

# BICYCLE & PEDESTRIAN ADVISORY COMMITTEE

JULY 11, 2024

**ITEM 1**

**CALL MEETING TO ORDER**

# ITEM 2

# APPROVAL OF MINUTES

# ITEM 3 PRESENTATIONS

Office of the City Secretary

# **The Texas Open Meetings Act & Other Board Member Requirements**

July 11, 2024

Bicycle and Pedestrian Advisory Committee



## Overview

### TOMA Basics

- What is it?
- What is a Meeting?
- Notice Requirements
- Penalty for Avoiding the Act
- Training Requirements

### Code of Ethics

- Purpose
- Acknowledgment

### Personal Financial Interest – City Charter

- Review Required

### Social Media Policy – Resolution No. 20-21

- Review Required

### Board Member Training Requirements



## What is it?

### TOMA – What’s in a Name?

- Texas Open Meetings Act
- Open Meetings Act
- The Act

### Originally Adopted in 1967

- Codified in the Texas Government Code - updated as needed by the Texas Legislature
- Enacted to make governmental decision-making accessible to the public
- State entities and political subdivisions are subject to the act
  - Includes all Richardson Boards & Commissions

*“The Act is intended to safeguard the public’s interest in knowing the workings of its governmental bodies. A public body’s willingness to comply with the Open Meetings Act should be such that the citizens of Texas will not be compelled to resort to the courts to assure that a public body has complied with its statutory duty.”*

*Cox Enterprises, Inc. v. Board of Trustees, Austin ISD,  
706 S.W.2d 956,960 (Tex. 1986)*

## What is a Meeting?

A deliberation between a quorum of a governmental body, or between a governmental body and another person, during which public business or public policy over which the governmental body has supervision or control is discussed or considered or during which the governmental body takes formal action

- Quorum is a majority of members (5)
- Applies to Boards & Commissions
- Informal meetings involving a quorum are subject to the Act
- Social gatherings where no public business is discussed, are not subject to the act

Deliberation means a verbal or written exchange involving a quorum concerning an issue within the jurisdiction of the governmental body

Discussions among a quorum through a series of communications is prohibited

- “Daisy Chain” or “Walking Quorum”



## Notice Requirements

Written notice of the date, hour, place, and subject of each meeting held by the governmental body

- Must be posted on the City website and City Hall bulletin board
- Must be posted 72 hours in advance of the meeting and remain posted until after the meeting
- The notice must be sufficient to inform the general public of the subjects to be considered or discussed during the meeting
  - Do not use general terms such as, “Old/New Business” or “Other Business”

The Board Liaison will work with the Chair to finalize the agenda and ensure the agenda is properly posted



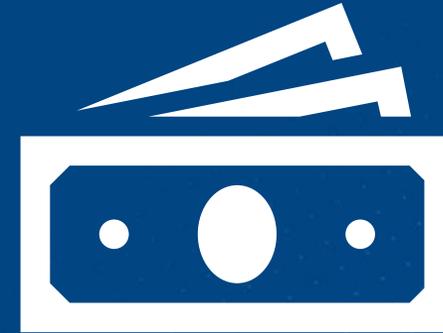
## Penalty for Avoiding the Act

An offense under Section 551.143 TGC – a misdemeanor punishable by:

- A fine of not less than \$100 or more than \$500;
- Confinement in the county jail for not less than one month or more than six months; or
- Both the fine and confinement

An offense occurs if a member of the governmental body:

Knowingly engages in a communication commonly referred to as a walking quorum about business within the jurisdiction of the governmental body; and knew at the time that the series of communications involved or would involve a quorum and would constitute a deliberation



## Training Requirements

- Each elected or appointed public official who is a member of a governmental body must complete training on the requirements of the Act within 90 days of taking office/being appointed
- Watch the 1-hour video at the link provided
- Print/Email Completion Certificate to the City Secretary – [aimee.nemer@cor.gov](mailto:aimee.nemer@cor.gov)
- Certificates shall be maintained by the City Secretary and made available to the public upon request



Texas Attorney General Website – Open Meetings Act Training Video & Certificate

<https://texasattorneygeneral.gov/open-government/governmental-bodies/pia-and-oma-training-resources/open-meetings-act-training>

## Code of Ethics

### Purpose

- Public officials shall be independent, impartial, and responsible to the citizens.
- Shall have no interest, financial or otherwise, direct or indirect, or engagement in any business, transaction, or professional activity in conflict with the official's duties
- Public office shall not be used for personal gain

### Acknowledgment Required

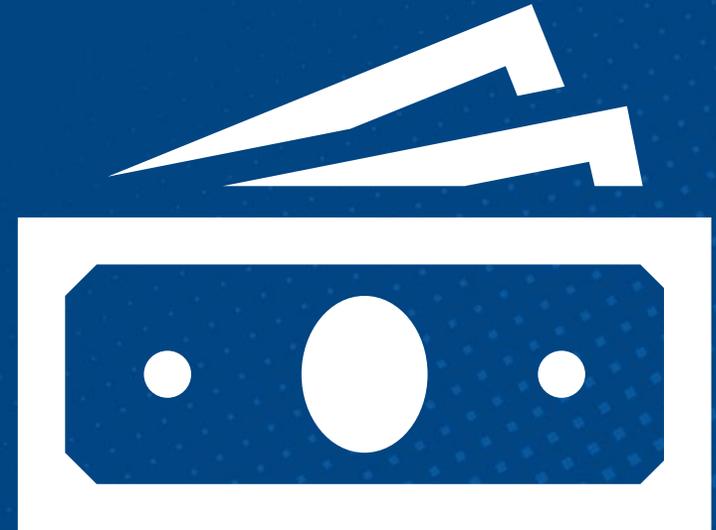
- The City Secretary will provide each officer a copy of the Code of Ethics when appointed/reappointed and the officer is required to sign an acknowledgment form to be kept on file.



## Personal Financial Interest

Purpose – City Charter Section 18.01

- No officer or employee of the city shall have a financial interest, direct or indirect, in any contract with the city, or be financially interested, directly or indirectly, in the sale to the city of any land, materials, supplies or services, except on behalf of the city and any officer or employee guilty thereof shall thereby forfeit such person's office or position. Any violation of this section, with the knowledge, expressed or implied, of the person or corporation contracting with the city council shall render the contract voidable by the city manager or the city council.



