

Bicycle Advisory Committee (BAC) Meeting Minutes

August 8, 2016, 6:00 p.m.
(Rescheduled from July)

Alternate Meeting Facility (August 8th meeting only)
Conference Room A
281 N. College
Fort Collins, CO 80522

FOR REFERENCE:

Chair, Sylvia Cranmer	970-493-5277
Staff Liaison, Tessa Greegor	970-416-2471

COMMITTEE MEMBERS PRESENT

Aaron Buckley, Fort Collins Bike Co-op
Luke Caldwell, Natural Resource Advisory Board
Sylvia Cranmer, Chair, Colorado State University
Todd Dangerfield, Downtown Development Authority
Mark Houdashelt, Air Quality Advisory Board
Chris Johnson, Bike Fort Collins, Director
Edward Reifsnnyder, Land Conservation & Stewardship Board
York, Transportation Board

AT LARGE MEMBERS PRESENT

Cathy Busch-Kinkaid, At Large Member
Patrick McCarty, At Large Member

ABSENT

Ragan Adams, Parks and Recreation Board
Annabelle Berklund, Transportation Board (alternate)
Bruce Henderson, Parks and Recreation Board (alternate)
Chris Hunt, Poudre School District
Kelly McDonnell, Bicycle Pedestrian Education Coalition
Greg Wells, Senior Advisory Board

CITY OF FORT COLLINS STAFF PRESENT

Jamie Gaskill-Fox (FC Bikes)
Tessa Greegor, FC Bikes Program Manager
Paul Sizemore, FC Moves Program Manager

GUESTS and CITIZENS PRESENT

Joy Childress (CSU Bicycle Education & Enforcement Program Coordinator)
Mercedes Gonzalez Juarrero (Skyview neighbourhood)
Ted Manahan
Kristi Savig, Recorder

CALL TO ORDER

The meeting was preceded with dinner provided by Garbonzo's (5:45 – 6:00), and called to order by Chair Sylvia Cranmer at 6:04 p.m.

AGENDA REVIEW

The chair introduced two action item support requests for the evening, as well as evening presentations by Jamie Gaskill-Fox and Joy Childress (CSU), and Tessa Greegor (FC Bikes). Lt. Craig Horton was not able to make the meeting. His presentation on the 3-foot law enforcement technology will be rescheduled for another time.

PUBLIC COMMENT

Mercedes Gonzalez Juarrero was present representing the Skyview and Aurora Hills Neighborhoods in SW Fort Collins. She was present to gather information regarding connecting the Fossil Creek Trail to the Skyview neighborhood. Mercedes and her community were disappointed that, according to her understanding, this trail would not be built. She attended with purpose to gather information from BAC on how to renew support for this project.

Ted Manahan also had sent e-mails to the Parks and Recreation Department regarding trails, etc. Ted had not received any response from the P&R department.

- Tessa mentioned that Spur Trails are typically constructed and funded through private development. There are two properties with proposed developments that would likely help build the trail spur in question. It is unknown when these properties will develop, however it is anticipated that one of the development proposals will be submitted to the City within the next month. Ensuring appropriate bicycle/pedestrian connections is part of the development review process, and the community will have an opportunity to weigh in on proposed connections. Kurt Friesen (Park Planning Department) offered to meet with the neighborhood to discuss the spur trail.
- Luke Caldwell (Natural Resource Advisory Board) asked Tessa to provide a link to where the public review and development planning process is available on FC Website.
- Visit: <http://www.fcgov.com/developmentreview/> and <http://www.fcgov.com/developmentreview/pdf/cdrg-flowchart.pdf>

Mr. Manahan also suggested that posted meeting minutes' or the City Web site should highlight any BAC meeting time changes.

APPROVAL OF MINUTES

Chair Cranmer made a motion to approve the minutes of June 27, 2016 meeting, as written. York confirmed that his additions were made by Tessa prior to the draft being approved. A second to the motion was made and the minutes were approved by BAC members present. Two (2) members abstained who were not present at June meeting.

