



Bicycle Advisory Board

February 20, 2018 - 6:00 PM
808 W. Spokane Falls Blvd.
Council Briefing Center, Lower Level, City Hall



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Public Comment Period:

3 minutes each Citizens are invited to address the Bicycle Advisory Board on any topic not on the agenda

Board Briefing Session:

- 6:00 – 6:15
- 1) Approve [October 17, 2017](#), [November 21, 2017](#) and [December 19, 2017, and January 16, 2018](#) Meeting Minutes
 - 2) Liaison Reports
 - 3) Chair Report
 - 4) Staff Report

Workshops:

- 6:15 – 7:30
- 1) Riverfront Park Bike Routing Update (Berry Ellison)
 - 2) [League of American Bicyclists Presentation](#) (Garry Kehr)
 - 3) Bike Friendly Business Update
 - 4) The “M” Building Parking Update
 - 5) Riverside Avenue Public Outreach
 - 6) Year-end Council Report - schedule

2018 Work Plan

- 1) 2017 Report to Council
- 2) Bike Parking Code Update
- 3) Millwood Trail Final Report
- 4) City of Spokane Street Design Standards
- 5) TJ Meenach Layout
- 6) Outreach to Businesses – Bike Friendly Business Designation

Next BAB meeting is scheduled for Tuesday, March 20, 2018

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Bicycle Advisory Board

October 17, 2017

Meeting Minutes: Meeting called to order at 6:10 PM

Attendance:

Board Members Present: Ryan Patterson, Gary Kehr, Melissa Mohr, Rhonda Young, Theo Probst

Staff Present: Louis Meuler, Jerry Compton, Brandon Blankenagel, Dean Gunderson

Public Comment Period:

There were questions about the use of bicycle sharrows and their appropriate use and locations for placement.. Discussion followed on bicycle signage and temporary and permeant street markings.

Board Briefing Session:

Move to amend changes to the June 20, 2017 meeting minutes with correction to the attendance and wording under the Liaison Report. Move to amend the August 15, 2017 meeting minutes with correction to the spelling of quorum and staff report being about bike share.

Moved to approve the June 20, 2017 and August 15, 2017 meeting minutes as discussed with changes noted. Minutes approved unanimously.

1. Liaison Report-Millwood Trail

- The Millwood Trail Meeting focused on technical design issues.
- Discussion around additional river access for non-motorized watercraft and placemaking for a multi-use trail.
- The final meeting will be on November 2nd with an open house available to the general public at Spokane Community College.

2. Staff Report

- Recruitment- The Mayor's office is acitively recruiting to fill the vacant positions on the Board. Two applications have been submitted and will be brought to the Board for review.

3. Future Agenda Items

- Initiated public outreach on the next phase of Sprague Avenue streetscape improvements. The next segment is from Brown Street to Scott Street within the south University District. A presentation is online and can be brought to the Board for discussion.
- Continued work on the TJ Meenach Trail from the bridge to Northwest Blvd. making a solid system for bikers and pedestrians.
- Bike share program

- Cincinnati Greenway will be discussed early spring or winter. The design team will be visiting three neighborhood councils between now and Thanksgiving to gather information and recommendations from the community. Logan, East Central, and Nevada Heights neighborhoods will be visited.

A request was made to share with the Board when neighborhood meetings are held on the Cincinnati Greenway to allow Board Members the opportunity to attend.

A suggestion was made for new Board member information. Having a place for members to locate documents, duties, and information pertaining to the Board all in one place for easy access rather than on separate files not accessible or available to the Board.

A request was made to add a list of ongoing projects that could be added as a standing agenda for the Board to refer back to during meetings.

Discussion was made about a community wish list that could be posted to Facebook or to the website for the Bicycle Advisory Board.

