil Prendergast suggested scaling expectations for bike lanes.
- Scott Schatschneider said there currently are no expectations.
- Bob Fisch mentioned that a multi-tier process for paint would be beneficial. BPAC should keep asking until it succeeds in getting funding. Bob also clarified what an urban shoulder was.
- Liz McDonald said that it's important for everyone to let their alderpersons know their concerns/ideas.
- Cathy Dugan suggested getting the public involved by hosting more open meetings.
- Liz McDonald motioned to have BPAC present bike lane recommendations to the Plan Commission at the Dec. meeting for 2017 implementation. Trevor Roark seconded. Motion carried 5-0.

7. Discuss potential cycling on sidewalks ordinance (danger, user ages, restrictions, etc.).

Discussion on above:

- Trevor Roark shared his concern that even though the City should adopt some sort of a "no riding bicycles on sidewalks" policy, he feels that it's too early. Trevor suggested it would be better to first improve the network of bikeways in the City first in order to increase actual and perceived safety.
- Liz McDonald shared the same concern as Trevor Roark.
- Marlene Pohl mentioned a similar concern.
- Heidi Oberstadt stated that she is in favor of delaying this ordinance.
- Dan Stoltz said that this new ordinance (if passed) may not be known and would be hard to enforce. Dan mentioned that maybe some type of educational card could be issued along with a bicycle registration.
- Bob Fisch mentioned that determining realistic use, combined with education and assessment, is important.
- Cathy Dugan suggested a multi-tiered approach along with education. Cathy stated that she is a licensed bicycle instructor and she could do more of this for senior citizens.

8. Propose ordinance for bike parking on public bike hitches and racks.

Discussion on above:

- Liz McDonald shared her concern with downtown renters using the bike hitches.
- Marlene Pohl suggested changing the tag time to 72 hours.
- Dan Stoltz agreed with the 72 hours.
- Bob Fisch suggested placing stickers on bike racks & info on the tag for removal.
- Heidi Oberstadt suggested painting something like "72 hour max" near bike hitches.
- Liz McDonald motioned to change the ordinance language to state "72 hours" instead of "48" and include the suggestion by Sgt. Piatrowski. Trevor Roark seconded. Motion carried 5-0.
- Trevor Roark motioned to present the ordinance at the Nov. Plan Commission meeting. Liz McDonald seconded. Motion carried 5-0.

9. Review vision statement and press release for BPAC.

Discussion on above:

- BPAC reviewed the potential press release and vision statement for the group, which was initially written by Tori Jennings. Different members suggested some grammar and content edits.

- Trevor Roark motioned to notice the press release and vision statement after edits were made. Liz McDonald seconded. Motion carried 5-0.

10. Schedule public presentation by Neil Prendergast for December meeting.

Discussion on above:

- Neil Prendergast would like BPAC to discuss the E/W connection at the I39 interchange at the next BPAC meeting.

11. Schedule next meeting.

Discussion on above:

- Meetings will be scheduled for third Tuesday of each month. Next meeting will be November 17 at 10:00am.

- Liz McDonald said that BPAC should include discuss shoveling/sidewalk ordinance as winter approaches (possibly next meeting).

- Don Stoltz asked when BPAC would prioritize sidewalks.

- Scott Schatschneider said that the group will prioritize as possible but it may take as long as year to make recommendations.

12. Adjournment.