



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

- Chair Michael O'Meara
- Vice Chair Larry Frostman
- Ald. Ron Carlson
- Scott Cole
- Janet Jurgella Finn

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<b>Date and Time:</b>	July 28, 2022 2:00 PM	<b>Location:</b>	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u> <u>Zoom Teleconferencing</u> Meeting ID: 882 4780 0250 Passcode: 315812 <u>By</u> <u>Computer:</u> <a href="https://us02web.zoom.us/j/88247800250?pwd=NHNpOTUvZEQzNnRmVHhHTki3d0Zhdz">https://us02web.zoom.us/j/88247800250?pwd=NHNpOTUvZEQzNnRmVHhHTki3d0Zhdz</a> <u>By Phone:</u> +1-312-626-6799 (US Chicago)

Opening Section:

1. Roll Call

Discussion and Possible Action on the Following:

2. Report of the June 16, 2022 meeting of the Bicycle & Pedestrian Street Safety Commission.
3. Presentation by Lt. Ben Uitenbroek on the Police Department's role in promoting bicycle and pedestrian safety.
4. Discussion on Walk Friendly Community application results.

**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.

Closing Section:

5. 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 16, 2022 – 3:00 PM  
933 Michigan Avenue – Room 122, Stevens Point, WI 54481  
& Zoom Conference Call Meeting

PRESENT: Chairperson O’Meara, Vice-Chairperson Frostman, Alderperson Carlson, Commissioner Finn.

ALSO PRESENT: Associate Planner/Zoning Administrator Kuhn, Director Kremer, Steve Menzel, Susan Gaeddert, Trevor Roark, and unidentified audience members via Virtual Zoom Meeting.

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INDEX:

Opening Section:

1. Roll call

Discussion and possible action on the following:

2. Selection of a Chairperson for the Bicycle & Pedestrian Street Safety Commission.
3. Selection of a Vice Chairperson for the Bicycle & Pedestrian Street Safety Commission.
4. Minutes of the December 2, 2021 meeting of the Bicycle & Pedestrian Street Safety Commission.
5. Presentation and discussion on the Plover River Crossing project.
6. Presentation by Susan Gaeddert, representing the 1000 Friends of Wisconsin, on a safe routes project being conducted within the city of Stevens Point.
7. Discussion and scheduling a date for the 2022 bicycle and pedestrian count.
8. Discussion on the 2022 walking and rolling audit.
9. Discussion on an action plan for achieving the six essential elements of biking and walking.

Closing Section:

10. Adjourn
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Opening Section:

1. Roll call

**Present: O’Meara, Frostman, Carlson, Finn**

**Excused: Cole**

Discussion and possible action on the following:

2. Selection of a Chairperson for the Bicycle & Pedestrian Street Safety Commission.  
**Motion by Alderperson Carlson to nominate Commissioner O’Meara as Chairperson.**  
**Motion carried 4-0.**
3. Selection of a Vice Chairperson for the Bicycle & Pedestrian Street Safety Commission.  
**Motion by Alderpesron Carlson to nominate Commissioner Frostman as Vice-Chairperson.**  
**Motion carried 4-0.**
4. Minutes of the December 2, 2021 meeting of the Bicycle & Pedestrian Street Safety Commission.

**Motion by Chairperson O’Meara to approve the report of the December 2, 2021 Bicycle and Pedestrian Street Safety Commission meeting; seconded by Alderperson Carlson.**

**Motion carried 4-0.**

5. Presentation and discussion on the Plover River Crossing project.

Director Kremer provided a presentation on the Plover River Crossing project and touched base on the following:

- How the project developed
- History of property acquisition for the project
- Current design status and what is remaining
- Status of funding goals and what is remaining, in addition to TAP grant eligibility
- Physical characteristics of the trail
- Projected long term connections and benefits for the community

Steve Menzel, with the Green Circle Board, provided a brief overview of the efforts the board and community partners had undertaken to bring the project to fruition, in addition to their fundraising elements.

Commissioners made the following comments:

1. Inquiry as to whether any additional City funds would be requested, to which Director Kremer explained that while they couldn’t say for certain, they expected the remaining dollars to come from fundraising or grants.
2. Inquiry as to who would oversee snow removal, to which Director Kremer indicated it would fall under the purview of the Park’s Department.
3. Inquiry as to whom would perform the installation, to which Director Kremer indicated the job would be placed out for bid per state laws, in addition to them following any additional grant fund requirements, such as not being able to utilize volunteer labor.
4. Inquiry as to the expected life expectancy for the boardwalk, to which Director Kremer noted that he did not want to guess on the lifespan but would get the commission specifics.
5. Noted the potential to add the boardwalk into the Bicycle and Pedestrian Counts.
6. Requested periodic project updates, not just for the commission but for the public.

