AGENDA
CITY OF STURGEON BAY
BICYCLE AND PEDESTRIAN ADVISORY BOARD

Thursday, December 5, 2013
4:00 p.m.
2nd Floor Conference Room, City Hall
421 Michigan Street

1. Roll call.
2. Approval of agenda.
3. Approval of minutes from October 3, 2013.
4. Consideration of: Criteria and goal setting for future meetings.
5. Discussion of: Grant application updates.
6. Discussion of: Door County bicycle issues updates.
7. Consideration of: Safety and education programs.
8. Consideration of: Bicycle and pedestrian 2014 budget/grant requests.
9. Adjourn

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Notice is hereby given that a majority of the Common Council may be present at this meeting to gather information about a subject over which they have decision-making responsibility. If a quorum of the Common Council does attend, this may constitute a meeting of the Common Council and is noticed as such, although the Common Council will not take any formal action at this meeting.

Board Members:
Bob Schlicht – Chair
Dr. Nathan Hayes
Laurel Brooks
Paul Anschutz
Leni Spaude
Rhonda Kolberg
Randy Watermolen
Tony Depies

11/26/13
12:13 p.m.
CJ

Bicycle and Pedestrian Meeting
Thursday, November 7th at 4:00 p.m.

No meeting was held due to lack of a quorum.

Respectfully Submitted,

Candy Jeanquart
Police Assistant

BICYCLE AND PEDESTRIAN ADVISORY BOARD

Thursday, October 3, 2013

The Bicycle and Pedestrian Advisory Board meeting was called to order at 4:00 p.m. by Chairperson Bob Schlicht in the 2nd floor Conference Room, City Hall, 421 Michigan Street.

Roll call: Members Bob Schlicht, Laurel Brooks, Paul Anschutz, Leni Spaude, Rhonda Kolberg and Tony Depies were present. Members Nathan Hayes and Randy Watermolen were absent. Also present was Municipal Services Assistant Jennifer Lenius.

Adoption of agenda: Moved by Ms. Brooks, seconded by Mr. Anschutz to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from September 5, 2013.
4. Consideration of: Bike lane education and information distribution.
5. Consideration of: Letter of thanks for Sarah Gaskell public forum.
6. Consideration of: County Issues: Bike Plan, Variance in Pot Park, Ahnapee Trail Extension
7. Consideration of: Bike to school day (10/9/2013).
8. Consideration of: Bike and Pedestrian 2013 Budget / Grant Applications.
9. Discussion of: Future meeting times and criteria.
10. Adjourn

Approval of minutes from September 5, 2013: Mr. Anschutz asked to amend the minutes to better state that the Bike and Pedestrian Advisory Board did not recommend the purchase of two speed boards.

Moved by Mr. Anschutz, seconded by Mr. Schlicht to amend and approve the minutes from September 5, 2013. All in favor. Carried.

Community Development Director Mary Olejniczak entered at 4:15 p.m.

Consideration of: Bike lane education and information distribution: Mr. Depies mentioned letters were sent to all residents along Michigan Street on the change to bike lanes that will take effect in 2014. Mr. Olejniczak also stated that we have a responsibility to educate the public on the changes to Michigan Street and also how to properly use sharrows. Mr. Anschutz reminded the board that there are still bike lanes in the City that we should be providing education on.

Mr. Depies said that the City can and does provide public service announcements to all the local media outlets. He also suggested that there are other websites that have better information that we can provide links to on the City's website. Ms. Brooks stated that DCSSA has many good links to information and videos on their Facebook page that may be relevant for us to use.

Mr. Schlicht listed possible locations to provide educational materials and public service announcements to including: the city's newsletter, schools, city website, letters to residents, newspaper and radio requests, church bulletins, public access channel, Police Department's Facebook page and radio talk shows.

Mr. Watermolen entered at 4:35.

Mr. Schlicht asked that if any members of the board have links to good articles or videos on bike and pedestrian safety to forward it to him so they can be forwarded to all members for review prior to the next meeting and included in the next agenda. Mr. Depies reminded the board of the importance to educate the motorists as well as the bicyclists and pedestrians.

Consideration of: Letter of thanks for Sarah Gaskell public forum:

Moved by Mr. Schlicht, Seconded by Mr. Anschutz, to authorize Chairman Schlicht to sign a letter to Sarah Gaskell of the Wisconsin Bike Federation on behalf of the Bike and Pedestrian Advisory Board thanking her for her participation in the Michigan Street Bike Lane Public Forum. All in favor. Carried.

Consideration of: County Issues: Bike Plan, Variance in Pot Park, Ahnapee Trail Extension: Mr. Schlicht read the updates provided by Door County Parks Director, Erik Aleson. In the letter he stated the County Bike/Recreational Plan Workgroup will be meeting on October 7th to review the final plan and that on October 8th the Door County Highway Committee will be reviewing the plan.

Moved by Ms. Brooks, Seconded by Mr. Anschutz to authorize Chairman Schlicht to sign a letter to the Door County Highway Committee from the Bike and Pedestrian Advisory Board stating their support of the County Bike Plan. All in favor. Carried.

Marty Olejniczak left at 5:15 p.m.

Mr. Depies informed the board that Mr. Olejniczak received an email from Keith Kasbohm from the County stating they have received their wetland permit for the Tacoma Beach Road to Clay Banks Road section of the Ahnapee Trail with possible construction beginning this fall.

