



Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

AGENDA

BICYCLE AND PEDESTRIAN STREET SAFETY COMMISSION (BPSSC)

Members

- Chairperson Michael O'Meara
- Vice Chairperson Bill Fehrenbach
- Scott Cole
- Larry Frostman
- Ald. Thomas Leek
- Janet Jurgella Finn (Alt. #1)

Date and Time: July 8, 2021
2:00 PM

Location: Community Room
933 Michigan Avenue, Stevens
Point, WI

OR

Zoom Teleconferencing

Meeting ID: 857 2920 2372
| Passcode: 947952

By

Computer: <https://us02web.zoom.us/j/85729202372?pwd=Q3FiOHlOTVprR25pVWxma2hRVIN6UT09>

By Phone: +1-312-626-6799 (US Chicago)

Opening Section:

1. Roll Call
2. Persons who wish to address the Commission for up to three (3) minutes on a non-agenda item.

Discussion and Possible Action on the Following:

3. Report of the June 3, 2021 meeting of the Bicycle & Pedestrian Street Safety Commission.
4. Discussion on how sidewalks are funded in the City of Stevens Point.

PLEASE TAKE NOTICE that any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling (715) 346-1567, during normal business hours.

PLEASE TAKE FURTHER NOTICE that a quorum of the Common Council may be in attendance at this meeting.

5. Discussion on the Bicycle Friendly Business Program

Staff Updates:

6. Submission of Walk Friendly Community Application

7. Walking/Rolling Audit of Planned 2022 Street Reconstructions

8. Adjourn

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PLEASE TAKE FURTHER NOTICE that a quorum of the Common Council may be in attendance at this meeting.

REPORT OF THE BICYCLE & PEDESTRIAN STREET SAFETY COMMISSION

June 3, 2021 – 2:00 PM
933 Michigan Avenue – Room 122, Stevens Point, WI 54481
& Zoom Conference Call Meeting

PRESENT: Commissioner Cole, Commissioner Fehrenbach, Alderperson Leek, Commissioner Finn.

ALSO PRESENT: Director Kernosky, Associate Planner/Zoning Administrator Kuhn, and unidentified audience members via Virtual Zoom Meeting.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Election of a Chairperson for the Bicycle & Pedestrian Street Safety Commission.
 3. Election of a Vice Chairperson for the Bicycle & Pedestrian Street Safety Commission.
 4. Report of the April 22, 2021 meeting of the Bicycle & Pedestrian Street Safety Commission.
 5. Scheduling and discussion on the walking/rolling audit of planned 2022 street reconstructions.
 6. Scheduling and discussion on 2021 bicycle and pedestrian counts.
 7. Discussion on potential bicycle and pedestrian education initiatives.
 8. Quarterly update: 2021-2026 Strategic Goals of the Bicycle & Pedestrian Street Safety Commission.
 9. Adjourn
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1. Roll call.

Present: Cole, Fehrenbach, Finn, Ald. Leek

Excused: Frostman

Absent: O'Meara

Discussion and possible action on the following:

2. Election of a Chairperson for the Bicycle & Pedestrian Street Safety Commission.

Motion by Commissioner Fehrenbach to nominate Michael O'Meara as Chairperson; seconded by Commissioner Finn.

Motion carried 4-0.

3. Election of a Vice Chairperson for the Bicycle & Pedestrian Street Safety Commission.

Motion by Commissioner Finn to nominate Bill Fehrenbach as Vice-Chairperson; seconded by Alderperson Leek.

Motion carried 4-0.

4. Report of the April 22, 2021 meeting of the Bicycle & Pedestrian Street Safety Commission.

There was an inquiry as to whether there has been a resolution to the Green Circle Winter maintenance, to which Vice-Chairperson Fehrenbach noted that staff had provided additional working details on the matter, but no official resolution had occurred.

Motion by Commissioner Finn to approve the report of the April 22, 2021 Bicycle and Pedestrian Street Safety Commission meeting with the following; seconded by Alderperson Leek.

