

TRANSPORTATION COMMISSION



Ben Calabretta
Commission Chair

~Regular Meeting Minutes
December 13, 2018

Les MacDonald
Staff Liaison

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<http://www.ci.moscow.id.us/556/Transportation-Commission>

Thursday
December 13, 2018

4:00 PM

Council Chambers
206 E. 3rd Street

The meeting was called to order at 4:00 pm.

Present: Chair; Ben Calabretta, Vice Chair; Don Meyer, Phil Cook, Michael Kyte, Joel Hamilton, Brian Johnson, Bob Sanders, Mike McGahan, Mary DuPree (left meeting at 5:00 pm)

Absent: Les MacDonald, Public Works Director,

Staff: Gina Taruscio, Council Liaison
Kevin Lilly, City Engineer
Tyler Palmer, Acting Public Works Director
Jared Hopkins-ITD
Sandra Collins, Administrative Assistant / Deputy City Clerk

1. Approval of minutes from November 8, 2018 (Action Item)

ACTION: Johnson moved to approve the minutes as presented, seconded by Meyer. Roll Call Vote: Ayes: All; Nays: None; Abstained: Cook and Sanders. Minutes approved.

2. Commission Communications (Calabretta) Palmer advised that Les MacDonald would be out on extended leave for some time, but he and Kevin Lilly would be available to assist. Lilly will attend the Transportation Meetings. Hopkins advised that ITD has been approved to move forward with the Thorn Creek/Paradise Ridge Project and construction should begin next fall. Palmer advised that funding has become available from Volkswagen for green vehicles and charging stations. He said the City would be submitting an application for one or more charging stations for electric vehicles at City Hall and North/South Jackson Street Parking Lot. Kyte asked if the memo requesting the south couplet pedestrian upgrades was passed onto Administration for review by City Council. Palmer said he would look into it. Cook pointed out that there were several items on the minutes from the last meeting that MacDonald was going to look into. He asked if other staff could follow up on those items. McGahan asked if staff could look at getting an eastbound turn lane at D Street and Main Street. Hamilton brought up overnight parking near Rosauers. He said cars are parked there for long periods and the parking may be being misused as long-term parking. Hopkins said the ITD Moscow to Viola paving project would be starting in late spring.

3. Election of Officers for 2019 (Calabretta) (Action Item) Calabretta asked the Commission for nominations for the 2019 Chair and Vice Chair. Johnson nominated Kyte for

Chair, seconded by McGahan. Roll Call Vote: Ayes; All, Nays; None. Motion passed.
DuPree nominated Meyer for Vice Chair, Kyte Seconded. Roll Call Vote: Ayes; All, Nays; None. Motion passed.

4. Report on the Gotcha Bike Share Program (Palmer) (Action Item) Palmer explained the circumstances of the previous Bike Share Company who had withdrawn their contract with the University of Idaho and the City of Moscow. Palmer introduced Becky Couch from the University of Idaho who has been working with Gotcha Mobility about a new e-bike share program. A proposal for a pilot program for 50 e-bikes was presented to Public Works Admin Committee. The cost is \$75 per bike, per month, which would be split between the University of Idaho and the City of Moscow. Implementation is scheduled for spring of 2019. The bikes work on a dock-less system and can be geo-fenced to restrict certain areas. Palmer asked the Commission for their input or recommendation. Sanders asked if this company has electric scooters. Palmer said they do have scooters and there is an option to add them later. However, City policies on e-scooters would have to be created first. Initially, the proposal only involves e-bikes. Cook asked for the consumer cost. Couch explained that students would be allotted a certain amount of free usage. The general public will be able to purchase passes or pay 10 cents per minute. The passes are customizable and the Commission can have input on how that should be structured. Meyer asked who is responsible for the bikes. Palmer said Gotcha owns the bikes and is responsible for repairs, collection and theft. They ensure there are always 50 e-bikes in circulation.

Becker Gutsch in the audience asked if there was any plan for three wheeled bikes to accommodate less mobile people. Couch said Gotcha also offers a ride share service, which is a 4 to 6 seater electric vehicle, similar to a golf cart. Meyer asked what locations bikes could be left at when riders were finished with them. Palmer said the University will assign sites for drop off such as the bookstore and the City can do the same. Palmer explained how the phone application and GPS tracking system works. Kyte asked about the support structure by Gotcha. Couch said Gotcha would have a local operations team to carry out repairs and pickup. Kyte asked when e-scooters would be brought in. Couch explained that decision would be made by the University and the City. Kyte pointed out that there are a few privately owned electric scooters in town. There was discussion about advanced technology that can slow e-scooters down and improve geo-fencing. Kyte asked if the City is formulating a plan about e-scooters. Palmer said staff is looking into that. McGahan asked if a bike was taken from campus across town and left, would Gotcha come and get it. Couch said they would, although there may be an extra fee to the rider if the bike is not left at a hub or is taken out of a service area. Cook asked about the e-bike boundaries, which is currently City limits. Staff is also working with Pullman and Gotcha at WSU to see about travel between Moscow and Pullman. Palmer said the City and University of Idaho would each pay \$22,500 annually for the service, for a total of \$45,000. The company will also share their data with the City and University. If the proposal is passed by City Council, the program will start in spring, around April. Kyte asked how they could gauge if use of e-bikes improves parking in Moscow. Johnson moved that the Commission make a recommendation that City Council move forward with the Gotcha Mobility e-bike program, seconded by Meyer. McGahan asked where payment for the program would come from. Belknap said the public transportation line item. Roll Call Vote: Ayes, All, Nays; None. Motion passed

