

**Minutes**  
**BICYCLE & PEDESTRIAN ADVISORY COMMITTEE MEETING**  
**Regular Meeting**  
**Library Spring Creek Conference Room, 2360 Campbell Creek Blvd, Suite 500**  
**July 11, 2024**  
**6:00 p.m.**

**MEMBERS PRESENT:** Bill Chance, Chairman  
Brenda Hard-Wilson, Vice Chairman  
Matthew Martin, Member  
Richard Wezensky, Member  
Diane Litke, Member  
Mark Nelson, Member (Director of Transportation & Mobility)  
Keith Kockler, Member Assistant Chief, Richardson PD  
Avery McKittrick, Ex-Officio Member (UT Dallas)  
Patricio Gallo, Ex-Officio Member (DART)

**MEMBERS ABSENT:** Thomas Crane, Ex-Officio Member (Richardson ISD)  
Mandi Murphy, Ex-Officio Member (Plano ISD)  
Kevin Kokes, Ex-Officio Member (NCTCOG)

**CITY STAFF PRESENT:** Daniel Herrig, Mobility & Special Projects Manager  
Michael Deasy, Mobility Planner  
Aimee Nemer, City Secretary  
Norma Mendoza, Administrative Secretary

1. Chairman Bill Chance called the meeting to order at 6:00 p.m.
2. Approval of Minutes
  - a. May 9, 2024 - Member Martin made a motion to approve the minutes and Member Hard-Wilson seconded the motion. The meeting minutes were unanimously approved.
3. Presentations
  - a. Open Meetings Act Training – Aimee Nemer, City Secretary presented the Texas Open Meeting Act. She also gave an overview of the requirements for board members. The Texas Open Meetings Act was established to make sure elected officials understand what they are voting on and when they will be meeting so they can have input on those discussions. The public must know what is discussed in our meetings and what was voted on.
  - b. Bicycle Friendly Community Application & Survey – Daniel Herrig indicated that the application was submitted at the end of June. Next step is a national panel of experts will review the application. Next week the public will be able to complete a Bike Survey online and will be available for 3 months.
  - c. Complete Streets & Performance Measures – Michael Deasy shared what progress has been made so far in adopting the Complete Streets Policy. Mr. Deasy outlined a framework for developing performance measures to facilitate tracking progress on implementing the Active Transportation Plan and Complete Streets Policy. City staff will be developing draft performance measures for BPAC to review.
  - d. Programmed Projects to Improve US 75 Bike/Ped Crossings – Daniel Herrig showed maps of existing bike/pedestrian crossings and additional funded projects to improve connections across US 75. He reviewed the phases and general scope of the work to be done for each project.
4. Discussion Items
  - a. Pedestrian Safety Month in October – October is Pedestrian Safety Month. Mr. Herrig discussed a few of the events that are already planned. He asked for ideas on ways to promote Pedestrian Safety Month. Email ideas to Michael Deasy and Daniel Herrig. [michael.deasy@cor.gov](mailto:michael.deasy@cor.gov); [daniel.herrig@cor.gov](mailto:daniel.herrig@cor.gov)

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5. Staff Report

- a. Adoption of Complete Streets Policy & Bike Parking Ordinance – The Complete Streets Policy was adopted by City Council on June 3, 2024. The Bike Parking Ordinance was adopted by City Council on June 3, 2024.
- b. Southwest Richardson Bike Lanes – Mr. Herrig provided a status on the progress of bike lanes in the area between Coit and Floyd and Beltline and Spring Valley. Phase 2 was delayed due to the Memorial Day storm.
- c. Safe Routes to School (SRTS) Plan – The City is partnering and coordinating with NCTCOG & RISD schools to collect data and identify issues for school traffic circulation at Dover Elementary. Observations will also be conducted in late August and September. The plan is to have a draft report by the end of the school year.

6. Items of Interest

- a. BikeIndex.org is the website to be able to register your bicycle for free which helps recover missing or stolen bicycles.
  - i. Link to registration can be found on City's webpage here: [cor.net/departments/transportation-mobility/active-transportation/bike-richardson](https://cor.net/departments/transportation-mobility/active-transportation/bike-richardson)
- b. Debris such as decomposed granite and mud has been seen a lot along some of trails. May need to be addressed for safety.
- c. TxDot Statewide Active Transportation Plan
  - Anticipate Draft Report available for public comment Sept 2024
- d. Link to Council meeting presentation: May 20, 2024 Council Meeting (Complete Streets)
  - <https://richardsontx.new.swagit.com/videos/305782>
- e. Link to Council meeting presentation: June 3, 2024 Council Meeting (Bike Parking Regulations)
  - <https://richardsontx.new.swagit.com/videos/306824>
- f. Upcoming Bike Lane Marking Refresh
- g. Daniel Herrig has been asked to speak at Texas Trails and Active Transportation Conference in September 4-6, 2024, in Austin, TX.
  - <https://ttatconference.org>

7. Chairman Chance adjourned the meeting at 7:40 p.m. with a motion to adjourn by Member Litke and seconded by Member Nelson. It was unanimous by the group.

*Minutes respectfully submitted by Norma Mendoza, City of Richardson Transportation and Mobility Department.*

Minutes approved September 12, 2024, meeting:



Bill Chance, Chair