



Bicycle Advisory Board Agenda

Regular Meeting

Tuesday, January 20, 2026

6:00 PM

Hybrid - Council Briefing Center / Microsoft Teams

808 W Spokane Falls Blvd, Spokane, WA 99201

Virtual Meeting Link - See Below for Information

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

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. Roll Call | Planning Staff |
| | 2. Approve 11/18/2025 meeting minutes | All |
| | 3. Chair Report | Lauren Pangborn |
| | 4. Staff Liaison Updates | Tyler Kimbrell |
| | 5. Approval of current agenda | All |

Workshops:

| | | |
|-------------|--|---------------------------|
| 6:15 – 6:30 | 1. Chair and Vice Chair Elections | Tyler Kimbrell |
| 6:30 – 6:45 | 2. Safe Streets for All/Traffic Calming funding for cycle 15 | Jon Snyder/Abigail Martin |
| 6:45-6:55 | 3. Code of Ethics Form | Tyler Kimbrell |
| 6:55 – 7:10 | 4. BAB Code Review | Tyler Kimbrell |
| 7:10 – 7:30 | 5. BAB 2026 Work Program | Tyler Kimbrell |

Adjournment: The next regularly scheduled BAB meeting will be held Tuesday, February 17, 2026.

* Items denoted with an asterisk may include final action taken by the Board. Written public comments will be accepted at bicycleadvisoryboard@spokanecity.org on these items up to two hours prior to the start of the meeting. Verbal testimony may also be accepted during the meeting.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd., Spokane, WA, 99201; or ddecorde@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Bicycle Advisory Board Meeting Information

Tuesday, January 20, 2026

Bicycle Advisory Board will be held in a hybrid in-person / virtual format. Members of the public are welcome to attend in person at City Hall or online using the following information.

Microsoft Teams

Join on your computer, mobile app or room device

[Join the meeting now](#)

Meeting ID: 227 451 660 092

Passcode: 46Lo3aR3

[Download Teams](#) | [Join on the web](#)

Join with a video conferencing device

cityofspokane@m.webex.com

Video Conference ID: 119 267 657 3

[Alternate VTC instructions](#)

Or call in (audio only)

[+1 323-618-1887](tel:+13236181887), 294668213# United States, Los Angeles

Phone Conference ID: 294 668 213#

[Find a local number](#) | [Reset dial-in PIN](#)

Meeting ID:
227 451 660 092

Passcode:
46Lo3aR3

Please note that public comments will be taken during the meeting, but the public is encouraged to continue to submit their comments or questions in writing to: bicycleadvisoryboard@spokanecity.org. Written public comments will be accepted up to one hour prior to the start of the meeting.

The audio proceedings of the Bicycle Advisory Board meetings will be recorded and are available online.

Bicycle Advisory Board



Tuesday, November 18, 2025

Hybrid Meeting in the Council Briefing Center and Microsoft Teams Teleconference

Meeting Minutes: Bicycle Advisory Board meeting was called to order at 6:00 pm by Chair Lauren Pangborn.

Public Comment: Citizens are invited to address the Bicycle Advisory Board on any topic not on the agenda. 3 Minutes each.

- *Jeff Sevela*
- *Grant Shipley*

Attendance:

- Board Members Present: Lauren Pangborn, Brian Falteisek, Christina Ramirez, Satish Shrestha, Olga Lucia Herrera, Claudine Zender, Daniel Powell, Jered Sweeney-Demezas, Cole Swensen, Scott Gordon, Santiago Cruz
- Board Members Not Present: None
- *Quorum Present:* Yes
- Staff Members Present: Tyler Kimbrell, Colin Quinn-Hurst, Jackson Deese

Minutes: Minutes from Tuesday, October 21, 2025 approved unanimously.

Briefing Session:

- **Chair Report - Lauren Pangborn**
 - Lauren mentioned that Council is considering a parking tax to bring in some transportation funding and incentivize development of surface parking lots.
- **Staff Liaison Update - Tyler Kimbrell**
 - Tyler and Colin will try to plan an end of year bicycle ride at some point to celebrate the end of construction season.
 - If you haven't participated in the Plan Spokane Comprehensive Plan workshops, visit PlanSpokane.org for more information. There is one more workshop tomorrow at the Central Library. There will be more engagement opportunities to come in the new year.

Current Agenda: The current agenda was approved.

Informational, Discussion and/or Action Items:

- Bikeway Design Guide Scope Review
 - Presentation provided by: Tyler Kimbrell
 - Questions asked and answered.
 - Discussion ensued.
- 27x27 Francis Crossing
 - Presentation provided by: Jackson Deese
 - Questions asked and answered.
 - Discussion ensued.

- 2025 Project Review and 2026 Outlook
 - Presentation provided by: Tyler Kimbrell
 - Questions asked and answered.
 - Discussion ensued.

Meeting Adjourned at 7:37 PM.

Next regularly scheduled Bicycle Advisory Board Meeting is on Tuesday, December 16, 2025.

BRIEFING PAPER: 2026 Chair and Vice Chair Elections
City of Spokane
Bicycle Advisory Board
1/20/2026

Subject:

Annual election of the chair and vice chair

Background:

[Section 04.16.070](#) Officers

Except that the initial chair of the board is designated by the mayor, the board on an annual basis elects a chair and a vice chair from its membership to preside over meetings and perform such other functions as may be prescribed by rule.