FOLLOW-UP FROM PRIOR MEETING/FUTURE BUSINESS

May and June's meeting included discussion and contributions off line for the new online BAC On-boarding packet available to new committee members. Final drafts of the On-boarding documents were provided in a Dropbox folder referenced in the August 8th agenda. Please take time to review and make sure this folder contains all the documents and information discussed in past meetings. The Chair asked that Aaron Buckley (FC

Bike Co-op) and Luke Caldwell (Natural Resource Advisory Board) be our first on-boarding participants and provide feedback to the Chair on anything missing or on-boarding process comments.

ACTION ITEMS

CSU Education Module (Jamie Gaskill-Fox of FC Bikes and Joy Childress, Traffic Bicycle and Education Coordinator)

Joy and Jamie both presented the BAC with an overview on the need and history behind the proposed bicycle education module. The curriculum is being developed in response to needs expressed by the City, CSU, and CSU students to promote safety, increase knowledge of safe bicycling practices, change bicyclist and driver behaviors, and encourage students to consider riding or using alternative transportation options.

Following the presentation and several minutes of discussion and questions, Ed Reifsnyder (Land Conservation & Stewardship Board) moved that in the spirit of community, that the BAC provide a letter of support for the CSU Education Module. York seconded. The motion passed unanimously. Cathy asked that CSU continue to provide updates on the progress of this education program, especially following the spring pilot launch.

The Chair agreed to draft the letter, including the BAC's support of this safety education opportunity for the CSU community that would benefit all FC residents in the long-run. Jamie asked that the letter be addressed to the attention of Jody Donovan (CSU Director of Student Affairs) and provided no later than October 1st.

Presentation Details, Discussion:

Background of CSU and FC biking culture

- 20% of 31K CSU students bike as primary mode of transportation
- City of FC and CSU are committed to supporting bicycling culture.
- City and CSU both received Platinum Level Bicycle Friendly status by League of American Bicyclists in Fall of 2015

Bicycle Safety Background

- Jamie shared about the Bike Ambassadors program and the efforts to get bike education to the people who need it the most.
- Example stories were shared of bicycle collisions related to poor vehicle awareness and communication. 4% of all traffic crashes in FC involve a bike - 25% of those are critical injuries. The highest density of crashes occurs within a one-mile radius of CSU.
- Historically, crash data shows increases each year, however numbers have dropped by ~25% in 2014 and 2015. The age group of the number of crashes centers around age 20-24 (CSU population age)
- Students surveyed say bike behavior and safety is a key concern. Other comments were provided
- Transport drivers surveyed asked why don't you educate CSU students. Other comments were given.

Bicycle Education Curriculum developed in response to the need expressed by the City, CSU, and CSU students.

- Purpose: To impact behavior.
 1. Promote safety by increasing awareness of the rules of the road for both bicyclists and motor vehicle drivers
 2. Increase knowledge of safe bicycling practices
 3. Improve bicyclist and driver behavior
 4. Increase the number of students riding or using public transportation options
- Methods: Process to develop the proposed education module.

1. Research best practices in bicycle education. Tracy Liefert (CSU) helped develop the module.
2. Find existing online university bicycle education (little university education materials exist)
3. Follow best practices
4. Community input

Draft Module contents:

Available to CSU students online.

- Make up consists primarily of module videos. Incoming students watch videos and take quizzes (passing quiz required before advancing to next video).
- Mandatory to CSU Students (The mandatory nature of this education would follow similar requirements of CSU Alcohol and Haven (sexual assault) education modules.

Vision for Education Module

- Education before coming to campus would be an added benefit
 - o Increased effectiveness
 - o Reinforce with existing programs
- Online delivery – Canvas Software (could be sold to other universities)
 - o Accessible from anywhere
 - o Familiar
 - o Efficient and easy to transfer to other Universities
- Mandatory for all incoming students
 - o Student and community desire
 - o First University in the nation!
 - o Creating the culture, we want

Imagine 25K people having received bicycle education through this one program.