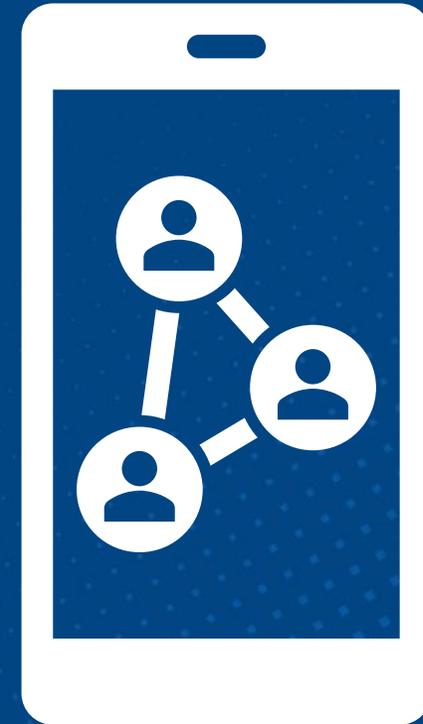
Review Required – No Acknowledgment Required

## Social Media Policy

### Purpose

- The City's image as a professional organization is critical to maintaining the respect of its constituents. While the City recognizes that elected and appointed officials may choose to express themselves by posting personal information upon social media platforms or by making comments on sites hosted by other persons, groups or organizations, this right of expression should not interfere with the operation of the City. That is, while the City acknowledges its officials have the First Amendment right to free speech, the right is not absolute when involving matters of official City business, issues, or concerns. Review Required

Review Required – No Acknowledgment Required



## Board Member Training Requirements

The following requirements are due August 4, 2024

- Open Meetings Act Training
  - Email Certificate to City Secretary
- Review and Acknowledge the Code of Ethics
  - Email Acknowledgment Form to City Secretary
- Review City Charter Section 18.01 – Personal Financial Interest
- Review the City’s Social Media Policy, Res. No. 20-21



# Questions?



**Aimee Nemer, City Secretary**  
**[aimee.nemer@cor.gov](mailto:aimee.nemer@cor.gov)**  
**972-744-4290**

# Bicycle Friendly Community Application & Survey

July 11, 2024

## BICYCLE FRIENDLY COMMUNITY (BFC)

- Bicycle Friendly America is a program through the League of American Bicyclists to recognize those making bicycling a real transportation and recreation option for all people
- Richardson was first awarded Bronze-level Bicycle Friendly Community (BFC) in 2015
  - First community to receive recognition in North Texas
  - Renewed in 2019 at Bronze-level
- UT-Dallas awarded Bronze-level Bicycle Friendly University in 2020
- Seeks renewal in 2024 with goal for Silver-level



## BICYCLE FRIENDLY COMMUNITY APPLICATION

- Application successfully submitted prior to June 25 deadline
- BFC application is reviewed by a panel of national bicycle professionals
  - No single path to enhance Bicycle Friendly designation
- Coordinated application with many agencies and groups
  - RPD, Development Services
  - BPAC (Chair/Vice Chair)
  - Richardson Bicycle Coalition (RBC)
  - RISD/PISD
  - DART
  - UT Dallas



## NEXT STEPS

- July-Oct 2024: Community Survey through the Bike League
  - Developing outreach plan
    - Richardson Today, Week in Review
    - Press Release
    - Webpage, Social Media Content – [www.cor.net/BikeSurvey](http://www.cor.net/BikeSurvey)
    - Display Materials (Rec Centers, Library, City Hall, community events, etc.)
- Dec 2024: Awards Announced

Continuing to advance active transportation program as City seeks a Silver designation



# Complete Streets & Performance Measures

July 11, 2024

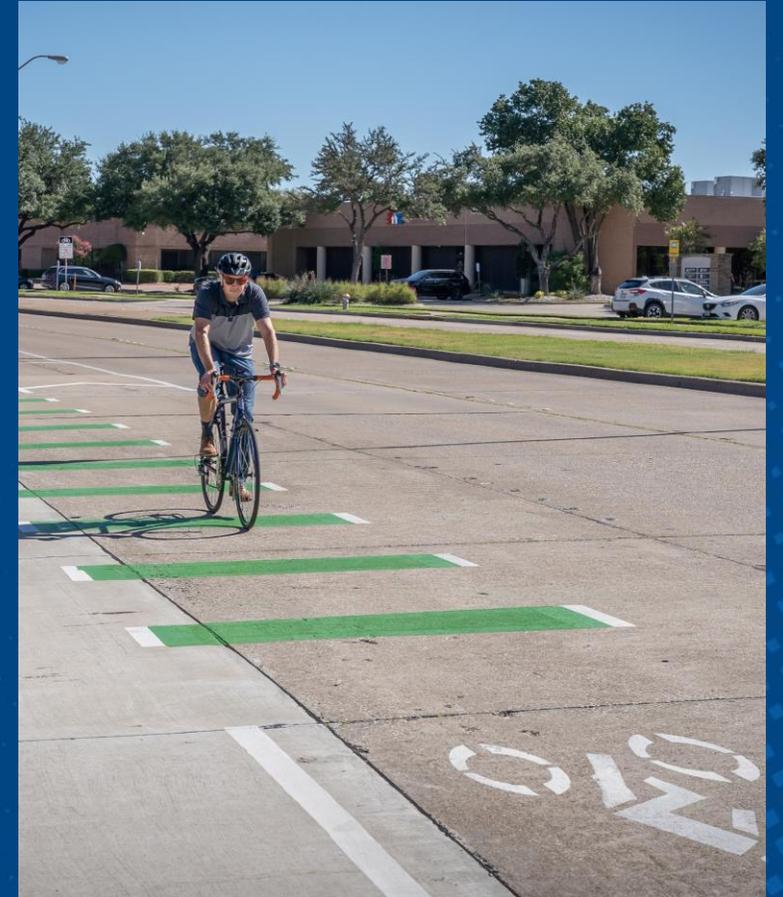
## BACKGROUND

### *Adopted Active Transportation Plan (ATP) in 2023*

- Short-Term Work Plan involves development and establish key performance indicators (KPI's) and targets/benchmarks

### *Adopted Complete Streets Policy in 2024*

- Section G of the adopted Complete Streets Policy outlines the need for performance measures to be able to assess progress and effectiveness of the policy which can then be reported to the public.



## PREVIOUS PERFORMANCE MEASURES

- *Historical performance measures focus on motor vehicle counts, speeds and vehicle crashes*
  - Provide important information about the most frequent road users and common transportation method
- *Lack an understanding of the variety of road users and how transportation network works for them*



# PROCESS FOR NEW PERFORMANCE MEASURES

- *Performance measures reflect the community's priorities, vision and motivations*
  - *Shows how community changes are relevant to all road users*
- *Best Practices suggest 10 – 15 performance measures*
  - *3-5 Community Goals with 2-3 measures per goal*
- *Made publicly available annually and reported to BPAC*

**ELEMENT 8.** Measure progress



The Complete Streets Policy Framework

Establishes specific performance measures that match the goals of the broader vision, incorporate equity considerations, and are regularly reported to the public.

