



**Burlington
Walk | Bike
Council**

Burlington Walk / Bike Council Agenda

www.burlingtonwalkbike.org

Wednesday, December 1, 2021, 6:00 – 7:00 pm

Meeting Options:

1. **In-person** - small DPW conference room at 645 Pine Street, Burlington
2. **Virtually** - using Zoom

<https://us02web.zoom.us/j/88225473951?pwd=YzFFQ1Q3Y3J4bzcwR2VNYWRFWnhtUT09>

Passcode: 091788 Or iPhone one-tap : US: +13017158592,,88225473951#,,,,,0#,,091788# or 13126266799,,88225473951#,,,,,0#,,091788#. Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 Webinar ID: 882 2547 3951 Passcode: 091788

International numbers available: <https://us02web.zoom.us/j/88225473951?pwd=YzFFQ1Q3Y3J4bzcwR2VNYWRFWnhtUT09>

Previous Meeting – The meeting notes from the November 3 meeting can be found [here](#). The meeting focused on the proposed infrastructure bond vote for the December 7 election. After discussion with DPW director Chapin Spencer, those present decided BWBC would support the bond and send messages promoting it to the listservs and their Front Porch Forums.

AGENDA

1. Introductions, brief BWBC overview, review agenda (5 min)

2. Announcements and Public Comments (10 min)

3. BWBC Work Plan for 2022 (45 min)

The Coordinating Committee will present a draft work plan – to be updated annually – that includes a schedule for reviewing and providing input on the city's walk-bike workplans, projects, and policies, as well as pursuing goals of tracking and reporting on relevant city commissions, diversifying viewpoints, improving communications, fine-tuning the [BWBC's organizational structure](#), and having more walk-bike fun. Discuss and determine how to finalize the work plan.

Next Month: BWBC Meeting, Wednesday, January 5, 2021, 6:00 – 7:00 pm

The BWBC is an all-volunteer advisory council to the City of Burlington. We work closely with and advise the Department of Public Works and the Department of Parks, Recreation, & Waterfront on infrastructure improvements and policy changes for walking and bicycling. The council also leads advocacy efforts and organizes events and activities that promote and celebrate walking and biking in Burlington and beyond.

BWBC Community Liaisons

Erik Brown Brotz, Ward 5, erik@burlingtontelecom.net, Chair

Greg Hostetler, Ward 2

Faith Ingulsrud, Ward 6

Peter Keating, Ward 6

Justine Sears, Ward 3

Karen Sentoff, Ward 4

Jason Stuffle, Ward 1

Kerry Swift, Ward 4

Allegra Williams, Ward 3

The purpose of the Burlington Walk-Bike Council (BWBC) is to advocate for walking and bicycling conditions and facilities in Burlington that are safe, attractive, convenient, and popular.

Objective 1: Review and advise the City of Burlington and other organizations and agencies on plans, projects, priorities, and policies related to walking and biking in Burlington. Objective 1 Metrics: - Achievement of 2026 walk/bike mode share goals from PlanBTV Walk/Bike - Elimination of traffic-related fatalities and serious injuries by 2026						
Tasks	Activities	Timeline	Priority	Lead	Collaborators	Notes
Review and advise on DPW's annual budget and workplan.	Annual survey of priorities	September	High	Coordinating Committee	Local Motion	
	Review and comment on preliminary workplan and budget	September - January	High	Coordinating Committee	Local Motion	
Monitor and engage with planning initiatives directly related to walking and biking.	Queen City Park Road/Austin Dr. Study	Ongoing 2021 - 2022		Peter Keating		
	Battery St Study	Ongoing 2022 - 2023				
	Winooski Ave PMP	Ongoing 2021 - 2022				
Monitor agendas for City Committees and engage BWBC members on issues directly related to walking and biking.	Planning Commission	Monthly				
	Public Works Commission	Monthly				
	Development Review Board	Monthly				
	City Council and Transportation, Energy, and Utilities Committee	Monthly				
	Parks, Recreation, and Waterfront Committee					
	School Board/HS Development					
Serve as a community forum for discussion of walk/bike infrastructure improvement and maintenance needs.	Conduct annual survey to gather community feedback on DPW projects and workplan and BWBC focus areas	September	High	Coordinating Committee	Local Motion	
	Conduct candidate surveys during high-profile election cycles	Election years			Local Motion	
	Public forum held at each meeting	Monthly	High	Chairperson		
	At least one meeting per year focused on pedestrian priorities	Annually - spring/summer		Coordinating Committee		
	At least one meeting per year focused on biking priorities	Annually - spring/summer		Coordinating Committee		
Recommend and develop new ordinances and revisions to existing ordinances related to walking and biking.						Possible targets for reform: Bike parking ordinance, jaywalking ordinance