Delivery and Funding

- Funding will need to be looked at further

Timeline

- Project Start Date 8/2015
- Curriculum Developed 4/2016
- Pilot – Spring 2017
- Project Launch – Summer 2018

CSU is seeking support letters until November 2016, with hopes to pilot the curriculum in spring 2017 with a smaller number of incoming students. The BAC support letter should be directed to director of student affairs (Jody Donovan).

Education Module Discussion, Q&A

Chris Johnson (Bike Fort Collins) complemented the University's/City's efforts to address bike issues of concern. Their internal education module will give city groups (specifically Bike Fort Collins) the freedom to address other bike-related issues.

Todd Dangerfield (Downtown Development Authority) asked if BAC members could review the actual curriculum. Jamie said that a good skeleton has been developed, and the majority of lessons could be available for review in a few weeks.

Luke Caldwell, asked about the pilot format and how CSU would determine the effectiveness of program in the long run. Jamie hopes the pilot will show a good change in behavior. Ultimate success will be determined by the number of crashes. Further investigation will be conducted to determine other measures of effectiveness.

Luke suggested the results presented should represent the number of trips as well as the percent of population. It was suggested to incorporate bike safety education into local driving schools - Jamie indicated that this is in progress.

York (FC Transportation Board) made a suggestion for future presentation changes. Emphasizes bicyclists doing something wrong – when it's all roadway users. Reduce the "us versus them" tone in the message conveyed in the first slides (e.g. #10 and #11) presented. Responses included:

- The videos will be bicycle centric, but will represent all modes of transportation. Positive encouragement of bikes.
- Jamie clarified that the module looks at overall safety (vehicles, pedestrians, bikes). The primary case for the module is to improve bicycle safety and their awareness. Ed Reifsnnyder reinforced the fact that most students are unaware of the politics of cars and bikes.

Chair Cranmer added, we all need to be on the same page with the rules. The more the presentation can point to the "priority of the safety goal" the better.

- Public Safety (road users for life)
- CSU Platinum Bike Friendly Status (support the award)

The Chair also asked the question, "What happens if the Education Module Pilot is not approved as "mandatory"? Joy responded that CSU might use more of an incentive based education if the mandatory status is not required.

Motion and Letter of Support Questions

CSU is asking if Jody Donovan will support this Education Module for all incoming CSU students, and if so, if there's support to make it mandatory.

- Requests for funding etc. later.

Q. Ed Reifsnnyder asked what the BAC's letter of recommendation should contain

A. "BAC is in support of a mandatory bicycle education module at CSU."

Chair can craft details of letter later offline

Other organizations that CSU is asking to support the Bicycle Education Module include:

- Campus Bicycle Advisory Committee, Committees within the University, City Mayor and City Council Transfort, and Bike Fort Collins.

The Chair suggested requesting backing from Emily Allen (CSU/Fort Collins City Government Liaison) and City Engineering and Traffic/Streets Departments.

Todd asked if the BAC needs to also have the TB's backing with the BAC recommendation?

Paul Sizemore (FC Moves Program Manager) felt that this is more of a community issue; individual BAC and TB letters would be fine.

Q. Mark Houdashelt (Air Advisory Board) asked if the curriculum has any pre-screening of bike laws etc.

A. Joy responded given her CSU Police Dept. association; the majority of students, do NOT have idea of bike laws.

Ed moved that in the spirit of educating the whole community, that the BAC provide a letter of support for the CSU Education Module. As noted above in the presentation summary, the motion passed.

Vice Chair Nominations

The BAC has not had a vice-chair for quite a long period of time. The chair expressed concern for having someone to run the meetings should she not be able to make a meeting.

The time frame of vice-chair appointment would be 6-months to a year.