No action was taken.

6. Presentation by Susan Gaeddert, representing the 1000 Friends of Wisconsin, on a safe routes project being conducted within the city of Stevens Point.

Susan Gaeddert provided a verbal presentation on the safe routes project:

1. Introduction to the Safe Routes to School project, and the 1000 Friends of Wisconsin group.
2. Statement on their group mission and purpose.
3. Timeline for project, including initial meetings, data collection, public engagement, organization of data and drafting recommendations for improvements, and fundraising.

Commissioners made the following comments:

1. History of accidents involving bicycles along Business 51 and the subsequent alternate route for Wyatt Avenue.
2. Noted that the Bicycle and Pedestrian Count intersections could be utilized as data.
3. Noted the importance of children having safe options to cross arterial streets.
4. Noted a potential new location for the old convent site at 1300 Maria Drive, adding that there was a future park proposed.

Trevor Roark, resident, commended Susan Gaeddert's efforts.

No action was taken.

7. Discussion and scheduling a date for the 2022 bicycle and pedestrian count.

Associate Planner/Zoning Administrator Kuhn noted the need to assign a commissioner to collaborate with staff on bringing the count to fruition, as well as the need to set a date for the 2022 Bicycle and pedestrian count.

Commissioner Finn and Vice-Chairperson Frostman volunteered as collaborators.

There was a back-and-forth discussion on the validity and accuracy of the count with an advertised date versus choosing a random date without notice. Concerns of accuracy, safety, and notifying the public were brought forward.

Associate Planner/Zoning Administrator Kuhn added that the intersections provided within the staff report may not be the finalized locations, as locations were largely based on volunteer counts. The locations would be finalized through the commission prior to the count.

Commissioner Finn added the need to have the locations in place prior to contacting potential volunteers.

Wednesday, September 14<sup>th</sup>, 2022 from 3:30-5:30PM was selected as the count date and time for consistency to previous years. The rain date would be the following day, Thursday, September 15<sup>th</sup>, 2022.

8. Discussion on the 2022 walking and rolling audit.

Associate Planner/Zoning Administrator Kuhn summarized the walking and rolling audit process that is conducted every year for the following year's reconstruction projects. Due to the improvement 2023 improvement plan including primarily resurfacing and sealcoating projects, staff recommended not conducting a walking and rolling audit for the year, but perhaps conducting a post evaluation audit of the streets that were reconstructed in 2021.

Potential collaboration with Susan Gaeddert was conducted on auditing completed reconstructions, as well as utilizing the gathered information for future grants.

There was a back-and-forth discussion on the commission's involvement for auditing the completed street reconstructions as opposed to staff. Benefits and negatives were discussed for both.

Aldersperson Carlson suggested A Shoes on the Left, Wheels on the Right initiative to help curb incidents.

Aldersperson Carlson also suggested that the existing commission vacancy be filled with the Police Department's Traffic Sergeant as they can supply hard data. Chairperson O'Meara noted perhaps having them be a liaison for an ongoing report to the commission.

Vice-Chairperson noted distracted bicyclists, such as riders having earbuds in, contributes to accidents.

No action was taken.

9. Discussion on an action plan for achieving the six essential elements of biking and walking.

Associate Planner/Zoning Administrator Kuhn explained that while the City's performance metrics were often broken down into five categories (Engineering, education, encouragement, enforcement, evaluation and planning), there was an emerging sixth category that the Bicycle Friendly Community and Walk Friendly Community applications began incorporating – equity. Staff was looking to establish a monthly meeting in the summer and fall where the commission could talk about each

performance metric and ways in which the City could improve. As part of the process, guest speakers could be invited to speak on a given performance metric.

After a brief back-and-forth discussion on potential topics of discussion, specifically highlighting enforcement (snow abatement) and encouragement (Disabled community), the commission was open to proceeding with staff's recommendation of beginning to review each performance metric.

No action was taken.

Closing Section:

10. Adjourn

Meeting adjourned at 4:26 PM.

