



# Bicycle Advisory Board

Tuesday March 19, 2024 – 6:00 PM to 7:30 PM

**HYBRID – TELECONFERENCE AND IN-PERSON**

**VIRTUAL LOCATION:**

**MS Teams ([Link Here](#) and at Bottom of Agenda)**

**IN-PERSON LOCATION:**

**Sister City Conference Room, Spokane City Hall - First Floor  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201**



Staff Liaisons: Ryan Shea (509) 625-6087 [rshea@spokanecity.org](mailto:rshea@spokanecity.org)  
Tyler Kimbrell (509) 625-6733 [tkimbrell@spokanecity.org](mailto:tkimbrell@spokanecity.org)

## 6:00 – 6:15 **Board Briefing Session:**

- 1) Roll Call
- 2) [Approve February 20, 2024 Meeting Minutes](#)
- 3) Liaison Reports
- 4) Chair Report
- 5) Staff Liaison Updates

## 6:15 – 7:30 **Informational, Discussion and/or Action Items:**

- 1) [Bike Priority Network Update – Tyler Kimbrell](#)
- 2) Centers and Corridors Update – Tyler Kimbrell
- 3) [May Roving Meeting Planning – Ryan Shea](#)
- 4) [Bike Friendly Application Questions – Ryan Shea](#)

**Next BAB meeting is scheduled for Tuesday April 16, 2024 at 6pm**

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# Bicycle Advisory Board - Draft Minutes

February 20, 2024

City Council Briefing Center

Meeting Minutes: Meeting called to order at 6:00 PM by Grant Shipley

## Attendance:

- *Board Members Present* Grant Shipley (Chair), Christina Ramirez, Charles Greenwood, Satish Shrestha, Pablo Monsivais, Taylor Stevens, Brian Falteisek
- *Board Members Not Present:* Karim Habib, Lauren Pangborn, Aren Murcar
- *Quorum Present:* Yes
- *Staff Members Present:* Ryan Shea, Tyler Kimbrell, Colin Quinn-Hurst

## Public Comment:

None

## Briefing Session:

Minutes from the January 16, 2024 meeting approved as amended.

### 1. Liaison Report - CTAB

- Grant Shipley reported that CTAB approved signs for construction projects. Grant also spoke on the Bicycle Priority Network comment map during CTAB.

### 2. Liaison Report - PCTS

- Pablo Montsivais reported that the last Plan Commission Transportation Subcommittee meeting was February 6, 2024 and Council Member Klitzke is the new council liaison. A statement was made at the meeting regarding transit and active travel funding and how it may be threatened if the climate act is repealed. Colin Quinn-Hurst gave an update of the Pacific Avenue Greenway project. Char Kay with WSDOT gave a presentation on the transitional zone between I-90 and the North-South Freeway. Pablo also reported that a non-profit called REACH based in West Central that is establishing a queue of 8-12 projects to improve walkability and bikeability in West Central.

### 3. Chair Report -

- Grant Shipley discussed updates to the Bike Lane Standards, specifically signage. Grant has also received comments from individuals regarding bike lanes not being swept.

### 4. Staff Report

- None

## Workshops:

### 1. Pacific Avenue Greenway Update

- Presentation provided by Colin Quinn-Hurst
- Questions asked and answered
- Discussion ensued

### 2. May Bike Everywhere Month Planning

- Presentation provided by Ryan Shea
- Questions asked and answered
- Discussion ensued

### 3. Bike Theft Stats

- Presentation provided by Ryan Shea
- Questions asked and answered
- Discussion ensued

#### 4. Bicycle Priority Network Update

- Presentation provided by Tyler Kimbrell
- Questions asked and answered
- Discussion ensued

**Meeting Adjourned at 7:10 PM**

Next Bicycle Advisory Board Meeting scheduled for Tuesday, March 19, 2024

DATE: February 8, 2024  
TO: City of Spokane  
FROM: Erin David, Sierra Ohlsen  
SUBJECT: Spokane Bicycle Network: Network Development Principles  
PROJECT NAME: Spokane Priority Bicycle Network

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## Introduction

The purpose of this memo is to identify proposed Network Development Principles for Spokane's priority bicycle network. The proposed principles build on established goals for the bicycle network as well as prioritization criteria used to guide the selection of priority network segments and routes. The following sections describe the importance of Network Development Principles, how they can be used to facilitate network selection, and describe each of the proposed principles, including how it's measured. Finally, additional resources are provided for further guidance on establishing principles and applying them to the network.

## Guiding Network Development

Network Development Principles translate project goals into practical considerations for selecting priority routes. They not only reflect specific targets or priorities, but they also capture logistical considerations for route selection that were revealed through the selection of the City's priority network.

