**Bicycle & Pedestrian**

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**Advisory Committee**

**DRAFT Meeting Minutes**

October 12, 2021 – 6:00 to 7:30 pm

Via Zoom Virtual Meeting

**Attendance**

**Staff:** Michael Liebler, Dawn Williams

**BPAC members:** Teresa Roark, Dennis Weirich, Steve Abbott (Eugene ATC Liaison), Julia Johnson, David Leedom, Kevin Campbell, Simon Daws (Willamalane Liaison), Bryce Mayall, Joseph Pruski, Mitchell Coon, Kori Rodley (City Councilor), Indigo Larson (Safe Routes to School Coordinator)

**Guest(s):** John Murray, Claire Roth (Safe Streets Coordinator)

**Absence(s):**

**Unexcused Absence(s):**

**CALL TO ORDER.** Meeting was called to order at 6:00 p.m.

**Welcome/Introductions**

Dennis Weirich facilitated introductions.

**Agenda Review**

No agenda changes.

**Committee Business**

Public Comment

No public comment.

Meeting Minutes

Dennis asked if everyone had a chance to review the minutes.

Mitchell Coon motioned to approve the minutes as written.

Dave Leedom seconded the motion.

Minutes were approved.

Committee Membership Updates

Michael Liebler informed the committee that Jeff Sakacsi was no longer serving on the committee. He added that they would address filling that spot during the next cycle of recruitment.

Dennis asked if they would be starting recruitment at the next meeting.

Michael stated that he would need to check in with Emma Newman on the recruitment schedule.

Capital Improvement Program Committee Recommendation

Michael Liebler stated that Emma Newman drafted the Capital Improvement Program Recommendation letter and asked if everyone had a chance to review it. He shared on screen the draft letter and asked if anyone had any input.

Julia Johnson asked Councilor Kori Rodley what the best way to present it would be and if there was any improvement needed.

Councilor Rodley stated that the only feedback she had was for the section for West D Street and there might be a better way to convey what their ask is.

Dennis Weirich added that they just want to make the strong recommendation to the Council that there are certain things that are a higher priority for them.

Julia Johnson added that she felt that West D Street was an important part of the whole system since it is the entrance into Springfield.

Councilor Rodley asked if this letter would it be presented by the BPAC or just sent to the Council when it is shared with Council.

Michael Liebler stated that once they approved the letter the intention is to have a few volunteers from the BPAC come during the public comment section of the December 6th meeting during the Capital Improvement Program public hearing and present the letter. He added that when it comes to West D Street, they do have a limited amount of funding which narrows the scope. He suggested that they may want to add something to the end of where it says “project” to include “scope” or “design possibilities” to that sentence. He asked whether the committee wanted to make some changes for West D Street in the letter now that they had heard the Councilor’s input.

Councilor Rodley stated that she thought that would be great. She added that she liked the last part regarding the lighting and ADA ramps.

Michael Liebler suggested removing “although the city has funding for upgrades along West D Street” and replace it with “the BPAC would.”

Julia Johnson stated that she didn’t think they had specific information regarding funding amounts.

Councilor Rodley stated that she felt that was fine since the way some of these projects are funded can be a myriad of sources.

Kevin Campbell added that this project has garnered the most public comment.

Michael edited the letter to reflect the comment.

Bryce Mayall suggested that they remove one of the uses of the word “ensure”.

Mitchell Coon suggested the use of “make sure” instead.

Teresa Roark suggested adding “due to the safety issue or risk” being added as well.

Dennis Weirich asked if the Council meeting was going to be in-person or virtual in December.

Councilor Rodley stated they would be virtual through the end of the year.

Julia Johnson asked if there would be an opportunity for the Council to ask questions.

Michael Liebler stated that it would be public comment, but they would have a chance to deliberate amongst themselves afterwards.

Mitchell Coon moved to approve the letter as written.

Julia Johnson seconded the motion.

All approved.

Dennis Weirich asked for volunteers to present the letter to Council. He added that he would be willing to volunteer.

Julia Johnson nominated Kevin Campbell and Teresa Roark. She also suggested they all be there to support.

Dennis Weirich asked that Teresa Roark be a designated speaker instead of himself.

Teresa Roark stated she’d have to get back to them on her availability.

Michael Liebler stated that he would leave it up to Dennis, Teresa, and Kevin to decide who would be speaking at that meeting.

David Leedom asked for clarification on how to access the City Council meeting.

Michael Liebler stated he would send that information to the committee via email.

Electric Assist Devices

Dennis Weirich asked if anyone had anything pertaining to the electric assist devices since they keep putting it on the agenda.

Michael Liebler explained he had some things that Emma Newman had provided. One being that the City of Eugene has developed a series of path safety educational signs which he shared with the committee. He added that Emma Newman has been working with them to possibly replace the Eugene logo with the City of Springfield logo. Michael added that they hoped to have an update by the next BPAC meeting.

Teresa Roark asked if the sign design had already been decided.

Michael Liebler stated that that it wasn’t, but they were trying to piggy-back off the City of Eugene.

Teresa Roark felt the signs were wordy and confusing.

Bryce Mayall agreed.

Michael Liebler asked if the Eugene Active Transportation liaison had anything to add.