Motion carried 4-0.

5. Scheduling and discussion on the walking/rolling audit of planned 2022 street reconstructions.

Zoning Administrator/Associate Planner Kuhn provided the following details:

1. Enclosed AARP Walk Audit Tool Kit in agenda packet.
2. Purpose of the Rolling Audit was to analyze streets planned for reconstruction.
3. Tools which would be needed to conduct the audit, and staff was looking for a commissioner to volunteer in taking charge of preparing for the audit.

After a brief discussion amongst the Commission, there was general agreement to conduct the audit prior in August on Thursday or Friday, preferably early or mid-afternoon. Staff would be following up with the commission to narrow down a specific timeline.

No action was taken.

6. Scheduling and discussion on 2021 bicycle and pedestrian counts.

Zoning Administrator/Associate Planner Kuhn provided the following details:

1. Summary of the 2020 bicycle and pedestrian counts.
2. Staff was looking for a commissioner to volunteer to take charge in preparing the counts.

Commissioners had the following comments:

1. Commissioner Finn volunteered to plan the count.
2. Alderperson Leek volunteered to participate in the count.
3. Vice-Chairperson Fehrenbach noted that he would have access to student volunteers.
4. Proposed to add the following locations:
 - i. Reserve Street (between Main Street and Clark Street) to monitor the Contraflow Lane.
 - ii. E M Copps Drive and Brilowski Road to monitor bicycle traffic.
5. Wednesday, September 15, 2021 would be the proposed date in order to line up with the National Bicycle and Pedestrian Documentation Project dates.

No action was taken.

7. Discussion on potential bicycle and pedestrian education initiatives.

Zoning Administrator/Associate Planner Kuhn noted that staff was looking for some direction from the commission on what types of education initiatives they wished to proceed with.

Commissioners had the following comments:

1. Commission organized events, such as BPSSC-led group rides.
2. Videos detailing proper lane usage.
3. Engage residents on social media.
4. Create hard copy informational pamphlets.
5. Engage local bicycle shops to pass pamphlets to customers.

No action was taken.

8. Quarterly update: 2021-2026 Strategic Goals of the Bicycle & Pedestrian Street Safety Commission.

Zoning Administrator/Associate Planner Kuhn provided a summary of the 2021-2026 Strategic Goals, also found on page 25 of the agenda packet.

Commissioners had the following comments:

1. Goal 4: Encourage five local businesses to apply for a Bicycle Friendly Business designation.

- a. Commissioner Finn volunteered as a liaison.
- b. Suggestion to begin with existing bicycle shops, or downtown shops.
- c. Thought of approaching large companies (AIG, Sentry, etc.)
- d. Involve a North Division Street business

No action was taken.

9. Adjourn

Meeting adjourned at 2:42.

A recording of this meeting can be viewed/heard at: <https://stevenspoint.com/365/AgendasMinutesVideos>



To: Bicycle & Pedestrian Street Safety Commission

From: Adam Kuhn, Associate Planner/Zoning Administrator

Date: July 8, 2021

RE: Bicycle Friendly Business

Background: During the strategic goal setting sessions earlier this year, the Bicycle and Pedestrian Street Safety Commission established a goal to encourage five local businesses to apply for a Bicycle Friendly Business designation. As stated earlier, the Bicycle Friendly Business program provides recognition and guidance to business as they aim to enhance their bicycle-friendliness in the years ahead.

Applications for being a Bicycle Friendly Business are reviewed based on the following five elements: engineering, education, encouragement, evaluation & planning, and equity & inclusion. The following page outlines key attributes of a Bicycle Friendly Business in each of the five elements. For example, businesses offering a subsidized gym membership for its employees are more likely to score higher in the engineering section of the application.

Next Steps: For the July 8th meeting, I am asking each Commission member to present three business that, in their opinion, are eligible for distinction as a Bicycle Friendly Business. Please keep in mind that these businesses can range in size (100 employees vs. five employees), location (Downtown Stevens Point vs. the Portage County Business Park) and services provided (e.g., financial institution, retail store, manufacturer, etc.).

