

**BICYCLE AND PEDESTRIAN ADVISORY BOARD
MINUTES
June 6, 2015
DRAFT**

Present

Brad Upton, Chair
Meghan Karas, Vice Chair
Susan Christie
Thomas Bahde
Mike Beilstein, City Council

Staff

Greg Wilson, Public Works
Lisa Scherf, Public Works

Visitors

Laura Duncan
David Ulman
Tom Sherry

Absent

Jeanne Holmes
Brian Bovee, excused

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/Introductions	X		
II. Review of May 1, 2015 Minutes			Approved
III. Visitor Comments	X		
IV. Old Business • CPD Facebook Page Bicycle/Pedestrian Content			Board Member Christie will draft an item for BPAB review
V. New Business • 2016-2020 CIP Project Review/Ranking • 3 rd Quarter Bicycle/Pedestrian Crash Report • BPAB Annual Work Plan Activities			The Board ranked the projects Postponed to July 10 Requested staff develop a spreadsheet to address item for tracking Unmet Needs
VI. Information Sharing	X		
VII. Commission Requests and Reports			N/A
VIII. Pending Items			N/A

CONTENT OF DISCUSSION

I. Call Meeting to Order/Introductions

Chair Upton called the meeting to order and those present introduced themselves. Board Member Christie noted that her term is ending and this is her last meeting as a member. Chair Upton thanked Board Member Christie for her service and added that Board Member Holmes' term is ending and she is leaving the Board as well.

II. Review of Minutes

Board Member Christie moved to approve the May 1 minutes; Board Member Bahde seconded the motion, which passed unanimously.

III. Visitor Comments

Visitor Tom Sherry requested the Board recommend adding bicycle lanes to Crescent Valley Drive as a Capital Improvement Plan (CIP) project. Councilor Beilstein noted that this street is outside of the City and therefore outside of this Board's purview. Chair Upton recommended that Mr. Sherry take this request to Benton County's Bicycle Advisory Committee, as they are currently identifying bicycle and pedestrian needs for inclusion in an update of the County's Transportation Plan.

Visitor Laura Duncan stated that she continues to be concerned about ODOT's lack of maintenance of areas that connect to the City's bicycle and pedestrian facilities. Of specific concern are the sidewalks and ramps on 4th Street at the on-ramp for Highway 20/34. The sidewalks in these areas are full of debris and vegetation obstructions, including gravel from street sweepers. Ms. Duncan also noted that ODOT has placed construction signs in the sidewalk/multi-use path along South 3rd Street, obstructing bicycle and pedestrian travel. Finally, she noted that she has long been frustrated by tall grass growing in an unpaved area of this path, where the railroad crossing arms used to be. Mr. Wilson told Ms. Duncan to send the information to him and that he will contact ODOT.

IV. Old Business

CPD Facebook Page Bicycle/Pedestrian Content

Board Member Christie stated that she is still willing to create this content, even though she will no longer be part of the Board. Chair Upton responded that he had been in communication with Lt. Wood and thought that he had forwarded those emails to Board member Christie. He will resend Board Member Christie this correspondence.

V. New Business

2016-2020 CIP Project Review/Ranking

Chair Upton reviewed the process for conducting the annual rankings. He noted that he wonders why some projects that are highly ranked by the Board and incorporated into the CIP are dropped from the CIP document in subsequent years. At the Board's request, staff agreed to follow up on the status of the multiuse path through the OSU dairy farm. After discussion, the Board decided to vote on new project submissions, existing CIP projects, and projects that had ranked highly in the past but have not been included in the adopted CIP.

After discussion about specific projects, several of this year's CIP submissions were combined due to their similarity. Another was split into two parts to make it more feasible for purposes of voting and ranking the project. The Board then used sticky dots (10 per member) to individually vote for their highest priority projects. Seven projects were selected, based on having received three or more votes. The Board will prioritize their final ranking of the projects via individual email to staff.

3rd Quarter Bicycle/Pedestrian Crash Report

Lieutenant Cord Wood was not present, but the Board discussed the crash report briefly.

BPAB Annual Work Plan Activities

Chair Upton listed the tasks the Board had proposed for this year under Special Activities:

- 1) Explore avenues to increase public involvement and input;

- 2) Assist staff in development of the City Council's sustainable budget goal to secure funding for maintenance and improvement of bicycling- and walking-related infrastructure and programs;
- 3) Develop a new regimen for reporting, categorizing, and prioritizing bicycling- and walking-related transportation enhancements and for monitoring and tracking progress on various Board recommendations to staff and Council;
- 4) Enhance communication between the Board and City Council, the Urban Services Committee, and other Boards; and
- 5) Work with City staff to implement work recommendations, such as bicycle corrals and colored lane markings.

Chair Upton stated that he'd like the Board to start on these projects, but admitted that he didn't know the best way to go about it. He noted that the Unmet Needs list the Board has created could count as fulfilling the regimen for categorizing and prioritizing, but it does not currently track the suggestions. Board Member Bahde recommended adding a column to the list for the tracking of projects. The Board discussed options for how to track the recommendations, including the possibility of developing an additional list. Staff agreed to reorganize the list as a spreadsheet with all the information the Board is interested in tracking. Councilor Beilstein commented that the entries require additional specificity to be implementable and funded. Wayfinding, for example, could cost anywhere from \$10,000 to \$100,000.

The Board agreed to begin discussing the Work Plan item related to public involvement at the July meeting. Also at that meeting, a subcommittee will be formed to discuss Item five, implementing specific Board recommendations. Councilor Beilstein questioned whether it was part of the work of the Board or a staff responsibility to make specific recommendations with regard to where enhancements such as green pavement markings might be installed. There was more discussion of ways to advance the progress on the Work Plan but no resolution on this point.

VI. Information Sharing

Ms. Scherf reported that in 2011, when the Sidewalk Maintenance Fee (as well as the Transit Operations and Urban Forestry Fees) were instituted by the City Council, the goal was that sidewalk maintenance issues reported to Public Works would be immediately mitigated and eventually repaired more permanently. She has been told recently that maintenance staff is caught up with requests that have been reported and can now return to addressing sidewalk safety issues in a methodical manner within "districts." The Board discussed whether the district approach is meeting the needs of pedestrians in Corvallis. Chair Upton noted that if there are sidewalk issues that aren't in the current district being repaired but haven't been reported, then the system seems to be working. Board Member Karas stated that she is aware of several sidewalk issues that have been reported, but not addressed. She agreed to report those sidewalk issues again before the Board decides if sidewalk maintenance needs to go on the Unmet Needs list.

Ms. Scherf reported that the bicycle corral documents are going through one final internal review before staff will start taking requests to install corrals in more locations. One notable change is that funding for the installations will be required to come entirely from the requesting parties.

VII. Commission Requests and Reports

Chair Upton reported that he presented the Annual Report to the Urban Services Committee (USC) and felt it went well. At that same meeting, USC discussed proposed revisions to the City

Council Policy on crosswalks to address the installation of pedestrian activated signals. He provided testimony stating that it was onerous to require a minimum of 20 existing crossings per hour in a given location before such an installation would be considered. The Committee changed the wording to reflect that pedestrian activated signals could be considered in locations where there was the *potential* for at least 20 crossings per hour.

VIII. Pending Items

None.

The meeting was adjourned at 9:00 a.m.

NEXT MEETING: July 10, 2015, 7:00 a.m., Madison Avenue Meeting Room