Date Passed: Monday, March 26, 2007

Effective Date: Sunday, May 6, 2007

Relationship to Plans/Actions:

Prescribed in SMC – see background

Timeline/ Further Action:

The board is required to nominate and elect a chair and vice chair to preside over meetings – this is expected at the BAB's first meeting of the new year.

BRIEFING PAPER: Safe Streets for All/Traffic Calming funding – Cycle 15
City of Spokane
Bicycle Advisory Board
1/20/2026

Subject:

Proposed timeline of the 2026 Spokane Safe Streets for All/Traffic Calming Program

Background:

The goal of the Spokane Safe Streets for All (Traffic Calming) program is to make our City neighborhoods more livable and safe for all users. The program formed in 2010 and allowed each neighborhood to apply for one or two projects annually to mitigate traffic issues and suggest a preferred solution. Sometimes the preferred solution was not something the traffic engineers would recommend, and it created some discourse. Additionally, having yearly applications was a lot of work and often project construction was delayed, so City staff and City Council decided a new process to identify and prioritize projects was needed.

[Cycle 13](#) was selected for Adaptive Design in 2025, Permanent projects for 2026, and bicycle enhancements.

Relationship to Plans/Actions:

Refer to the Spokane Citywide Traffic Calming Master Plan -

<https://static.spokanecity.org/documents/neighborhoods/programs/trafficcalming/2024/traffic-calming-summary-report.pdf>

Timeline/ Further Action:

For information purposes only

2026 Spokane Safe Streets for All/Traffic Calming program

Proposed timeline

JANUARY - information rollout and sharing draft plan – ONS, Council Members, media blitz from Mayor and Council staff, share plan with Transportation Commission, Community Assembly, PeTT Committee (if the timing works?);

FEBRUARY- Take DOWL contract update to PIES on 2/9 then through Council for approval so consultant can be working on April;

FEBRUARY and **MARCH** – open public comment period- update Traffic Calming webpage, Transportation Commission webpage, ONS page? Inform 311; 311 will be handling new requests for future traffic calming projects (2027-2029); matrix to Transportation Commission (February meeting) for review and input; Data dumps from 311 webform on 2/28, 3/14, and 4/1, so that City staff have time to review residents' submissions and staff recommended network projects before packaging up to 30 projects to DOWL; Transportation Commission will have initial workshop on potential network priority projects presented by staff;

MARCH- Transportation Commission will have initial workshop with staff on which projects to retain from the May 2024 Citywide Traffic Calming Master Plan. This workshop can also include discussion of staff-recommended network projects for inclusion in DOWL work;

APRIL – take 311 webform submissions (raw but cleaned up) to Transportation Commission to include in packet; get Transportation Commission to get feedback potential funding allocation structure; resolution from City Council regarding funding structure for next cycle- what percentage allocated should be quick builds, construction, or network priorities; Transportation Commission can revisit what projects to retain, if needed, and continue discussion on network priorities;

MAY –Transportation Commission votes on which projects to retain from May 2024 Citywide Traffic Calming Master Plan;

APRIL through **AUGUST** – DOWL and staff refine list- run through matrix, examine viability/cross-reference with other projects, etc.; DOWL will have a list of old and new projects to go before Transportation Commission in September;

BRIEFING PAPER: Code of Ethics Form
City of Spokane
Bicycle Advisory Board
1/20/2026

Subject:

Code of Ethics policy review and agreement

Background:

The City has a new administrative policy ([Admin 0325-25-09](#)) that requires all members representing the City of Spokane on boards and commissions to review the City of Spokane's Code of Ethics [prohibited conduct](#), and acknowledge that they are aware and agree to abide by the City's Conflict of Interest policy.

Relationship to Plans/Actions:

Administrative Policy

Timeline/ Further Action:

Independent action of each BAB member at the first meeting of the BAB in 2026

| | |
|--|-----------------------------------|
| CITY OF SPOKANE ADMINISTRATIVE POLICY | ADMIN 0325-25-09 LGL 2025-0028 |
| TITLE: CODE OF ETHICS ACKNOWLEDGMENT – BOARDS AND COMMISSIONS | |
| EFFECTIVE DATE: December 3, 2025 | |

1.0 GENERAL

1.1 The Code of Ethics applies to all elected and appointed officers of the City of Spokane. The purpose of this policy is to ensure non-elected appointees to the City of Spokane’s board and commissions review and acknowledge awareness of the City’s Code of Ethics and prohibition on conflicts of interest.

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
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- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to appointed members of City boards, commissions, and committees, including those representing the City of Spokane on a governing body of a public agency, that are subject to nomination by the Mayor or appointment by the City Council.

3.0 REFERENCES

SMC 01.04B

4.0 DEFINITIONS

- 4.1 “Appointed” means appointed by the Spokane City Council.
- 4.2 “Governing Body” means those boards, commissions or committees that qualify as a governing body under RCW 42.30.020.
- 4.3 “Member” means an appointed member of a board, commission, or committee that qualifies as a governing body of a public agency pursuant to the OPMA.
- 4.4 “Public Agency” means those agencies and subagencies that qualify as a public agency under RCW 42.30.020.