Network Development Principles are an important consideration as the City advances priority network implementation. The selected priority network represents current and anticipated future conditions in the city. However, over time, the built environment, travel patterns, and other projects change. Routes once identified as a priority may no longer be feasible, or other projects open opportunities for better routes. Network Development Principles will help the City navigate these changes while remaining consistent with the overall vision established through this project and other planning efforts.

## How to Use Network Development Principles

The Network Development Principles outlined in this memo provide a framework for selecting priority network segments and routes. When used in conjunction with prioritization criteria, these principles can help streamline decision-making and lend to a more consistent application of network goals and priorities. While each of the principles outlined here are important aspects of network selection, it is important to consider the role each has in the selection process and how they correspond with City priorities.



Certain principles, such as Route Directness and Access to Destinations, correspond with factors that are less flexible and less likely to change—the location of destinations and configuration of the roadway network. However, factors such as low-stress routes and route legibility are more flexible. Facility selection, design choices, and the addition of amenities can significantly improve user experience related to these factors. Finally, principles including network spacing, equitable network coverage, and feasibility serve as additional checks to the process to confirm that the right routes—both in terms of location and quantity—are included. This relationship is depicted in Figure 1.

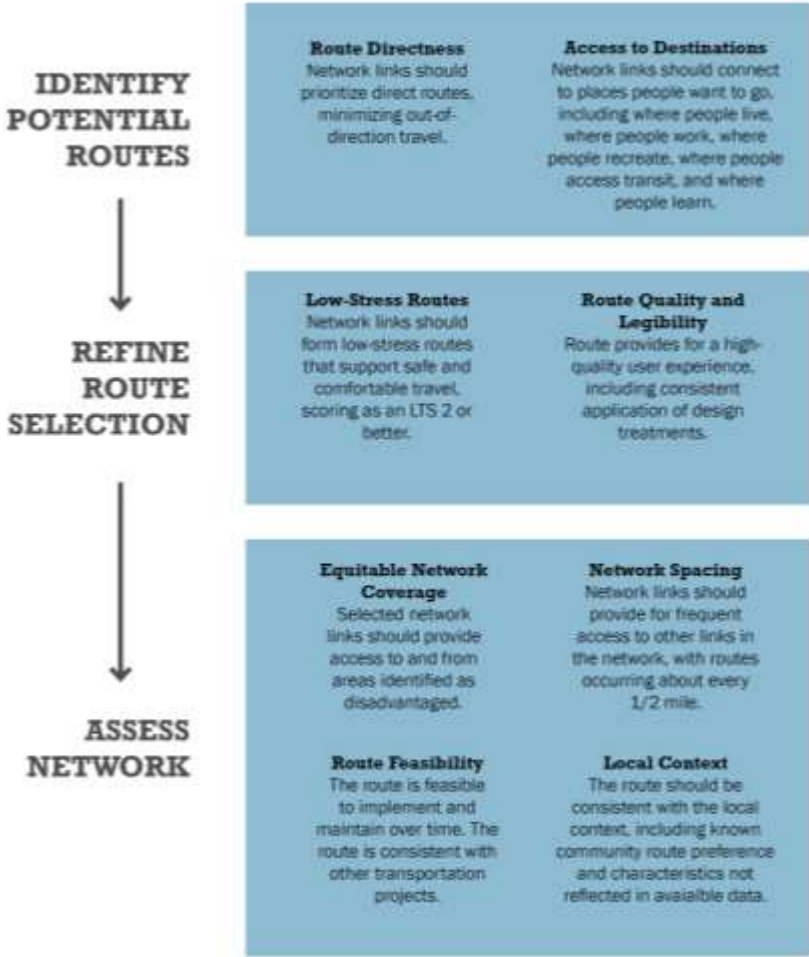


Figure 1: How to Use Network Development Principles



# Network Development Principles

## Route Directness

Route directness refers to the variation between the total trip distance of a particular route compared to the shortest route available. More direct routes help people get to where they're going faster and with fewer turns to navigate. Route directness is a key component of route utility; when balanced with safety and comfort, route directness can also improve user experience. As an example, neighborhood streets that have lower speed limits and lower volumes of motor vehicles may provide a more comfortable path of travel. However, limited connectivity due to cul-de-sacs or limited safe crossing opportunities may require significant out-of-direction travel, adding significant time/distance to a route.

**How is this measured?** Route directness can be measured by comparing distance (in miles) or anticipated trip time (in minutes). Comparison among route choices may also include qualitative measures, like ease of navigation.

