

**Brookings Bicycling Advisory Committee**  
**January 28, 2016 Minutes**

A meeting of the Brookings Bicycling Advisory Committee was held on Thursday, January 28, 2016 at 4:00 p.m. in the Brookings City and County Government Center. Members present: Caleb Finck, Ben Vukovich, Joanie Holm, Emily Braun, and Meghan Thoreau (by phone). Members absent: Van Fishback, Vern Olson and Steve Paula. Liaisons: Steve Berseth, Park and Recreation Board. City staff present: Jackie Lanning, City Engineer; Mike Struck, Community Development Director; Shari Thornes, City Clerk; Dan Brettschneider, Parks, Recreation & Forestry Director; Darren Hoff, Recreation Manager and Laurie Carruthers, Communications Specialist.

Chair Caleb Finck called the meeting to order at 4:23 pm. A motion was made by Holm, seconded by Braun, to approve the agenda. All present voted yes; motion carried. A motion was made by Braun, seconded by Holm, to approve the December 3, 2015 minutes. All present voted yes; motion carried.

**Schedule next meeting.** Wednesday, February 10, 2016 @ 4 p.m.

**City Council Response to Arterial Street (6th Street) Policy Recommendation and creation of task force to design 6<sup>th</sup> Street.** The City Council accepted the Bicycle Advisory Committee's 6<sup>th</sup> Street recommendation and is putting together a task force to develop the design for 6<sup>th</sup> Street. Members interested in serving on this task force should contact Chair Finck.

**Subcommittee Reports.**

*Infrastructure*

**Bike Rack Standards** – Finck presented a draft recommendation. Parks, Recreation & Forestry Director Dan Brettschneider advised that he had met with City Manager Jeff Weldon. They decided the bike racks would be placed at the following locations:

<b>Building</b>	<b>Address</b>	<b>Number of racks</b>
Research & Technology Building	801-809 32 <sup>nd</sup> Avenue	2
East Fire Station & Meeting Hall	607 20 <sup>th</sup> Avenue	2
Senior Center	516 4 <sup>th</sup> Street	2
Hillcrest Aquatic Center	1505 5 <sup>th</sup> Street	4
Larson Ice Center	924 32 <sup>nd</sup> Avenue	2
Public Safety Center	307-311 3 <sup>rd</sup> Avenue	2
Swiftel Center	824 32 <sup>nd</sup> Avenue	2
Street Department Shop	125 2 <sup>nd</sup> Avenue	Possibly included in construction

Finck advised he needed a recommendation from the Committee regarding the statement, “If 10 or more bicycle spaces are required, then at least fifty percent of the bicycle spaces must be covered.” Thoreau commented about the benefit of having a covered rack while a citizen is attending an event at a city facility. Holm contemplated the requirement and wondered if ‘discretion’ should be added. Berseth suggested the use of ‘desirable.’ Thoreau stated that the recommendations from the Committee should be strong and provide the best bicycling infrastructure for citizens. The City Council can use their discretion, but the Committee should be the bike advocates. Hoff said wind could be a factor even if the racks were covered in inclement weather. Holm recommended the Committee stick with the original recommendation of 50%. Guest Caleb Evenson advised the intent of a covered rack is to prevent the bicycle seat from getting wet. Thoreau asked if covered bicycle parking was being considered in the new Hospital expansion. Guest Sherry Cappel advised that she spoke with CEO Merkle and he would like advice from the Committee regarding the expansion project.

Finck suggested a revision to the language, “Covered bicycle parking will be available where people will meet publically.”

A motion was made by Thoreau, seconded by Holm, to revise the bicycle parking standards recommendation regarding covered parking to the following language, “Covered bicycle parking shall be available at public facilities where large indoor gatherings can be held.” All present voted yes; motion carried.

Parks, Recreation & Forestry Director Dan Brettschneider questioned the requirement if motor vehicle parking is covered, bicycle parking must also be covered. Thornes clarified; currently no facilities offer covered motor vehicle parking. However, if one is built, there would be a requirement to have bicycle parking within the structure.

A motion was made by Holm, seconded by Thoreau, to present the amended bicycle parking standards recommendation to the City Council. All present voted yes; motion carried.

Bike Lane Recommendation – Finck met with City Engineer Jackie Lanning to review the proposed recommendation and identify specific locations. Finck clarified, for streets greater than 30 feet in width, the recommendation states a 4 feet wide striped bicycle lane will be required. For streets less than 30 feet in width, a striped advisory lane is required. Finck noted, along the western end of 8<sup>th</sup> Street parking is

allowed, but it is not overnight parking. This parking would need to be removed in order to follow the recommendation of a bicycle advisory lane. As for the portion of 3<sup>rd</sup> Street from 5<sup>th</sup> Avenue to 22<sup>nd</sup> Avenue, Finck spoke with Fire Chief Hartmann regarding this street being an emergency route. Chief Hartmann is not concerned with the recommendation to install a bicycle advisory lane as bicyclists are required to follow the same rules as motorists and pull over when an emergency vehicle is en route.

Finck requested a discussion on Recommendation #2 – along 5<sup>th</sup> Avenue from 8<sup>th</sup> Street to 3<sup>rd</sup> Street, remove parking, implement 4 feet wide striped bicycle advisory lanes. Finck's concern is with the bump-outs at 4<sup>th</sup> Street where the street narrows. Lanning advised that bump-outs are scheduled to be constructed at 3<sup>rd</sup> Street and 5<sup>th</sup> Street. Lanning stated there is no signage standard for bicycle advisory lanes. The City Council would need to adopt a standard that would correlate with the signage. Finck questioned the possibility of removing the turning lane. Lanning advised that turning lanes are designed to reduce rear end accidents, and she advises to keep the turning lane. Several members voiced concerns with removing parking along 5<sup>th</sup> Avenue. Thoreau mentioned that if parking was removed, more people will be riding bicycles. Thornes noted that food trucks utilize this parking. Lanning suggested looking at 7<sup>th</sup> Avenue to connect 8<sup>th</sup> Street to 3<sup>rd</sup> Street. Finck made the suggestion of Main Avenue and to reverse parking.

Several members needed to leave the meeting. It was decided to take action on the Bicycle Lane Recommendation at the February 10<sup>th</sup> meeting.

**Conferences.** Thornes advised the Winter Cycling Congress Conference will be in Minneapolis-St. Paul February 2-4, 2016. The National Bike Summit will be in Washington DC March 7-9, 2016. Caleb Evenson may be attending the Washington DC Summit.

**Bicycle Rack Recommendation.** A motion was made by Braun, seconded by Holm, to recommend the city purchase the Dero Galvanized Bike Racks at the unit price of \$138. All present voted yes; motion carried.

Thoreau made the recommendation to discuss at a future meeting the time of year the street striping occurs.

Meeting adjourned at 5:41 p.m.  
Submitted by Laurie Carruthers