5.0 POLICY

- 5.1 All appointed members of a City of Spokane board, commission, or committee, or appointed members representing the City of Spokane on a governing board of a public agency shall review the City of Spokane’s Code of Ethics and acknowledge by signature awareness of the provisions regarding conflicts of interest in SMC 1.04B.050.
- 5.2 All appointed members of a City of Spokane governing board, or appointed members representing the City of Spokane on a governing board of a public agency shall take appropriate action to avoid the creation of any potential or actual conflicts of interest, including consulting with the City Attorney’s Office or the Ethics Commission to determine the appropriate course of action to avoid the potential or actual conflict of interest.
- 5.3 In the event of a potential or actual conflict of interest that cannot be resolved, the appointed member shall notify the Office of the Mayor of the potential or actual conflicts of interest and must recuse themselves from participating in any action of the governing board that would be impacted by an apparent or actual conflict of interest.

6.0 PROCEDURE

- 6.1 All appointed members of a City of Spokane governing board, or appointed members representing the City of Spokane on a governing board of a

public agency, shall return a signed Conflict of Interest/Code of Ethics Acknowledgement Form to the Office of the Mayor.

7.0 RESPONSIBILITIES

7.1 The Office of the Mayor and the department and/or department head/staff most closely associated with a board, commission, or committee is responsible for implementing this policy.

8.0 APPENDICES

Appendix No. 1 – Conflict of Interest/Code of Ethics Acknowledgment Form

APPROVED BY:

Alexander Scott
Alexander Scott (Dec 3, 2025 10:30:27 PST)

City Administrator

Dec 3, 2025

Date

Michael J. Piccolo
Michael J. Piccolo (Dec 3, 2025 09:15:18 PST)

City Attorney

Dec 3, 2025

Date

CONFLICT OF INTEREST/CODE OF ETHICS ACKNOWLEDGMENT FORM

As an appointee to a City of Spokane board or commission, I understand that I am subject to the City's Code of Ethics as adopted in Chapter 1.04B of the Spokane Municipal Code (SMC). I have reviewed the Code of Ethics and am aware of the provisions regarding conflicts of interest in SMC 1.04B.050.

As a member of a City board or commission, I agree to take appropriate action to avoid the creation of any potential or actual conflicts of interest, including consulting with the City Attorney's Office or the Ethics Commission to determine the appropriate course of action to avoid the potential or actual conflict of interest. In the event of a potential or actual conflict of interest that cannot be resolved, I agree to notify the Office of the Mayor of the potential or actual conflict of interest. I agree to recuse myself from participating in any action of the board or commission that would be impacted by an apparent or actual conflict of interest.

Printed Name

Name of Board or Commission

Signature

Date










ADMIN 0325-25-09 (Acknowledgment of Code of Ethics - Boards and Commissions)

Final Audit Report

2025-12-03

| | |
|-----------------|--|
| Created: | 2025-12-03 |
| By: | Daniel Rose (drose@spokanecity.org) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAAypQtBIN2hGpD3FM91_DxB0qf7jf4_ArY |

"ADMIN 0325-25-09 (Acknowledgment of Code of Ethics - Boards and Commissions)" History

-  Document created by Daniel Rose (drose@spokanecity.org)
2025-12-03 - 5:10:32 PM GMT
-  Document emailed to Mike Piccolo (mpiccolo@spokanecity.org) for signature
2025-12-03 - 5:10:36 PM GMT
-  Email viewed by Mike Piccolo (mpiccolo@spokanecity.org)
2025-12-03 - 5:11:26 PM GMT
-  Signer Mike Piccolo (mpiccolo@spokanecity.org) entered name at signing as Michael J. Piccolo
2025-12-03 - 5:15:16 PM GMT
-  Document e-signed by Michael J. Piccolo (mpiccolo@spokanecity.org)
Signature Date: 2025-12-03 - 5:15:18 PM GMT - Time Source: server
-  Document emailed to Alexander Scott (ascott@spokanecity.org) for signature
2025-12-03 - 5:15:20 PM GMT
-  Email viewed by Alexander Scott (ascott@spokanecity.org)
2025-12-03 - 6:29:51 PM GMT
-  Document e-signed by Alexander Scott (ascott@spokanecity.org)
Signature Date: 2025-12-03 - 6:30:27 PM GMT - Time Source: server
-  Agreement completed.
2025-12-03 - 6:30:27 PM GMT



BRIEFING PAPER: BAB Code Review
City of Spokane
Bicycle Advisory Board
1/20/2026

Subject:

Review of BAB Code - SMC Chapter 04.16

Background:

At their January 12, 2026 meeting the City Council considered changes to the BAB code – see agenda packet for full changes.

Relationship to Plans/Actions:

Duties and responsibilities of the BAB are outlined in Chapter 04.16 of the Spokane Municipal Code.

Timeline/ Further Action:

For discussion

**Agenda Sheet for City Council:****Committee:** PIES **Date:** 12/15/2025**Committee Agenda type:** Discussion**Date Rec'd**

12/3/2025

Clerk's File #

ORD C36822

Cross Ref #**Project #****Council Meeting Date:** 01/12/2026**Submitting Dept**

MAYOR

Bid #**Contact Name/Phone**

ADAM 6779

Requisition #**Contact E-Mail**

AMCDANIEL@SPOKANECITY.ORG

Agenda Item Type

First Reading Ordinance

Council Sponsor(s)

KKLITZKE ZZAPPONE

Sponsoring at Administrators Request

YES

Lease? NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

ORDINANCE RELATED TO THE BICYCLE ADVISORY BOARD

Agenda Wording

An ordinance related to the Bicycle Advisory Board; amending Sections 04.16.010, 04.16.020, 04.016.030, 04.016.040, 04.016.050, 04.016.070, 04.016.080, and 04.016.090 of the Spokane Municipal Code.

