# **Meeting Minutes: BASC January Meeting – Monday, January 28, 2022, 5:30 pm 3rd Circle Cellars at STA**

**Attendees**: Chad Skaggs, Austin Jackson, Andrew Little, Jacob Hall (new), Vivian Terry, Larry Mason, Jamie Miernik, Morgan Andriulli, Bruce Weddendorf, Jennifer Colee (TE), Nick Nene (TE), James Moore (Planning), Anthony Rosado (HPD), Danny Peters

Missing: None

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

**Meeting Time:** 5:35 pm-7:00 pm

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**Announcements:**

1. **Nov. and October meeting minutes** were approved. Stored in [www.hsvbasc.com](http://www.hsvbasc.com/)
2. **Next Meeting: Monday, Feb 27, 2023**
3. You may start getting emails from [hsvbasc256@gmail.com](mailto:hsvbasc256@gmail.com). Danny and I are trying to use this email as an “admin” email.
4. The excel sheet “BASC Projects\_Actions Summary” in [**hsvbasc.com → Minutes and Documents**](https://www.hsvbasc.com/owncloud/index.php/s/N2f7bzZEYm9zPR1) includes a list of SeeClickFix tickets that were bike related that I searched on SeeClickFix.com and includes how to do this.
5. **This month’s cycling Community events:**

* Kidical Mass Event: Little Learners Loop-D-Loop, **January 28th, 2023**: stay up to date on Facebook: <https://www.facebook.com/groups/1107504316106598>
* Bikes and Brews, **February 10th, 2023**, stay up to date on Facebook: <https://www.facebook.com/groups/1527300687493823>
* SCCC Bicycle Safety Statistics presented by HPD: **Monday, February 13** at the Brewers Cooperative on Governor's Drive. If not in SCCC, please see note on BASC Facebook and see Jamie’s email [BASC] Join Spring City Cycling Club - Monday, Feb13: <https://www.facebook.com/groups/1366468327053612/permalink/1849025132131260>

**Section I. City Reports:**

**A: Planning:** James Moore

1. **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 |
| --- | --- | --- | --- |
| **Bloomberg grant for Bicycle grant** | Would give $1 million dollars for bike infrastructure <https://globaldesigningcities.org/bici/>. | Update: Planning continue to work, deadline is 2/3/23. Sent further description 1/30/22 and email: Downtown Active Transportation Plan and BICI funding opp | None |
| **Another grant was discussed here** | Grant used to make a trail along the railroad to Alabama A&M |  | Need to follow-up with Jo Beth for what the other grant was. |

1. **Planning Bike/Ped Reports: Updates below.**See more or past reports in excel sheet “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 |
| --- | --- | --- | --- |
| **See and Be Seen Reporting tool** | Allows the City to count-up The number of bike “near-miss” incidents and website views. This can be used to view the increase of biking interest and “near-miss” incidents in Huntsville. <https://www.bikehuntsville.com/bike-huntsville/make-a-report-or-request/> | The reporting tool continues to not work since 2021. Planning has tried to update for the past year (2022). See error: <https://www.bikehuntsville.com/bike-huntsville/make-a-report-or-request/>  The POC for this website is the COH Communications group: <https://www.huntsvilleal.gov/government/departments/communication/> | Escalate: Danny and Planning will email Kelly Schrimsher and Lucy Berry DeButy |
| **Planning SeeClickFix.com report** | Would allow citizens to submit a “Bike” related category and possibly “near-miss” incidents onto SeeClicFix, which could then be sent directly to the COH Planning dept. This is important because this is a public website supported by the city, citizens use this website, and tickets can be routed directly to the correct city group.This can be used to see the increase of biking interest in Huntsville.  <https://seeclickfix.com/huntsville> | No update.  Not a current option. | James to work within the Planning team to see if this category is an option. TE has commented that in their group and their category (Traffic Signal, Traffic/Street Sign), SeeClickFix cannot be used for capital projects; but instead, only as a tool that citizens can report road “signage” issues. See example of a ticket that is being worked by TE: <https://seeclickfix.com/web_portal/536ne61tUkLvo5MSUWwKfSZY/issues/13935917?fbclid=IwAR20ZwsAYTEfYDRLzrHTDMzRnoQq00MPcXA-Cm7n_-D0ITypCjQjUqdIPOk>  Vivian will note that this question of a separate category for Planning/bike lanes is supported by this ticket where someone tried to request bike infrastructure on seeclickfix.com and Planning’s Alternative Mode Report : <https://seeclickfix.com/web_portal/536ne61tUkLvo5MSUWwKfSZY/issues/map/11477966?lat=34.72380992161543&lng=-86.5832169612525&max_lat=34.73969862815559&max_lng=-86.55060129963145&min_lat=34.70791816084959&min_lng=-86.61583262287355&search=%2011477966&status=open%2Cacknowledged%2Cclosed%2Carchived&zoom=14>  Alternative mode report pg 2: https://www.huntsvilleal.gov/wp-content/uploads/2020/04/FINAL-2020-Alternative-Modes-Review.pdf |