**Recommended Principle:** Routes should prioritize direct routes between key destinations, neighborhoods, or districts. Direct routes will minimize out-of-direction travel to the extent feasible. Selection of less direct routes may be required if the creation of safe, comfortable connections is not feasible along the selected route (see LTS below).

**Associated Goals:** Connectivity

## Access to Destinations

Access to destinations is a key factor in building out a quality route and network. Providing adequate access to destinations via the bicycle network removes barriers for people bicycling, whether for commuting, running errands, recreation, or something else.

**How is this measured?** Access to destinations can be measured through quantitative means, such as describing the number or percent of jobs accessible by bicycle, the percentage of households with access to a low-stress bicycle route, or the development of travel sheds for specific destination types. Access to destinations can also be evaluated through a visual assessment that compares bicycle routes, key destinations, and areas where people work or live. This principle currently uses a visual assessment.

**Recommended Principle:** Priority network routes should provide access to the greatest number of destinations possible. Routes should connect within a block of destination clusters and should provide direct access to schools, transit centers, activity centers, employment areas, and parks.

**Associated Goals:** Comfort, Connectivity, Equity, Sustainability, Safety



## Low-Stress Routes

Level of Traffic Stress (LTS) is a framework that estimates route safety and comfort based on factors such as posted speed limit, traffic volumes/number of lanes, presence of bicycle facilities, and bicycle facility characteristics (width, separation from motor vehicles, and similar). LTS provides a framework for understanding overall route safety and comfort while also corresponding with who might be expected to use the route. For example, LTS 1 routes are typically known to accommodate all ages and abilities, while LTS 2 routes are suitable for most adults.

**How is this measured?** LTS scores routes and intersections using a four-point scale. LTS results estimate the expected comfort and safety of a particular route, with lower scores (LTS 1 and 2) corresponding with low-stress routes, and higher scores (LTS 3 and 4) corresponding with high-stress routes. LTS scores apply to both road segments (travel along) and intersections (travel across). LTS score assignment should be consistent with evaluation methods used in the region.

**Recommended Principle:** Priority network routes should accommodate low-stress travel, with a target of LTS 2 or better along the entire route. This evaluation should account for intersections as well as segments.

**Associated Goals:** Safety, Comfort

## Network Spacing

Network spacing defines the density of routes on the priority network. Network spacing provides a sense of network coverage and has direct impacts on access to destinations, route directness, and more. Targets for network spacing will vary across the network based on factors such as roadway network density as well as the density of trip generators and attractors. Areas with denser road networks and a greater density of people and places may necessitate closer spacing, while areas with a less dense road network and fewer people and places may require less frequent spacing. The target identified below is based on observations from the selected priority network.

**How is this measured?** Network spacing refers to the straight-line distance between two parallel routes. It is recommended to measure at various points along the routes for both east-west and north-south travel.

**Recommended Principle:** The priority network should have frequent and direct network connections. Spacing between parallel segments should be about a ½ mile for most of the city and no more than one mile apart in less dense areas. Areas with a greater density of roadways and destinations, or that have one-way routes, may be spaced at less than ½ mile.

**Associated Goals:** Comfort, Connectivity



## Route Quality and Legibility

Route quality and legibility directly influence user experience. Route quality refers to various physical characteristics of the route that improve user experience; examples include tree/shade coverage, lighting, and pavement quality. Consistency refers to the use of consistent design treatments and features that help people understand the route. Not only can this increase comfort, but it helps the route be more intuitive for navigation purposes.

While this measure accounts for some existing conditions, such as lighting and tree coverage, it may also include consideration for design potential. Questions may include:

- If a route does not currently have significant tree coverage or lighting, can this be added as part of the route design?
- Do the physical constraints along the route prevent consistent application of facility treatments?
- What are the maintenance considerations that will guide long-term route quality?

**How is this measured?** Existing data regarding tree coverage and lighting can guide the selection of routes; additional data collection and/or collaboration with relevant departments may be required for other elements.

**Recommended Principle:** Priority network routes should provide for a consistent experience along the corridor, whether based on existing characteristics or the ability to improve quality and consistency through route implementation.

**Associated Goals:** Safety, Comfort, Connectivity

## Equitable Coverage

Priority routes should be accessible to disadvantaged areas. As network links and routes are selected, City staff should confirm that areas identified as disadvantaged are not precluded from priority network coverage. Providing priority network access in these areas helps expand mobility choice for the community.

**How is this measured?** The Climate and Economic Justice Screening Tool is a federal resource that identifies areas with higher concentrations of disadvantaged populations based on environmental and socioeconomic factors. Other sources of data include USDOT, FTA, FHWA, and WSDOT. These sources should be utilized depending on the needs of available funding opportunities.

**Recommended Principle:** Priority network routes should connect through areas identified as disadvantaged, providing high-quality routes connecting to destinations.