Summary (Background)

The Bicycle Advisory Board was established in 1992 to support bicycling as a transportation option in the city of Spokane. The Bicycle Advisory Board provides recommendations to the Transportation Commission to advise the Mayor, the City Council, and departments and offices of the City on matters relating to bicycling and to raise public awareness of bicycling issues. Sections of the municipal code related to the Bicycle Advisory Board have not been updated since its original adoption in 1992. City staff recommend updating the code to reflect current board practices and the existing Bicycle Master Plan and Bicycle Priority Network while aligning the term and term limits of Bicycle Advisory Board membership with the Transportation Commission.

What impacts would the proposal have on historically excluded communities?

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

Council Subcommittee Review

| | | | |
|--|----------------|-----------------------------|--|
| Fiscal Impact | | | |
| Approved in Current Year Budget? | | N/A | |
| Total Cost | \$ | | |
| Current Year Cost | \$ | | |
| Subsequent Year(s) Cost | \$ | | |
| <u>Narrative</u> | | | |
| | | | |
| Amount | | Budget Account | |
| Select | \$ | # | |
| Select | \$ | # | |
| Select | \$ | # | |
| Select | \$ | # | |
| Select | \$ | # | |
| Select | \$ | # | |
| | | | |
| Funding Source | | N/A | |
| Funding Source Type | | Select | |
| Is this funding source sustainable for future years, months, etc? | | | |
| | | | |
| Expense Occurrence | | N/A | |
| Other budget impacts (revenue generating, match requirements, etc.) | | | |
| | | | |
| Approvals | | Additional Approvals | |
| Dept Head | MCDANIEL, ADAM | | |
| Division Director | | | |
| Accounting Manager | BUSTOS, KIM | | |
| Legal | PICCOLO, MIKE | | |
| For the Mayor | PICCOLO, MIKE | | |
| Distribution List | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

PURPOSE OF SUBSTITUTION: This substitution (1) removes proposed language in 04.16.030.D (Specific Functions) that added a reference to “connections to parks, schools, and activity centers,” and (2) removes proposed language in 04.16.070 (Officers) allowing the Board officers to serve indefinitely without election.

ORDINANCE NO C36822

An ordinance related to the Bicycle Advisory Board; amending Sections 04.16.010, 04.16.020, 04.016.030, 04.016.040, 04.016.050, 04.016.070, 04.016.080, and 04.016.090 of the Spokane Municipal Code.

WHEREAS, the Bicycle Advisory Board was established in 1992 to support bicycling as a transportation option in the city of Spokane; and

WHEREAS, the Bicycle Advisory Board provides recommendations to the Transportation Commission to advise the Mayor, the City Council, and departments and offices of the City on matters relating to bicycling and to raise public awareness of bicycling issues; and

WHEREAS, sections of the municipal code related to the Bicycle Advisory Board have not been updated since its original adoption in 1992; and

WHEREAS, City staff recommend updating the code to reflect current board practices and the existing Bicycle Master Plan and Bicycle Priority Network while aligning the term and term limits of Bicycle Advisory Board membership with the Transportation Commission.

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That Section 04.016.010 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.010 Findings

The City of Spokane finds that:

- A. it is an indisputable fact of urban life that the bicycle is a popular and viable means of personal transportation;
- B. the role of the bicycle as a mode of personal transportation in Spokane will continue to increase in importance in coming years;
- C. many Spokane residents use their bicycles to commute to work and school, on recreational trips, and for other essential transportation purposes;
- D. the City has adopted a ~~((bikeways plan as an element of the comprehensive plan))~~

Bicycle Master Plan and Bicycle Priority Network to serve as a guide in all matters relating to bicycling;

- E. traffic congestion, increasing ~~((fuel))~~ costs of car ownership, and concern for personal health and air quality have combined to make the bicycle an increasingly attractive ~~((alternative))~~ transportation option ~~((to unrestricted use of the automobile))~~;
- F. the active involvement of ~~((bicycle enthusiasts))~~ community members in advising municipal authorities is vital to ~~((insure))~~ ensure proper development of the bicycling environment; and
- G. promoting the safety and well-being of those who use bicycles for all transportation purposes is a public purpose of the City;
- ~~((H. the bicycle technical committee has stated its support for the creation of a bicycle advisory board.))~~

Section 2. That Section 04.016.020 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.020 General Purpose

The Bicycle Advisory Board is established to provide recommendations to the Transportation Commission ~~((in order))~~ to advise the ~~((mayor))~~ Mayor, the ~~((city council))~~ City Council, and departments and offices of the City on matters relating to bicycling and to raise public awareness of bicycling issues.

Section 3. That Section 04.016.030 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.030 Specific Functions

Without limiting the scope of [SMC 4.16.020](#), the Bicycle Advisory Board is given the following functions and responsibilities:

- A. To initiate and/or assist in revisions to the City's ~~((bikeways plan))~~ Bicycle Master Plan.
- B. To review proposals and plans for spot improvements, street vacations, and bikeways, and provide timely comments to the Transportation Commission and affected agencies.
- C. To review, evaluate, and comment on the annual six-year bikeways program.

