

BICYCLE ADVISORY COMMITTEE (BAC)
6:00 p.m., Thursday, January 9, 2020
Solano Transportation Authority
One Harbor Center, Suite 130 Conference Room 1
Suisun City, CA 94585-2473

MEETING AGENDA

<u>ITEM</u>	<u>MEMBER/STAFF PERSON</u>
1. CALL TO ORDER / SELF INTRODUCTIONS/CONFIRM QUORUM (6:00 - 6:05 p.m.)	Neal Iverson, Chair
2. APPROVAL OF AGENDA (6:05 - 6:10 p.m.)	
3. OPPORTUNITY FOR PUBLIC & STAFF COMMENTS	
A. Solano County 2019 PCA Designations (6:10 – 6:25 p.m.)	Triana Crighton, STA
4. CONSENT CALENDAR Approve the following consent item in one motion. (6:25 – 6:30 p.m.)	Neal Iverson, Chair
A. STA BAC MEETING MINUTES <u>Recommendation:</u> Approve STA BAC Meeting Minutes of November 7, 2019. Pg. 3	Esther Wan, STA
5. PRESENTATION	
A. ATP Priority Project Lists (6:30 – 6:40 p.m.)	Brent Rosenwald, STA

STA BAC MEMBERS

Neal Iverson City of Vacaville Chair	Michael Segala County of Solano	Nancy Lund City of Benicia Vice-Chair	Vacant City of Dixon	Quinten Voyce City of Fairfield	Jim Wheeler City of Rio Vista	Lawrence Gee City of Suisun City	David Belef City of Vallejo	Barbara Wood Member-At- Large
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6. INFORMATION – DISCUSSION

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- A. May is Bike Month 2020 Planning (6:40 – 6:50 p.m.) Brent Rosenwald, STA
- B. Upcoming TDA Article 3 Funding Deadlines (6:50 – 7:00 p.m.) Brent Rosenwald, STA
- C. Overall Work Plan and Implementation (7:00 – 7:10 p.m.) Brent Rosenwald, STA

7. FUTURE AGENDA TOPICS

(7:10 – 7:30 p.m.)

Neal Iverson, Chair

8. ADJOURNMENT

The next meeting of the STA BAC is on **Thursday, March 5, 2020** at STA.

BAC 2020 Meeting Dates:

(The BAC meets every First Thursday on odd months, unless otherwise rescheduled)

Please mark your calendars for these dates

Thursday, March 5, 2020

Thursday, May 7, 2020

Thursday, July 2, 2020

Thursday, September 3, 2020

Thursday, November 5, 2020

Questions? Please contact STA Planning Assistant, Brent Rosenwald at (707) 399-3214 or brosenwald@sta.ca.gov

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707-399-3239



**BICYCLE ADVISORY COMMITTEE (BAC)
Minutes for the Meeting of
November 7, 2019**

1. CALL TO ORDER/SELF INTRODUCTIONS/ CONFIRM QUORUM

The meeting of the STA's Bicycle Advisory Committee (BAC) was called to order by Nancy Lund at approximately 6:00 p.m. at the STA in Conference Room 1.

BAC Members Present: David Belef City of Vallejo
Lawrence Gee City of Suisun City
Neal Iverson City of Vacaville
Nancy Lund City of Benicia
Jim Wheeler City of Rio Vista
Barbara Wood Member at Large

Others Present: Corey Beavers City of Fairfield

STA Staff Present: Anthony Adams STA
Amy Antunano STA
Karin Bloesch STA
Triana Crighton STA
Brent Rosenwald STA
Esther Wan STA

2. APPROVAL OF AGENDA

On a motion from Barbara Wood, and a second from Neal Iverson, the BAC unanimously approved the agenda. (6 Ayes)

3. OPPORTUNITY FOR PUBLIC & STAFF COMMENTS

A. Solano Active Transportation Plan (ATP) Projects List and Map Update

Anthony Adams provided an overview on the Solano ATP Projects List and Map Update. Mr. Adams reminded BAC members that there is an ATP Update event on Tuesday, November 19 at the North Vallejo Community Center from 5:30 to 7:30 pm and encouraged them to attend. **BAC members request that the information be emailed to them.**

B. Safe Routes to School (SR2S) Update

Karin Bloesch provided an overview of the SR2S Update. Ms. Bloesch discussed about bike safety assemblies that will be performing at 15 Solano County schools. She also provided an overview of the SR2S Micro Grant Program. She noted that short video clips of the bike safety assemblies are available to be viewed on the SR2S Facebook page. **BAC members request that the press release on the SR2S Micro Grant to be emailed to them.**

4. CONSENT CALENDAR

A. Recommendation:

Approve STA BAC Meeting Minutes of September 5, 2019.

