

**CITY OF ALBANY
BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
City Hall, Santiam Room
333 Broadalbin SW
Tuesday, July 13, 2010
12 Noon**

MINUTES

Commission Members Present	Terrance Virnig, Chair; Kelly Albers, Vice Chair; Bill Pintard; Tim Siddiqui; Matthew Hasek; Juanita Eggers; Jim Lawrence
Commission Members Absent	None
Staff Present	Jeff Woodward, P.E., Civil Engineer II; Ronald G. Irish, Transportation Systems Analyst; Karen Williams, PW Projects Coordinator
Others Present	Mark Siddall; Dell Stanton

CALL TO ORDER

Vice-Chair Albers called the meeting to order at 12:05 p.m.

APPROVAL OF MINUTES

The minutes of the June 8, 2010, meeting were unanimously approved following a motion by Hasek and a second by Pintard.

BICYCLE FRIENDLY CITY: EVALUATION FEEDBACK

Irish presented the Commission with copies of the evaluation feedback (attached) received from the League of American Bicyclists and said that he would characterize the feedback as 50% positive accomplishments showing that Albany is close to meeting the requirements of a silver award, and 50% of things to work on before the City reapplies within four years. The Feedback listed four significant measures to work on and further listed other suggestions to “further promote bicycling” within the five categories – Engineering, Education, Encouragement, Enforcement, and Evaluation/Planning.

One of the areas of suggested improvements was to “Make connections between bicycling community and law enforcement.” Pintard suggested that the Albany Police Department’s Bike Force and the Bicycle Rodeo, which they sponsor, could be highlighted when submitting the next application.

ACTION: Pintard made a motion to form a subcommittee of 2-3 Commission members to analyze the feedback and determine what is needed to proceed with upgrading the Bicycle Friendly City status. Siddiqui seconded the motion and it passed with a unanimous vote. Virnig, Pintard, and Siddiqui volunteered to be on the committee.

ADOPTION OF BPAC PROCEDURES AND GUIDELINES

Woodward presented the drafted Procedures and Guidelines (attached) for Commission consideration, which was sent out with the draft minutes of the previous meeting.

ACTION: The Bicycle and Pedestrian Advisory Commission’s Procedures and Guidelines were unanimously adopted as written after a motion to adopt by Lawrence and a second by Hasek.

SET COMMISSION OBJECTIVES

Virnig read through and received comments from the Commission on the list of objectives (attached). Pintard stated that a bicycle coordinator is needed, but realized that it may not be possible with the current budget, but should be considered in the future.

Siddiqui expressed concern regarding bicyclists not obeying rules of the road. Irish added that 80% of accidents involving bicycles are the fault of the bicyclist. Virnig said it would be helpful to have articles published in the newspaper and City newsletters to make citizens aware of the need to follow bicycle laws. Pintard also mentioned making information available in areas where a large crowd is gathering, such as River Rhythms, and informational broadcast on the radio.

In regards to the objective #8 - Implement a Share the Road Educational program, Pintard said the League of American Bicyclists has a program to train instructors for the Share the Road program and that Corvallis has two or more trained instructors. He added that there is a cost involved and may require out-of-state travel.

Siddiqui voiced concern that it would be difficult to get citizens to attend a class. Lawrence said that a program could be implemented where a bicyclist who has received a bicycle-related violation could choose to attend a class rather than paying a fine. The classes could be held once a month and modeled after the one Corvallis has in place. Lawrence added that the problem with this is to find someone willing to run this program. To implement this type of program, Lawrence said and the police and judge would need to be on board, and individuals who would be willing to volunteer their time to teach the classes would need to be identified.

Pintard informed the Commission that a bright orange sticker with information about the website was placed on the bicycle maps.

ACTION: Pintard made a motion to adopt the Commission Objectives list, including hiring a bicycle coordinator, and Hasek seconded the motion. It was unanimously passed.

2010 CRITERIUM (AUGUST 22, 2010)

Virnig discussed the excitement of the Albany Criterium Bike Race, saying it was a great spectator sport, and added it was a good thing for Albany to host. Lawrence and Pintard are taking the lead on the Criterium.

ACTION: None – to be placed on August agenda.

SEPTEMBER 2010 BIKE MONTH / BIKE TO WORK WEEK

Virnig discussed the importance of promoting the event by advertising. Pintard responded that the Police have a team that will be participating, and will help promote the event. It was thought that the event could be scheduled for the second or third week of September. Lawrence said student bike safety classes will be held around the second week of September.

Hasek suggested that the Chamber of Commerce be contacted about putting together a downtown business group. Lawrence added that the students from the different schools could challenge one another in forming groups to ride to school. Virnig said he would contact businesses. Mark Siddall said in order to put information in the hospital newsletter, they would need to be contacted the latter part of May.

ACTION: None – to be continued at the August meeting.

INTERSECTION ISSUES

Irish explained that the on-ramp from Jackson to Pacific is closed to all except the emergency vehicles, and explained that right turns from Pacific Blvd. onto Sherman, Main, and Madison are still open, and the off-ramp is still open to turn from Pacific to 7th. A southbound turn from Main onto Pacific will not be possible.

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Lawrence said that a bicycle accident occurred when crossing the tracks at the railroad tracks/Salem Avenue intersection and needs to have signage showing how to cross tracks in the safest manner. Irish said there are signs at that location.