- D. To promote bicycling as a viable form of urban transportation.
- E. To promote improved safety to reduce accidents and thefts of bicycles by evaluating and recommending changes in design standards for on-street and off-street bikeways, trails and paths accessible to bicyclists, and for secured bicycle parking (~~((racks and lockers))~~).
- F. To develop possible demonstration projects to encourage commuting through provision of safe, accessible routes, secure bike parking facilities and facilities for commuter clean-up and changing from riding to work clothes.

Section 4. That Section 04.016.040 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.040 Membership

The (~~((bicycle advisory board))~~) Bicycle Advisory Board has ten (10) members appointed by the (~~((city council))~~) City Council according to the procedures of [SMC 4.01.030](#). An eleventh member between the ages of sixteen and twenty-two may be appointed to the board.

Section 5. That Section 04.016.050 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.050 Terms

- A. Members of the board are appointed to (~~((three-year))~~) two-year terms (~~((with initial terms being either one, two, or three years, selected on a random-draw basis))~~).
- B. No member may serve more than (~~((two))~~) four consecutive full, (~~((three-year))~~) two-year terms or eight total years.
- C. The eleventh voting member shall serve for a one-year term and may serve two consecutive terms.

Section 6. That Section 04.016.070 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.070 Officers

(~~((Except that the initial chair of the board is designated by the mayor, the))~~) The board on an annual basis, elects a chair and a vice chair from its membership to preside over meetings and perform such other functions as may be prescribed by rule.

Section 7. That Section 04.016.080 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.080 Staff Support

The ~~((mayer))~~ Mayor or Mayor's designee assigns a City employee to provide technical and administrative assistance to the board.

Section 8. That Section 04.016.090 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.090 Meetings

- A. The board meets at least once a month at a prescribed day and time as noticed on the Board agenda. ~~((The January meeting, or the first meeting in January if there are two or more, is the annual meeting.))~~
- B. A quorum is ~~((five members))~~ a simple majority of the current board membership.
- C. All meetings are held in accordance with the Open Public Meetings Act, chapter 42.30 RCW. Minutes of all meetings are kept as public records.

PASSED by the City Council on _____

Council President

Attest:

Approved as to form:

City Clerk

City Attorney

Mayor

Date

Effective Date

FOR COUNCIL MEETING OF: February 17, 1992

☒ 5 p.m. Consent agenda

☐ 6 p.m. Hearing agenda

Notify Prior to Meeting:

Spokane Valley Advisory Council? []

Other? _____

RECEIVED

FEB 07 1992

AGENDA CATEGORY

- ☐ Hearing
- ☐ Annexation
- ☐ Report
- ☐ Contract
- ☐ Resolution
- ☐ Emergency Ord.
- ☒ First Rdg. Ord.
- ☐ Report of City Manager

RECOMMENDATION

- ☐ Accept
- ☒ Approve
- ☐ Deny
- ☐ Place on File
- ☒ Set Hrg. / Review
- ☐ Defer / Continue
- To: _____
- ☐ Council Direction

TO: MAYOR AND CITY COUNCIL

[x] For Action

[] For Information

CITY CLERK'S OFFICE

SPOKANE, WA

Clerk's File # _____

Eng. / LID# _____

BID# _____

AGENDA WORDING: An ordinance establishing the Bicycle Advisory Board and adding a new chapter, designated Chapter 4.16, consisting of nine sections, to SMC Title 4.

BACKGROUND: Interest in bicycling for recreational and transporation purposes is on the rise in Spokane. Last July, the City Council passed a resolution expressing its support for bicycling activities in the City (Resolution 91-48). A Citizens' Committee which has been working with the City's Bicycle Coordinator has determined that it is desirable to formalize its standing as a permanent advisory board of City government, thereby assuring both continuity and credibility. The Bicycle Advisory Board will receive staff support from an individual appointed by the City Manager (the City Bicycle Coordinator). However, the majority of work projects identified by the Board would be carried out primarily by its own and other volunteer members. Once the Board is established, the less formal Citizens' Committee will cease to exist.

ENVIRONMENTAL FINDING: Not required

FISCAL IMPACT: None

BUDGET ACCOUNT #: None.

ATTACHMENTS: (list) Proposed ordinance

Signatures of:

Charles L. Dyer
Submitting Department-Planning Services

Legal

Bill Puro
Manager (Finance, Administration,
Engineering, or Planning)

Finance

RDC / BP
City Manager

COUNCIL ACTION:

PASSED BY SPOKANE CITY COUNCIL:
FEB 24 1992

Marilyn J. Montgomery
CMC/AAC SPOKANE CITY CLERK

DISTRIBUTION AFTER COUNCIL ACTION:
City Plan Commission
Planning Services
Public Works
Traffic Engineering
Parks & Recreation
State Examiner

C 30338

2-17-92

ORDINANCE NO. C- 30338
Bicycle Advisory Board

An ordinance establishing the Bicycle Advisory Board and adding a new chapter, designated Chapter 4.16, consisting of nine sections, to SMC Title 4.