**Associated Goals:** Equity, Connectivity





## Local Context

Routes should also consider local context, including both additional factors not represented in available data as well as community preference, a based on local knowledge and experience. These considerations may mean that a route with more out-of-direction travel may be preferred as it's more intuitive to people biking, provides access to destinations not reflected in the data, or exhibits unique ride quality in terms of pavement condition, topography or aesthetic factors. This principle also provides consideration for known projects or other agency actions that may influence route feasibility over time.

**How is this measured?** Understanding of local context can reflect City staff knowledge, public input, and engagement through the City's Bicycle Advisory Board. As an example, the City is asking for feedback on the draft priority network as part of this project, as seen [here](#).

**Recommended Principle:** Priority network routes should account for community preference and local context when it is logical to do so.

**Associated Goals:** Comfort, Connectivity

## Route Feasibility

Selected routes and required treatments to align with identified principles (such as low-stress routes and route quality) should be feasible for both implementation and long-term maintenance. Feasibility includes consideration for factors such as cost to implement, available right-of-way, consistency with maintenance practices and procedures, and cost of ongoing maintenance. Additionally, the route should be consistent with other planned transportation projects. For example, will other planned projects substantially impact the ability of this corridor to provide a complete, connected, and low-stress route for people bicycling?

**How is this measured?** Feasibility should reflect internal City buy-in with consideration for capital project funding, operations funding, and relevant department procedures. Coordination with other departments and agencies may be required to assess compatibility with future projects.

**Recommended Principle:** Selected routes should be feasible, both to implement and maintain in the long-term. Planned transportation projects should not negatively impact bicycle routes.

**Associated Goals:** Sustainability



## Additional Resources

The following list of resources available through the Federal Highway Administration (FHWA) can provide additional guidance to City staff for the implementation of a priority bicycle network that aligns with the local vision for a complete, connected, safe, and comfortable bicycle system.

- **Bikeway Selection Guide**

Guidance for identifying the most appropriate bicycle facility for a corridor to provide safe and comfortable routes of travel.

Website: [https://safety.fhwa.dot.gov/ped\\_bike/tools\\_solve/docs/fhwasa18077.pdf](https://safety.fhwa.dot.gov/ped_bike/tools_solve/docs/fhwasa18077.pdf)

- **FHWA Guidebook for Measuring Multimodal Connectivity Guidebook**

Guidebook and toolbox for evaluating network connectivity for bicycle and pedestrian networks.

Website:

[https://www.fhwa.dot.gov/environment/bicycle\\_pedestrian/publications/multimodal\\_connectivity/fhwahep18032.pdf](https://www.fhwa.dot.gov/environment/bicycle_pedestrian/publications/multimodal_connectivity/fhwahep18032.pdf)

- **Guidebook for Developing Pedestrian & Bicycle Performance Measures**

Guidance for identifying relevant performance measures and track system progress over time.

