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*Minutes of the February 6, 2013 Salt Lake County Bicycle Advisory Committee held in Room N2003 at the Salt Lake County Government Center in Salt Lake City, Utah*

Committee members present: A.J. Martine, Vice-Chair; Jeff Hall, Secretary; Megan Hillyard, Council Aid to Council Member Arlyn Bradshaw; George Deneris, Active Transportation Coordinator; Lisa Graham, Treasurer; Thomas Jackson; Peggy Mair; Nicole Evans; Tyler Riedsel; John Herbert; Havilah Martak; Louis Melini; Ian Scharine; Chad Mullins; John Q. Stone (Alternate)

Others present: Dan Fazzini; Mark Purdy; Helen Peters (J-U-B Engineers); Scott Lyttle (Bike Utah); Corey Latham (UPD); Phil Sarnoff; Colin Quinn-Hurst (SLC Transportation Div.); Steven Malone

Not present: Elliott Moss, Chair (resigned)

1. A.J. Martine (presiding) opened the meeting and welcomed everyone. A.J. introduced himself to the group and mentioned his style for conducting meetings as a facilitator. A.J. mentioned that Elliott Moss would not be present at the meeting, and that he would discuss this further during the meeting.
2. A.J. asked those present to briefly introduce themselves. Those who were present did so.
3. A.J. deferred a discussion and vote on approving the minutes of the January 9 and January 22, 2013 executive officers' meeting until the March committee meeting.
4. A.J. announced that Elliott Moss had resigned his position as SLCBAC Chair and his membership on the committee. A.J. explained that upon the Chair's resignation, he, as Vice Chair, would serve as Chair. A.J. also discussed the need to elect a new Vice Chair during the meeting.
5. A.J. discussed proper decorum for committee meetings, which included honoring the speaker by showing them respect; limiting "side-bar" discussions while a speaker was speaking; turning cell phones off or to silent, etc.
6. A.J. led a discussion of brainstorming expectations of SLCBAC by asking those present to share a one or two word explanation of an expectation they had of SLCBAC. A.J. listed ideas on the white board to facilitate further discussion of the comments. Among the ideas discussed were: promoting bike safety; building collaborative/interactive websites; increasing number of cyclists in the community; community education; promoting on-line bike route maps; promoting "share the road" programs; working on "us v. them" attitudes towards cyclists in the community; effecting public policy.
7. A.J. asked Megan and George to discuss their perspectives on where SLCBAC has been and where they see it going. George discussed some of the ongoing programs/initiative the county is currently working on and explained how many of the expectation ideas listed on the board (developed from the brainstorming session) can be implemented in the framework of county government. For example, George explained the roles of the Bicycle Transportation Improvement Plan ("BTIP"), Bicycle

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Ambassador Program, the Active Transportation Coordinator, policy and political considerations, and website infrastructure. George discussed ways that SLCBAC can provide input and guidance to the county in how to use these and other tools/resources to realize expectations and goals of SLCBAC.

8. A.J. asked for input from past SLCBAC members on where SLCBAC has been and where do they see it going. Chad discussed “complete streets” programs which had been formed, but had not had any traction with the council until George was brought into the county government.

9. Megan discussed volunteer agreements and disclosure forms. She had forms for committee members to fill out and sign. Megan distributed the forms and committee members filled them out, signed them and returned the forms to her.

10. A.J. discussed forming subcommittees. A.J. asked what kinds subcommittees would serve the needs of SLCBAC, especially considering the interaction between SLCBAC and the tools/resources George described earlier. The committee suggested that forming and staffing the following subcommittees would be helpful; the following names were suggested for the following subcommittees:

*By-laws Subcommittee* to review and suggest appropriate revisions to the by-laws as warranted: Jeff, Ian, John, David;

*Mission/Vision Subcommittee* to compose a mission statement and elucidate SLCBAC values and goals: A.J., Ian

*Executive Subcommittee* consisting of the elected executive officers, the most recent past Chair, the Mayor’s liaison and the Active Transportation Coordinator: A.J., Ian;

*BTIP Subcommittee*: Chad, Lou, Thomas, Steven Malone, Mark Putty, Colin Quinn-Hurst

*Bicycle Ambassador Subcommittee*; Chad, Tyler, Peg, Nicole, John Herbert, Havilah (including website development with this committee was discussed)

A.J. discussed that perhaps the by-laws should allow non-committee members to serve on subcommittees. Jeff agreed to include an allowance for this in the proposed by-laws revision.

11. A.J. discussed the need to fill the vacant vice-chair position. A.J. asked for nominations for the position of vice-chair. John Herbert expressed his interest in the position. Chad nominated John for vice-chair. Lou seconded the nomination. A.J. asked for a vote; John was elected by a unanimous vote in favor.

12. A.J. led a “lightning round” discussion and asked each person present to provide one or two words of input regarding a topic of importance. George also used the time to interject some of his thoughts into the meeting as a wrap up of the discussion had to this point.



13. Megan discussed terms (length of time) of service of the committee members. She mentioned that each committee member's notification letter may include the amount of time they would likely serve.

14. The meeting was adjourned.