Smart Growth America  
Improving lives by improving communities

National Complete Streets Coalition

The illustration shows a cross-section of a city street with various users: a person with a stroller, a person on a bicycle, a person walking, and a person pushing a shopping cart. In the background, there are three vertical bars of increasing height, with people standing on top of them, symbolizing progress or measurement. The scene is set against a yellow background.

## PROCESS FOR NEW PERFORMANCE MEASURES

- *Three Metrics provide an additional framework for developing performance measures*
- *Ensures performance measures provide information on all parts of the policy, internal and external*



Process



Implementation



Impact

# PERFORMANCE MEASURE FRAMEWORK



## PROCESS METRIC

- How are decisions made and capacity improved?
- Measures under this category will mostly view internal actions by the City

### Examples

- *Goal:* Increasing Community Engagement
  - *Performance Measure:* Number of community events (walk audits, bike audit, bike rodeo) and # of people reached.
  - *Performance Measures:* Number of publicly available progress reports and/or dashboards with pertinent performance measures.
- Howard County (MD)
  - Performance Measure: Number of exceptions to complete streets for capital projects and development projects
  - Performance Measure: Number of complete streets retrofits installed, planned and funded.



## IMPLEMENTATION METRIC

- What actions are being taken within the community?
- Measures external and tangible improvements to the community

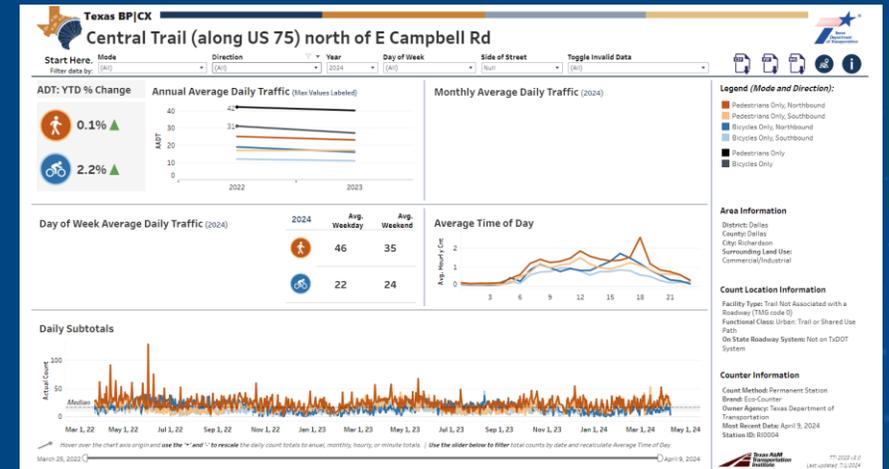
### Examples

- *Goal:* Infrastructure Improvements
  - *Performance Measure:* Percent of projects which included a change/improvement for biking, walking, and/or transit
  - *Performance Measures:* Number of curb ramps/miles of sidewalk improved for ADA-compliance
- Rolling Meadows (IL)
  - Performance Measure: Linear Miles of Bikeway and Sidewalk installed or maintained
  - Performance Measure: Number of bike racks installed



# IMPACT METRIC

- What are the short-term and long-term effects of the actions or policy?
- Measures under this category can be internal or external, viewing changes outside of transportation



## Examples

- *Goal:* Increasing Access
  - *Performance Measure:* Percent of population with direct access to a low-stress bike network/sidewalk
  - *Performance Measures:* Percent of students traveling to school via active transportation modes
- Milwaukee (WI)
  - Performance Measure: Intersection User Counts
  - Performance Measure: Safety – Fatality & Life-Changing Injuries Rates

## NEXT STEPS

- Staff will begin developing draft performance measures for the Complete Street Policy and Active Transportation Plan for BPAC review

