# **Meeting Minutes: BASC Monthly Meeting – Monday, May 22nd,2023, 5:30 pm at the Monkey’s Wrench/HUBS Coop**

**Attendees**: Sara Kovachich (new), Danny Peters, David Nuttell, Dario Gonzalez, Larry Mason, Jennifer Colee (virtual), Vivian Terry, Morgan Andriulli, Jacob Hell (virtual), Janie Miernik, James Moore

**NOTE:**  All minutes are in the dropbox: [www.hsvbasc.com](http://www.hsvbasc.com/)

**Meeting Time:** 5:35 pm-7:18 pm

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**Announcements:**

1. **April meeting minutes** were approved. Stored in [www.hsvbasc.com](http://www.hsvbasc.com/)
2. **Next Meeting:** Monday, June 26th, 2023 at the Monkey’s Wrench/HUBS Coop
3. **This month’s cycling Community events:**

**June: It's starting to feel like Summer!**

* June 2nd: Bikes and Brews monthly ride <https://fb.me/e/2wn3jHUD8>
* June 19th: HUBS Coop Parent-Kid workshop <https://fb.me/e/3Kt0kmqr7>
* June 26th: BASC monthly meeting <https://fb.me/e/U1ie2Unk>

**Section I. City Reports:** Past updates in excel sheet “BASC Projects\_Actions Summary” in [**hsvbasc.com → Minutes and Documents**](https://www.hsvbasc.com/owncloud/index.php/s/N2f7bzZEYm9zPR1)

**A: Planning: James Moore**

1. Planning is at the “Scope of Work” stage with updating the Huntsville Bike Plan with Alta. James can send us this information to BASC. This led to a discussion if David Nuttell can present his “Bike every road and updating Bike Route” project at the BASC meeting in June.
   1. BASC had questions about the Huntsville Bike plan such as:
      1. Does the plan look at sister cities? Yes.
      2. Is Bicycle parking in the plan?
      3. Will the plan include pedestrians as well?
   2. When will City’s Vision Zero be ready? Mid-June for the grant but the Task force will continue to meet.
2. Planning updated BASC about the MPO passed the latest TIP (2024-2027 Transportation Improvement Plan (TIP)). Public input for the TIP is from June-August, and will be considered by the MPO board at their August meeting: <http://www.huntsvillempo.org/2024-2027-tip/>
3. One of the biggest Mayor’s ride events was held at Campus 805 and so for future planning this might a spot to consider to increase participation.

**Planning Status: Updates below.** Grants, bike/ped infrastructure updates, planning public events, etc.

| Title of Report | Purpose | Current Status (as of the latest monthly meeting) | Action |
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1. **Planning Bike/Ped Reports:**

| Title of Report | Purpose | Current Status (as of the latest monthly meeting) | Action |
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**B: Traffic Engineering: Jennifer Colee**

1. **TE Status:** Grants, bike/ped infrastructure updates, etc:
2. Oakwood is basically complete→ Action item closed
3. Discussion: Can BASC reach out to ALDOT in order to get them involved with road concerns in Huntsville? Can BASC identify a POC at ALDOT? This stem from a SeeClickFix ticket that David submitted a Huntsville SeeClickFix ticket, who then directed him to use the ALDOT road concern equivalent because it is a state road. <https://cpmsapps2.dot.state.al.us/RoadConcerns/?fbclid=IwAR1rLqFTTkSmk25dpab7KSTTJ_mQZEvJkIBRKDCWBNcxBO4VU20xcM1p-bo>
   1. Bike routes go beyond city limits which is why reaching out to the state may be needed.
4. Which bike routes have regularly scheduled sweeping? Cecil Ashburn is regularly scheduled because of its design. It is possible that the City has stopped doing regularly scheduled but instead do these by request.
   1. Danny plans to reach out to Landscape based on the policy. Can marked bike lanes be prioritized?
   2. Can this go to Vision Zero Plan?
5. **TE Bike/Ped Reports:**

| Title of Report | Purpose | Current Status (as of the latest monthly meeting) | Action |
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**C: Huntsville Police Department: No update, but discussion below.**

1. **HPD Status:** training, bike/ped awareness, etc**.**
2. There are two bike accidents that BASC would like to know more about → Vivian created a tab in the BASC Actions/Projects to keep track.
   1. It has been suggested to try creating Google Alerts on gmail.com (easy Jacob, Vivian, Danny, Dario would know how to do this if interested) in order to have bike related articles be filtered to your email.
3. Dario plans to reach out to the Police Precinct to get a report. Larry suggested asking Capt. Mike Izzo: <https://www.huntsvilleal.gov/residents/public-safety/huntsville-police/police-operations/administration/>
4. **HPD Bike/Ped Reports: No updates**

| Title of Report | Purpose | Current Status (as of the latest monthly meeting) | Action |
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**D. Community Concerns:**

