

Memorandum



To: Whitewater Steering Committee
From: Ann Freiwald, *Alta Planning + Design*
Date: March 20, 2013
Re: Meeting 4 Agenda

1. Welcome and overview of where we are in the planning process

2. Draft Bicycle and Pedestrian Plans Review_ Please come prepared to discuss the report. Some specific report sections to look at for the meeting are:

- Section 4: Recommended Bicycle Network
- Section 7: Implementation_ Priority Project Sheets

Our process for review will be as follows:

Please note changes you would like to see by making a list noting the page and the location of the desired edit and what you would like to see changed. Turn your list into Matt by April 3rd. Matt will consolidate all comments into one list that I can then address and deliver the list by April 5th.

We will also discuss the "Biking and Walking Map". Our scope includes the development of a brochure with biking and walking info for Whitewater to be used for public distribution. Alta has developed a "wire frame" outline of what the map will look like; it is attached to this agenda. I also attached the contract language related to this scope item for reference.

3. Next Steps

- Alta will need 2 weeks to make the changes requested and format the final document.
- Discuss City Adoption process with Matt and SC
- Meeting Adjourned

Inside Flap

Safety Info

Helmet Use

Where to Ride in the Lane

Turn Signals

Note to Client: We will provide short loop suggestions for recreational riders



Starin Rd Loop

University Loop

Tripp Lake Loop

Could use a good photo of Whitewater trail here



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City of Whitewater Bicycling Map



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|------------|---|
| 4.6 | Bicycle Facility Selection |
| 4.7 | Recommended Walkway & Pedestrian Policies |
| 4.8 | Multimodal Recommendations |
| 4.9 | Education and Encouragement Strategies |
| 5 | Implementation |
| 5.1 | Implementation Plan |
| Appendix A | Public Outreach Summary |
| Appendix B | Plan and Policy Review Summary |
| Appendix C | Bicycle and Pedestrian Design Guidelines |
| Appendix D | Project Costs |
| Appendix E | Funding Sources |

8. Bicycle and Walking Brochure

Using the Existing Conditions map developed above as a base map the CONSULTANT will design brochure suitable for public distribution. The brochure will contain safety tips for bicyclists and walkers, as well City and local advocacy group contact information. The brochure will also provide useful information to city residents about the existing bicycling and walking network.

Deliverables

The CONSULTANT will submit one digital copy of the Draft Brochure for review by City staff. The brochure will go through two reviews before the CONSULTANT delivers the final copy ready color brochure. The CONSULTANT will provide the necessary computer files so the MUNICIPALITY will be able to update the brochure in the future. The MUNICIPALITY will be responsible for printing of the brochure as well as future updates.

F. PUBLIC INVOLVEMENT

(4) Informational Meetings:

- a. The CONSULTANT shall conduct or assist the MUNICIPALITY in holding 2 informational meeting(s) to acquaint the public with the concepts and probable impacts of this PROJECT. The first informational meeting will be held early in the project and will be a charette style meeting. The attendees will be asked to share information on where they ride and walk, areas they avoid due to safety concerns, desired destinations, etc. This information will help inform the bicycling network recommendations provided by the CONSULTANT. The second informational meeting will be held later in the project to allow the public to review and comment on the draft plan, the draft bicycling network and the pedestrian policy recommendations.
- b. The CONSULTANT shall prepare all exhibits and documentary handout material and provide the equipment necessary to conduct the public informational meeting(s). City of Whitewater will plot the 24 x 36 maps for the meetings.
- c. The CONSULTANT shall prepare a summary report after the public information meeting(s).