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



## MEMORANDUM

To: Bicycle & Pedestrian Street Safety Commission

From: Adam Kuhn, Associate Planner / Zoning Administrator

Date: July 28, 2022

**RE: Walk Friendly Community Application Results**

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**Background:** As the Commission is likely aware, the City was awarded a bronze level designation as a Walk Friendly Community. The basis of this application, similar to the Bicycle Friendly Community application, was to review the City's standing within the following areas:

- Status of Walking,
- Planning,
- Education and Encouragement,
- Engineering,
- Enforcement, and
- Evaluation

Within each of these areas, application reviewers score each section as either 'walk friendly,' 'on the right track' or 'needs attention.' Obtaining a bronze level designation requires at least two of the above areas to be scored as 'walk friendly,' with at least one of these being within planning or engineering.

Please review the attached report card and be prepared to discuss our results. As discussed last month, this report card – along with our Bicycle Friendly Community report card – will be a significant tool in prioritizing future commitments.

Major kudos to Commissioner Finn for encouraging City staff to apply for this designation, along with the rest of the Commission for incorporating this as a strategic goal.

[www.stevenspoint.com](http://www.stevenspoint.com)

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# Community Report Card Stevens Point, WI

On behalf of our reviewers and program staff, we want to thank you for taking the time to prepare and submit your application to be considered for a Walk Friendly Communities designation. We know you invested a great deal of time in this application, and we appreciate your hard work.

Based on our review, we are designating Stevens Point, WI, as a Bronze-level Walk Friendly Community. Our designation of Walk Friendly Communities is based on qualitative scores (outlined below and [on our website](#)) given to each of the major sections of the application.

During our review, we identified a few impressive aspects of your community that are worth highlighting, including:

- High rates of walking, indicating a built environment that supports travel by foot.
- Adoption and implementation of an extensive complete streets policy.
- Pedestrian friendly policies and ordinances, from development standards to parking requirements, that help shape a pedestrian-friendly environment.

This report card summarizes some of the comments and feedback from our reviewers within each section of your application. We would encourage you to contact us if you would like to talk more specifically about your initiatives, our findings, and what we see as opportunities to expand your programs. This remainder of this report card will provide feedback and suggestions for each section in the community assessment tool. Each section received an overall score as defined below:

## Walk Friendly

The responses in this section indicate that your community is particularly strong in this area with great efforts being made towards improving walkability. Even so, there are always areas within this section where improvements and growth could be made.

## On the Right Track

This score indicates that your community does not exhibit the characteristics to be truly walk friendly in this section, but that there are still good existing programs or new programs that could be expanded. Please review our suggestions on how you could improve the walkability in this area.

## Needs Attention

This score indicates that your community does not yet demonstrate strong programs, policies, and results, characteristic of a Walk Friendly Community based on the responses in this section. Consider prioritizing these programs.

## Status of Walking

## Walk Friendly

We like to see a strong staff commitment to pedestrian safety and walkability issues, which it looks like you have.

Census data indicates you have high rates of walking, which is excellent. We'd like to see lower rates of single occupant vehicle trips, and maybe there is an opportunity to tackle this issue with some changes to policies around parking and transit.

You have no pedestrian fatalities over the past five years, and aside from spikes in pedestrian crashes and injuries in 2017-2018, those rates are also fairly low considering the amount of walking you have in your community.

## Planning

## On the Right Track

We're glad to see a ped/bike plan and a process for your bike/ped commission to return its annual priorities to the City for consideration. From our perspective, the plan itself could be updated. We see you are working on a downtown strategic plan, so it could be that you use that plan to bring additional attention to pedestrian needs in that part of the City. We agree that one area of emphasis should be on performance targets and benchmarks to help keep implementation of the plan on track.

It's good to see that you have a Complete Streets policy, but there are other policies around requiring sidewalks in transportation projects that we feel could be beneficial for building out your sidewalk network. Sidewalks are the core of the pedestrian network and should be included in nearly all roadway projects. Similarly, a connectivity policy that sets maximum block lengths and requires frequent pedestrian links would help create connections in your network.

We see an opportunity to move the needle on reducing vehicle trips by tightening up some of your parking policies to ensure that the city isn't promoting an oversupply of parking and that parking is designed in a way that enhances, not hinders, the pedestrian realm. Look to the Victoria Transport Policy Institute for inspiration and ideas for the sorts of parking standards (like parking maximums or absence of minimums) you can couple with [parking policies and strategies](#) to encourage more walking. For examples from Walk Friendly Communities, check out [Asheville, NC](#), and [Bend, OR](#).

## Education/Encouragement

## On the Right Track

We like to see comprehensive coverage of SRTS programs in local schools, and it appears that all of the schools in your community have these programs. Great work!