1. **SeeClickFix.com:** 
   1. Danny reaching out to see if we can add a note about SeeClickFix.com onto BikeHuntsville.com
   2. Note if you want to search for bike-related SeeClickFix tickets, when using the SeeClickFix “Filtering” feature, you might have to search for multiple terms that are bike-related like “bicycling, cycling, bike, etc.”. There is not an easier way to filter at this time so TE does the same thing. Updated the Excel Sheet to note this “SeeClickFix tickets” tab
2. **Others: Brought up by other methods, emails, in meetings, etc.** 
   1. HUBS Coop donated 2 cruiser bikes for UCI volunteers. See pictures of the bikes here: <https://huntsvilleparaworldcup.com/volunteer/>
   2. Jacob gave an update on how the Chapman school event went (Lynn is the POC). Event consisted of kids bringing their own wheeled transportation to ride on the track at the school. HUBS Coop provided some bikes that were used for the event, then distributed to kids
   3. Larry added the Strong Town projects “Crash Analysis Studio”. Asking for volunteers, please let BASC know. Added this to the “BASC Projects\_Actions Summary”Excel sheet.

| Title of Report | Purpose | Current Status (as of the latest monthly meeting) | Action |
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**Section II: Monthly Agenda Topics**

* 1. **2023 BASC accomplishments**–Vivian plans to send out a copy to BASC of updated Timeline
  2. **Review of BASC Excel sheet goals:** Read through some of the goals on the Excel sheet and updated it here: “BASC Projects\_Actions Summary”Excel sheet in [**hsvbasc.com → Minutes and Documents**](https://www.hsvbasc.com/owncloud/index.php/s/N2f7bzZEYm9zPR1)

**Section III: Action Item Review:** Reviewed at May BASC monthly meeting: “BASC Projects\_Actions Summary” in [**hsvbasc.com → Minutes and Documents**](https://www.hsvbasc.com/owncloud/index.php/s/N2f7bzZEYm9zPR1)