Once a list of potential Bicycle Friendly Businesses is established, I will be asking for one Commission member to take the lead in encouraging these businesses to submit an application. This Commission member will be working with myself on reaching out with these businesses, determining encouragement strategies and assist participating businesses in completing the application. As mentioned in past meetings, the Bicycle Friendly Business application is extensive and may discourage businesses from choosing

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to apply. Stressing one-on-one assistance with completing the application should be emphasized.

The Fall 2021 application cycle is currently open and will close on October 5th. Awards are expected to be announced between December 2021 and January 2022. Like a Bicycle Friendly Community designation, a Bicycle Friendly Business designation expires after four years.

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ATTRIBUTES OF A BICYCLE FRIENDLY BUSINESS



Encouragement

There are incentives for employees to bicycle to work such as the [Bicycle Commuter Tax Benefit](#) or other [cash incentives for bicycling](#). BFBs make bicycling a preferred method of travel and offer encouragement through [programming and recognition](#).

There is a [Guaranteed Ride Home program](#) that helps remove possible worry about bicycle commuting.

There are organized staff rides (with key members of management) and employees are [encouraged to participate](#) in other social rides, employee bike clubs, [community bicycling events](#), national events like [Bike Month](#) and [Bike to Work Day](#) and commuter challenges like the [National Bike Challenge](#).

The BFB is involved in building a [Bicycle Friendly Community](#) by supporting bike clubs/teams, organized rides, [state/local/national bicycle advocacy groups](#) and attending public meetings.

Engineering

There are [shared bikes](#) staff can use for non-commute trips, like errands and recreational outings. In cities where public bike sharing is available, a BFB might subsidize memberships.

There is plenty of [secure, convenient, and high-quality](#) bike parking for employees and guests. Special attention is paid to proximity to entrances, protection from the elements and potential theft.

There are showers, lockers and changing areas for employees — or subsidized gym membership for employees.

There is a [repair area](#) with tools, supplies and a workstand for employees to make adjustments, fill up their tires or perhaps have a full tune-up by an official repair person.

The business is easily accessible by bike through a network of dedicated bikeways or low-traffic streets. If not, the business is working with local government to advocate for [improved conditions for bicyclists](#).

Education

Bicycling [safety skills information](#) is readily available in the business, perhaps even part of the company's hiring packet, orientation and newsletters.

At the very least, a BFB will have bike maps, tips sheets and a list of opportunities for employees and others to take [bicycling skills and maintenance classes](#) (this could be done with the help of a [local bike shop or League Cycling Instructor](#)). In addition, a BFB might post bicycling [skills videos](#) on its website.

There may be a certified [League Cycling Instructor](#) on staff who offers [bicycling education](#) to employees and externally to customers or the public if applicable.

There is encouragement and opportunities for employees who drive to work to learn how to [safely operate](#) on the [road with bicyclists](#).

A BFB works hard toward the vision of an inclusive [Bicycle Friendly Community](#) and strives to [reduce distracted driving](#).

Evaluation & Planning

A BFB has set ambitious yet attainable goals to increase ridership and other key metrics, such as Bike to Work Day participation, or the number of employees and customers on a bike listserv. Measurable goals provide the business with something to target and to celebrate, as well as to [motivate individual employees](#).

There is an [appointed bike coordinator](#) responsible for coordinating bike events, programs, and facilities for the business. This may be a volunteer coordinator or incorporated into a formal job description.

A BFB conducts an [annual survey](#) to learn more about the commuting habits of employees and potential barriers that may exist for employees to bike more.

There is a concerted effort to collect internal [data on bike commuting](#) for benchmarking and goal-setting purposes. Tools such as the [National Bike Challenge](#) can play an integral role in helping a company track its ridership.

Learn more at www.bikeleague.org/business

2022 Street Reconstruction Plan