In addition to encouragement and awareness efforts described in your application, we think you could develop a safety campaign that aims to increase understanding of road safety laws and foster respect among all roadway users. Relevant examples include [Be a PAL/Share our Streets](#) in Arlington, VA, and the [Travel With Care NWA](#) in Fayetteville, AR. Be aware of differences in the walking abilities, behavioral patterns, and learning capacities of different groups of pedestrians and other road users.

A pedestrian wayfinding system (beyond the Green Circle Trail maps you mentioned) would reinforce the culture of walking while helping residents and visitors create a walking route to nearby destinations. It sounds like you may be working on an update based on a recent legal decision. To experiment with wayfinding and gain support, check out how you can design and print temporary (and affordable) signs through [Walk \[Your City\]](#). You may also want to consider partnering with a downtown business association or the university. In Washington D.C., the Downtown BID led the effort of 30 stakeholder groups to develop a citywide system that is now slated to expand to neighborhoods beyond downtown. Another example of business partnership is the [Downtown and Midtown Wayfinding Signage](#) in Bronze-level Atlanta.

Your community should consider hosting an [Open Streets](#) event, or preferably an entire series of these. These events focus community attention on the importance of active transportation and celebrate walking and biking. There are many other Walk Friendly Communities that can provide inspiration, including [Charlottesville](#), [Seattle](#), [Charlotte](#), [Louisville](#), [Minneapolis](#), & [Evanston](#).

## Engineering

## Walk Friendly

We realize funding is a major constraint, but sidewalks are the basis for any pedestrian network and our primary recommendation is to increase your overall sidewalk coverage. There are likely opportunities to target gaps in the sidewalk network and build connections for a more continuous system of sidewalks. To help fill in sidewalk gaps and prioritize repairs, we recommend this approach from Gold-level Corvallis, OR: each year, the [Sidewalk Safety Program](#) surveys one of 11 districts in the city. The repair criteria are specific, to ensure consistent application in every situation. Corvallis's Sidewalk Maintenance Fee provides an annual source of funding to do this work, and the city will repair defects each year up to the amount of funding available.

Beyond the sidewalk issue described above, we see great evidence of improvements being made to the built environment and crossing locations to create a more comfortable environment that supports walking and pedestrian safety.

## Enforcement

n/a

As we review the appropriate role of law enforcement programs in pedestrian safety programs, we decided to de-emphasize this section of the application in our overall review/scoring process. We encourage all communities to consider how they are deploying law enforcement as part of their road safety programs and work with their communities to understand alternatives to law enforcement action.

That said, you seem to have the right pieces in place to ensure that law enforcement agencies are involved with pedestrian safety and walkability initiatives. There are many ways for law enforcement personnel to be involved with these programs beyond actively performing enforcement activities and writing tickets. Check out this [guide from NHTSA/PBIC](#) to learn more about opportunities to engage law enforcement in transportation projects.

## Evaluation

## Needs Attention

Our primary recommendation develop a count program by investing in a few permanent count locations, setting up a few short-duration counters that can be moved around, and combining all of this with manual counts (which you're already doing) to make sure you're getting the full picture. This will really help you add context to your crash data and understand where investments are needed.

- For more than five years, Gold-level Somerville, Massachusetts, has been using volunteers to [collect bicycle and pedestrian counts](#) at 36 different locations. This is a good option for expanding your reach, but you also need to get some permanent and short duration counters. The latest edition of FHWA's [Traffic Monitoring Guide](#) (TMG) includes a review of existing techniques and guidance for implementing traffic monitoring programs for non-motorized transportation (Chapter 4).
- You could also check out the recently published [Guidebook on Pedestrian and Bicycle Volume Data Collection](#). In addition to explaining different counting methods, this guide shows how count data can be used for measuring facility usage, evaluating before-and-after volumes, monitoring travel patterns, safety analysis, and project prioritization.

Once you begin to ramp up safety projects and more sidewalk installation, it would be a missed opportunity not to perform regular pre/post safety evaluations of those. It looks like you're doing some of this already, so consider expanding where opportunities exist. These don't have to be full-blown research projects, but even a simple evaluation can give you some metrics to report and showcase success stories. We really like San Francisco's [Safe Streets Evaluation Handbook](#), if you're looking for some inspiration about how to build evaluation into each project.

Another evaluation tool that may be of use is the Pedestrian Road Safety [Audit](#) Guidelines and Prompt Lists. A useful example comes from Silver-level Lee's Summit, Missouri. Their [Transportation Annual Report](#) details their program to systematically reviews all roadways, with priority based on street classification. As of 2014, all arterial streets had been audited and a majority of non-arterial streets and intersections had been reviewed. Audits will be repeated on a five to seven-year cycle.