The BAC 'Members at Large' positions serve a 2-year term. These members might be more consistent attenders than BAC members serving short-terms as city board representatives.

The Chair nominated Patrick McCarty (Member at Large) for the vice chair position. York seconded the nomination. Luke Caldwell also volunteered for the position and the chair noted that he would serve as a backup to Patrick should he not be available. Members present approved Patrick's nomination by acclamation.

INFORMATIONAL/DISCUSSION ITEMS

Bicycle and Pedestrian Safety Town (Tessa Greeger, FC Bikes Program Manager)

Tessa provided meeting participants with an overview of the City's reinitiated Safety Town project. Originally recommended in 2011 as part of the Bicycle Safety Education Plan, the 2015 funded project has moved through the vision, and design phases, and is planned for implementation and launch in fall of 2016. The BAC was asked to provide feedback on the overall design and key features proposed for this miniature city, to be located in the Summitview Church parking lot near Drake Road and the Spring Creek trail crossing.

A summary of the presentation, BAC feedback, and questions follow below

Presentation Details, Discussion, and Q&A:

Tessa provided meeting participants with presentation handout of the FC Bicycle & Pedestrian Skills Hub blueprint.

Background/Overview of Project

- "Miniature City", complete with streets, bike lanes and traffic signs. Design can address more than bike & pedestrian safety, like fire and police safety components.
- Replication of city streets etc., with educational classroom platforms
- Recommended in 2011 Bicycle Safety Education Plan
- Initial planning in 2011 to identify location (park analysis)
- Reinitiated with funding received through 2015/16 City budget (scaled back \$55,000 budget) 2015/2016

Location and concept planning complete

- Partnership with Summitview Church. Plans to lease a portion of their parking lot to be utilized as a Safety Town location. Used same area for USA Pro Challenge kickoff event (2015) which included temporary safety town.
- Arvada Safety Town reviewed by Tessa and Nancy Nichols (Safe Routes to School Coordinator);
 - o Provided inspiration with what city goals might be and look like when completed.
 - o Similar construction and lane like navigation (lane markings, railroad crossings).

Vision and Goals

- Improve bicycle and pedestrian safety
- Encourage youth to bicycle and walk and make it fun
- Provide a "safe learning environment" for people of all ages and abilities. *City initially estimated ~2,000 people would be served through dedicated programming at the Safety Town, but the course would be open*

to the public at all times. The City is educating a lot more people through its education arm, so it's likely these numbers will be much higher.

- Incorporate real-world, unique/complex traffic situations
- Accessible to the public all the time, also used for youth and adult programming

Location goals:

- Centrally located
- Accessible by bike
- Proximity to schools (connecting with Safe Routes to Schools programming)
- Open to the public

Proposed Location

- Summitview Parking Lot (~.5 acres), lease arrangement in negotiation now.
- Already paved location

Chris Johnson pointed out the disparate nature of selected location of Safety Town. Chris would like to see other smaller or re-located safety education opportunities in other areas of town. Providing equitable opportunities for use and benefit for all. Todd mentioned a Safety Town project he was familiar with in California – indicated that it was the State's Safety Town.

Key Features

Tessa shared the many features that would be included in the proposed safety town. Asking BAC members for input:

- Bike Lanes and traffic signs to actual size, traffic lanes would be narrower.
- Roundabout
- Weave, rock dodge, railroad crossings
- Right and left turn lanes
- Pedestrian walking areas, crosswalks, two-stage turn box
- Yield signs, stop signs
- Bike parking, fixit station, signs

Luke mentioned the benefit of ability to educate adults and introduce car/bike/pedestrian conflicts. (Prop Car could possibly be added)

York suggested introducing bike lights, similar to the Toucan Intersection (e.g. Pitkin & Lemay signage), Chris suggested adding Wayfinding signage to Safety Town.