Steve Abbott shared that they are all currently temporary and experimental in nature. He added that after experiencing them on the trails, they seem to communicate effectively. They also expected to get some feedback at this Thursday’s meeting.

Julia Johnson shared that she is a regular user of the paths in Eugene and stated that they seem to communicate well.

Kevin Campbell also felt they were well made.

Dave Leedom felt they should proceed quickly with something like these signs. He also asked if these could be posted on the BPAC webpage.

Michael Liebler stated he would look into it since the signs include the City of Eugene logo.

Teresa Roark stated she thought that anything discussed at the BPAC meetings had to be shared publicly.

Michael Liebler stated he would check; he just doesn’t want to post Eugene stuff on the City of Springfield’s website without verifying first.

Teresa Roark asked if it was possible to test them among the population of people who don’t read English and what the pictures communicate to them.

Michael Liebler asked if bilingual production been part of their discussion.

Steve Abbott stated he felt he had seen Spanish versions posted side by side, but he would check.

Michael Liebler also stated he would get back to them as well.

Subcommittee Updates

Mitchell Coon gave an update for the Safe Streets subcommittee. He stated that they were still working on R, S, and T streets.

Julia Johnson stated that Mike McGillivray updated their service request posters, and she would be reaching out to members to get them distributed.

Mitchell Coon offered to help with the distribution he also asked if these included the bicycle repair stations.

Julia Johnson stated that these were only for the service request.

Kevin Campbell shared that they should get some sort of verbal confirmation before posting anything in a business.

Mitchell Coons confirmed that he would get permission.

Simon Daws stated that they could be posted in the Willamalane facilities.

Michael Liebler added that Safe Routes to School may also be able to post some.

Dave Leedom asked Steve Abbott if they advertise the City of Eugene’s similar product.

Steve Abbott responded that he wasn’t aware of any but felt they should.

Dave Leedom stated that they should be posted at bike shops but thought the city was down to only one.

Julia Johnson felt that their overall goal was to educate and make people aware. She added that besides asking to put a poster up that they should also educate those you talk to.

Dennis Weirich asked if anyone from the Infrastructure Subcommittee had any updates.

Dave Leedom shared that they had parked the idea of having lockers and have bike lock up in some underserved, low-income communities. There is enough funding that there should be a lot of opportunities available. The recommendations were to ask Council to consider the low-income opportunities.

Teresa Roark added that they discussed how to distribute them equitably. They also suggested a promoted application period for businesses. Then prioritize by census block areas with higher than proportionate population without access to a vehicle.

Kevin Campbell asked they would identify those areas.

Teresa Roark responded that LCOG has a map that displays census block areas.

Kevin Campbell asked how she was going to get the statistical analysis.

Teresa Roark stated that she was just going to look at the greater than average areas for households with no cars and lower incomes but was open to other ideas.

Michael Liebler stated that Emma Newman wanted him to share that the tool that Teresa has been using and working with LCOG which came from the MPO could be used for a deeper dive into the data.

Teresa Roark shared that someone with LCOG created a map for the BPAC that shows above or below average.

Michael Liebler stated that Emma Newman is looking to hire temporary staff to help with the bicycle enhancement grant implementation with a start date in early 2022.

**Updates**

City of Springfield

Michael Liebler stated that besides BPAC there are other boards, committees, and commissions that have openings. The deadline for those applications is Friday, November 5th at 5:00pm. He also shared that the December BPAC meeting will be virtual, and we are still awaiting guidance for 2022. He shared an update on the Main Street Safety Project. They are currently working on the adoption of a facility plan. The draft plan can be viewed on the website. The former Jasper’s Tavern is now the Pedaler and will be a bike hub. He also shared the improvements to the lighting on Main Street that will take place over the next couple months. He welcomed Indigo Larson, who is the new Safe Routes to School Coordinator.

Indigo Larson introduced herself.

Liaison Updates

Indigo Larson stated she had no updates at this time for Safe Routes to School.

Steve Abbott gave an update from the Eugene ATC. He stated that the South Willamette Street project has been completed. He added that the South Bank Path will be getting paved and lit soon. Some of their committee members organized a Parking Day, where they occupied parking spaces for awareness.

Simon Daws gave an update for Willamalane. He explained that there would be a new park, Pierce Park, near Marcola Meadows along the EWEB path. They are hoping to have the bike skills course there depending on the size of the bids they get. He added that the first draft of their ADA Transition Plan is viewable on their website for public comment. Thurston Hills construction is starting back up after being paused for the dry weather.

Michael Liebler asked about a new workout facility.

Simon Daws stated that it is called the Fit Lot at the Les Schwab Sports Park.

Dennis Weirich asked if there were any other agenda items that anyone would like to see.

Michael Liebler explained that they generally keep a list of possible future agenda items.

Teresa Roark asked if the City had received comment yet from the mailer that was sent out regarding the parking on West D Street.

Michael Liebler stated that they could give an update on the comments that were received at the next meeting.

Kevin Campbell asked about the two design concepts that were shown to BPAC last year being available for next meeting.

Michael Liebler stated that they could be available.

**Info Share**

There were no Info Share items.

Meeting adjourned.

**Next Meeting: December 14th, 2021; 6-7:30**