

**MINUTES
BIKE, PEDESTRIAN, AND TRAILS COMMISSION
June 6, 2022**

CALL TO ORDER

Matt Gworek called the in-person/virtual meeting to order at 6:05 pm on June 6, 2022 in Room 1 at Town Hall.

ROLL CALL

The following members were present for roll call:

BPTC Members:	Matt Gworek, Chairperson Laurie Loeb, Member Niki Delson, Member David Clair, Member
Town Staff Present:	Kevin Schorzman, Staff Liaison Chris Hassig, Board of Trustees Liaison Kae McDonald, Boards and Commissions Clerk
Guests:	Abbott Wallace (Prospective Member)

CONSENT AGENDA

Motion Passed: Niki ***moved*** to approve the Bike, Pedestrian, and Trail Commission meeting minutes from May 2, 2022. Laurie ***seconded*** the motion, and it was ***unanimously approved***.

PERSONS PRESENT NOT ON THE AGENDA

There was no one present, not on the agenda, to address the Commission.

COMMISSION GOALS FOR HOSTING A FIRST FRIDAY TABLE

Matt opened the discussion by noting that while he had reserved a table at the June 3rd First Friday, because the format wasn't fully formed and the commission members hadn't approved any funding with which to purchase items to give away, the option to host a table was delayed.

David commented that he had undertaken research on small bike lights and bells – both of which could be imprinted with safety messages if the commission members desired. He reported that the cost of the bike lights was approximately \$2.50 each, bells were \$3.50 each and yard signs could be produced at a cost of \$6.50 each. He noted that fit was an important consideration for the bells.

Matt replied that the messaging used for the newspaper advertisements would also be appropriate for the yard signs.

Niki pointed out that the Carbondale Age-Friendly Community Initiative handed out 300 bells over three different First Friday events. She noted that to receive a bell it had to be installed on the bike at the event, which gave them a chance to provide bike safety messaging, as well. She added that they gave away good quality bells that they procured from a local bike shop at cost.

Matt asked if there was sufficient funding left in the budget to cover the cost of the bells.

Kevin replied that the Commission still had some funds remaining but reminded them that they may want to preserve some funding to run advertising in the fall concerning keeping sidewalks shoveled.

Laurie wondered if anyone had heard bike safety Public Service Announcements on KDNK.

Niki asked for clarification about the grant application approval process and how funds might be accepted from local community organizations.

Kevin suggested asking the community organization to purchase the desired item, which can then be accepted by the Board of Trustees as a donation directly to the Commission. He explained that the Board of Trustees is the only entity that can accept and spend money on behalf of the Town of Carbondale. He noted that if commission members preferred to solicit money, the check must be submitted to the Town of Carbondale after which it would be accepted by the Board of Trustees as a donation and then earmarked for use by the Commission – a slightly lengthier process before the funds become available for use.

Matt noted that the Commission needs to decide how much to spend on bells and lights for the First Friday event and asked for commission members to state how they value the time and messaging to the community.

Laurie replied that it will provide visibility for the Bike, Pedestrian and Trails Commission and raise awareness of the need to practice audible signals when passing pedestrians.

David commented that it is another way to advertise safety topics. He liked the idea of installing the bells at the event and suggested having a lighted “roulette” wheel with safety messages attached to draw people to the table.

Niki explained that CAFCI began advertising approximately two months before their first event and utilized the Sopris Sun to write a column about bike safety and letters to the editor to advertise the event. She noted that KDNK also gave airtime to advertise the event.

David thought it might be helpful to have more than one event so if someone forgot their bike, they still had an opportunity to do so at a later event.

Matt agreed that if it was done correctly, it would benefit the community. He thought it was important to invest in high quality items.

Chris suggested checking with the Bonedale Bike Week organizers to see if they had leftover stickers to donate.

Matt suggested hosting a table, but without the added time and energy of installing the bells on bikes.

Matt moved to host a table at the August First Friday to promote bike safety messaging, pass out bells and/or lights via a “roulette wheel” and inform the community about the Bike, Pedestrian and Trails Commission and its mission.

Discussion

Niki commented that it was bad policy to say something is too much work. She suggested reaching out to the bike community for volunteers to help with the installation and pointed out that the messaging isn't as effective if there isn't a conversation to accompany the giveaway.

Matt noted his concern about having people attend with their bikes. He pointed out that the determining factor would be the number of bells and lights the Commission can purchase.

David replied that while there are a limited number of commission members, there are potentially lots of cyclists willing to volunteer. He asked if the Commission had ever tried to solicit support from a core group of volunteers.