Workshops:

1. North Spokane Corridor Update
 - Students are working with EWU and WSDOT (Washington State Department of Transportation) to determine areas for placemaking along the higher populated areas of The Children of the Sun Trail.
 - WSDOT has hired Eastern Washington University to help facilitate placemaking north of Mission along the freeway corridor and The Children of the Sun Trail. WSDOT will start designing bridges and other construction that can take years to design. The first phase of the Placemaking project is to be completed by the end of 2018.
 - More information, timelines, and dates on the Placemaking project will be brought back for further review at the next meeting. 2029 is the set deadline for completion of the North Spokane Corridor project.

Future Agenda Items:

1. City of Spokane Street Design Standards
2. BAB webpage update
3. Bike Parking Code Update
4. 6-Year Program Update (Early Spring)

Ongoing Projects:

1. Trent Bridge
2. Martin Luther King Way completion
3. Ben Burr Trail Tie-in
4. Fish Lake Trail

5. Fish Lake Trail connect to Centennial Trail
6. Peaceful Valley Trail
7. TJ Meenach
8. Bike Share
9. Barnes Road
10. Millwood Trail
11. Sunset Blvd
12. U- District Bridge & Plaza
13. Children of the Sun
14. Cincinnati Greenway
15. High Drive Sewer
16. Centennial Trail Mission Gap 1,2,3
17. Centennial Trail Summit Gap

Meeting Adjourned at 7:42 PM



Bicycle Advisory Board

November 21, 2017

Meeting Minutes: Meeting called to order at 6:00 PM

Attendance:

Board Members Present: Ryan Patterson, Gary Kehr, Melissa Mohr, Rhonda Young, Theo Probst

Staff Present: Louis Meuler, Jerry Compton, Brandon Blankenagel, Dean Gunderson

Public Comment Period:

None

Board Briefing Session:

The October 17, 2017 meeting minutes were not approved.

Correction was made to the formatting of the Agenda. Plan Commission was changed to Bicycle Advisory Board to properly reflect the correct meeting Agenda.

There was discussion about the two open positions that could be reporting on at CTAB and PCTS

- Rhonda Young will be the liaison for PCTS.

Bike Share Meeting-

A phone Interview was held with Gabriel- Manager of the Dock Less Bike Share System at Lime Bike in Seattle- The discussion involved rate plans, and options for avoiding clutter. There was also discussion on the Scope and Services that Spokane is seeking for the design and framework for Bike Share.

Discussion ensued about bike helmets? Seattle uses a disclaimer on the Bike in order to make citizen aware. The helmet rule can vary by City and can be hard to enforce. An invitation will be extended to the Police, and The Health District for further discussion and understanding.

Workshops:

1) BAB Training-

A handout was given to the members about the SNC that defines the rules and expectations of the Bicycle Advisory Board.

Two pieces that stand out as the **Purpose** of the Bicycle Advisory Board:

- Provide Advice to the City Council and Mayor
- Raise Public Awareness

Further discussion ensued about not limiting the Scope of the Board.

- 2) **North Corridor/ Children of the Sun Trail Workshop-** Professor Winchell from Eastern Washington University gave a presentation to the Board discussing the placemaking schedule, community outreach and attending neighborhood meetings.

Future Agenda Items:

- 1) Bike Share
- 2) Cincinnati Greenway
- 3) Bike Parking Code Update
- 4) City of Spokane Street Design Standards
- 5) Millwood Trail
- 6) TJ Meenach Layout

Meeting Adjourned at 7:57 PM

The Next Bicycle Advisory Board Meeting will be on December 19, 2017



Bicycle Advisory Board

December 19, 2017

Meeting Minutes: Meeting called to order at 6:10 PM

Attendance:

Board Members Present: Ryan Patterson, Gary Kehr, Melissa Mohr, Theo Probst

Staff Present: Louis Meuler, Jerry Compton - WSDOT

Citizens: Sally Phillips, Kelly Lucy

Public Comment Period:

Bicycle Summit is coming to Spokane Sunday, April 29 - Monday, April 30 registration is now open and will be posted to the website.

<http://wabikes.org/washington-bike-summit/>

American Planning Association- <http://www.washington-apa.org/>

Board Briefing Session:

A quorum was not present to approve previous minutes.