Objective 2: Act as community watchdog for Burlington's Walk-Bike Plan to ensure progress on implementation of the plan, and that projects are consistent with the intent of the plan. Objective 2 Metrics: - Completion of 5-Year bicycle network by March 2022 - Completion of 15-Year bicycle network by March 2032 - Achievement of 2026 walk/bike mode share goals - Elimination of traffic-related fatalities and serious injuries by 2026						
Tasks	Activities	Timeline	Priority	Lead	Collaborators	Notes
Advocate for plan implementation and support initiatives that advance Plan BTW Walk/Bike priorities.	Update tracking spreadsheet and receive yearly post-construction-season report from DPW	November	High	Coordinating Committee	Currently Liam G, Jason S, Erik B	Need to identify ownership of existing spreadsheet
	Evaluate PlanBTW Walk/Bike progress at 5-year interval	February 2022	High	Coordinating Committee	Local Motion	
	Add recommendations from PlanBTW Walk/Bike "Beyond Infrastructure Section" to tracking spreadsheet and evaluate progress. Prioritize recommendations to work on/advocate for, and add to yearly workplan	January/February 2022	High	Coordinating Committee		
Submit a yearly report to City Council (and other committees?) outlining BWBC's work over the past year and the status of PlanBTW Walk/Bike.	Write and submit yearly report	February 2022	High	Coordinating Committee	Local Motion	

Objective 3: Ensure the effective and sustained functioning of BWBC. Objective 3 Metrics: - Completion of tasks under this section						
Tasks	Activities	Timeline	Priority	Lead	Collaborators	Notes
Ensure diverse voices are represented in BWBC meetings and initiatives.	Conduct organizational survey		High			
	Identify and implement ways to recruit broader participation		High			
Sustain and grow the culture of walking and biking in Burlington.	Identify team to organize activities and events					
	Identify and reach out to organizations with whom we can partner to host events					
	Host or co-host at least two fun events promoting or celebrating walking and/or biking, with at least one focused on walking					
Conduct core administrative functions.	Prepare yearly workplan	December	High	Coordinating Committee		
	Conduct coordinating committee elections/appointments	January	High	Coordinating Committee		Needs more discussion. Is a firmer organizational structure in order for this to work. Who has a vote in this process? Anyone who attends the meeting? Liaisons? If we do this, do we do it as part of the annual survey so that it reaches a broader
	Connected to above: Formalize the organization of the BWBC to ensure transparency and accessibility.					
	Identify and implement ways to use the listserve more effectively to increase engagement	Ongoing				

Burlington Walk Bike Council 12-01-21

December 1, 2021, 6:00- 7:00 pm via Zoom and at DPW Office

Attendees: Erik Brotz (Chair- Ward 5 Liaison), Jason Stuffle (Ward 1 Liaison), Greg Hostettler (Ward 2 Liaison), Faith Ingulsrud and Peter Keating (Ward 6 Liaisons), Tony Reddington, Jonathan Weber (Local Motion), David Brantley (UVM Intern), Nicole Losch and Elizabeth Ross (DPW),.

Meeting Notes

1. Announcements and Public Comments

- Peter Keating summarized the second advisory committee meeting for the Queen City Park Road /Austin Drive Bicycle and Pedestrian Connection Scoping Study. The consultant presented 3 alternatives for improvements:
 - shared use path for the entire corridor
 - combination of shared use path at the ends and sidewalk/on-road facilities in the middle
 - entirely on-road bike lane and enhanced sidewalks.

There will be a public meeting in January to present the alternatives. The Advisory Committee member responses at the meeting were mostly positive but no preferences were expressed. A link to the presentation is available here:

https://www.ccrpcvt.org/wp-content/uploads/2021/12/Presentation_AdvisoryCommitteeMeeting_Queen-City-Park-Austin-11-18-2021.pdf

- Tony Redington commented on the need to prioritize funding for a world-class high school, and said that he is encouraging voter approval of the school bond over the infrastructure bond. He said that DPW has not focused enough on safety for pedestrians especially at intersections and that it should take priority over projects like the Great Streets project.

2. BWBC Work Plan for 2022

Erik presented an overview of the draft work plan for 2022 (a PDF of the work plan is available with the meeting notes on [the BWBC meeting site](#)). He noted that this is the first time BWBC is preparing an annual work plan. Discussion included the following points, and Jonathan updated the work plan as relevant suggestions were made:

- Generate a list of tasks that need to be accomplished as a way to recruit new volunteers.
- It's important to have non "meeting" activities for sustained involvement, especially a walking event!

- Monitor school department for meetings especially with respect to the new High School and walk/bike connections, including a roundabout at the new entrance, HS to 127 path, HS to Greenway, etc. Also site issues like covered bike parking – make it all work together with North Ave improvements, considering bus stops, etc. BWBC should engage with the BHS infrastructure group - Jen Green and Peggy O'Neill-Vivanco - on this.
- Can try to recruit specific people for specific tasks - especially for a team that is willing to organize the fun stuff
- UVM interns could be assigned to work on various tasks including updating the spreadsheet showing status of Walk Bike Plan implementation - especially the specific projects recommended in the plan.
 - Nicole/Elizabeth explained that DPW does some tracking, but rather than tracking plan implementation, they try to do [an annual snapshot of progress](#), providing an infographic on network miles, intersection improvements, etc.
 - They are also working on updating mapping software and options, would like information about the improvement being made to be more accessible

Next Steps

- What we do mainly depends on having volunteers who want to do the work so the first step is to identify volunteers and maybe to try and recruit, especially for people willing to organize events.
- The coordinating committee has a lot that lands on their plates in the fall/winter according to this plan so consider ways to spread the load.
- Maybe consider surveying liaisons to see if they want to continue and have suggestions for improving the organization, tasks they want to do, and other things

Other Comments

Discussed whether BWBC actually attracted more participants when there were in-person meetings or if the remote and hybrid meetings were more engaging.

Nicole was asked if the results of the sidewalk survey were completed. She said the consultant is still merging the data and it should be available in the upcoming months.