| Title of Report | Purpose | Current Status (as of the latest monthly meeting) | Action |
| --- | --- | --- | --- |
| Revise 2015 Crash Data Report (HPD) | Dario is working on a draft report on crash data from 2015 to present. | For educational purposes and awareness: Added this to BASC Facebook and [hsvbasc.com --> Minutes and Documents --> BASC Projects --> Crash data folder](http://hsvbasc.com/)  Not closed because action items from April 2023:  2) Send to Huntsville VisionZero Task force. Present this at Vision Zero at the kick-off to initiate discussion. Government’s duty is to put the infrastructure in. Needs to be more than BASC to see and understand this analysis. This is a model advisory role.  3) Can this be added to “Seeandbeseen.com”? Ask Kelly. |  |
| Planning See and be seen website and see click fix recommendation | James Moore will update the SeeandBeSeen site in order to have this website provide public link and update verbiage to say that. | BASC reaching out to suggest how can BASC update the SeeandBeSeen website with  SeeClickFix reference  Community Events  BASC educational information |  |
| Bike Lane Sweeping | Get bike lanes prioritized as a regularly scheduled road maintenance | Which bike routes have regularly scheduled sweeping? Cecil Ashburn is regularly scheduled because of its design. It is possible that the City has stopped doing regularly scheduled but instead do these by request.  Danny plans to reach out to Landscape based on the policy. Can marked bike lanes be prioritized?  Can this go to Vision Zero Plan? |  |
| Crash Analysis Studio - Strong Towns | Deep dive into Bike Fatality with Strong town methods  This is an example of a Strong Towns Crash Analysis Studio:<https://www.strongtowns.org/crash-studio> | May 31st- Larry received data package requirements and shared to BASC email, expected to complete by July, and scheduled for a zoom call with Strong towns in September.  They need volunteers to get the data. |  |
| Bike to school: Chapman School | Once Oakwood bike lanes are installed, want to plan a bike to school day to Chapman school with parents and kids | Might be interested in the first week in October  Jacob gave an update on how the Chapman school event went (Lynn is the POC). Event consisted of kids bringing their own wheeled transportation to ride on the track at the school. HUBS Coop provided some bikes that were used for the event, then distributed to kids |  |
| Encourage bike to work week and Mayor's bike ride | Encourage bicycle safety awareness from BASC during May bike Month, Bike to work week, and to any Huntsville communications (flyers, etc).  BASC to be at Mayor's Bike ride and have HSV communications to note that on.  Goal to have something by bike month which is May. | Completed and presented to BASC May meeting, but BASC Timeline should be updated and add number of people who showed up to this event  Note in the minutes is that: One of the biggest Mayor’s ride events was held at Campus 805 and so for future planning this might a spot to consider to increase participation. |  |
| Free Transit ride if you bring your bike | Reach out to City to give citizens a free bus ride if they bring their bike. | What are the numbers? Morgan has seen more bikes and buses |  |
| Support Tour-de-ville Kids event or have a booth | BASC to support Tour-de-Ville with a kids Traffic gardent event. 2022, BASC and city planning attended Tour-de-Ville with posters and flyers to talk to the community about bike safety and city planning. | Anthony/Jaime interested in doing a safety class at Tour de Ville.  Is there enough people? HUBS is advertising a lot and giving bikes away. |  |
| Oakwood bike lanes | This was a planned road diet and installation of bike lane. Citizens had concerns that the current repaving (BASC email: Repaving of Oakwood with the addition of bicycle lanes)  Reference to BigPicture Huntsville:<https://bigpicturehuntsville.com/places/five-points-northeast-huntsville-small-area-plan/> | Closed |  |
| BASC reach out to ALDOT | Bike routes go beyond city limits which is why reaching out to the state may be needed. | Discussion: Can BASC reach out to ALDOT in order to get them involved with road concerns in Huntsville? Can BASC identify a POC at ALDOT? This stem from a SeeClickFix ticket that David submitted a Huntsville SeeClickFix ticket, who then directed him to use the ALDOT road concern equivalent because it is a state road. https://cpmsapps2.dot.state.al.us/RoadConcerns/?fbclid=IwAR1rLqFTTkSmk25dpab7KSTTJ\_mQZEvJkIBRKDCWBNcxBO4VU20xcM1p-bo  Bike routes go beyond city limits which is why reaching out to the state may be needed. |  |
| Update Bike Route (Planning) | We will have an updated bike route to plug into the bike plan. | David planning to send video and presentation for BASC June meeting  Planning is at the “Scope of Work” stage with updating the Huntsville Bike Plan with Alta. James can send us this information to BASC. This led to a discussion if David Nuttell can present his “Bike every road and updating Bike Route” project at the BASC meeting in June.  BASC had questions about the Huntsville Bike plan such as:  Does the plan look at sister cities? Yes.  Is Bicycle parking in the plan?  Will the plan include pedestrians as well? |  |
| Other Bike/Ped Police incidents | This report was created because Anthony from HPD mentioned that he keeps an eye out on Facebook, news articles, BASC email and if he knows the issue/concerns, he can follow-up. | Created Tab in this spreadsheet "Crash Incidents for HPD" in order to list incidents that the public sees other than through HPD. |  |
| Official HPD Bike/ped Police- reported incidents | Important to allow BASC to analyze the bike/ped incidents and how biking can be improved because BASC has a variety of biking experience in Huntsville. This report would come from the HPD police reporting system, which is only visible for HPD. | Dario plans to reach out to the Police Precinct to get a report. Larry suggested asking Capt. Mike Izzo: https://www.huntsvilleal.gov/residents/public-safety/huntsville-police/police-operations/administration/ |  |
| Traffic Engineering SeeClickFix.com report | Can TE generate a report for BASC to analyze bike-related seeclickfix.com tickets that went to Traffic Engineering, from Category called “Traffic/Street Sign”  https://seeclickfix.com/huntsville | TE does the same filtering as the public. The process is noted in the "SeeClickFix" tab of this Excel sheet |  |
| Bike Parking/Signage Enforcement | Bike infrastruction such as bike racks be added to property (city, businesses, etc) is needed in order to make it more accessible to use bicycles as a form of transportation (just like cars as a mode of transportation)  Huntsville has a policy regarding bicycle parking:<https://library.municode.com/al/huntsville/codes/code_of_ordinances?nodeId=COOR_APXAZOOR_ART76BIPARE> | Added the "Bike Racks" tab to make list of ongoing questions |  |

**BASC Resource List:**

Official date adoption of document: XXXXXX DRAFT (11/27/22) Printed for Nov. 2022 BASC monthly meeting

1. Becoming a BASC member:

* Complete BASC membership questionnaire (ask a BASC member about this)
* Locate BASC documents, minutes, and bylaws storage: https://www.hsvbasc.com/
  + Add yourself to the BASC email distribution list for discussion and announcements: hsvbasc.com→ “ListServ” (will need to be approved by BASC member)
  + Don't want to use email to communicate? Post in Discord (ask BASC member for access)
* Be aware of City of Huntsville department functions: https://www.huntsvilleal.gov/

2. As a citizen:

* Follow BASC Facebook for discussion and announcements: https://www.facebook.com/groups/1366468327053612
* Reference “How to bike safely” resources: Example: https://www.bikeleague.org/ridesmartvideos
* Know the biking laws of Alabama: Print bike/motorist safety guide and AL codes "How we share the road\_AL code" located in https://www.hsvbasc.com/ and”Minutes and Documents"
* Report bike/ped related road issues on Huntsville's "See Click Fix" website: https://seeclickfix.com/huntsville
  + Clean a greenway path, sidewalk, bike lane or add a bike signal at a traffic light to change it on your bike ride
* Checkout Huntsville's See and Bee Seen website:
  + https://www.huntsvilleal.gov/residents/streets/bicycling/
* Post Videos/photos of bike incidents to BASC Facebook group in order to reference in "SeeClickfix.com" tickets: https://www.facebook.com/groups/1366468327053612
* Learn about Ped/Bike infrastructure standards on NACTO: https://nacto.org/programs/#all-programs