

Salt Lake County Bicycle Advisory Committee

Meeting Minutes for January 11, 2017

Attending: B. Byrne, A. Searle, M. Kaller, K. Holt, D. Ward, B. Wheeler, I. Scharine, K. Sturgeon

Absent: M. Gregory, K. Herzberg, P. Mair, AJ Martine, R. Topham

5:35- Meeting begins - Introductions and public comments:

S. Jacobs opined about maintenance of the trails on the east side of the county during the winter season, including the bridges across Parleys Canyon. D. Ward mentioned an email exchange regarding who is responsible for maintaining the trails, though he assume it is the county's responsibility. S. Jacobs said he volunteered with the Salt Lake Bike Collective to shovel snow off the S-Line Trail. I mentioned that the bike trails along the Mountain View Corridor have been plowed the previous month.

R. Mathis provided an update concerning the Bike Ambassadors Program. He stated that the ambassadors will be present at the Clean Air Fair on January 28 and the Love Clean Air on February 14. He will also be hosting a workshop on winter commuting at Jerk's Bike Shop Feb. 2.

A. Searle asked if there has been an increase in the number of ambassadors in the program.

R. Mathis said there has been, with a estimated total of 13 ambassadors.

5:40- County Updates: M. Hilyard announced that County Mayor B. McAdams will visit next month's meeting.

T. Jensen provided updates for the ATIP committee and County developments:

- Network planning – In December, some stakeholders want to take a deeper dive into what the high comfort network show in their and one-on-one conversations were being held, resulting in delaying the finalization of the newtork until the end of the month. Last task with consultants is to complie a top 20 projects list, determining connections, gaps, and destinations.
- Wayfinding protocol – Revised draft of standards and protocol hopefully with be completed at end of this week.
- Best practices – The best practice document is five years old and hard to find on the county government's web site. Therefore, an update to the guide is necessary. This document standardizes design for signs, types of lanes, bike parking, and designations for high comfort lanes.

T. Jensen also wanted to talk about the possibility of the Salt Lake County partnering with Salt Lake City as part of creating new bike maps. There has been discussions and coordinating for some time. He thinks that the county should rate the comfort level of streets in the county the same method as Salt Lake City does. In addition, he wanted to ask for volunteers help with this task. Cartographers are creating the maps, with the Office of Regional Development providing funding for the project, and there is the possibility of UTA being a partner in this venture. He

showed the committee two different map drafts, one with a card cover, and one that is normal and asked which map type would be best. The hardcover map would cost more (\$14,000 for 4,000 copies). D. Ittis suggested requesting NPOs to help fund the new maps.

K. Holt asked how often would the maps need to be updated, and T. Jensen replied two years. K. Holt said he would preferred the small maps. K. Sturgeon remarked that the size makes the map too big. K. Holt asked who where Google gets their mapping data, to which T. Jensen replied whoever shares the data. K. Holt said Google maps seems to do a better job making routes currently. T. Jensen then asked for volunteers and which areas in the county they can work in. D. Ittis suggested using the online program similar to the ATIP maps. T. Jensen said he doesn't want to manage something that open source due to the time constraints, and is more concerned with getting the raw data. He is looking to get this completed between end of January/beginning of February. A sign-up sheet was passed around for people to sign up for gathering raw data on the streets. I mentioned that an app called MapMyRide is used mapping routes for individual riders. K. Sturgeon asked what areas are of great importance, to which T. Jensen replied areas further south and west in the county.

D. Ittis wants the bicycle community to move to protect the frontage road that runs along I-80. This road, used by cyclists as a recreational route to the Great Salt Lake Marina, will be removed due to construction of the new prison. He plans on contacting the state about this. He also talked to M. Reberg about this, and he stated Reberg did not considered the road to be a recreational route. He also wanted to know why the county raised the speed limit to 35 mph, explaining he was getting any straight answers from those contacts. He is concerned about the increase traffic and development will ruin the roads. He asked M. Hillyard if she can make some inquiries about this.

Business Meeting

6:10- Annual Open Public Meetings Act training with R. Chamness regarding legal meeting etiquette. Any public body of advisory, administration, or legislation must adhere to the open meetings statutes. Meeting closure can occur but there are specific rules required in order to do so: Discussion of personal character or mental health, discussion of security measures, allegations of criminal conduct, pending litigation issues, collective bargaining. What is the need to close a meeting? It does not have to be closed at all, and often should not be. Closed meeting minutes do not have to be made public as open meeting minutes do, but minutes must be recorded for the closed session. Non-agenda items can be conducted but not acted upon. Email consensus is potentially a violation of open meeting policy depending on the nature of the topic addressed and the understanding of the public of the decision. Public meetings must be announced with time and place. Social media postings and e-mail contact lists are acceptable. Unedited recording is part of acceptable criteria for maintaining minutes.

6:35- Meeting minutes and communications report: I. Scharine made a motion to approve December's minutes, B. Wheeler seconded the motion and the minutes were approved. K.

