



Mayor's Ad Hoc BICYCLE AND PEDESTRIAN COMMITTEE ACTION MINUTES

Bicycle and Pedestrian Committee

**Friday, March 4, 2016
9:00 a.m.**

**Public Works Conference Room
433 North Virginia Street
Prescott, Arizona 86301
(928)777-1130**

ACTION MINUTES OF THE MEETING OF THE BICYCLE AND PEDESTRIAN COMMITTEE held on FRIDAY, MARCH 4, 2016, in the PUBLIC WORKS CONFERENCE ROOM, located at 433 N. VIRGINIA STREET, Prescott, Arizona.

- A. Call to Order
Meeting was called to order at 9:02 a.m.
- B. Introduction of Committee Members/Roll Call

COMMITTEE MEMBERS PRESENT:

Bill Fanelli
Gerald Stricklin
Suzanne Morse
Councilwoman Billie Orr
Sandra Smith
Sandra Stutey
Les Stukenberg

ABSENT

None

- C. Committee Role and Function – Ian Mattingly, City Traffic Engineer, Public Works

Ian provided a brief background/history of bicycle committees:

- PBAC formed in 1997 and ended in 2009
- PBAC published the City Of Prescott Bicycle Planning Guide, which was a precursor to the Bicycle & Pedestrian Plan
- The Bicycle & Pedestrian Plan was adopted as part of the General Plan Circulation Element in 2003. Updates to this document began in 2009, but the committee was dissolved
- In February, 2015, a working group was formed to address the following tasks:
 - Update the Bicycle & Pedestrian Plan – accomplished and adopted 9/2015.
 - Adopted a recommended route for the US79 bicycle route
- The working group recommended that an ad hoc committee be formed

Role of the Ad Hoc Bicycle and Pedestrian Committee consists of:

- Assist the City in implementing pedestrian and bicycle goals and strategies set forth in Chapter 7, Circulation Element, of the *2015 Prescott General Plan* ratified by voters in August 2015
- Perform the function of the "Pedestrian Bicycle Advisory Committee" described in the *Prescott Bicycle and Pedestrian Plan* adopted by Council by Resolution No. 4311-1520 (November 24, 2015), "to provide regular input on city plans and projects that will impact pedestrian and bicycle use"
- Work with community stakeholders to evaluate street improvement projects contained within the City's Capital Improvement Program, specifically with respect to bicycle and pedestrian facilities, accessibility, connectivity, and safety
- Work with the City Traffic Engineer on bicycle route signing and inspections
- Develop and advocate educational programs for bicyclists, pedestrians, and motorists
- Provide advice regarding grant opportunities and other funding sources to assist in achieving bicycle and pedestrian goals
- Update, as necessary, the *Prescott Bicycle and Pedestrian Plan*
- Perform other related functions as the Mayor may identify

D. Open Meeting Law and Committee Operation – Jon Paladini, City Attorney

Jon Paladini presented information on the Open Meeting Law, Conflict of Interest, and Public Records and Electronic Communications. Items of special interest to the Committee were:

- Any gathering which includes 4 or more committee members constitutes a majority (quorum) and must be posted and agendaized
- If members wish to have an item agendaized for the next meeting, please contact Teresa Ogle
- Polling committee members through email is prohibited

A copy of the presentation was given to each Committee member.

E. Identification of Initial Topics to Address – Committee Discussion

- Presentation by staff of the current standards/specifications, existing bike route system and federal guidelines
- Review Capital Improvement Projects which are within the initial stages of design in the next 12 months, including the downtown street improvement projects and Bashford Court parking lot project
- Connectivity
- Identify and prioritize cost effective projects that could be done immediately
- Street sweeping of roads and bike lane – safety issue
- The League of American Bicyclists application for "Bike Friendly" status

F. Next Meeting

The Committee determined that the best day to hold meetings would be Thursdays, with the next meeting being held **April 14, 2016, 10:00 a.m.**, in the Public Works Conference Room; thereafter, meetings will be held every two months.

G. Adjournment

There being no further business to be discussed, the Bicycle and Pedestrian Committee adjourned at 11:00 a.m.

Approved:

A handwritten signature in cursive script, appearing to read "Bill Fanelli", written in black ink.

Bill Fanelli, Chairman