Orientation 2018

Emma Newman & Michael Liebler
Development & Public Works
City of Springfield

Bicycle and Pedestrian Advisory Committee
Library Meeting Room, City Hall
January 16, 2018
Agenda

• Role of Committee

• Public Meeting Requirements

• Bylaws

• Walking and Biking Plans, Projects, and Programs

• What to Expect in 2018
Role of Committee
Role of Committee

- **Purpose**
  - The purpose of the BPAC is to advise City Council and staff on pedestrian and bicycle planning.
  - Committee responsibilities include these categories:
    - Pedestrian / Bikeway Policy
    - Pedestrian / Bikeway Facility & Program Implementation
    - Education and Enforcement
    - Citizen Input
    - Americans with Disabilities Act (ADA) Compliance
Role of Committee

- **Advisory Committee**
  - Members *may not* represent City, but *may* identify as a member of BPAC
  - Communication related to BPAC (emails/text messages) are public record. Copy Emma on all e-mails.

- **Advocacy Rules**
  - BPAC members may advocate for walking and biking programs and projects *as an individual, not* BPAC
  - Members may share information regarding City policies and plans adopted by Council
Role of Committee

- Prepare Annual Work Plan
- Develop Annual Report
- Participate in subcommittees
  - (optional, 1/person suggested)
- Volunteer
  - i.e. Wheels by the Willamette, bike intercept survey, etc.
- Emma is point-of-contact, CC Michael Liebler. Notify ahead to set up a meeting.
Public Meeting Requirements
Public Meeting Requirements

- Agenda required
- Public notice given before each meeting
- All decisions made at meeting
- Meetings open and accessible to public
- Record meetings (Jolynn takes minutes)
Bylaws

- Terms of Office
- Chair & Vice-Chair Election
- Termination/Absences
Bylaws

• BPAC Bylaws Code of Conduct:

1. Share the available speaking time at meetings
2. Follow instructions of meeting facilitator
3. Be respectful of a range of opinions
4. Be respectful of all people in attendance at meetings
5. Focus on successfully completing the agreed upon agenda
6. Avoid side discussion when others are speaking
7. Voice concerns and complaints at the meeting, not outside the meeting
8. Strive for consensus
9. Adhere to same ethical and behavior standards as City employees
Bylaws

- Springfield Guidelines for Meeting Conduct:

1. Come to each meeting prepared, on time, and with a positive attitude.
2. Treat all members with respect by your words and by your actions.
3. Practice active listening allowing others to speak without interruption.
4. Look for places to agree, connect, or support.
5. Follow the agenda and be respectful of meeting time.
6. Following a vote, honor the decisions of the group.
7. If a committee member engages in unacceptable behavior, the Mayor may take any action he/she deems appropriate, up to and including expulsion from the committee, commission, or board.
Plans, Projects, and Programs
City Plans

- Springfield Bicycle Plan (1998)
- Springfield Transportation System Plan (2014)
  - TSP Implementation Project (Public Hearing 1/23/2018)
- Springfield ADA Transition Plan (2017)

- Pedestrian and Bicycle Master Plan (future project – timeline TBD)
Partner Agency Plans

- Regional Transportation Plan (2011)
- Regional Transportation System Plan (2002)
- Regional Transportation Options Plan (2014)
- Willamalane Comprehensive Plan (2012)
- Safe Routes to School Action Plans
- Oregon Bike Ped Plan (2016)
- Regional Safety and Security Plan (2017)
- Lane County Transportation System Plan (2017)
City Projects (in progress)

- **Virginia-Daisy Bikeway** *(32rd – Bob Straub)*
- Filling the Gaps – Safe Walking Routes to School
- **Walking and Biking Safety Improvements**
- Glenwood Improvements
  - **New Franklin Blvd**, Glenwood Riverfront Path
City Projects (Main Street)

- **Main Street Pedestrian Crossings**
  - 35th, 41st, 44th, 48th, 51st, Chapman
  - 66th/67th coming soon
- **Main-McVay Transit Study**
- **Main Street Safety Project**
- **Main Street Lighting Project**
Willamalane Projects (in progress)

- Thurston Hills Mountain Bike Trails (Feb 3 opening)
- Booth Kelly Haul Rd
- Weyerhaeuser Haul Rd
- West D St Path Access
Programs

- Springfield Bike Map
- Regional Bike Count Program & Data Portal (LCOG)

Activity: use data portal (bike counts and crash data)
Programs

- Wheels by the Willamette
  - BPAC helps staff events that encourage walking and biking several times throughout dry season
- Bicycle Friendly Businesses & East Lane County Bike Tourism Studio Workshops
Programs (continued)

- Mayor’s Challenge: Safer People, Safer Streets
- SmartTrips (coordinated by Point2point at LTD)
- Safe Routes to School
- Springfield School Walking Maps
- Downtown Bike Rack Installations (36 so far)
Snack Break!
What to Expect in 2018
What to Expect in 2018

- Review Work Plan and End of Year Report from 2017
- Elect Chair and Vice-Chair
- Select Eugene Active Transportation Committee liaison(s)
- Create/Update BPAC Work Plan
  - Programs (Education/Encouragement/Enforcement)
  - Planning (Engineering/Evaluation)
- Implement Work Plan
- Prepare Annual Report
To Do Today

- Nominate Chair and Vice-Chair
- Nominate Liaison for Eugene ATC
To Do Before Next Meeting

- Review example Protocols and Ground Rules and bring any revision ideas to next meeting
- Review Bylaws and bring revision ideas
February Meeting Draft Agenda

- Establish Protocols and Ground Rules
- Chair and Vice-Chair Elections
- Liaison Election
- Establish Committees
- Review/Update Work Plan
Contact info:

Emma Newman, Senior Transportation Planner
Development & Public Works
City of Springfield

enewman@springfield-or.gov
541-726-4585