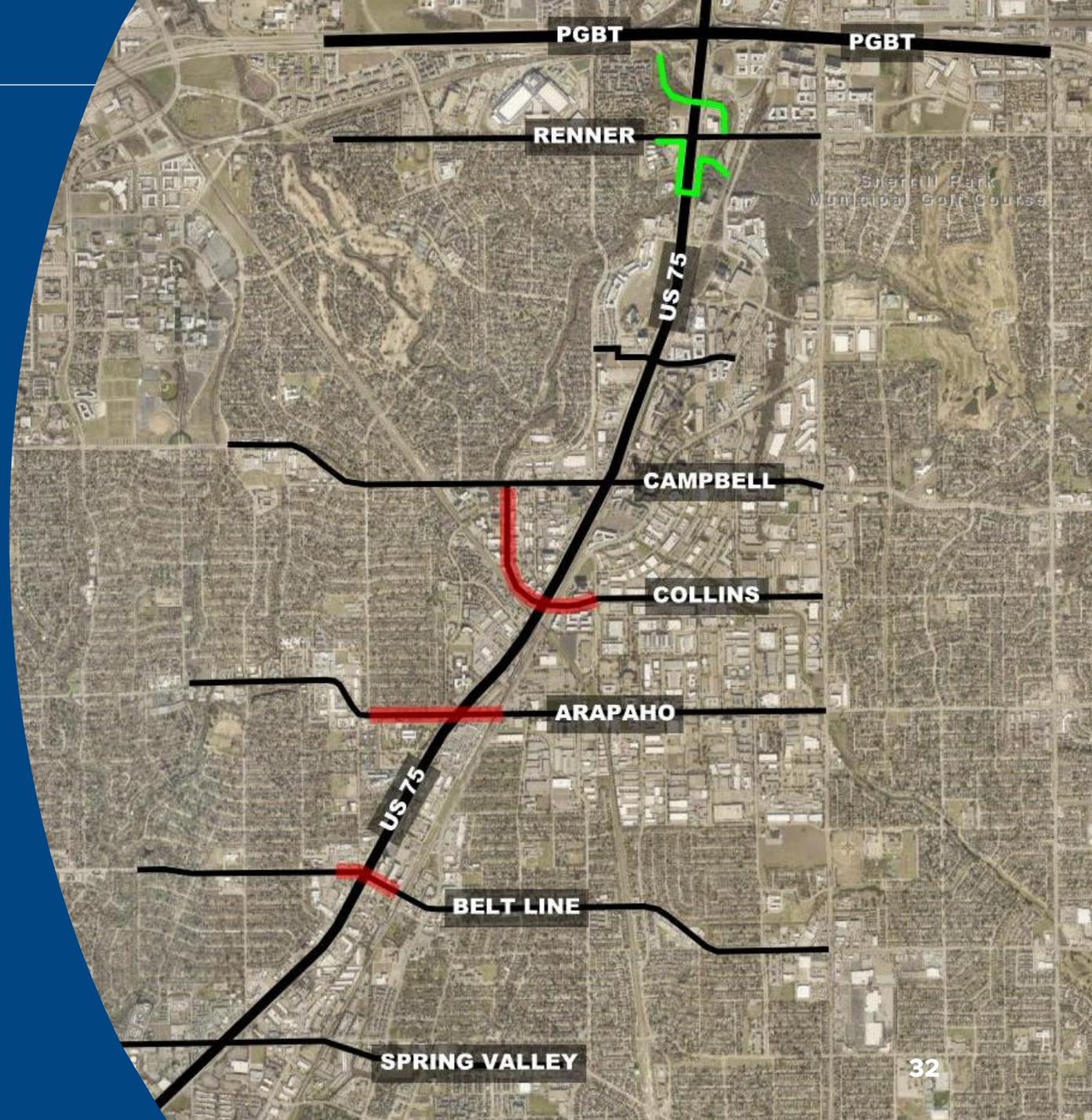


# Programmed Projects to Improve US 75 Bike/Ped Crossings

July 11, 2024

# US 75 BIKE/PED CROSSINGS

- Existing
  - Spring Creek Trail
  - Renner Trail
- Programmed Projects
  - US 75/Belt Line
  - US 75/Arapaho
  - Collins Overpass

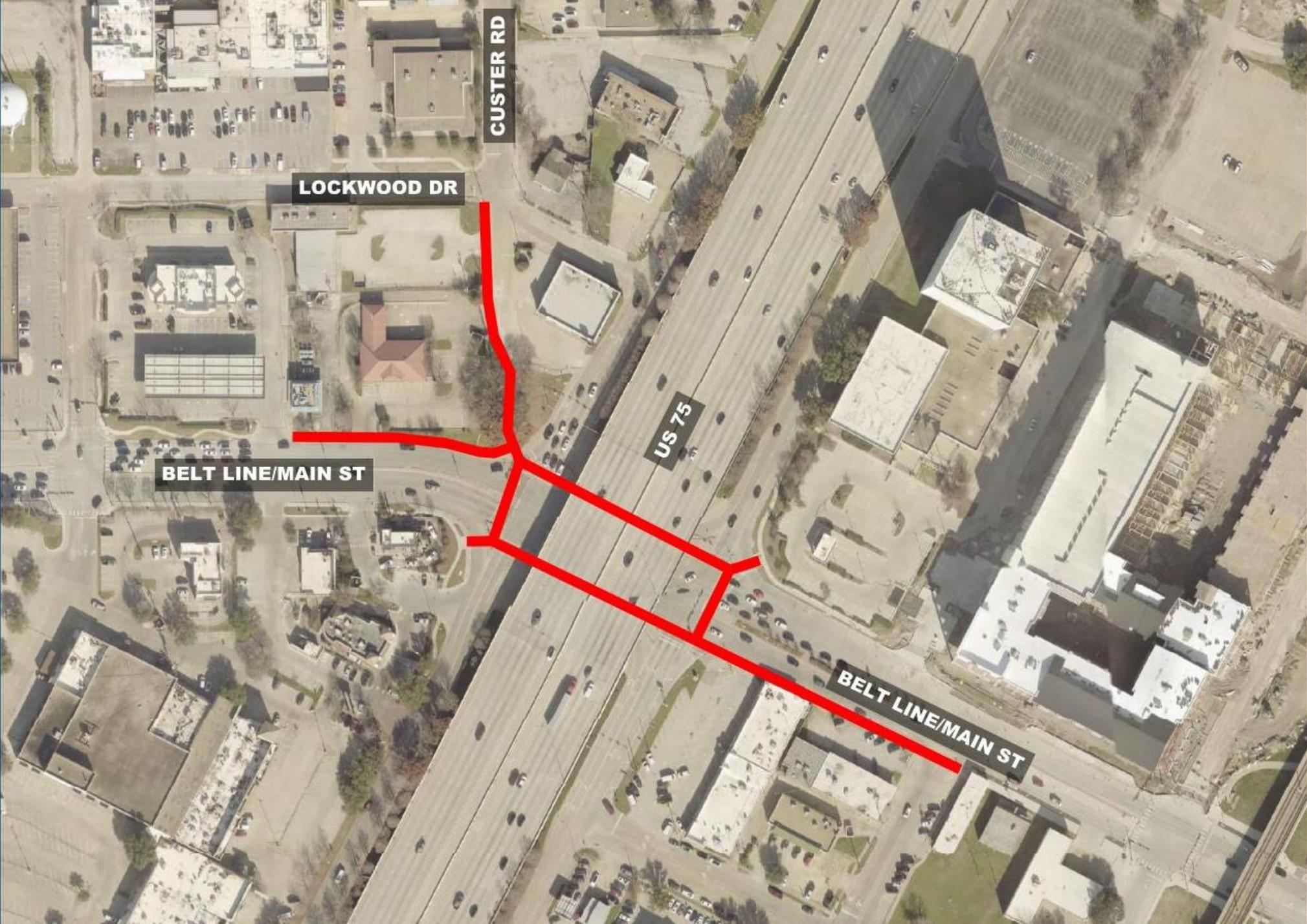


## BACKGROUND

- *Projects seek to improve pedestrian and bicycle connections through large US 75 intersections*
- *Scope Concept & Funding*
  - *Dallas County Major Capital Improvement Program (MCIP)*
    - *2019 Call for Projects*
    - *2020 COR awarded project funding for years 2022-2025*
  - *2021 Bond Program strategized local funding participation*
    - *TIF, SMI*
- *ATP (2023) reiterated high-priority need for US 75 connections and provided design considerations*

## US 75/BELT LINE

- *Two Phases*
  1. *Traffic Signal – Construction (schedule dependent on TxDOT)*
    - *TxDOT-funded to replace traffic signal and curb ramps*
  2. *Bike/Ped Improvements – Design (60%), construction est. 2025*
    - *City/County-funded to improve bike/ped connections, including lighting*
- *General Scope (Phase 2)*
  - *Widen sidewalk under US 75 to extent possible*
  - *Add pedestrian-scale lighting under US 75*
  - *Replace all crosswalks at US 75/Belt Line*
  - *Replace sidewalk and lighting through Ruth Young Park to Lockwood Dr*