ACTION: None.

COMMISSIONER'S COMMENTS

The ministry, Free on the Inside, who donates refurbished bikes, asked about finding a contact in Corvallis. Irish suggested they contact Corvallis's bike coordinator, Jill Morgan. Pintard said that Love, Inc. has a similar program.

Irish said he has applied for two bicycle/pedestrian grants: 1) Urban Trail Grant to fund design and construction of the South Waterfront Trail to build a concrete path that would complete a link between the Dave Clark Riverfront Path, Bowman Park, Eads Park, and the Talking Water Gardens project, and 2) Oregon Department of Transportation grant to fund design and construction of sidewalk improvements on Gibson Hill Road from the roundabout to Crocker.

ACTION: None.

OTHER BUSINESS

Siddiqui offered to host the next meeting at Ciddicis Pizza.

NEXT MEETING DATE

The next meeting has been scheduled for August 10, 2010, at 12:00 p.m., at Ciddicis Pizza.

ADJOURNMENT

The meeting was adjourned at 1:12 p.m.

Respectfully submitted,

Karen Williams
PW Project Coordinator

CITY OF ALBANY
BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
PROCEDURES AND GUIDELINES

Approved: July 13, 2010

I. ESTABLISHMENT

The City of Albany Bicycle and Pedestrian Advisory Commission (Commission) was established on February 13, 1991, by the Albany City Council. The duties and responsibilities of the Commission are further defined by Council Resolution numbers 3185, 3314, 4161 and 5721.

II. DUTIES AND RESPONSIBILITIES

A. Commissioners will serve for terms of three years, acting in an advisory capacity to City staff and the City Council while performing the duties and responsibilities generally stated in Resolution Number 3185. Specific goals and objectives as defined by the Commission are listed below:

1. Promote and advocate for bicycle and pedestrian safety and awareness, including bicycling and walking as healthy and non-polluting methods of transportation and recreation.
2. Address concerns from citizens and make recommendations to City staff and the City Council as appropriate.
3. Evaluate the condition and the need for improvements to bicycle and pedestrian facilities and environment within the City, including but not limited to:
 - a. Multi-use paths.
 - b. Pedestrian crossings.
 - c. On road bike lanes.
 - d. Bicycle and pedestrian signage.
 - e. Bicycle parking and storage facilities.
 - f. Establishment of safe and efficient bicycle and pedestrian traffic control devices.
 - g. Promotion of safe bicycling and walking practices and events.
 - h. Promotion and support of educational activities for all users to encourage and facilitate increased use of human-powered transportation and safe integration of all modes within Albany's transportation system.
 - i. Maintenance of existing facilities.
4. Advise the City on long-term planning, budgeting, development, and operation of bicycle and pedestrian facilities.

III. ASSETS AND COMPENSATION

The Commission has no assets or budget but may seek out and request authorization to apply for grants related to bicycle and pedestrian projects, activities, facilities and safety. Commissioners shall serve without pay.

IV. MEETINGS OF MEMBERS

- A. Meetings of the Commission will be held at the discretion of the Commission, at a time and location established by the Chair in conjunction with the City staff liaison.
- B. A notice of the meeting agenda and the minutes of the last meeting will be delivered to Commission members and other interested parties at least one week prior to a scheduled meeting. Minutes of the meetings will be kept by City staff and records maintained by the City Recorder
- C. The Commission shall select one of its members as Chair and one as Vice-Chair by a majority vote. It is recommended that the selections occur at the first meeting of each calendar year and that no member serves more than three consecutive terms in any one office.
- D. A quorum of four voting members must be present to convene a meeting and it will proceed based on Robert's Rules of Order.

V. DUTIES OF THE CHAIR AND VICE CHAIR

- A. The Chair presides at all Commission meetings, represents the Commission at other City meetings and acts as a liaison with other organizations.
- B. The Vice-Chair will assume these duties in the absence of the Chair, and will assume the Chair if the position becomes vacant.
- C. The Chair may establish voluntary committees to complete research and report to the Commission or to organize and promote an activity related to bicycle and pedestrian safety, awareness and advocacy.

VI. AMENDMENTS

These Procedures and Guidelines may be updated and amended at a meeting of the Commission by an affirmative vote of at least four Commissioners, provided that the proposed amendments shall have been presented in writing at a previous Commission meeting and have appeared in the minutes of that meeting.

2010 Albany Bicycle and Pedestrian Advisory Commission Objectives

Approved: July 13, 2010

1. Implement Bike Commute Challenge and Bike Month.
2. Get covered bike racks installed at as many Albany schools as possible.
3. Achieve Bike Friendly City status.
4. Update the Albany and Mid-Willamette Valley map website
5. Implement a bike swap program.
6. Promote the Albany Criterium
7. Get lights on the Dave Clark path
8. Implement a Share the Road Educational program
9. Implement an adult bicycle education program
10. Participate in the annual Safe Routes to School Walk and Bike to School Day
11. Establish a Boys and Girls club bike safety education program
12. Improve bike lane signal actuator identification
13. Implement traffic law enforcement with an educational diversion program
14. Bike Path / Multi-use Trail Link between Albany and Corvallis
15. Hire a Bicycle Coordinator