The City of Spokane does ordain:

Section 1. That there be added to SMC Title 4 a new section, designated 4.16.010, to read as follows:

04.16.010
Findings.

The City of Spokane finds that

A. It is an indisputable fact of urban life that the bicycle is a popular and viable means of personal transportation.

B. The role of the bicycle as a mode of personal transportation in Spokane will continue to increase in importance in coming years.

C. Many Spokane residents use their bicycles to commute to work and school, on recreational trips and for other essential transportation purposes.

D. The City has adopted a bikeways plan as an element of the comprehensive plan to serve as a guide in all matters relating to bicycling.

E. Traffic congestion, increasing fuel costs and concern for personal health and air quality have combined to make the bicycle an increasingly attractive alternative to unrestricted use of the automobile.

F. The active involvement of bicycle enthusiasts in advising municipal authorities is vital to insure proper development of the bicycling environment.

G. Promoting the safety and well-being of those who use bicycles for all transportation purposes is a public purpose of the City.

H. The bicycle technical committee has stated its support for the creation of a bicycle advisory board.

Section 2. That there be added to SMC Title 4 a new section, designated 4.16.020, to read as follows:

C 30338

04.16.020

General Purpose.

The bicycle advisory board is established to provide advice and direction to the city council and all departments and offices of the City on matters relating to bicycling and to raise public awareness of bicycling issues.

Section 3. That there be added to SMC Title 4 a new section, designated 4.16.030, to read as follows:

04.16.030

Specific Functions.

Without limiting the scope of Section 4.16.020 the bicycle advisory board is given the following functions and responsibilities:

A. to initiate and/or assist in revisions to the City's bikeways plan;

B. to review proposals and plans for spot improvements and bikeways and provide timely comments to affected agencies;

C. to review, evaluate and comment on the annual six-year bikeways program;

D. to promote bicycling as a viable form of urban transportation;

E. to promote improved safety to reduce accidents and thefts of bicycles by evaluating and recommending changes in design standards for on-street and off-street bikeways, trails and paths accessible to bicyclists, and for secured parking racks and lockers;

F. to develop possible demonstration projects to encourage commuting through provision of safe, accessible routes, secure bike parking facilities and facilities for commuter clean-up and changing from riding to work clothes.

Section 4. That there be added to SMC Title 4 a new section, designated 4.16.040, to read as follows:

04.16.040

Membership.

The bicycle advisory board has nine members appointed by the city council according to the procedures of Section 4.01.030.

Section 5. That there be added to SMC Title 4 a new section, designated 4.16.050, to read as follows:

04.16.050
Terms.

Members of the board are appointed to three-year terms with initial terms being either one, two, or three years, selected on a random-draw basis. No member may serve more than two consecutive full, three-year terms.

Section 6. That there be added to SMC Title 4 a new section, designated 4.16.060, to read as follows:

04.16.060
Compensation.

Members serve without compensation.

Section 7. That there be added to SMC Title 4 a new section, designated 4.16.070, to read as follows:

04.16.070
Officers.

Except that the initial chair of the board is designated by the mayor, the board on an annual basis elects a chair and a vice-chair from its membership to preside over meetings and perform such other functions as may be prescribed by rule.

Section 8. That there be added to SMC Title 4 a new section, designated 4.16.080, to read as follows:

04.16.080
Staff Support.

The city manager assigns a City employee to provide technical and administrative assistance to the board.

Section 9. That there be added to SMC Title 4 a new section, designated 4.16.090, to read as follows:

04.16.090
Meetings.

A. The board meets at least once a month. The January meeting, or the first meeting in January if there are two or more, is the annual meeting.


B. A quorum is five members.

C. All meetings are held in accordance with the Open Public Meetings Act, Chapter 42.30 RCW. Minutes of all meetings are kept as public records.

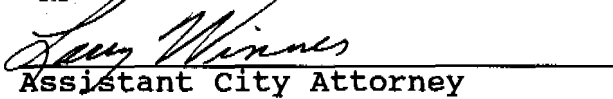
Section 10. This ordinance shall constitute a new chapter, designated Chapter 4.16, Bicycle Advisory Board, in SMC Title 4.

PASSED by the City Council February 24,, 1992.


MAYOR PRO-TEM

Attest: 
City Clerk

Approved as to form:


Assistant City Attorney



TUE, FEB 25, 1992, 8:57 AM

PAGE 1

MUPT07-02

ORDINANCES THAT HAVE PASSED/FAILED IN COUNCIL

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*****
* COMP-CREATED ORD NO: 020500          DATE PASSED: 02/24/92          *
* ORDINANCE NO: C30338                DATE EFFECTIVE: 03/25/92        *
* Bicycle Advisory Board                                     *
*****
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SECTION: 04.16.010 SPECL. FORMAT: ACTION: ADDED
Findings.

OLD VERSION

NEW VERSION

The City of Spokane finds that

A. It is an indisputable fact of urban life that the bicycle is a popular and viable means of personal transportation.

B. The role of the bicycle as a mode of personal transportation in Spokane will continue to increase in importance in coming years.

C. Many Spokane residents use their bicycles to commute to work and school, on recreational trips and for other essential transportation purposes.

D. The City has adopted a bikeways plan as an element of the comprehensive plan to serve as a guide in all matters relating to bicycling.

E. Traffic congestion, increasing fuel costs and concern for personal health and air quality have combined to make the bicycle an increasingly attractive alternative to unrestricted use of the automobile.