CUSTER RD

LOCKWOOD DR

BELT LINE/MAIN ST

US 75

BELT LINE/MAIN ST

US HIGHWAY 75 -  
CENTRAL EXPRESSWAY

Shoulder/Clear Zone

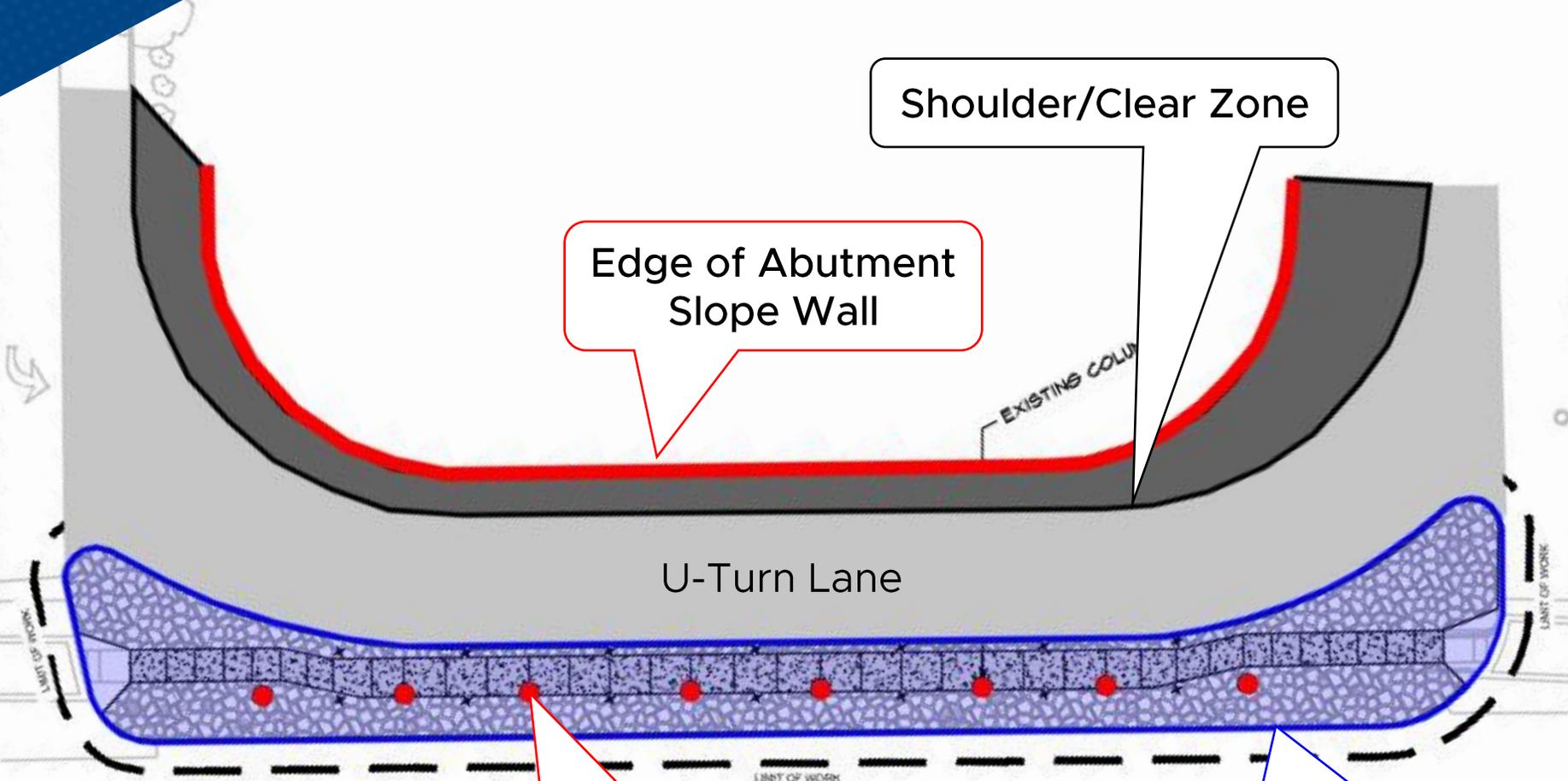
Edge of Abutment  
Slope Wall

EXISTING COLUMN

U-Turn Lane

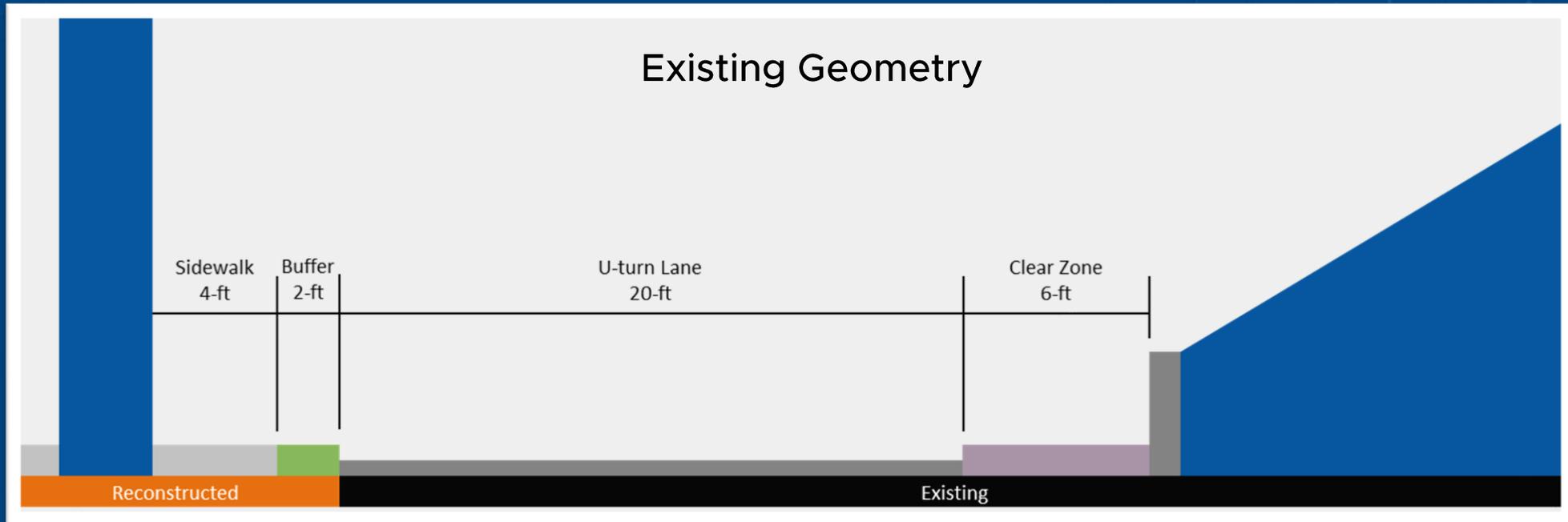
Bridge Columns

Median Island/Sidewalk



# US 75/BELT LINE

- Evaluating changes to geometry to widen sidewalk*



## US 75/ARAPAHO

- *Two Phases*
  1. *Traffic Signal – Construction (schedule dependent on TxDOT)*
    - *TxDOT-funded to replace traffic signal and curb ramps*
  2. *Bike/Ped Improvements – Pre-Design (Design expect to begin Fall 2024)*
    - *City/County-funded to improve bike/ped connections*
    - *Goal to complete project prior to City Hall reopening (late-2026/early-2027)*
- *General Scope (Phase 2)*
  - *Extend trail on north side under US 75 to Custer Rd*
    - *Connects to project under construction at Greenville/Arapaho*
  - *Add pedestrian-scale lighting under US 75*
  - *Replace all crosswalks at US 75/Arapaho*
  - *Potential midblock crossing to City Hall/Library*