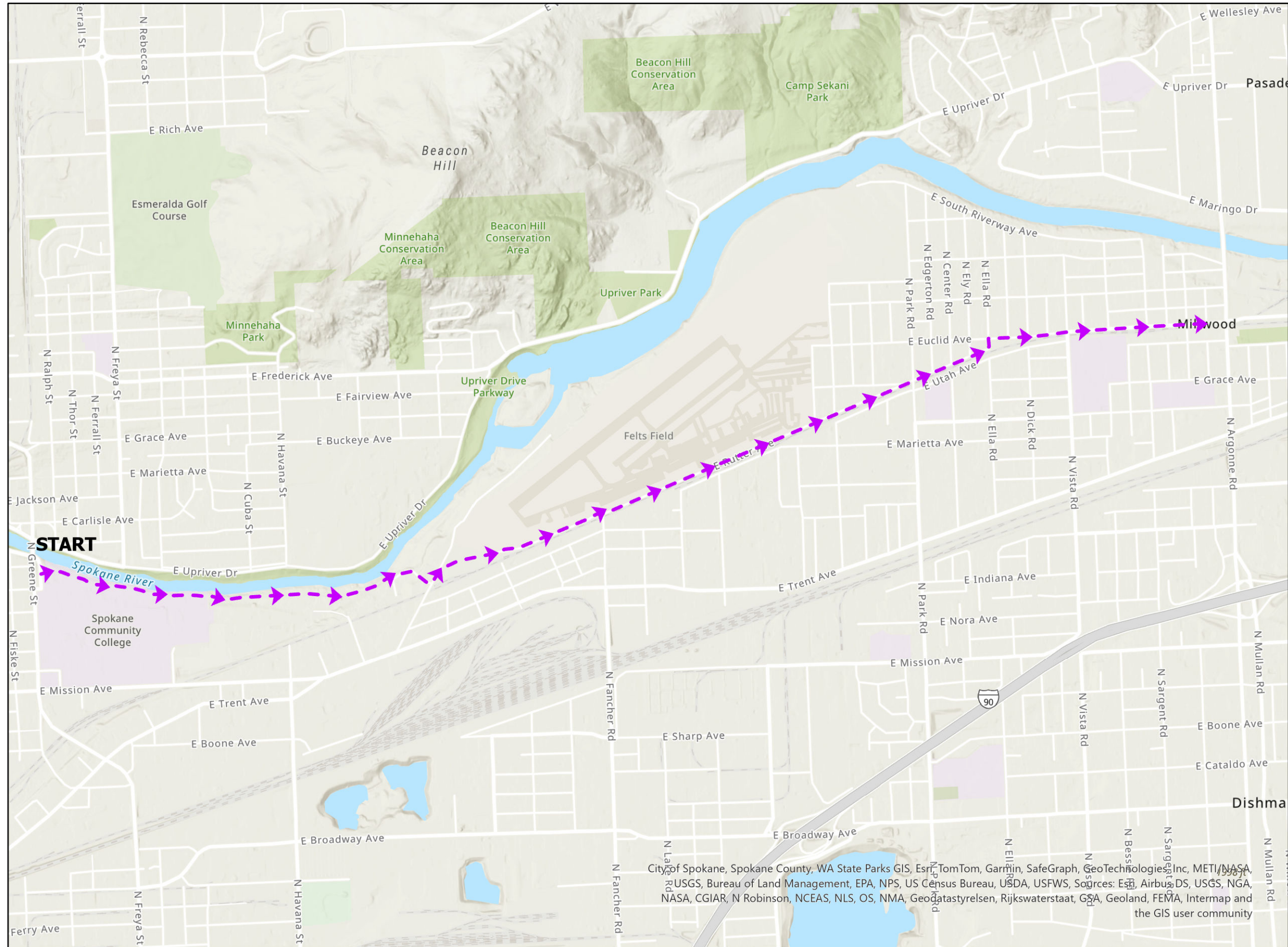
Website:

[https://www.fhwa.dot.gov/environment/bicycle\\_pedestrian/publications/performance\\_measures\\_guidebook/pm\\_guidebook.pdf](https://www.fhwa.dot.gov/environment/bicycle_pedestrian/publications/performance_measures_guidebook/pm_guidebook.pdf)

