



CITY OF TACOMA BIKE AND PEDESTRIAN ADVISORY GROUP MEETING MINUTES

DATE: April 21, 2014

GROUP MEMBERS

PRESENT: Justin Camarata, Dave Cook, Jennifer Halverson Kuehn, Janet Higbee, Anne James, Aaron Knight, Paul Nordquist, Brandi Riddle, Kendal Reid, Kris Symer

OTHERS PRESENT: Jessica Knickerbocker, Martha Lantz, Hannah Miner

- **Meeting called to order at 5:05 PM**
- **Introductions**
- **Approval of Minutes**
- **Open Public Meeting Act** – Martha Lantz, Deputy City Attorney, City of Tacoma

Martha spoke about open public meetings as set forth by state law RCW 42.30. This states that all actions by the Bicycle and Pedestrian Technical Advisory Group need to be taken openly. Actions include discussion, deliberation, receipt of public testimony, consideration, reviews, and evaluation. There are specific requirements for giving notice to the public and publishing the agenda, especially in regards to special sessions. The public is permitted to attend all meetings but the group is not required to allow members of the public to participate.

In an age of digital technology, it is important to remember that phone calls and e-mail exchanges can be considered meetings if a quorum is present.

Violation of the Public Meetings Act can result in a monetary penalty for individual members, the actions can be made null and void, the group can receive bad press and lose public trust.

Following this presentation, the group discussed how to best communicate outside of meetings.

- **Green Roads**—Jessica Knickerbocker, Environmental Services Engineer, City of Tacoma

Jessica spoke about the Greenroads sustainability ranking system, developed at the University of Washington and used by the City of Tacoma. Greenroads is similar to the LEED certification and uses credits to determine the extent to which a project implements sustainability practices. The City of Tacoma is a leader in using this rating system on new road projects and also for repairs.

There are four projects in Tacoma:

- Clay Huntington Way—Silver Certification
- Alaska Street—Silver Certification
- Wapato Lake Drive—Silver Certification
- Asotin Court—Bronze Certification

▪ **Debrief attendance at Pedestrian Improvement meetings—All**

The group discussed the pedestrian improvement meetings. Generally it seems that there was poor attendance with the exception of the Downtown Library meeting. The group then discussed ways to raise awareness of the meetings.

▪ **Bicycle Friendly Business Grants—All**

The Office of Environmental Policy and Sustainability followed up a Bicycle Friendly Business District Workshop with a \$500 grant opportunity to implement programs in the business districts in Tacoma. The group read over the grant applications from the 6th Ave. and Proctor Business District and offered recommendations for how the applicants can strengthen their projects.

▪ **Announcements and Updates:**

- **Kris Symer and Jennifer Halverson-Kuehn gave public comments at the March 19th Planning Commission Public Hearing on Bicycle Parking Code Amendments.**
- **Bike Month 2014 Update—**There are opportunities to volunteer to offer advice about bicycle routes at the Map Master booth at both Bike to Market Day and the Bike Swap
- **Sheridan Bike Safety Rodeo—**Sheridan's Safe Routes to School Program is hosting its 2nd Annual Clean Sweep and Bicycle Skills Rodeo with opportunities to volunteer on Saturday, April 26th, from 10 AM – 12 PM
- **Exit133.com/bike253 calendar is now in operation**
- **Letter of Support for Foothills Trail—Puyallup to Buckley—**Aaron will take the lead on writing the letter of support.
- **Downtown On the Go's Walk schedule and posters**

▪ **Action Items**

- Aaron will work on the Letter of Support
- Hannah will connect with Bicycle Friendly Business District applicants with recommendations