**Custer Rd**

Existing bike lanes

Trail connection

(potential) midblock signalized crosswalk

**Arapaho Rd**

Library

**Richardson Civic Campus**

Future City Hall location

**Richardson Dr**

**US75**

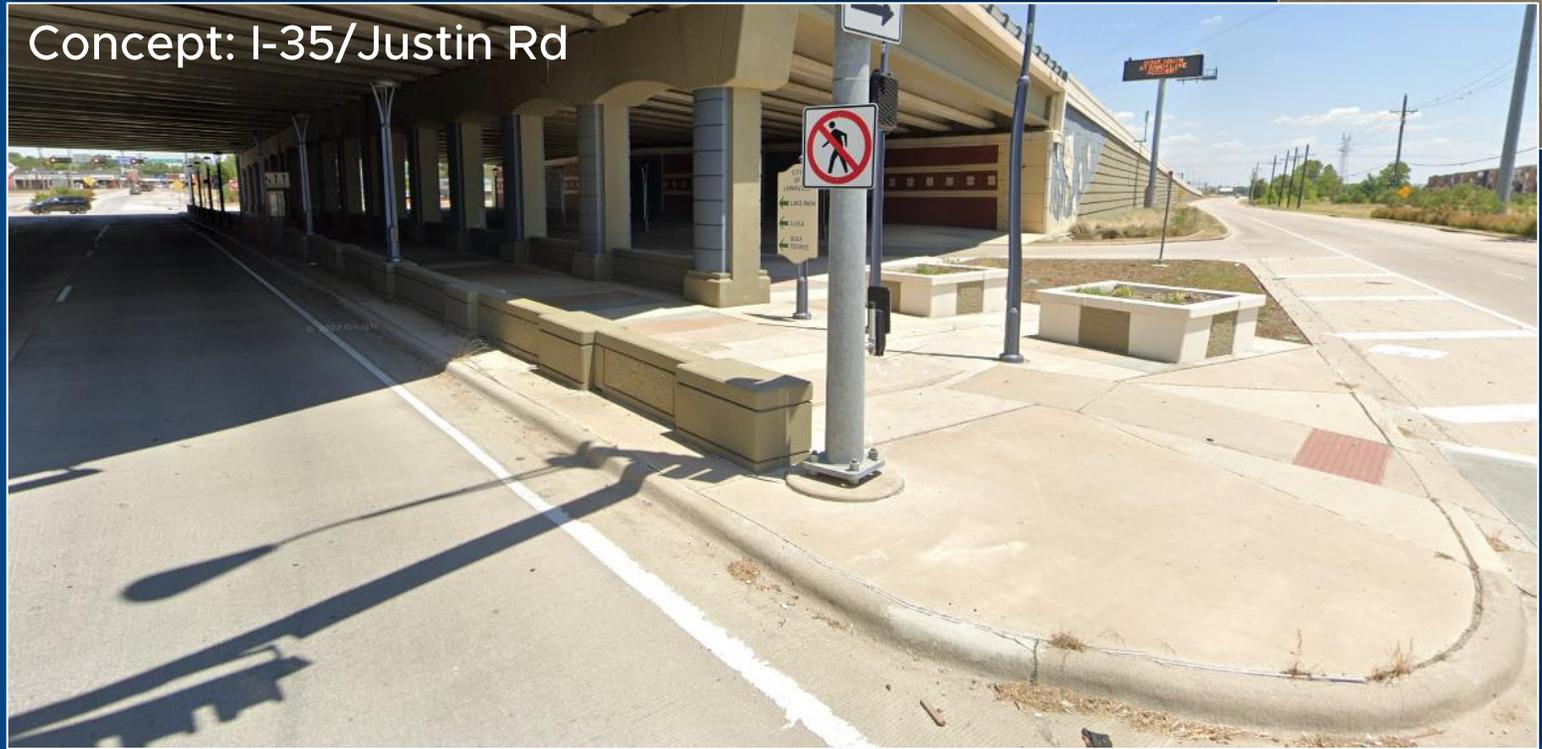


0 80 160 320 Feet

# US 75/ARAPAHO



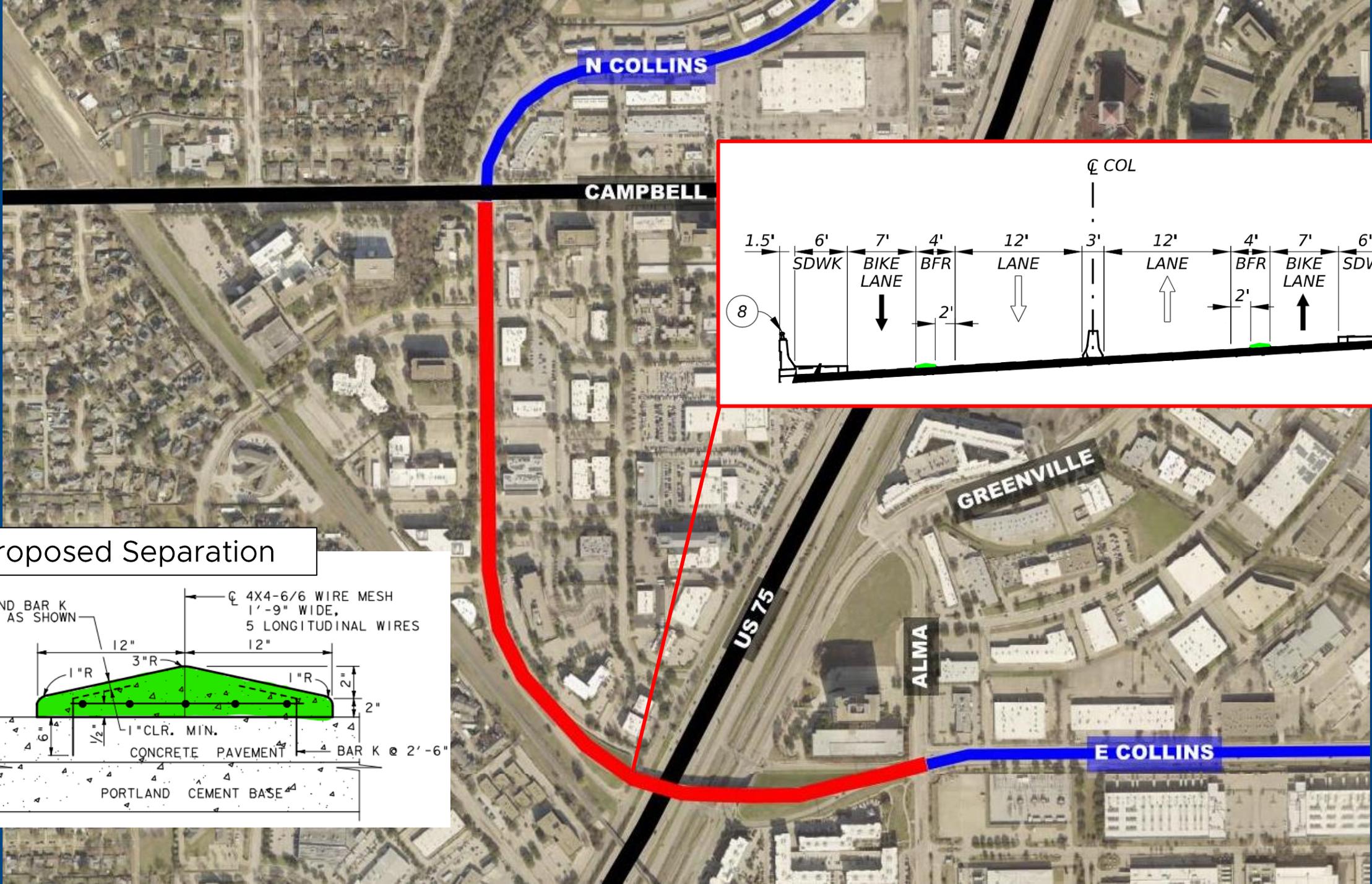
US 75/Arapaho  
Existing Condition



Concept: I-35/Justin Rd

## COLLINS OVERPASS

- *Phasing being evaluated*
  - *Under Design – Construction schedule dependent on phasing decisions*
- *General Scope*
  - *Extend bike lanes on Collins from Campbell Rd to Alma Rd*
    - *Connect to existing bike lanes at termini*
    - *Collins bridge will reduce from 2 travel lanes to 1 in each direction*
  - *Construct sidewalk across Collins bridge*