**B: Traffic Engineering:** Jennifer Colee and Nick Nene

1. **TE Status: Grants, bike/ped infrastructure updates, etc: No update,** see past notes in meeting minutes or excel sheet at [**hsvbasc.com → Minutes and Documents**](https://www.hsvbasc.com/owncloud/index.php/s/N2f7bzZEYm9zPR1)
2. **TE Bike/Ped Reports: Updates below.** See more or past reports in excel sheet “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 |
| --- | --- | --- | --- |
| **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> | Update: Jennifer says that a report is not generated on their end. The only possible way to filter is the same as if citizens can do it. | BASC to figure out a workaround, consider filtering themselves or continue keeping up through discussions/emails in the BASC group by the next BASC meeting. |

**C: Huntsville Police Department:** Anthony Rosado

1. **HPD Status: training, bike/ped awareness, etc. Updates below.**
   1. **For HPD reports:** HPD cannot give out information about biking/ped police reports readily due to privacy… But Anthony keeps an eye on Facebook and says that if he knows the situation through Facebook (he is on the BASC email list too), then he can create a case for us and follow-up. Vivian created a HPD report in the Excel spreadsheet in order to track.
      1. Anthony re-iterated that if there is a case that if you feel like you have been endangered by an aggressive driver in Huntsville that you can contact your police precinct. Vivian has found further instructions on how to file a criminal police report with HPD on the See and Be Seen Huntsville website that also lists Police Precincts: <https://www.bikehuntsville.com/bike-huntsville/make-a-report-or-request/>
   2. Lost bikes Discussion: Anthony explained how there are two groups of lost bikes that are processed at HPD.In general, the recommendation is to write down your bike’s serial number and your name in the handlebar so that when you need to confirm that that is your bike, you have proof because most people do not look in the handlebars. HUBS wants to work with HPD as well as create a HUBS lost bike process using (<https://bikeindex.org/>
   3. Sergeants from October monthly meetings do not plan to attend the BASC meeting.
2. **HPD Bike/Ped Reports: Updates below.** See more or past reports in excel sheet “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 |
| --- | --- | --- | --- |
| **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. | Update: Due to privacy, Anthony can only give us basic information about these incidents at the BASC meetings. | Follow-up with HPD if there are any new incidents since the latest BASC meeting. |
| **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. Other Bike/Ped Police incidents that should go to the police, reported through social media, news articles, BASC email. | New: HPD cannot give out information about biking/ped police reports readily due to privacy… But Anthony keeps an eye on Facebook and says that if he knows the situation through Facebook (he is on the BASC email list too), then he can create a case for us and follow-up. Vivian created a HPD report in the Excel spreadsheet. | Follow-up with HPD if there are any new incidents since the latest BASC meeting. |
| **Lost bikes report** | To know if and how citizens can report lost bikes from HPD and get their lost bikes back | New: Anthony explained how there are two groups of lost bikes that are processed at HPD so citizens can contact HPD more.In general, the recommendation is to write down your bike’s serial number and your name in the handlebar so that when you need to confirm that that is your bike, you can access it there, where most people do not look. HUBS wants to work with HPD as well as create a HUBS lost bike process using (<https://bikeindex.org/> | Larry wants to follow-up with Anthony on HUBS bike registry. |

**D. Community Concerns: Updates below.**

| Title of Report | Purpose | Current Status (as of the latest monthly meeting) | Action |
| --- | --- | --- | --- |
| **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-pla](https://bigpicturehuntsville.com/places/five-points-northeast-huntsville-small-area-plan/)n/ | Update: It will take 2-3 weeks due to asphalt standards.  TE said that they will do an analysis of the road which will be reported around the summertime. | Follow-up in the summer. If possible, BASC members/citizens let people know when this bike lane is completed on social media or email so that the community knows that this has been completed.  Danny to follow-up on a bike lane infrastructure idea where tire bumps lines the bike lanes so if a cars swerves in then they will be alerted or  rumble strip along the bike lane. |
| **Bradford** | Concerns about Bradford as described on SeeClickFix ticket #13935917: :<https://seeclickfix.com/web_portal/536ne61tUkLvo5MSUWwKfSZY/issues/13935917?fbclid=IwAR20ZwsAYTEfYDRLzrHTDMzRnoQq00MPcXA-Cm7n_-D0ITypCjQjUqdIPOk> | Update Bruce discussed with Nick about a bike lane to separate bikes and cars as it preferred, but cannot be done.  TE plans to sign and paint, further | Vivian to Follow-up on this ticket: :<https://seeclickfix.com/web_portal/536ne61tUkLvo5MSUWwKfSZY/issues/13935917?fbclid=IwAR20ZwsAYTEfYDRLzrHTDMzRnoQq00MPcXA-Cm7n_-D0ITypCjQjUqdIPOk>   Additional comments on BASC Facebook (1/13/2023):<https://www.facebook.com/groups/1366468327053612> |

**Section II: January Agenda Topic**

1. **Official BASC Members List:** The list looks good and Vivian will send an email to those to confirm and then add to hsvbasc.com. Will Keep BASC updated.