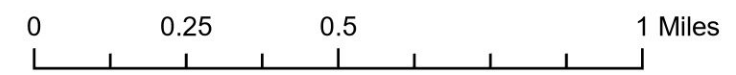


# Millwood Option Route Map

 Bike Ride Route

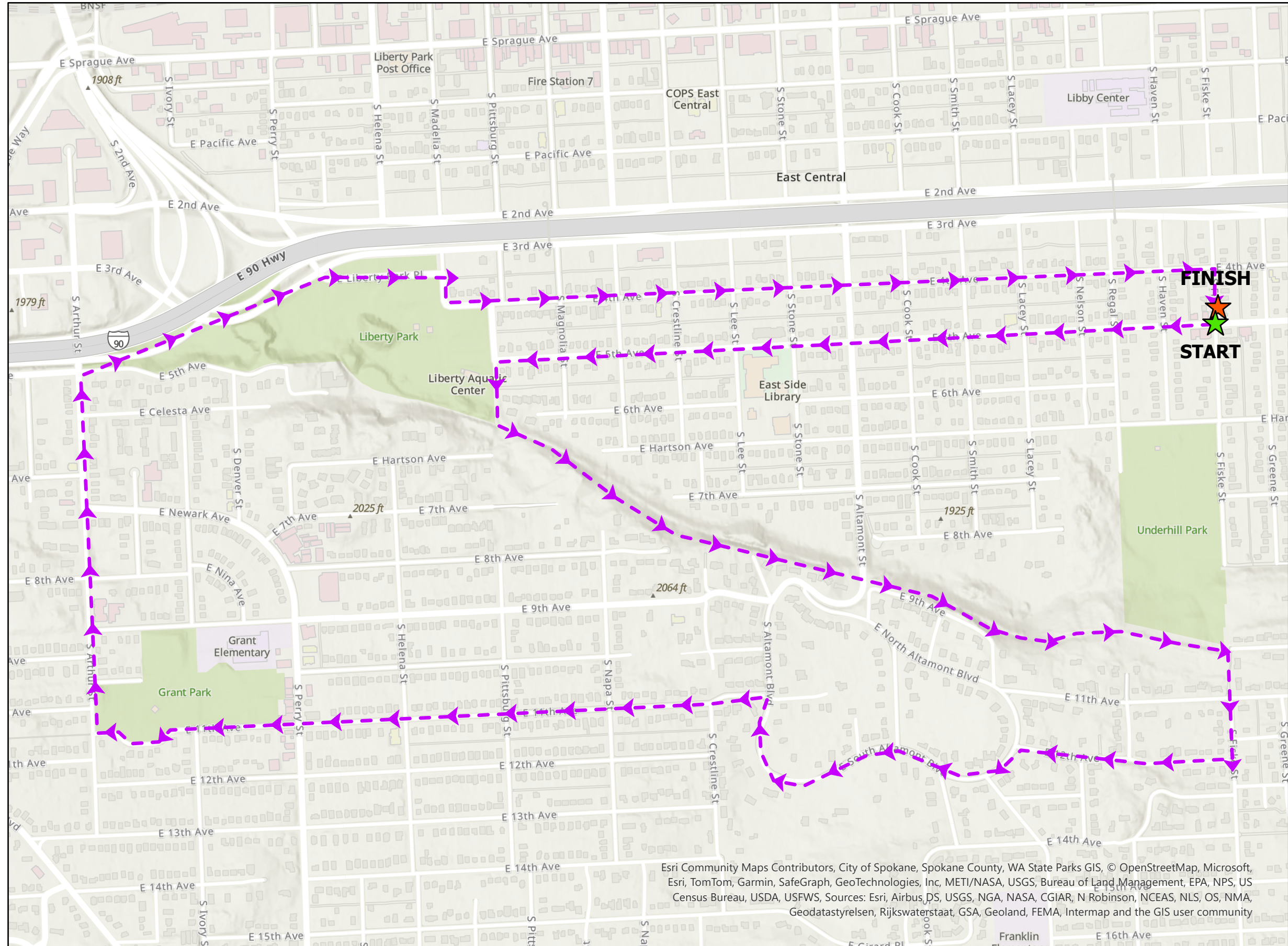


City of Spokane, Spokane County, WA State Parks GIS, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS, Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