1. Work Plan

- Items have carried over from the 2016-2017 Work Plan
- Bike Parking is still in the works for 2018
- Updating the Street Standards- an addition was added that will give guidance to facilities on private property describing where to properly locate a bike rack and instruction for installation.
- Bicycle Code for new and existing businesses- When a business remodels when do they have to update the bicycle parking?
 - Issue -when automobile parking isn't required neither is bicycle parking.
- Webpage discussion concerning broken links and incorrect contact information as well as content management and outdated information.
- Discussion about The Bicycle Advisory Board Facebook page being linked to the City website and if that would be permitted?

Facebook Page

- Community wish list - such as protected bike lanes
- Identifying and listing business that would like to participate in being Bike Friendly Business- recognition would be given to Companies that participated.
- Compiling a list of which Businesses have bike parking
- Crowd Source Map and APP that will show where bike parking is located around the City.

- Mellissa Mohr volunteered to do more with creating a map or using an existing map that would discuss Bike Parking.
- Theo Probst discussed reaching out to find businesses that would agree to participate in being a Bike Friendly Business.
- The 2018 Work Plan will be updated and maintained as a part of future agendas

2. Year End Council Report-

- Mike Tresidder from STA did a chart using the Bicycle Advisory Board minutes. The Chart consisted of discussion items and a possible power point.
- A quarterly update during the 3 minute comment period at City Council will be given starting in February.
- A suggestion was given to review the goals each meeting as an agenda item

Meeting Adjourned at 7:42 PM



Bicycle Advisory Board

January 16, 2018

Meeting Minutes: Meeting called to order at 6:03 PM

Attendance:

Board Members Present: Ryan Patterson - Chair; Garry Kehr, Melissa Mohr, Rhonda Young

Staff Present: Brandon Blankenagel,

Citizens: Kelly Lucy, Charlie Greenwood, Brian Faltersek, Jeff Sevela, David Zundel. Jerry Compton - WSDOT

Public Comment Period:

Bicycle Summit is coming to Spokane Sunday, April 29 - Monday, April 30 registration is now open and will be posted to the website.

<http://wabikes.org/washington-bike-summit/>

American Planning Association- <http://www.washington-apa.org/>

Board Briefing Session:

A quorum was not present to approve previous minutes.

Introductions were made.

Several openings available on the BAB.

Ryan to provide BABs City Council update.

1. Work Plan

- Discussion is summarized here and the draft BAB Work Plan is attached.
- BB Work Plan Finalization (Board Discussion). Last month reviewed previous years' work plan and discussed updates we want to make to it. Will keep the same format. Could not find the draft plan with notes from last meeting, so working from memory on this plan tonight.
- Work Plan - Five main categories;
 - a. Increase BAB participation in public outreach.
 - b. Increase partnerships with like-minded organizations
 - c. Vetting infrastructure concepts on the ground, planning + engineering level.
 - d. Make strong connection to Transportation Subcommittee and the City Council.
 - e. Planning Processes.
- Host bicycle open lane recognition events: When a new facility opens - have a short ride to bring to public awareness. City staff to provide list of new projects.

- Creating a bicycle web page. Submitted a draft as a recommendation and need to find someone who has time to build it.
- Garry would like to contact businesses to check on bicycle friendly business applications.
- Increasing partnerships - SRHD; and participation in local and regional events.
- STA - moving forward with placing new bike racks on some buses. Also to coordinate on Central City Line plans.
- Police and the Helmet Law Enforcement.
- Commute Trip Reduction - administered by the County - provides benefits.
- Street Program Projects - (including Impact Fee projects) Bicycle and Pedestrian Coordination.
 - Fort George Wright - choke point at bridge, etc.
 - Developer Impacts.
- Connection to Citizen Transportation Advisory Board, PCTS, and City Council.
- Provide annual update to City Council - Chair.
- Reach out to DSP and GSI to install bike racks - coordinate. (After bike parking guidelines are adopted).
- Bike Share consultant and coordination.
- Children of the Sun Trail (WSDOT).
- Promoting bicycling as a viable form of transportation and presenting to Council.
- Washington Bike Summit in April. (3-Partnerships). Registration link is posted on their web site. Check to see if we can offer any assistance to them such as presentations or workshops. We are hosting a bike tour.
- Macy's building. Parking structure is underground. Permitting for bicycle parking?
- What is our non-motorized LOS?
- Riverfront Park bike improvements - Parks was supposed to check back with us. Checked-in last fall about temporary routing. Post Street and surrounding area planning for flow development and improvements for bicycles.
- NEED A QUORUM TO ADOPT THE REVISED PLAN. *(Draft is in January 18th Folder).*