2. **BASC Timeline**: Vivian Presented at this meeting, this is posted on hsvbasc.com. This is a working document so any new accomplishments from 2023 will be added from now until next year.

3. **BASC Goals 2023**: Discussed potential 2023 goal ideas, listed below and can be referred back to “BASC Projects\_Actions Summary” in [**hsvbasc.com → Minutes and Documents**](https://www.hsvbasc.com/owncloud/index.php/s/N2f7bzZEYm9zPR1)

* For these goals, we would need sub-committees with POCs. If there is someone interested in supporting any of these goasl, please email BASC/ let Danny and Vivian know.

| Title of Goal | POC | Purpose/Goal | Discussion/Action |
| --- | --- | --- | --- |
| **Bylaw review** | Danny, Vivian, Chad, Larry | Review BASC laws. Recommended every 5 years. | Discussed and added as a 2023 BASC goal at January BASC monthly meeting. Latest Review was 11/2022 |
| **Bike to school: Chapman School** | Jacob, Chad, Jamie | Once Oakwood bike lanes are installed, want to plan a bike to school day to Chapman school with parents and kids | Discussed and added as a 2023 BASC goal at January BASC monthly meeting. (2/1) Jacob has gotten into contact with parents around Chapman and has gotten some contact. |
| **Encourage bike to work week and Mayor's bike ride** | Danny | 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. | Need to contact Kelly Schrimsher and Lucy Berry DeButy from HSV Communications group.  Reference to COH website[: https://www.huntsvilleal.gov/government/departments/communicatio](https://www.huntsvilleal.gov/government/departments/communication/)n/  2022 Mayor's Bike ride from the Huntsville Blast website[: https://hvilleblast.com/3-things-you-need-to-know-about-road-biking-in-huntsvill](https://hvilleblast.com/3-things-you-need-to-know-about-road-biking-in-huntsville/)e/ |
| **Free Transit ride if you bring your bike** |  | Reach out to City to give citizens a free bus ride if they bring their bike. Discussed that this could be around bike to work week, May 15th-21st, bike to work day is May 19th. | James brought this idea up and referenced someone from the city would be excited to do this (I don't remember which person that was Jim?)  This is the COH website that is about transit and could be used as a contact person[: https://www.huntsvilleal.gov/residents/streets/public-transportatio](https://www.huntsvilleal.gov/residents/streets/public-transportation/)n/ |
| **Support the renewal of Bike Friendly status of HSV businesses Bicyclists** |  | BASC to support the renewal process for the Bike Friendly status that are given to businesses to the League of American Bicyclists group. Getting more bike friendly businesses may allow those businesses to get more recognition and to get more bike racks to their business. More info.<https://www.bikeleague.org/business> | This was brought up because STA is a bike friendly business which may need help for the renewal project. Another bike friendly busniess is Bicycle Cove. Gold Sprint would be a good new candidate to support.  This award can be expanded to bike friendly communities and universities. Reference this list here[: https://www.bikeleague.org/bfa/awar](https://www.bikeleague.org/bfa/awards)ds |
| **Host a Map-a-Thon** |  | BASC and HUBS to support an in-person mapathon by the end of the year for [Peopleforbikes.org](http://peopleforbikes.org/) | This goal was brought up last minute in 2022 and HUBS and BASC members were only able to do individual updates to the open source map. Hosting a marathon guideline is referenced by people for bikes:  <https://cityratings.peopleforbikes.org/about/contribute?eid=126577> |
| **Support Tour-de-ville Kids event or have a booth** | Jamie, Anthony? | BASC to support Tour-de-Ville with a kids Traffic garden 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. | Jamie and Anthony may have experience of doing this 2 years ago. Maybe we can target the Boy and Girl Scouts of Huntsville as a community who would be interested in this event. |

**Section III: Action Item Review:** Did not review all at the meeting. This can be a possible an Agenda topic in February to understand the Excel sheet that is posted in [**hsvbasc.com → Minutes and Documents**](https://www.hsvbasc.com/owncloud/index.php/s/N2f7bzZEYm9zPR1)

**BASC Reference 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