On a motion by Barbara Wood, and a second by Neal Iverson, the BAC approved the minutes of September 5, 2019. (6 Ayes)

5. PRESENTATIONS

A. **2019 Priority Development Area (PDA)/Priority Production Area (PPA)/Priority Conservation Area (PCA)**

Triana Crighton provided an overview on the 2019 Priority Development Area/Priority Production Area/Priority Conservation Area in Solano County. **Ms. Crighton will email the PCA map to the BAC Members.**

6. ACTION FINANCIAL

A. None.

7. ACTION NON-FINANCIAL

A. **2020 BAC Overall Work Plan**

Triana Crighton and Brent Rosenwald provided an overview on the 2020 BAC Overall Work Plan. Ms. Crighton presented on all of the events and tasks that the BAC accomplished in 2019. She introduced Brent Rosenwald to the new STA staff lead for the BAC as she will focus on the PAC. **Nancy Lund request bike counts for the Benicia bridge and stated that the BAC never received the numbers.** Triana Crighton recommended to work with the City of Benicia's Public Works department to set up the bike counters. Nancy Lund recommended contacting Nouae Vue from City of Benicia. Corey Beavers indicated that it was a challenge to place the bike counters, and he recommended hiring a firm to place the counters instead of doing it in house to save staff time. Neal Iverson agrees with the recommendation and would like to see a plan put in place. **Triana Crighton will look into the funding sources to pay for a firm to set up bike counters. Ms. Crighton will look into updating bike count procedures and to include them in the 2020 BAC Overall Work Plan.** Brent Rosenwald reviewed the draft 2020 BAC Overall Work Plan with the BAC members. David Belef recommended the My City Bike App to assist in the Wayfinding Signs. Brent Rosenwald requests recommendations for presenters for BAC meetings and the BAC members recommended Complete Streets, Greater Vallejo Recreation, Cal Bike (success stories), Adventure Cycling, city officials, consultants, staff from City of Davis, and Drew Hart from City of Sacramento. **David Belef request to hear more information on Complete Streets and the latest push through the legislature which was denied. Mr. Belef ask if STA can provide a fact sheet about this information. Triana Crighton will check with STA's Legislation and Marketing Manager and will follow-up in the next BAC meeting.**

Recommendation:

Forward a recommendation to the STA Board to adopt the 2020 BAC Overall Work Plan.

On a motion from Lawrence Gee, and a second from David Belef, the BAC unanimously approved the recommendation. (6 Ayes)

B. **2020 BAC Chair and Vice-Chair Elections**

Brent Rosenwald provided an overview on the 2020 BAC Chair and Vice-Chair Elections.

Recommendation:

1. Nominate and elect a BAC Chair for 2020.
2. Nominate and elect a BAC Vice-Chair for 2020.

On a motion from Barbara Wood, and a second from David Belef, the BAC nominated Neal Iverson to be BAC Chair for 2020 and Nancy Lund to be BAC Vice-Chair 2020. (6 Ayes)

8. INFORMATION – DISCUSSION

A. May is Bike Month 2020 Planning

Amy Antunano provided an overview of the May is Bike Month 2020 Planning. Nancy Lund mention that there is planned E-Bike Workshop in Benicia on Industrial Way in May 2020. Ms. Lund added that there will be plenty of e-bikes for people to try out and there will also be raffles. David Belef request BAC members to email him movie recommendations for Biking Movies to be played at the Empress Theatre during Bike Month 2020. Neal Iverson recommended having a Bike to Work energizer stations open at bike shops for a week or month so cyclists that only bike on certain days of the week can also participate in Bike to Work Day festivities. Mr. Iverson also recommended to have an energizer station at the Fairfield-Vacaville Train Station. Mr. Iverson request Nancy Lund to send him the plans for the E-Bike Workshop so he can plan one for Vacaville as well. David Belef recommended STA staff to reserve a spot at the Vallejo Farmers Market to promote Bike Month. Neal Iverson stated that Ray's Cycle has a spot in the Vacaville Farmers Market and STA is welcome to use it to promote Bike Month.

B. Upcoming Bicycle Funding Cycles

Brent Rosenwald provided an overview of the Upcoming Funding Cycles.

9. COMMITTEE COMMENTS & FUTURE AGENDA TOPICS

The BAC members agreed to move the January 2, 2020 BAC meeting to January 9, 2020. David Belef updated BAC members on some upcoming events in Vallejo.