Name Ideas were presented. No specific name suggestion stood out from another

- Bicycle and Pedestrian Safety Town
- Safety Town at Rolland Moore Park
- Bicycle and Pedestrian Skills Hub
- Bike Walk Safety Town
- Bike Walk Skills Hub

Added Suggestions: Skill Zone, Urban Cycling, Skillville

Timeline:

- Next Steps: Finalize design, Branding and marketing, August/September implementation of surface treatment and signing.
- Opening celebration planning

- Tentative launch celebration – International Walk to School Day (October 5, 2016)

Q&A

Todd Dangerfield asked if only signs on asphalt would be used? The proposed 5-year lease would allow for permanent safety features mounted in the asphalt etc.

Luke Caldwell asked why a mobile kit was not pursued:

- A. The City already has a mobile kit that it uses for Bike Rodeos and SRTS programming. This approach is very resource intensive and requires ongoing staffing. This more permanent structure would be available for classes, but also open to the public and schools at all times.
- B. Chair mentioned that the bike rodeo kits used to be available for check out in the past.

Cathy Busch-Kinkaid (At Large Member) and others asked a series of logistics questions:

Q. How does the public use Safety Town without staff supervision?

A. Interpretative signage, instruction brochures. Key station directions, modular in nature.

Q. How are you going to measure usage?

A. It's possible we could use a traffic counter – would also measure through classes.

Q. How are you going to address graffiti, garbage, etc. issues?

A. Visibility of location and surveillance by parks and rec. staff.

Chair Cranmer asked if some of the proposed features would be segmented and identified as easy, moderate, difficult.

- E.g. basic rating signage to identify common safety versus higher level risk factors and difficulty.
- E.g. do we want kids learning to ride in the street at ages under 6.
- Guidelines could be summarized with “QR codes”, available pamphlets etc.

Tessa will bring these ideas to Nancy Nichols to process further in design and education processes.

Aaron Buckley addressed the possibility that children would transfer skills immediately to streets, when they might not be of ready age. He wondered if there was any actual evidence of kids doing this.

Mark Houdashelt suggested that vehicles (props) or bikes be introduced into the “roundabout” section of Safety Town. This would allow actual experienced learning of how to use such a type of traffic feature.

Todd asked if the proposal can be completed within the \$55K budget. Tessa noted the project striping will be labor intensive, but expects the total cost to be close to the budget (still gathering cost data).

REPORTS/ANNOUNCEMENTS

Transportation Board Report (York, FC Transportation Board)

York provided BAC members an overview of the Wednesday, July 20th Transportation Board (TB) monthly meeting and other reports/news from the TB that the BAC would be interested in.

- The Transport (back of the bus) advertising signs stating “Bike/Bus/or Walk” were discussed.
- Discussed Climate Action Plan and goal figures including the transportation contribution figures.
- TB is working on 1st level BFO objectives for public comment before 2017 proposed budget is completed.
- Worked on 2017 TB Work Plan. York suggested the BAC Work Plan be prepared by September 21, 2016 TB meeting.
- The TB reviewed Elizabeth Transportation Corridor Plan, this was approved by TB on July 20th.

Staff Reports (Tessa Greegor, FC Moves and FC Bikes)

One (1) At Large Position is open for the BAC committee. Applications for this position are due by August 18th.

Upcoming FC Bike Events include:

- Open Streets – September 18, 10 a.m.-3 p.m.- Linden and Redwood Streets from Willox Ln to Willow or Walnut Streets
- Traffic Counts will be done September – 13, 15 and 17. Volunteers needed!

Board Member Reports/Comments

Todd Dangerfield (Downtown Development Authority) – Todd participated in a Downtown Development conference in New York City this summer. 26 individuals from around the country, Canada, and New Zealand were present. The conference included great education sessions, and walking tours of NY City features. Todd's biggest take-aways: "Walking is the most efficient way to get around, cycling would be second. Bus drivers and cars behave very well around cyclists. Neat to see multi-modal traffic."