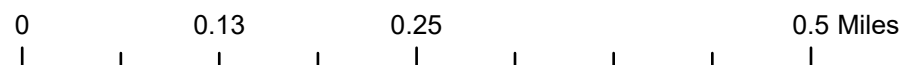


# East Central Option Route Map

 Bike Ride Route

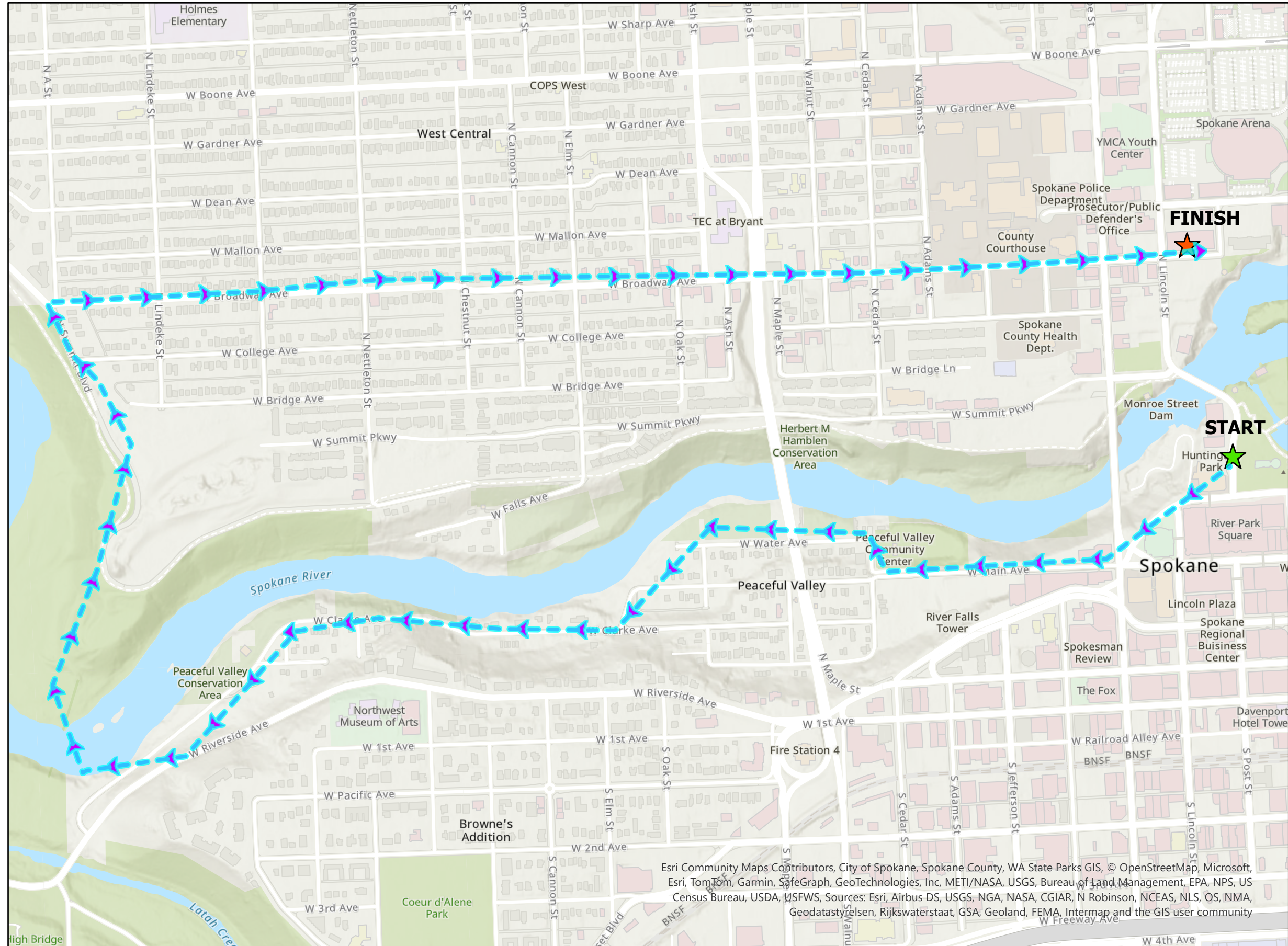


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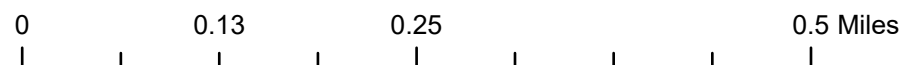


# South Gorge Option Route Map

 Bike Ride Route



Esri Community Maps Contributors, City of Spokane, Spokane County, WA State Parks GIS, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS, Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community





2024 BFC APPLICATION  
FOR REVIEW ONLY.

Only applications submitted through the online form at [apply.bikeleague.org](https://apply.bikeleague.org) will be considered for designation.

**D3. Does your community actively promote the League of American Bicyclists' [Bicycle Friendly Business](#) (BFB) or [Bicycle Friendly University](#) (BFU) programs in your community?**

- Yes\*
- No

**\*D3a. If yes, please describe.**

### Route-Finding Support

**D4. What up-to-date mapping and route-finding information is available for your community? Check all that apply.**

- Web-based route finding service\*
- Local or Regional mobile app\*
- Printed/digital bicycle network map
- Printed/digital mountain bike trails map
- Printed/digital greenways and trails map
- Printed/digital Safe Routes to Schools map(s)
- None of the above

**\*D4a. Provide URL for web-based route finding service:**

**\*\*D4b. Provide URL for local or regional mobile app:**

### Bicycle Culture and Promotion

**D5. How is bicycling typically promoted in your community at least annually or regularly throughout the year? Check all that apply.**

- Celebrate National Bike Month (and/or a state-specific Bike Month)\*<sup>D5a</sup>
- Bike to Work Day(s)
- Bike To School Day(s)
- Bike to Campus Day(s) in partnership with local university/college(s)
- Bike Anywhere Day(s) or Week(s)
- Winter Bike to Work/School Day(s)
- Bicycle-themed festivals/parades/shows
- Mayor-led/Council-led rides
- [Open Streets](#)/Ciclovía/Sunday Parkways
- Affinity or identify-based group rides or cycling events



## 2024 BFC APPLICATION FOR REVIEW ONLY.

Only applications submitted through the online form at [apply.bikeleague.org](https://apply.bikeleague.org) will be considered for designation.

- Mentoring/Bike Buddy program for new riders
- Family-friendly group rides or events (e.g. riding with young children)
- Bike commuter events
- Commuter Challenges
- Challenges aimed at students biking to school
- Non-commuting related (i.e. errand-running) challenges and programs
- Charity rides
- Promotion of [national](#) or statewide bike challenge or “drive less” challenge
- Local or community-specific bike or “drive less” challenge<sup>\*\*D5b</sup>
- Car-free days
- Local business program that provides discounts for customers arriving by bicycle
- Trail construction or maintenance days
- Non-competitive, no-drop group rides
- Triathlons and bicycle races
- Publish a guide or calendar of community bicycle events
- Bike valet parking at events
- Public education campaign(s) related to the benefits of cycling (e.g. with a focus on public health, climate)
  - Community celebration/ride each time a major bicycle project is completed or other similar milestones
  - Videos on bicycling on community website/TV channel
  - Public Service Announcements
  - Publicly visible bike counter display(s)
  - Other<sup>\*\*\*D5c</sup>
  - None of the above