  - *Install bike/ped crossings at each on-/off-ramp for Collins bridge*
  - *Upgrade bridge railing for pedestrian safety*
  - *Analyze and repair, as necessary, bridge abutment wall on east side*



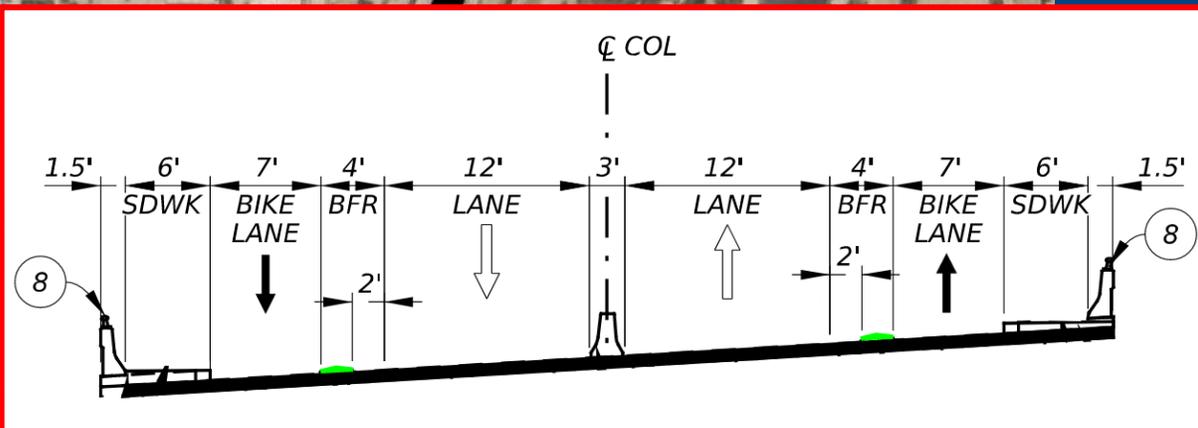
N COLLINS

CAMPBELL

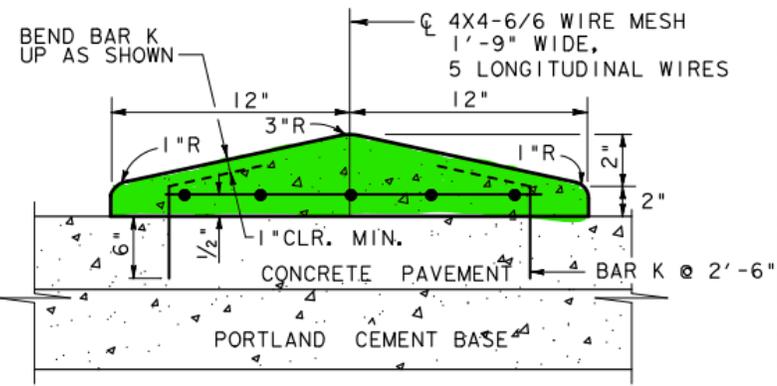
GREENVILLE

ALMA

E COLLINS



Proposed Separation



## NEXT STEPS

- Design continues to advance on each project
- Public input opportunities will be available in the future



**ITEM 4**

**ITEMS FOR DISCUSSION**

# Pedestrian Safety Month (October)

July 11, 2024

## OCTOBER EVENTS

- *Sept 30-Oct 6 – National Week Without Driving*
- *Oct 1 – National Night Out (NNO)*
- *Oct 5-6 – Cottonwood Art Festival*
- *Oct 9 – National Walk & Roll to School Day*
- *Oct 19-20 – Huffhines Harvest Fest (Pawtoberfest)*