Mark Houdashelt (Air Quality Advisory Board) – The Air Board is also working on BFO offers, climate change, and greenhouse estimates. Mark recently rode the *Bustang* tour bus to Denver. He thought it should be noted that riders can take their bikes with them.

Aaron Buckley (Bike Co-op) - Aaron will not be at August 22nd meeting. He will be meeting with the Hill N Park (Greeley/Evans) community to consider possible alternative transportation options into Greeley and Evans from their isolated unincorporated Weld County community.

YORK (Transportation Board) – York was pleased with the Build Environment Working Group and their goal to create nature/environment opportunities within a 10-minute reach of city residents. Also see the Transportation Board Report on the previous page.

Luke Caldwell (Natural Resource Advisory Board) – The NRB is also focusing on BFO's and Poudre River flows.

Chris Johnson (Bike Fort Collins) – Bike FC is also looking at BFO's, and citizen polls. Bike Fort Collins is a finalist for a Kaiser Permanente grant to support an active transportation plan at PV Mobile Home Park. If awarded, this would provide funding for two-stage bike/walk/wheelchair path. Chris mentioned upcoming events of interest including, need for volunteers for *TourdeFat* (Sat. Sept 3rd) and Tessa Greigor being featured on the NoCO Bike Show (previously YGR Live) at Wolverine Farm Letterpress and Publick House on August 23rd at 7PM.

Patrick McCarty (At Large Member) – Nothing specific to share

Sylvia Cranmer (Colorado State University) – CSU Admissions office providing bike tours of campus, includes 12-18 parents & students touring on bikes.

Ed Reifsnyder (Land Conservation & Stewardship Board) – Ed mentioned that on August 13th the board would be reviewing trail alignments proposed for the Longview Trail (through Long View Natural Area). This trail will connect the trail system between FC and Loveland.

NEW BUSINESS/FUTURE AGENDA ITEMS

The August 22nd meeting will include addressing the 2017 BAC Work Plan and BFO process for the Transportation board. Tessa provided BAC participants with BFO recommendation letter sent a couple years ago. Review this example if you can prior to the meeting. See **Action Items** below for more BFO review materials to consider before the August 22nd meeting.

Patrick McCarty commented that the Chair should consider hard stop time of 8:00pm for future BAC meetings.

- The Chair asked members to consider where we would cut time in monthly agenda.
- Luke Caldwell suggested holding presenters to time allotted and limiting comments and questions.
- York suggested receiving presentation information prior to the meeting.
- Any outstanding questions could be e-mailed to Tessa for answering offline of meeting.

Further discussion and a vote regarding adoption of this stop time suggestion will be addressed at the next BAC meeting.

ACTION ITEMS

A letter will be drafted by Chair Cranmer related to the passed motion for BAC's support of the CSU Bike Education Module. Emphasis will include community safety and CSU Student/FC Citizen's education and awareness of pedestrians, bicyclists, and vehicle traffic regulations.

The City Departments' BFO Offers will be going to Council in August/September for discussion. BAC members were asked again to review the provided FC Moves Offer Summary and other transportation etc. offers (see <http://www.fcgov.com/citymanager/pdf/transportation-budget-2016.pdf>) closely in the next few weeks. Come prepared to prioritize bike-related Offers at the August 22nd meeting. Send an e-mail to BAC members if there is anything specific to discuss offline.

- The Chair asked if the Bike Fort Collins evaluations and citizen polls, as well as the Transportation Boards cycling related input could be provided for the BAC's review.
- City staff and BAC represented City Board(s) priorities as they relate to bicycling should also be considered during the upcoming meeting.
- Chris Johnson suggested that BAC members read Meg Dunn's recent blog on the city's BFO process. This can be found at <http://pedalfortcollins.com/weigh-in-on-the-city-budget/>.

ADJOURN

The Chair adjourned the meeting at 8:25 pm.