F. The active involvement of bicycle enthusiasts in advising municipal authorities is vital to insure proper development of the bicycling environment.

G. Promoting the safety and well-being of those who use bicycles for all transportation purposes is a public purpose of the City.

H. The bicycle technical committee has stated its support for the creation of a bicycle advisory board.
(Ord. C-30338)

SECTION: 04.16.020 SPECL. FORMAT: ACTION: ADDED
General Purpose.

OLD VERSION

NEW VERSION

TUE, FEB 25, 1992, 8:59 AM

PAGE 2

MUPT07-02

ORDINANCES THAT HAVE PASSED/FAILED IN COUNCIL

The bicycle advisory board is established to provide advice and direction to the city council and all departments and offices of the City on matters relating to bicycling and to raise public awareness of bicycling issues.
(Ord. C-30338)

SECTION: 04.16.030 SPECL. FORMAT: ACTION: ADDED
Specific Functions.

OLD VERSION

NEW VERSION

Without limiting the scope of Section 4.16.020 the bicycle advisory board is given the following functions and responsibilities:

- A. to initiate and/or assist in revisions to the City's bikeways plan;
- B. to review proposals and plans for spot improvements and bikeways and provide timely comments to affected agencies;
- C. to review, evaluate and comment on the annual six-year bikeways program;
- D. to promote bicycling as a viable form of urban transportation;
- E. to promote improved safety to reduce accidents and thefts of bicycles by evaluating and recommending changes in design standards for on-street and off-street bikeways, trails and paths accessible to bicyclists, and for secured parking racks and lockers;
- F. to develop possible demonstration projects to encourage commuting through provision of safe, accessible routes, secure bike parking facilities and facilities for commuter clean-up and changing from riding to work clothes.

(Ord. C-30338)

SECTION: 04.16.040 SPECL. FORMAT: ACTION: ADDED
Membership.

OLD VERSION

NEW VERSION

The bicycle advisory board has nine members appointed by the city council according to the procedures of Section 4.01.030.

TUE, FEB 25, 1992, 9:01 AM

PAGE 3

MUPT07-02 ORDINANCES THAT HAVE PASSED/FAILED IN COUNCIL

(Ord. C-30338)

SECTION: 04.16.050 SPECL. FORMAT: ACTION: ADDED

Terms

OLD VERSION

NEW VERSION

Members of the board are appointed to three-year terms with initial terms being either one, two, or three years, selected on a random-draw basis. No member may serve more than two consecutive full, three-year terms.

(Ord. C-30338)

SECTION: 04.16.060 SPECL. FORMAT: ACTION: ADDED
Compensation.

OLD VERSION

NEW VERSION

Members serve without compensation.

(Ord. C-30338)

SECTION: 04.16.070 SPECL. FORMAT: ACTION: ADDED
Officers.

OLD VERSION

NEW VERSION

Except that the initial chair of the board is designated by the mayor, the board on an annual basis elects a chair and a vice-chair from its membership to preside over meetings and perform such other functions as may be prescribed by rule.

(Ord. C-30338)

SECTION: 04.16.080 SPECL. FORMAT: ACTION: ADDED
Staff Support.

OLD VERSION

TUE, FEB 25, 1992, 9:04 AM

PAGE 4

NEW VERSION

The city manager assigns a City employee to provide technical and administrative assistance to the board.

(Ord. C-30338)

SECTION: 04.16.090 SPECL. FORMAT: ACTION: ADDED
Meetings.

OLD VERSION

NEW VERSION

A. The board meets at least once a month. The January meeting, or the first meeting in January if there are two or more, is the annual meeting.

B. A quorum is five members.

C. All meetings are held in accordance with the Open Public Meetings Act, Chapter 42.30 RCW.

Minutes of all meetings are kept as public records.

(Ord. C-30338)

AFFIDAVIT OF PUBLICATION

STATE OF WASHINGTON,)
County of Spokane,) SS
City of Spokane.)

ORDINANCE NO. C-30338

Bicycle Advisory Board

An ordinance establishing the Bicycle Advisory Board and adding a new chapter, designated Chapter 4.16, consisting of nine sections, to SMC Title 4.

The City of Spokane does ordain:

Section 1. That there be added to SMC Title 4 a new section, designated 4.16.010, to read as follows:

04.16.010

Findings.

The City of Spokane finds that

- A. It is an indisputable fact of urban life that the bicycle is a popular and viable means of personal transportation.
- B. The role of the bicycle as a mode of personal transportation in Spokane will continue to increase in importance in coming years.
- C. Many Spokane residents use their bicycles to commute to work and school, on recreational trips and for other essential transportation purposes.
- D. The City has adopted a bikeways plan as an element of the comprehensive plan to serve as a guide in all matters relating to bicycling.
- E. Traffic congestion, increasing fuel costs and concern for personal health and air quality have combined to make the bicycle an increasingly attractive alternative to unrestricted use of the automobile.
- F. The active involvement of bicycle enthusiasts in advising municipal authorities is vital to insure proper development of the bicycling environment.
- G. Promoting the safety and well-being of those who use bicycles for all transportation purposes is a public purpose of the City.
- H. The bicycle technical committee has stated its support for the creation of a bicycle advisory board.

Section 2. That there be added to SMC Title 4 a new section, designated 4.16.020, to read as follows:

04.16.020

General Purpose.