2. Year End Council Report -

3. Bike Share Program Update (Brandon)

- Updates on processed RFQs; received six submissions. We have made a selection; they are not a bike share provider; we chose a traditional planning firm, and will be contracting with them next month.
- Several submittals were bike share providers.
- Funding will be local.
- Dock or dock-less will be considered.
- Helmet law will be small part of the scope.
- Focus will be on pilot installation then will phase-up.

- The City would manage the program through permitting, vendor management and staff.

4. Cincinnati Greenway Update (Brandon)

Brandon, Rhonda Young and the Gonzaga Senior Project Team attended the Logan and East Central Neighborhood meetings last year to present the Greenway concept. Attendees voiced concern about parking and landscaping. Students are back tomorrow and will work on feature options; will reach out to more neighborhood councils and the Board with these features at the end of February.

Lars (U-District) is coming next week to discuss the Cincinnati project. Will discuss the U-District's transportation innovation, which includes bicycles, and better connectivity in the future; a completed MLK will help with this. Temporary road alignment to Trent Avenue is going in this year - re-built later when ROW determined. Will install some bicycle signs -(bike lane to sharrows to bike lane).

5. Sprague at Sherman Plaza (Brandon)

South end of pedestrian bridge. Concepts and opportunities presented. Goal is to get shuttle to pick-up at the pedestrian bridge landing.

2018 Work Plan

- 1) 2017 Report to Council
- 2) Bike Parking Development
- 3) Millwood Trail Final Report
- 4) City of Spokane Street Design Standards
- 5) TJ Meenach Layout
- 6) Outreach to businesses - Bike Friendly Business Designation

Meeting Adjourned at 7:27 PM

LEAGUE OF AMERICAN BICYCLISTS

- Bicycle Friendly
Businesses



INTRODUCTION TO BFB PROGRAM

- Exciting program
- Few Key Points
- Analysis of program
- Objective
- Strategy
- Timeline

A COUPLE KEY POINTS

- There are application deadlines
- BFB's must renew every four years

APPLICATION DEADLINE

APPLICATION DEADLINE SCHEDULE

Spring 2018

Open: October 2017 (**now open!**)

