MEETING MINUTES of the
BICYCLE ADVISORY COMMITTEE

March 23, 2009
6:00p.m.

City Room, City Hall
Fort Collins, CO 80521

FOR REFERENCE:

Chair: Dan Gould - 420-4674
Vice Chair: 
Staff Liaison: Dave “DK” Kemp – 416-2411
Administrative Support: Emily Francis

BOARD / CITY ORGANIZATION MEMBERS PRESENT:

Downtown Development Authority: Kathy Cardona
Fort Collins Bicycle Co-op: Doug Cutter
Parks & Recreation Board: Micheal Chalona and Greg Miller
Colorado State University: David Hansen
Poudre School District: John Holcomb
Transportation Board: Bill Jenkins
Air Quality Board: Greg McMaster
Bike Fort Collins: Jeff Morrell
Economic Advisory Commission: Rick Price
UniverCity Connections: Rick Reider
Senior Advisory Board: Marcia Richards

AT LARGE MEMBERS PRESENT:

Dan Gould       Kim Sharp       Cathy Mathis

ABSENT:

Clint Skutchan
Chris Gaughan

OTHER IN ATTENDANCE:

Gary Thomas      Kathleen Bracke
Jeff Scheick      Dave “DK” Kemp
Emily Francis     Ginny Sawyer
1. **CALL TO ORDER**

2. **AGENDA REVIEW**
   a. DK Comments and Welcome.
      “This team is strong and we can do great things and guide...thanks for coming.”

3. **DISCUSSION ITEMS**
   A. BAC Member Introductions
      - Kim Sharp: At Large Member, Coordinator of Healthier Communities
        - Representation: Citizen Member-Cyclist, Mother, Safety
        - Goal: Bring a rounded perspective to the comity-emphasis on safety.
      - Gary Thomas, Chairman of the Transportation Board:
        - Representation: Advocate
        - Goal: Getting Vehicles off the road
      - John Holcomb
        - Representation: Poudre School District Representative
        - Goal: More kids on bikes
      - Kathy Cardona
        - Representation: Downtown Development Authority
        - Goal: Make downtown more bicycle and pedestrian friendly
      - Dan Gould
        - Representation: At Large Member- Advocate, Commuter
        - Goal: Promote culture where different travel modes can be mutually respective of each other and realize a mutual respect of all modes of transportation.
      - Micheal Chalona
        - Representation: Parks and Recreation Board- Oversee trail development and off the street infrastructure
        - Goal: Development off the street infrastructure to connect schools, businesses, etc. Accessibility for off street infrastructure.
      - Rick Reider
        - Representation: UniverCity Connections
        - Goal: Came with a belief that we live in a great place and we can make it just a little better. Safety can be improved
      - Jeff Morrell
        - Representation: Bike Fort Collins- Helped rewrite the Bike Plan
        - Goal: Making Fort Collins a better place to ride a bike, achieving the platinum level from the LAB
      - Cathy Mathis
        - Representation: At Large Member
        - Goal: Coexistence with Larimer County. Cleaning up the county roads.
• Doug Cutter  
  - Representation: Bike Co-Op/Diamond peaks Mountain Bike Patrol  
  - Goal: Would also like to achieve the platinum level. “I think we lack collaboration between organizations in Fort Collins”.

• Rick Price  
  - Representation: Economic Advisory Commission  
  - Goal: Triple the number of trips to work and school by bike by 2012 to reach platinum level

• David Hansen  
  - Representation: Colorado State University  
  - Goal: To help the relationship between CSU and the City of Fort Collins bikers.

• Greg McMaster  
  - Representation: Air Quality Advisory Board  
  - Goal: Actively implement the Bike Plan

• Jeff Schieck/Kathleen Bracke

• Greg Miller  
  - Representation: Parks and Recreation Board  
  - Goal: Regional cooperation-trail connection

• Bill Jenkins  
  - Representation: Transportation Board  
  - Goal: There is a transition between where we are and where we want to be. There is an opportunity to improve.

• Emily Francis  
  - Representation: FC Bikes Co-Coordinator

• Dave “DK” Kemp  
  - Representation: FC Bikes Coordinator  
  - Goal: Implement the Bike Plan and rewrite another Bike Plan

• Jenny Sawyer  
  - Representation: Neighborhood Services

• Marcia Richards  
  - Representation: Senior Advisory Board

**B. Logistics**

- Where, when, and frequency of meetings
  - Second Monday of every month from 6pm-8pm at a central location  
  - Location Suggestions: Police Services, Everett Building-Guarantee Bank lower level 2900 S. College. Different locations could be used twice a year.  
  - Kim Sharp will check on the Everett Building
○ Community Room-second choice
○ Jeff Morrell will check on Home State Bank

● Determine meeting protocol format
  ○ Robert's Rules: Minutes will be taken and sent via e-mail to all members
  ○ Boards and Commissions training -look into the need for training for BAC member and how to fulfill the requirement.

● Role of Chair, Board, and Staff Liaison
  ○ Chair - Runs meeting.
  ○ Vice-chair - Fill in when chair is absent.
  ○ Staff Liaison- Attend T-Board meetings to present the voice of the BAC along with the T-Board representative from the BAC. Bring city info/council calendar to the BAC. Works with Chair and Vice Chair outside of BAC meetings.
  ○ Chair, Board, and staff liaison set the agenda.
  ○ Attendance-Excused absences will be determined by chair. 2 unexcused absences are permitted.
  ○ Have a more widespread impact via representation from other City boards and commission BAC members
  ○ Draft minutes will be available after the meeting and final approved minutes will be available after the next meeting.
  ○ DK's Role: Relay to City staff and other appropriate agencies, issues and concerns related to bicycling. Works with other city departments and provides requested information to the BAC.

● Terms of BAC membership
  ○ 2 year term
  ○ Chair and Vice-chair re-elected annually

● Agenda
  ○ Agenda should indicate item category (action, discussion, informational, presenter). Category should also include time allotment for each item.

● Next Meetings. Potential topics:
  ○ Putting together a work plan
  ○ Look at Immediate issues, what projects are being submitted- CMAQ, Bike Library, current funding,
  ○ DK-present a background and update of projects. Set the context for the group through the Bike Plan.
  ○ Citizen Participation: Inform the public about the next meeting
    ▪ Create an input link on webpage for citizens who cannot attend the meeting.
  ○ Taking a look at the Bike Plan and go through the recommendations and become familiar with them. Strategy for the implementation of the Bike Plan.


5. **OTHER BUSINESS**
   ● Rick Price: Brought attention to his blog-website: [www.PlatinumBikePlan.blogspot.com](http://www.PlatinumBikePlan.blogspot.com) to be used as a communication medium.
   ● Micheal Chalona: Is discussion of issues outside of the group (3 or more people) against the rules?
6. ADJOURN

Respectfully submitted,

__________________________________________
Emily Francis
FC Bikes Co-Coordinator
Planning, Development & Transportation