## HOW COULD RICHARDSON PROMOTE PEDESTRIAN SAFETY MONTH?

### *POTENTIAL IDEAS:*

- *Communications (Richardson Today, Week in Review)*
  - *Safety tips*
- *Promote National Week Without Driving*
  - *More feasible, a “Drive Less” challenge – replace a driving trip with walk/bike/transit and share your experience*
- *Walk & Roll to School Day*
  - *Encourage schools to participate*
- *Public Safety Expo*
  - *Active transportation safety information*

# ITEM 5

# STAFF REPORT

# Complete Streets Policy & Bike Parking Regulations

July 11, 2024

## Complete Streets Policy

- May 9 – BPAC
  - Recommended Approval, 7-0
- May 20 – Council briefing
  - All Council in favor
- June 3 – Adopted on consent agenda
- Developing internal Complete Streets Checklist for implementation
- Reporting/Performance Measures



## Bike Parking Regulations

- May 7: CPC
  - Recommended Approval, 5-2
- May 9: BPAC
  - No action, reviewed and discussed
- June 3: Council briefing/public hearing
  - Questions on flexibility for land uses and applicable land uses (e.g. hospitals)
  - All Council in favor
- June 10: Adopted on consent agenda
- Supplemental Design Manual published online for development proposals



# Southwest Richardson Bikeways

July 11, 2024





	EXISTING BIKE LANES
	PROPOSED BIKE LANES
	PROPOSED NEIGHBORHOOD BYWAYS

BELT LINE

HEIGHTS  
ELEMENTARY



COTTONWOOD  
PARK

21.2184.pdf

DUBLIN

DOVER

BELT LINE

DUMONT



DURHAM  
PARK

LINDALE



THE  
CORE  
DISTRICT

FLOYD

**PHASE 1**

**PHASE 2**

COLFAX

COIT



DOVER  
ELEMENTARY

WATERVIEW

WEATHERED



75

Phase 2 delayed due to  
Memorial Day storm

WATERFALL  
WAY

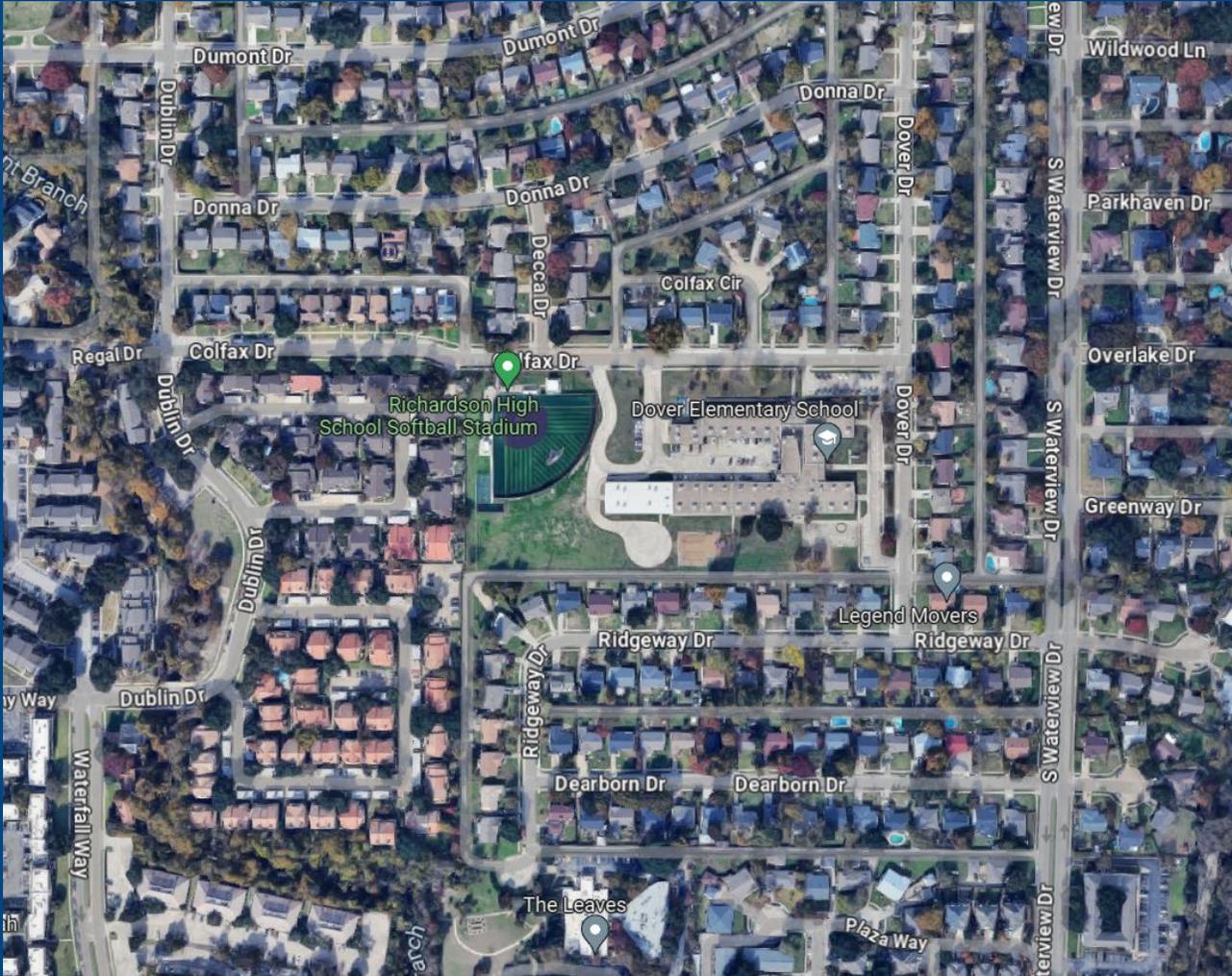
W SPRING VALLEY

W SPRING VALLEY



# Safe Routes to School (SRTS): Dover Elementary

July 11, 2024



## SAFE ROUTES TO SCHOOL

- Partnering with the North Central Texas Council of Governments (NCTCOG)
- Plan Overview
  - Data Collection (Walk Audit, Pickup/Dropoff Observations)
  - Identify Issues and Opportunities (Conduct Outreach and Engagement)
  - Develop Recommendations
- Existing Conditions Inventory – Est. End of July
- Coordinate with school
- Observations – late-Aug/September

# ITEM 6

# ITEMS OF INTEREST

- TxDOT Statewide Active Transportation Plan (STAP)
  - Anticipate Draft Report available for public comment Sept 2024
- May 20, 2024 Council Meeting – Complete Streets (Item 10)
  - <https://richardsontx.new.swagit.com/videos/305782>
- June 3, 2024 Council Meeting – Bike Parking Regulations (Item 8)
  - <https://richardsontx.new.swagit.com/videos/306824>
- Upcoming Bike Lane Marking Refresh