Mr. Anschutz suggested that a letter be written to Cathy Stepp and Scott Gunderson thanking them for their work to write the variance to the Potawatomi Park master plan. He stated he will provide the changes that should be made to the original letter sent to Jeff Prey with the WI DNR.

Moved by Mr. Anschutz, Seconded by Mr. Watermolen to authorize Chairman Schlicht to sign a letter to Cathy Stepp with copies to Scott Gunderson and Representative Gary Bies supporting the work their office is doing to write the variance to the Potawatomi State Park master plan and getting it to move forward. All in favor. Carried.

Consideration of: Bike to school day (10/9/2013): Mr. Watermolen said the school was not aware of Bike/Walk to school day on October 9th and that he would have something placed on the upcoming morning announcements for the middle school students. Ms. Brooks asked if an ongoing calendar could be provided with the agendas to list dates of upcoming events such as this. The board agreed that there would not be enough time to plan an event for this year, but could look at something for next year.

Consideration of: Bike and Pedestrian 2013 Budget / Grant Applications: Mr. Schlicht stated City Council will begin reviewing the 2014 budget and if there are items the board wants to request in the budget process or in the grant application process, we should review them so they can be submitted for a timely request. Mr. Anschutz suggested two possible training programs and asked if some of the SRTS grant funds originally allocated for the additional speed board could be placed toward these instead. One is a 2-day training program for up to 25 officers that costs $3,000 and the other is a program where representatives from the Wisconsin Bike Federation teach children and adults safe bike riding. Mr. Schlicht said that he would mention the officer training program to Chief Porter to see if it was something he would be interested in pursuing.

Mr. Anschutz commented that there is a new grant program through the Wisconsin DOT called TAP (Transportation Alternatives Program) that may be applicable to what the City is working on. Mr. Schlicht stated that it is important when looking at grant funding to make sure the parameters of the grant fit our needs and to also consider the City's cost if it is a matching funds grant. Mr. Depies said that he would look into the TAP grant and report back to the board at the next meeting.

Discussion of: Future meeting times and criteria: Tabled until the next scheduled meeting.

Adjourn: Moved by Mr. Depies, seconded by Ms. Spaude, to adjourn. Carried. Meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Jennifer Lenius
Municipal Services Assistant

EXECUTIVE SUMMARY

DATE: **November 26, 2013**

TITLE: **Bike and Pedestrian Facilities Grants**

BACKGROUND: During the Bike and Pedestrian Committee I was assigned the task of reviewing potential sources of grant funding. As was discussed the WDOT is classifying these types of projects as Transportation Alternatives Program (TAP) but the states most common programs will continue under the TAP umbrella including Safe Routes to Schools (SRTS), Transportation Enhancements and the Bicycle and Pedestrian Facilities Programs, as well as other similar programs. While I still find many aspects confusing, it appears that funding for rural areas may be separated from the funding available to the larger metropolitan areas of the state. The application and review processes remain unchanged except that what the funding can be used for is better defined. What has changed is facility grants are 80% funded, and the minimum project cost will now be $200,000. Attached is a link to the TAP application form http://www.dot.wisconsin.gov/localgov/docs/smip-sample.pdf

The changes therefore seem to be encouraging larger projects with more local responsibility and cost investment for facility improvements. Marty and I have now completed the certification process to allow the City to be eligible for TAP grants but still would recommend the use of design consultants to insure the process is followed and repayment of funding would be approved.

The other major funding source for bicycle and pedestrian facility funding is from the WDNR. These grants are typically more intended for the recreational trails or off road trails and do not appear to include funding for sidewalks and on road bicycle facilities. They are however easier to administer but typically provide a funding level of less than or equal to 50% and limit projects to a maximum of $250,000 and selection probability increase if a larger local share is accepted. Multi use trails (Bike/ Pedestrian/ Snowmobile) seem to be the most fundable and therefore Stone or Quarry Wash trails are preferred.

There are other private grant sources but typically these are less oriented to municipal transportation facilities but funding is still possible from these sources, especially as the local match for other grants..

FISCAL IMPACT: Therefore DOT funded projects now have a 20% local match and often cost 10% to 25% more because of Federal funding requirements. Fundable projects are better defined, and there are funds sources for rural areas (less than 200,000 people) and with a minimum project size that makes the local share of the projects is at least $40,000 plus staff time. DNR funding would not cover our typical road improvement project but still remains an option for recreational trails and facilities. DNR funded projects would still require significant local financial participation and the County is pursuing the extension of the Ahnappi Trail from the Bridgeto the existing Trail head, the most like use of DNR funds but if any of these trails are to be paved, the City likely to be more involved for both construction and maintenance.

RECOMMENDATION: Grants options always need to be reviewed for every major project but for smaller projects that we will typically be involved, WDOT- TAP funding is not available

SUBMITTED BY: _____

Anthony Depies, City Engineer

Bike and Pedestrian Safety Links for Review

From Tony:
http://www.dot.wisconsin.gov/safety/vehicle/bicycle/rules.htm
http://wisconsinbikefed.org/2011/09/16/what-is-the-law-anyway/
http://www.bikeleague.org/bfa/search/map?bfaq=54235
http://wisconsinbikefed.org/about/programs-campaigns/

From Laurel Brooks:
http://www.youtube.com/watch?v=LJuiGOu-dkU
http://www.bikeleague.org/ridesmartvideos

From Rhonda Kolberg:
http://www.youtube.com/watch?v=5UxSHx5crYI&feature=youtu.be