10. ADJOURNMENT

The STA BAC meeting adjourned at approximately 7:55 p.m. The next BAC meeting is set to meet at **6:00 p.m. on Thursday, January 9, 2020** at STA.

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DATE: January 3, 2020
TO: STA BAC
FROM: Brent Rosenwald, Planning Assistant
RE: BAC Discussion Items

A. May is Bike Month 2020 Planning

During the November 7, 2019 BAC meeting, preliminary discussions on “May is Bike Month” programming were held. During the January 9, 2020 BAC meeting, STA staff intends to have further discussion regarding the 2020 Bicycle Month campaign. Some discussion topics include:

1. An E-Bike workshop and test ride in Benicia
2. A Bicycle Film Festival at the Empress Theatre in Vallejo
3. Energizer stations throughout the county for Bike to Work Day
4. Local outreach strategies

STA staff has provided a timeline to the BAC that will help its members meet the necessary programming deadlines. (Attachment A)

B. Upcoming TDA Article 3 Funding Deadlines

One of the yearly responsibilities of the BAC is to recommend funding allocation of the Transportation Development Act (TDA) Article 3 funds. These funds come from a ¼ cent tax on retail sales throughout California. Two percent of the TDA funding is programmed specifically for countywide bicycle and pedestrian projects. STA coordinates with the Metropolitan Transportation Commission (MTC) to administer these funds. Throughout the lifetime of this program, Solano County typically has received \$300,000 - \$400,000 annually for bicycle programming. STA staff would like to engage the BAC on upcoming funding deadlines and initiate preliminary discussions on potential projects.

C. Overall Work Plan and Implementation

During the November 7, 2019 BAC meeting, STA staff forwarded a recommendation to BAC committee members to approve the 2020 BAC Overall Work Plan. After discussion amongst staff and committee members, the work plan was approved unanimously. Some of the highlights of the work plan included:

1. Assisting with the implementation of the Active Transportation Plan
2. Reviewing TDA Article 3 Funding Requests

3. Developing a bike and pedestrian county program
4. Providing input on bicycle way finding

In order to implement these goals and with consideration given to the limited amount of time the committee is able to meet, STA staff intends to discuss the objectives of the next 6 meetings at the January 9, 2020 BAC meeting.

Bike Month- Event Timeline

January 1, 2020 – May 31, 2020

January 2020		
Item	Start Date	Completion Date
Discuss in depth the Bike Month Events at BAC <ul style="list-style-type: none"> • E- Bike Workshop • Suisun City Bike Ride May 30th or May 9th? • Empress Film Festival or Bike Rodeo Finalize the hours and locations of Energizer stations <ul style="list-style-type: none"> • Ferry? • Suisun Train Station? • Hannigan Train Station 5:00am-? • Benicia Bike Path: 6:00am-8:30am • Ray's Cycle- All Day- Need to Contact • Fisk's Cycle- All Day-Need to Contact • Employer Stations TBD • Rockville Bikes? 	1-9-2020	1/17/2020
Schedule Monthly check ins for Bike month		
February 1 st - March 1 st		
Create and Update Bike Month marketing <ul style="list-style-type: none"> • Update Flyer and any other Promotional Materials (Social Media event and post images, sandwich boards) 	2/2/2020	Product ready by the March 3 rd BAC
Reach out to employers and Govt agencies to encourage participation <ul style="list-style-type: none"> • Email contacts 2/2/2020 • Follow up calls 	2/2/2020	Employers that want to participate must respond by March 1 st to be included on poster
March 1 st - April 1 st		
Attend BAC to discuss Bike Month <ul style="list-style-type: none"> • Finalize Bike month events • Obtain BCOY nominations • Share marketing material 	3/3/2020	3/6/2020
<ul style="list-style-type: none"> • Update Website • Include event information on all appropriate media channels 	3/4/2020	Continue promotion through May
April 1 st – May 1 st		
Item	Start Date	Completion Date
Begin outreach and tabling events <ul style="list-style-type: none"> • April 18th VV Farmer Market • Fairfield Earth Day Event TBD • Kaiser Earth day events TBD • Employer Earth day events TBD 	4/1/2020	4/30/2020
Attend STA Board Meeting		

Bag Stuffing	4/29/2020	4/29/2020
B2WD energizer station deliveries	5/2/2020	5/5/2020
May 2nd- June 6th		
Bike Month Events lasting through June 6 th	5/6/2020	6/6/2020
After the Event		
Item	Start Date	Completion Date
Collect data from energizer stations and report back to MTC	5/8/2020	5/8/2020
Send thank you letters and emails to participants and others who need thank you letters	6/8/2020	6/8/2020
Complete write up and present it for the BAC	6/15/2020	6/19/2020