Deadline: February 15, 2018 at 11:59pm PT

Awards Announced: May 2018

Summer 2018

Open: February 2018

Deadline: June 5, 2018

Awards Announced: August 2018

Fall 2018

Open: June 2018

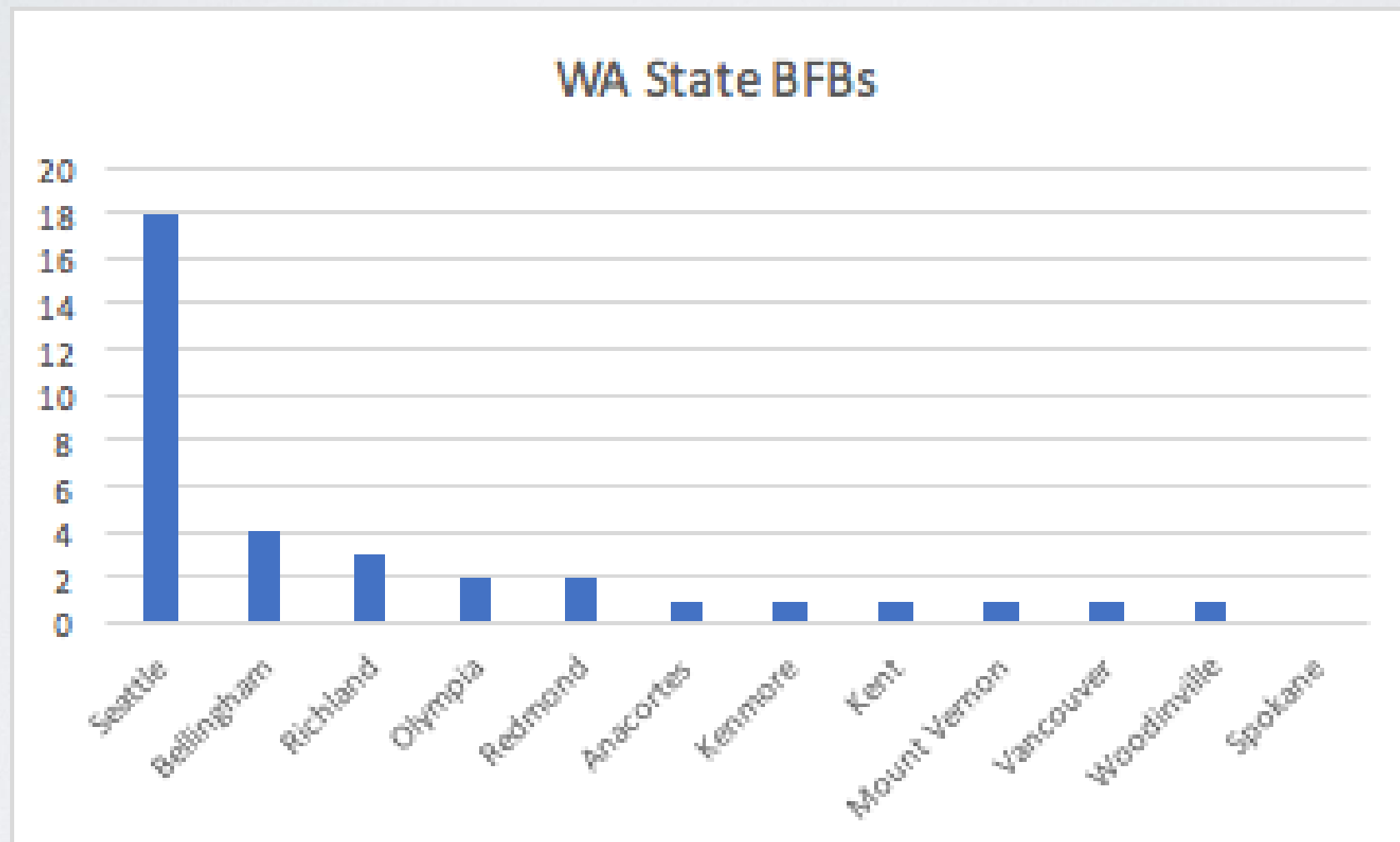
Deadline: October 10, 2018

Awards Announced: December 2018

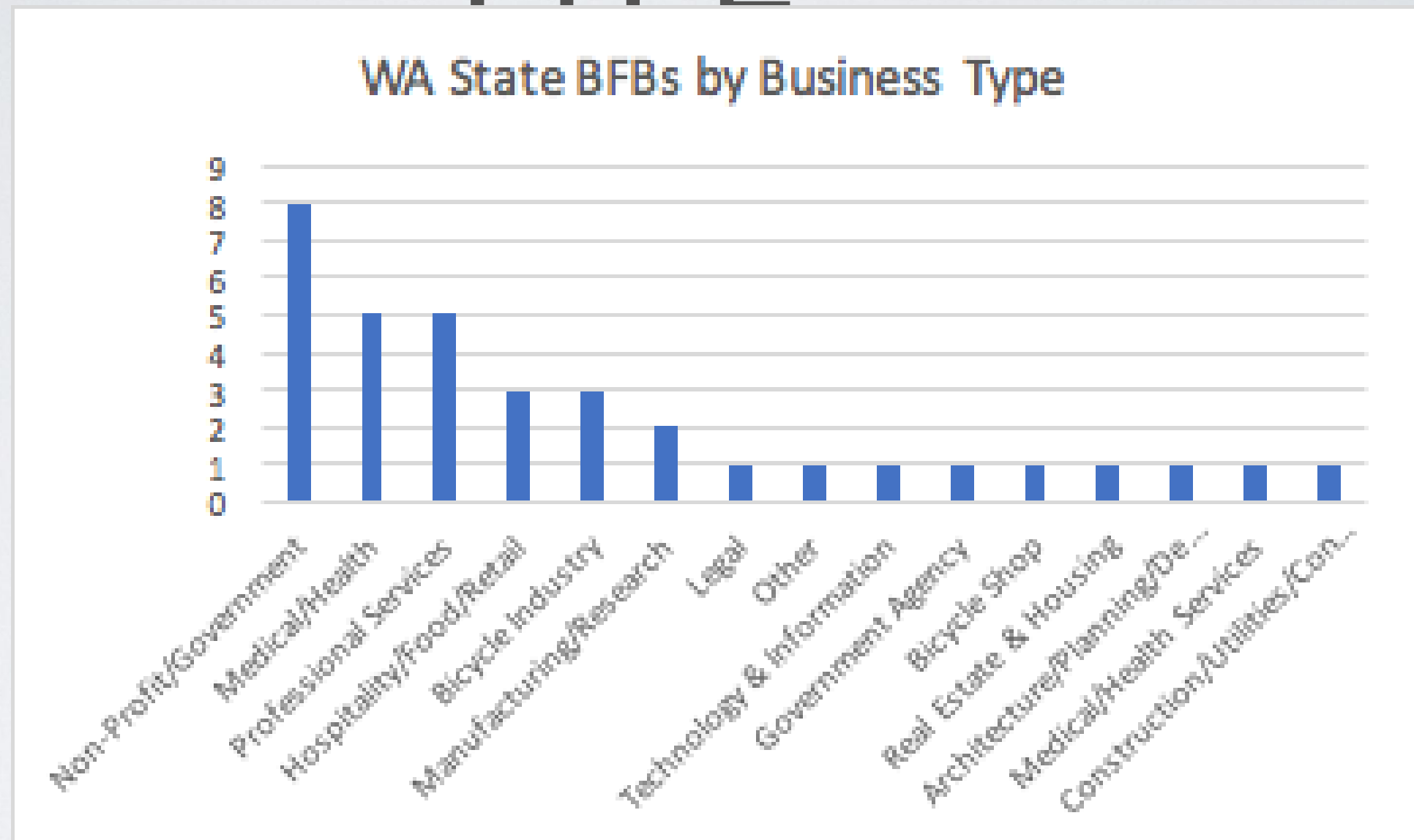
ANALYSIS

- BFB's: national, state
- Breakdown by business type
- Benefits to businesses from BFB designation
- Benefits to the community from BFB program

WASHINGTON STATE BFBS



BFBS IN WA BY BUSINESS TYPE



BENEFITS OF BFB & NATIONAL PARTICIPATION

What are the benefits to BFBs when awarded the designation?
What is the national participation in the BFB program?

[Click HERE for link](#)

CONCLUSION

- BFBs have the potential to impact bicycles as transportation
- Encouragement of businesses to become a BFB is a good fit and worthwhile project for the BAB

OBJECTIVE AND STRATEGY

- Objective
 - Get 10 applications for BFB in 2018 (fall 2018 deadline)
 - Get 5 BFB designations in 2018
- Strategy
 - Identify businesses in Spokane that are already bicycle friendly (prioritized by state wide participation by business type)
 - Contact all businesses on the list
 - Develop relationships with these businesses and nurture applications

TIMELINE

- Business friendly list by April 1st
- Contact list by May 1st
- Meet to discuss BFB designation by July 1st
- Get applications in by September 15

NEXT STEPS

- BAB members to identify known businesses by business type. (What is the process?)