

AGENDA
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)

**City Conference Room
County-City Building
1515 Strongs Avenue**

**January 19, 2016
10:00 AM**

(A Quorum of the City Council May Attend This Meeting)

1. Call to Order.
2. Minutes and Actions from December 15, 2015 meeting.
3. Persons who wish to address committee for up to three (3) minutes on a non-agenda item.*

Consideration and Possible Action on the Following:

4. Update on Transportation Alternatives Program grant application.
5. Update on website.
6. Plan special session (Portage County Countywide Bicycle Pedestrian Plan prioritization).
7. Schedule next meeting.
8. Adjourn.

* Persons who wish to speak on an agenda item (Public Hearing) will be limited to a five (5) minute presentation.

Any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715)346-1569 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

REPORT OF BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

Tuesday, December 15, 2015 - 10:00 AM
Conference Room D, County-City Building
1515 Strongs Avenue - Stevens Point WI 54481

PRESENT: Tori Jennings, Trevor Roark, Marlene Pohl, Liz McDonald

Staff Present: Kyle Kearns, Scott Schatschneider

ALSO PRESENT: Bob Fisch, Neil Prendergast, Bob Brush, Joe Ancel, Mayor Wiza

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1. Call to Order.
 2. Minutes and Actions from November 17, 2015 meeting.
 3. Presentation by Joe Ancel (River Riders Bike Share, Wood County)-Bike Share "How To."
 4. Persons who wish to address committee for up to three (3) minutes on a non-agenda item.
 5. Transportation Alternatives Program (TAP) grant application.
 6. Bike licensing brochure update.
 7. Bike parking on public racks ordinance update.
 8. Delay presenting bike lane recommendations to Plan Commission until after Bike/Ped Plan prioritization workshops.
 9. Determine date and framework for Portage County Bicycle Pedestrian Plan prioritization workshop.
 10. Schedule next meeting.
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1. Meeting was called to order by Tori Jennings at 10:00am.

2. Report of the November 17, 2015 BPAC meeting. Motion by Liz McDonald to approve minutes; second by Trevor Roark. Motion carries 4-0.

3. Presentation by Joe Ancel from *River Riders Bike Share*, Wood County, on Bike Share "How to." Mr. Ancel indicated that the idea for a bike share program came from the Wood County Clean Green organization, of which he is a member. It was handed over to the Wood County Health Department (through Healthy Wood County program) who agreed to be the lead agency for the program. The highlights of his presentation are as follows:

- Liability -They worked with the Wood County Attorney, who developed a waiver form for all users of the bike share program to sign.
- Minimal cost to users was a goal.
- Volunteers and obtaining bikes were essential. They publicized a "bike round-up" whereby people could donate unused bikes. **Volunteers** to rehab the bikes were solicited from teen leadership groups, civic organizations such as Rotary, bike clubs and local environmental groups.
- Volunteers rehabbed the bikes, painting them cranberry red and applying names selected by donors. Bikes were licensed with the WR Police Department.
- Bike pick-up sites were selected (4 sites: Grocery Store on west side, Hotel Mead, YMCA on east side, & Hospital), a check-out process was established and existing staff at check-out locations were trained.

- Users are not charged a fee, must be 18 (but can check out bikes for younger users in their company), and complete a form upon first use). Locks are provided and helmets that were paid for by a grant are available but not mandatory. Bikes can be checked out for 24 hours.
- The program uses Google Docs to track bikes, users, and other details.
- Critical needs of the program include supplies, maintenance of bike stock, inside work space and storage for bikes in winter.
- Key points: It took 2 years to get the program off the ground. The first step was to do a survey to determine need and interest.
- More info can be found on their facebook page:
<https://www.facebook.com/RiverRidersBikeShare/timeline>

4. Persons wishing to address the committee for up to three (3) minutes on non-agenda items:

- Mayor Wiza asked what the purpose was for the proposed abandoned bike ordinance. He also stated that the bike registration should stay at the PD, per his discussions with the PD Chief because of the need for maintaining the registration records in the PD's database. In addition, the Mayor suggested keeping the bicycle registration fee low (currently \$6) to encourage licensing.
- Tori Jennings explained that the committee's position is that the public bike racks are intended for short term usage and not for long-term storage by apartment residents in the downtown area.
- Mayor Wiza also announced that a liaison to the BPAC will be appointed from City staff so that excessive staff time is not spent in attending the meetings and working with the BPAC in general.

5. Transportation Alternatives Program (TAP) grant application.

- Tori Jennings reported that she and Trevor Roark have been working on a Transportation Alternative Program (TAP) grant application. It is a federal program with WI's allocation administered by WisDOT and requires that the successful applicant sponsors (in this case the city of Stevens Point) provide 20% of the funding. The application is due by 1/29/2016, so time is of the essence. Tori Jennings and Trevor Roark have done significant research to assist them in writing a successful grant. The application will focus on obtaining funds for establishing bike lanes in the city.
- Marlene Pohl asked if an application that focused on safe routes to schools vs. a focus on bicycle infrastructure would have greater possibility of success.
- Tori Jennings said they have researched what is most likely to be funded and that by focusing on bicycle infrastructure, safe routes to schools would benefit.
- Trevor is working with Scott Schatschneider on budget projections based on the Portage County Bike/Ped Plan (adopted by the City) and Scott's expertise. The application will have to go to the City Finance Committee and City Council for approval prior to being submitted. The support of the City Council is essential for a successful grant.
- Moved by Trevor Roark to complete the application and forward to the Finance committee and City Council for approval. Seconded by Liz McDonald. Motion carried 4-0.

6. Bike licensing brochure update.

- Tori Jennings reported that 2 UWSP students are working on a brochure to provide information on bicycle licensing, rules of the road and related information.
- Kyle Kearns also stated that he can have more registration forms printed.

7. Bike parking on public racks ordinance update.

- Kyle Kearns provided a draft ordinance regarding abandoned bicycles which will be reviewed by the BPAC for the January meeting.

8. Delay presenting bike lane recommendations to Plan Commission.

-No Bike lane recommendations will be made to the Plan Commission until after the Bike/Ped Plan prioritization public workshop.

9. Determine date and framework for Portage County Bicycle Pedestrian Plan prioritization workshop.

- The BPAC agreed that March 3rd, 2016 from 5:00 until 7:00 was a good tentative date for the Portage County Bicycle Pedestrian Plan prioritization public workshop.

-Tori Jennings will secure a venue and details for the meeting will be established at future meetings.

-Kyle Kearns suggested not duplicating what the Portage County Bicycle & Pedestrian Plan has already done in regards to determining what bicycle infrastructure should be recommended for approval by City Council.

-Bob Fisch suggested that this workshop is necessary for prioritization of said infrastructure.

10. Schedule next meeting.

-Next meeting scheduled for Tues, January 19th at 10:00.

11. Meeting was adjourned at 11:07.