I, MARILYN J. MONTGOMERY, CITY CLERK of Spokane, Washington and ex-officio editor of the Official Gazette, a paper published weekly by the City of Spokane, Washington, do hereby certify that the ORDINANCE attached hereto and which is hereby made a part of this proof of publication was published in said paper to wit:

On the 4th day(s) of March, 1992, and that said ORDINANCE was published in every copy of the said paper of said date.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Spokane this 4th day of March, 1992.

Marilyn J. Montgomery

City Clerk,
City of Spokane, Washington



The bicycle advisory board is established to provide advice and direction to the city council and all departments and offices of the City on matters relating to bicycling and to raise public awareness of bicycling issues.

Section 3. That there be added to SMC Title 4 a new section, designated 4.16.030, to read as follows:

04.16.030

Specific Functions.

Without limiting the scope of Section 4.16.020 the bicycle advisory board is given the following functions and responsibilities:

- A. to initiate and/or assist in revisions to the City's bikeways plan;
- B. to review proposals and plans for spot improvements and bikeways and provide timely comments to affected agencies;
- C. to review, evaluate and comment on the annual six-year bikeways program;
- D. to promote bicycling as a viable form of urban transportation;
- E. to promote improved safety to reduce accidents and thefts of bicycles by evaluating and recommending changes in design standards for on-street and off-street bikeways, trails and paths accessible to bicyclists, and for secured parking racks and lockers;
- F. to develop possible demonstration projects to encourage commuting through provision of safe, accessible routes, secure bike parking facilities and facilities for commuter clean-up and changing from riding to work clothes.

Section 4. That there be added to SMC Title 4 a new section, designated 4.16.040, to read as follows:

04.16.040

Membership.

The bicycle advisory board has nine members appointed by the city council according to the procedures of Section 4.01.030.

Section 5. That there be added to SMC Title 4 a new section, designated 4.16.050, to read as follows:

04.16.050

Terms.

Members of the board are appointed to three-year terms with initial terms being either one, two, or three years, selected on a random-draw basis. No member may serve more than two consecutive full, three-year terms.

Section 6. That there be added to SMC Title 4 a new section, designated 4.16.060, to read as follows:

04.16.060

Compensation.

Members serve without compensation.

Section 7. That there be added to SMC Title 4 a new section, designated 4.16.070, to read as follows:

04.16.070

Officers

Except that the initial chair of the board is designated by the mayor, the board on an annual basis elects a chair and a vice-chair from its membership to preside over meetings and perform such other functions as may be prescribed by rule.

Section 8. That there be added to SMC Title 4 a new section, designated 4.16.080, to read as follows:

04.16.080

Staff Support.

The city manager assigns a City employee to provide technical and administrative assistance to the board.

Section 9. That there be added to SMC Title 4 a new section, designated 4.16.090, to read as follows:

04.16.090

Meetings

A. The board meets at least once a month. The January meeting, or the first meeting in January if there are two or more, is the annual meeting.

B. A quorum is five members.

C. All meetings are held in accordance with the Open Public Meetings Act, Chapter 42.30 RCW. Minutes of all meetings are kept as public records.

Section 10. This ordinance shall constitute a new chapter, designated Chapter 4.16, Bicycle Advisory Board, in SMC Title 4.

Passed by the City Council February 24, 1992.

JOHN HEBNER, Mayor Pro Tem

Attest: MARILYN J. MONTGOMERY, City Clerk

BRIEFING PAPER: BAB 2026 Work Program
City of Spokane
Bicycle Advisory Board
1/20/2026

Subject:

Review draft 2026 BAB work program

Background:

Boards and commissions typically have a work program to guide next year/ two years of work and have predictability for upcoming meeting agendas.

Relationship to Plans/Actions:

Some mandated items are written in the BAB code SMC Section 4.16

Timeline/ Further Action:

The January meeting is for reviewing the initial draft of the work program. BAB members are expected to give feedback and recommend items for the work program.

Expected adoption date of the work program is February 2026.

| 2026 Bicycle Advisory Board Work Program | | |
|---|----------------------------|--------------|
| Project Name | Start/Status | BAB Review |
| Safe Streets for Spokane Supplemental Planning (Bikeway Design) | Ongoing | Q2 & Q4 2026 |
| Driscoll Sidewalk Infill project | Ongoing | TBD |
| Spokane Falls Blvd study/ formal recommendation | Ongoing | TBD |
| Millwood Trail Review | TBD | TBD |
| Centennial Trail to Boulder Beach – Planning Study | TBD | TBD |
| Division TOD Active Transportation Recommendations | Ongoing | Q2 2026 |
| | | |
| | | |
| | | |
| | | |
| Mandated / Regular Items | | |
| Street Vacations | As needed | |
| Bicycle Priority Network | Annually | |
| Bicycle Parking Review | Annually | |
| Traffic Calming project review | As needed | |
| Bikeway standard review | Annually | |
| Review of important projects | As needed | |
| Six Year Comprehensive Street Program Review | Annually | |
| BAB Bike Tours | Bi-Annually (May & August) | |
| Arterial Maintenance Plan Review | Annually | |
| Annual Volunteering Opportunities | | |
| Spokane Bike Swap | April | |

| | |
|-----------------|------|
| Summer Parkways | June |
|-----------------|------|