Niki explained that CAFCI started out as an adjunct group to the Bike, Pedestrian and Trails Commission. She reiterated that advertising needs to begin at least two or three weeks before the event.

Lauri was in favor of the event and commented that the commission members only participate in one meeting per month, so the time commitment isn't too much to ask. She added that she was in favor of installing the bells at the event.

Motion Passed: Matt ***moved*** to host a table at the August and/or September First Friday to promote bike safety messaging, install good quality bells and/or lights on bikes, have a “roulette wheel” and inform the community about the Bike, Pedestrian and Trails Commission and its mission. Laurie ***seconded*** the motion, and it was ***unanimously approved***.

Matt will check with each commission member on availability and tasks.

Niki suggested distributing a sign-up sheet with each task listed. She asked for clarification about who a check should be written to if money is donated for the bells.

Kevin replied that the check should be written to the Town of Carbondale and the Board of Trustees will accept the money.

LEAGUE OF AMERICAN CYCLISTS GRANT APPLICATION

Matt asked for clarification on the process for getting approval to submit a grant on behalf of the Bike, Pedestrian and Trails Commission. He suggested that the grant request should be for specific items.

Kevin explained that a memo should be submitted to the Board of Trustees requesting approval to apply for the grant and if the grant is awarded it would go to the Board of Trustees to accept.

Motion Passed: Laurie ***moved*** to request the Board of Trustee approval for the League of American Cyclists Community Grant to purchase bells and/or lights to distribute to community members. Matt ***seconded*** the motion, and it was ***unanimously approved.***

Laurie agreed to explore the grant details and report back on how much help she might need.

COLORADO WALKING COLLEGE UPDATE

Niki provided a brief background of the Colorado Walking College for Chris's benefit. She noted that they are now in Module Two and the topics are very interesting. Niki explained that she and Sue Zislis are discussing the most appropriate action plan – they could choose a small project that would gain achievable results soon or choose a project that isn't quickly achievable but adds information and research for the Transportation Master Plan. She noted that when she and Sue presented these options to CAFCI, the group preferred the option to provide research for the Transportation Master Plan. Niki noted that in past outreach to the community, the biggest concern is the Highway 133 corridor – not only in terms of safety, but also the visual manifestation that Carbondale is a divided town and likely to get worse. The plan on researching how other communities have addressed this issue.

Chris asked if they have engaged with the Board of Trustees concerning the Transportation Master Plan.

Niki explained that CAFCI members worked closely with the Planning Director to rewrite portions of the Comprehensive Plan Update. She pointed out the consultants were surprised that Carbondale doesn't currently have a Transportation Master Plan and noted that there are numerous stakeholders interested in contributing to the document.

Matt added that as a Commission they should present a unified front and work towards a recommendation from the Bike, Pedestrian and Trails Commission to the Board of Trustees.

Niki commented that she would like everyone to provide input.

Chris recommended that they keep track of the Planning and Zoning Commission priorities and timeline of the Comprehensive Plan update.

Matt replied that the Transportation Master Plan has moved up in the action item timeline.

OTHER COMMENTS

Matt commented that there is history related to bike week and efforts of the Commission to undertake bike safety education. He noted that there isn't the manpower or knowledge base to run a booth during the bike week events. He added that he is happy others are promoting bike education, but he isn't disappointed that they aren't involved. He encouraged the commission members to support bike education efforts but pointed out that the Commission plays a role in developing policy and guiding infrastructure decisions that they may be better suited to do.

Laurie commented that she was disappointed various bike safety event organizers didn't reach out for help and suggested making sure they know the Commission exists and supports their efforts.

Niki pointed out that the Commission agreed to reach out to local bike safety proponents a few months ago and still haven't finished that task. She suggested that the commission members need to be clear about what it means to "support" these other organizers and went on to point out that they need to develop a unified message that can be shared across all the entities interested in bike safety education.

Matt replied that while they have continued to discuss a unified message, the Commission has yet to develop that language. He also pointed out that only one entity out of five has responded to his request to attend a meeting, so they need to be realistic in their expectations.

Kevin reminded the commission members that the June 28th Board of Trustee meeting will be held at the Third Street Center and the main topic will be the "First and Last Mile" in a broader context beyond WeCycle.

ADJOURNMENT

The June 6, 2022, regular meeting adjourned at 7:15 p.m. Due to the Fourth of July Holiday, the next regular meeting will be scheduled for either June 27, 2022, or July 11, 2022, at 6:00 pm.

Respectfully submitted,
Kae McDonald