Sturgeon asked if about whether it the Ex Comm minutes should have been e-mailed, for which I apologized and was corrected on protocol. A. Searle asked it was easier to send both agenda and prior minutes at the same time, which I concurred. I. Scharine asked how the importation the committee, contact list went, which I replied it went well. I. Scharine reminded me that minutes should be sent to the board, while announcements should be for the general contact list. He realized the county posts both agenda and minutes on their website, and so he would contact the IS to have them post the agenda and minutes on the committee's web page. M. Hilyard asked if Dani was still helping us. I. Scharine was she was but recently taken off assignment. M. Hilyard said Dani was no longer working for the county, and would contact her replacement about making the changes. I. Scharine said he was still working on the committee's web page. I stated that I still do not have administrator privileges for the committee's Facebook page. M. Hilyard

6:40- Bike Utah Summit: P. Sarnoff requested sponsorship for the Bike Utah Summit that will be in Ogden on March 14. In addition, he requested that the committee support the summit as a sponsor. Lineup includes G. Bell, president, Utah Hospital Association, and C. Braceras, executive director, UDOT. P. Sarnoff submitted a request to B. Byrnes that SLCBAC be sponsor to Bike Utah Summit. A. Searle and B. Byrnes said they plan on attending the summit. P. Sarnoff said a decision about the sponsorship needs to be made by Feb. 10.

6:50- Budget update: D. Ward said he was basing the 2017 budget on last year's, because he was not getting any information from Angie or W. Sommerkorn. He then stated that \$5,000 is dedicated towards funding the Bike Ambassador Program (BAP), but doesn't show on the spreadsheet he is given. B. Byrnes said she'll contact them about the budget. A. Searle asked do we need to BAP sponsorship. Last year, \$3000 was dedicated to the Bike Utah Summit, and \$5,000 to the BAP. M. Hilyard said the contract Bike Utah made for the BAP started in September, unless it started two months retroactively. In addition, she said we should help support the BAP.

D. Ward figured that, after funding both BAP and the Bike Utah sponsorship, the budget is estimated at \$25,000. K. Sturgeon asked if there were other things still happening. D. Ward said the Bike Pro Conference is next year. P. Sarnoff said he hasn't heard anything about the Alternative Health Summit. K. Sturgeon asked if there were any funds for the map project. A. Searle said other people may come for funding, that he supports the \$3000 sponsorship, and that expenditures occur quickly early in the year, and therefore maintain spending at a slower pace. B. Byrnes put forth a motion to fund the \$3000 sponsorship for the Bike Utah Summit, and B. Wheeler second the motion. The motion was passed unanimously.

7:00- Priorities List regarding new Active Transportation Planner for the County: A. Searle stated he sent a e-mail asking the committee to help design the job description for the new active transportation planner. M. Hilyard said she received an update from W. Sommerkorn that they are nearly completed with it, but never got any detail about it. B. Wheeler said that the planner should work on finalizing bike signage and standards, to come to the committee's

meetings, and take the point on our behalf, and meet with UTA to meet goals with their First Mile/Last Mile project list and the Tiger grant. B. Byrnes said the planner should coordinate with the cities to enact an active transportation plan. I. Scharine talked about an e-mail conversation about who maintains the trails, which ties into the coordination with cities and provide public information and provide means for people to voice their concerns. B. Byrnes remarked that the planner should also coordinate with the other county departments, such as Health and Public Works.

A. Searle then said the planner should get feedback from the bicycle community on infrastructure problems, such as potholes, getting this data and sending it to the respective cities, with K. Holt saying the cities need to know about these problems. A. Searle said the planner should let people know about projects. With these suggestions he said he will send them to W. Sommerkorn.

D. Iltis asked if we looked at the maps T. Jensen brought, saying that that he wanted him keep the map open from more comments. Further, he thought the maps had more detailed information, and it is a great for the bike community to look at all roads and get lots of data. K. Holt thinks it should be a built-in tool, like an app, for reporting tool as oppose to sending e-mails. D. Iltis disagrees, saying there is a difference between reporting a problem versus an analysis of an intersection. He cited an app from UDOT that reports problems with UDOT roads, but doesn't report county or city roads. He remarked that Salt Lake City has an web app and form for reporting problems, but the county does not have such an apparatus. I made a similar remark with regard to Salt Public Utilities with their app for reporting problems as well.

7:10- Treasurer nominations: Last month, the decision to fill this position was placed on hold due to absent committee members. This time around, D. Ward said he was willing to serve for treasurer again. K. Sturgeon made the motion to accept his nomination, and I second it. B. Wheeler stated he would like to volunteer to learn about the treasurer position for next year, working with D. Ward. The committee voted unanimously in keep D. Ward as Treasurer.

7:12- Budget: B. Wheeler had questions about the budget. D. Ward asked about brochures and posters. K. Sturgeon said that Reed sent the brochures to the county and no one has seen them since. I. Scharine suggest placing storage space on the agenda for next month's meeting.

A. Searle announced that he and B. Byrnes will not able to attend next month's meeting. He added that preparation time will be done to help K. Holt, who will run the meeting next month, which will including meeting with Mayor McAdams to discuss the active transportation planner position.

D. Iltis said he is hoping Cycling Utah will request the print ads for revenue. B. Wheeler asked D. Iltis if he can come prepared next month to make the request. D. Iltis said that he could do that or e-mail it.

B. Wheeler stated that he and I are planning to attend the National Bike Summit in March. He needed to send an e-mail to A. Pitt about registration, which recently opened. He wasn't sure about how to proceed with both the registration and expenses. A. Searle said to send everything to her to make the purchases. D. Ward questioned whether the registration came out of last year's budget or this year's. B. Wheeler said that \$500 came from last year's budget, while the expenses should come out of this year's.

A. Searle shared the news that AJ Martine's grandson passed away, as the reason for his absence.

7:20- Meeting adjourned.