**\*D5a. Provide a link to your community’s Bike Month or Bike to Work Day website:**

**\*\*D5b. Provide a link to your community’s bike or “drive less” challenge website:**

**\*\*\*D5c. If other, please describe.**

**D6. How does the municipality sponsor or actively support bicycle events in the community? Check all that apply.**

- Organize event(s)
- Fund event(s)



2024 BFC APPLICATION  
FOR REVIEW ONLY.

Only applications submitted through the online form at [apply.bikeleague.org](https://apply.bikeleague.org) will be considered for designation.

- Contribute in-kind funding (i.e. police presence, closing roads, etc.)
- Assist in promoting event(s)
- Other\*
- None of the above
- N/A - No bicycle events

**\*D6a. If other, please describe**

**D7. Do any of the above events or encouragement efforts specifically focus on reaching any of the following historically-underrepresented groups?**

*Check all that apply.*

- Women\*
- People of Color\*
- Seniors\*
- Non-English speakers\*
- Low-income populations \*
- College/University students\*
- LGBTQIA+ community\*
- People with disabilities\*
- Neurodivergent people\*
- Homeless/unhoused people\*
- None of the above

**\*D7a-j. For each option checked, please provide an example or describe how encouragement efforts have focused on reaching that group.**

**D8. How else is the community working to make bike encouragement efforts more equitable, accessible, and inclusive to all members of the community?**

*Check all that apply.*

- Promotional information, maps, calendars, and other resources are available in language(s) other than English
- Cycling promotional or informational videos are captioned and/or include ASL interpreters
- Partnerships with local community groups or other government agencies to reach new audiences (Please see question F4 under Equity & Accessibility to provide more details)
- Intentional efforts to ensure that imagery, photos, and videos used in promotional resources reflect the diversity of the community





## 2024 BFC APPLICATION FOR REVIEW ONLY.

Only applications submitted through the online form at [apply.bikeleague.org](https://apply.bikeleague.org) will be considered for designation.

Intentional efforts to “normalize” cycling and to represent a variety of cycle and trip types (e.g. commuters, families on cargo bikes, adaptive cycles, etc.) in encouragement materials

Other\*

None of the above

**\*D8a. If other, please describe.**

### **D9. Are there any organized social or recreational cycling clubs or groups for adults in your community?**

*This may include social or recreational clubs that are based elsewhere in your region but are active in your communities (rides begin or end in community, large number of members are community residents, etc.)*

Yes\*

No

**\*D9a. If yes, please provide the following information for up to 10 clubs, groups, or teams that are active in your community.**

**Club or Group Name:**

**Website:**

**Which of the following option(s) best describe this club or group?**

*Check all that apply.*

- Recreational bike club
- Mountain bike club
- Off-Road or gravel riding club or group
- Cyclocross club
- Friends of the Trail group or similar
- National Mountain Bike Patrol
- Racing club or team
- Kidical Mass, Family Bike Party, or other family-oriented group
- People of Color/BIPOC bike club or ride group
- Women/Trans/Femme bike club or ride group
- Seniors bike club or ride group
- Disabled cyclist bike club or ride group
- LGBTQIA+ bike club or ride group
- College or university student bike club or ride group
- [Bike polo club](#) or group
- Slow ride group
- Touring or bike travel group or club



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- Bike advocacy or activist group
- Other\*

**\*If other, please describe:**

**Primary Contact First Name:**

**Primary Contact Last Name:**

**Contact Email:**

**Was anyone from this club or group involved in completing this BFC application?**

- Yes\*
- No

**D9b. Is there anything else you would like to share about the social or recreational cycling clubs or groups that are active in your community?**

**D10. Does your community have any of the following youth programs centered on encouraging cycling for children and youth? Check all that apply.**

- Safe Routes to School program
- Youth cycling club(s)
- Youth mountain biking club/team
- Youth cycling mentor or buddy program
- Trips for Kids chapter
- Earn-a-Bike program or similar
- Create a Commuter program or similar
- NICA (National Interscholastic Cycling Association) or similar youth racing team(s)
- Bicycling-related summer camp
- Bike giveaway program for children or youth
- Other\*
- None of the above

**\*D10a. If other, please describe.**

### Access to Bicycle Equipment and Repair Services

**D11. What public or private programs are in place to provide youth and/or adult bicyclists with necessary equipment and accessories?**

*Check all that apply.*

- Helmet giveaways or subsidy program