

Brookings Bicycling Advisory Committee
March 28, 2018 Minutes

A meeting of the Bicycle Advisory Committee was held on Wednesday, March 28, 2018 at 4:00 pm at Brookings City & County Government Center with the following members present: Chair Mike Lockrem, Vice-Chair Joanie Holm, Caleb Evenson, Brittany Kleinsasser, Jennifer McLaughlin and Emily Braun. Members absent: Eric Rasmussen, Steve Paula, Keith Schram and Liaison Steve Berseth. Guests included Park & Recreation Director Dan Brettschneider, Recreation Manager Darren Hoff, Recreation Manager Stacy Claussen, City Engineer Jackie Lanning, City Clerk Shari Thornes and Communications Specialist Laurie Carruthers.

Lockrem called the meeting to order at 4:00 p.m.

A motion was made by Lockrem, seconded by McLaughlin, to approve the revised agenda. All present voted yes; motion carried. A motion was made by Holm, seconded by Braun, to approve the amended January 24, 2018 Minutes. All present voted yes; motion carried.

Single Track Policies. Brettschneider advised that in 2015 the pump park opened. Currently, the City works with the Mountain Bike Association (Curt Kabris contact) for maintenance. The single track was built in 2017, but did not open due to heavy rainfall. Brettschneider stated there is a learning curve with all maintenance policies, but it is the City's decision. City staff will not be monitoring either the pump park or the single track on a daily basis. He has an example policy from Lakeville, MN. Suggestions were made to have a closed/open sign and to state the user will be responsible for their own risk. Kleinsasser advised Sioux Falls has added private insurance to supplement the city's insurance. The Park & Recreation Department will draft a policy and review it with the Bicycle Advisory Committee, Park & Recreation Board and Mountain Bike Association.

MyTrails Program. Thornes advised about a citizen request to add the Brookings bicycle trails to MyTrails app. The MyTrails app displays the trails available at the GPS location and provides the difficulty, length, rating, what to see & do, suitability, route type, trail traffic, elevation gain and is free to the user. Searches may be conducted by city, park or trail name.

Staff has concerns with who would be responsible to upload the information and if this is the most widely used app since there are several available. The Park & Rec Department has a trail map on the city's website. The committee will revisit this discussion at a later date.

Campus/Community Bike Share Program. Lockrem reported the Student's Association is looking at bike share programs with a number of companies and wants to know the city's interest. Does the city want to be involved in the presentations? Each program is free to campus and no revenue is generated. The user pays the fee per ride and utilizes an app. It is recommended to start a trial program with one bike for every twenty students, or 600 bikes. B-Cycle is another option. Brettschneider, Lanning and Weldon are interested in attending the meetings. Hotels may also be interested in these programs. On April 23 bicycle companies will hold presentations in Brookings. The local bike shop perspective advised that they see this as local money leaving Brookings, but can also see how it could assist international students. Some companies work with local shops. What are the community's needs? Lockrem will obtain details on the dates. On April 2, the SDSU Bike Club will be meeting. McLaughlin will attend and gather additional information on this topic.

Updates/Reports.

- A. Discussion on bike racks
- Brettschneider advised the Lions Club wishes to donate a simple multi style bike rack to Lions Park that would accommodate 10-20 bikes. Brettschneider provided examples from Dero and Bike Fixation. Either would comply with the bike rack standards. Brettschneider will work with Evenson, Kleinsasser and Thornes to make a recommendation.
- B. Grant application for corridor planning studies (Plan Project #31 & #32)
- Teams from Community Development, City Manager, Engineering, Park & Rec and City Clerk/biking met to review the grant. The City has \$20,000 for the 2018 budget and decided to hire a consultant rather than write a grant study. Lanning advised it would be a corridor study or preliminary design. An RFP will be sent to the local consultants. It will be a phased approach – study west of Medary Avenue loop, second option north/south on Western Avenue, location across 6th Street. The second study still needs to be determined. Possibilities include north of campus and the railroad concept.
- C. Update on 22nd Avenue Corridor Study (Plan Project #24C, E)
- Lanning advised Geotek is conducting the design, reconstruct or overlay study. They are working with preliminary design, cost estimates and budgeting.
- D. National Bike Month (May) activities
- 4/27 Historic Sites on Bikes
 - 5/9 Bike to School Day
 - 5/14-18 Bike to Work Week
 - 5/18 Bike to Work Day
 - 5/20 Bike to Church Day: Kleinsasser will reach out to Pastor Michael Mortvedt Ascension Lutheran about his annual blessing of the bikes. 'Bike to Worship Day' could be scheduled for the Sunday after Bike to Work Week. Various congregations have approached us about being more bicycle friendly and this is a good inclusion with Bike to Work Week.
- E. Draft Comprehensive Master Plan
- Revisions have been made since the last review and the Planning Commission is currently reviewing it. Other groups have provided input. Active transportation / multi modal is well represented in the plan.
- F. Bicycle traffic laws pertaining to bicyclists and motorists
- March 7th – the subcommittee met with Chief Erickson to review current city ordinances and definitions pertaining to traffic laws. The city is clarifying the signage for downtown and will propose suggested changes at the April or May meeting. Chief Erickson is researching online registration to match up with the university. Bicyclists riding on the sidewalk must yield to traffic.
- G. Mayor's Ride
- Possible dates include June with Kites & Bikes; combine with Downtown at Sundown – mid-August or early September; or a Saturday event connected with Farmer's Market. Last year was a great success with front page coverage. For 2018, partners could include

Critical Mass, PTA, Ministerial Association, Farmer's Market, Boys & Girls Club and GAP. Other items to be considered: crossing guards/ride leaders, new route, new name (Mayor's Ride, Walk & Roll) and promote family friendly. McLaughlin stated the connection with the Farmer's Market might boost the attendance and family friendly promotion.

Announcements/Correspondence/Calendar.

- McLaughlin advised a new topic of helmet education could be conducted with Nancy Hartenhoff-Crooks.
- April 21 – Sustainability Council's Earth Day, Good Roots Farm, 10 am – 12 pm
- April 27 – Historic Sites on Bikes
- May 1-8 – Places for Bikes Conference, Indianapolis
- May 24 – City Volunteer Appreciation Event, McCrory Gardens, 5-7 pm
- June 7 – Volunteer Leadership Coffee with the Mayor, City Hall, 8:00 am
- June 3-9, RASDak | Ride Across South Dakota

Motion was made by McLaughlin, seconded by Evenson to adjourn the meeting at 5:16 p.m. All present voted yes; motion carried.

Submitted by Laurie Carruthers.