5. Third Street Bicycle/Pedestrian Bridge Alignment (Palmer) (Action Item) Palmer showed a diagram of the Third Street bicycle/pedestrian bridge. He said a decision needed to

be made about the alignment of the bridge. There are two choices; one would be to align the bridge with the center of the road and the other would place the bridge on the north side. Palmer went over the benefits with the center alignment. The challenges with the central alignment would be a safety issue, as pedestrians would have to cross from the sidewalk to the center of the road and then back again. The north alignment would keep the bridge in line with the established bicycle and pedestrian paths. However, when the multimodal bridge is constructed, it would be aligned with the center of the road. The left alignment would also impact a willow tree, which residents were hoping to preserve. Belknap asked about problems with residents backing out across the bike lane if it was aligned to the north. Frank Bongiorno spoke to the commission. He said he has sight difficulties backing out of his driveway and was concerned about the bike lanes. McGahan asked if the willow tree was part of the sight difficulties and Bongiorno said it was. There was discussion about where the bike lanes were designated in the original plan approved by council. Bongiorno said his best sight line would be for the bridge to be in the center. Meyer asked about the cost difference between the bridge in the center verses the north side. Palmer said there would be bollards and extra paint for the center bridge, but it would not be a significant difference. Cook said all the residents on Third Street would be impacted by the bike path at some point and felt the bridge should be aligned with the path. He felt it was important to have a continuous bike lane, whether the bridge was going in or not. Kyte asked about the timeline for a decision on this item. Palmer explained a decision was urgent because they cannot obtain the necessary permits until the alignment decision is made. This item is also going before City Council on Monday. The alignment problem has been a very recent development. Becker Gutsch said the tree was a community tree, not just a neighborhood tree. She asked if there could be Sharrows for just the block near the tree. She said she prefers the center alignment and felt it would be a great entranceway to the community.

Council Member Taruscio said the decision to put in a bicycle/pedestrian bridge for now, instead of the multimodal bridge, did not change the overall plan for the corridor passed by City Council. She said she was not comfortable with pedestrians having to use the center of the road. Johnson talked about the University creek alignment and said even though the willow tree would have to come out the City could replant something else. Palmer said vegetation in the creek was not something the City desired but staff will do their best to save the tree during construction, if possible. Meyer moved that the Commission make a recommendation that City Council stay with the approved plan and align the bridge to the north side of the street, seconded by Sanders. Kyte asked City staff to continue to work with residents for sight problems when backing out. City Council Member Brandy Sullivan was in the audience and asked if the Commission would still make this recommendation if they knew the multimodal bridge was not going in. Meyer said he would make the same recommendation. Johnson said he felt that was immaterial as the Commission was voting on the bicycle/pedestrian bridge. Roll Call Vote: Ayes; all, Nays; None. On behalf of the Commission, Cook thanked Calabretta for his leadership. Lilly asked about the Commission's request to review projects being included in the budget. Hopkins said Ken Helm from ITD wanted formal minutes on whether the ring road was being pursued or not. Belknap said the multimodal plan addressed the ring road and the update to the comp plan will include the ring road. The City's Planning and Zoning Commission will discuss this in January. Taruscio said she will be moving to another commission in the New Year and thanked the Commission for their guidance over the year.

Adjourned: 5:25 pm

Minutes Approved On



City of Moscow Public Works Department Engineering Division

Memo

To: Transportation Commission Members
From: Tyler Palmer, Acting Public Works Director
Date: 12/14/18
CC:
Re: Gotcha Mobility Bike Share – Dedicated Student Activity Fee Committee Narrative

Dear Transportation Commission Members,

The following information was compiled by Rebecca Couch regarding the bike-share pilot program adopted by the City Council on Monday. I am providing this to give some more information regarding the program. Please let me know if you have any questions.

A. Describe the programs you plan to host / services you plan to provide with your student activity fee funding. If requesting fees for multiple programs please provide a priority ranking.

This new student activity fee request will be dedicated to funding a portion of annual program expenses for a new shared mobility option for the University of Idaho, titled Gotcha Mobility Bike Share. Gotcha provides a complete package of mobility options for universities and municipalities, including pedal assist e-bikes, e-scooters, and rideshare services. In collaboration with University of Idaho Parking and Transportation Services, the Associated Students University of Idaho, and the City of Moscow, Gotcha proposes an initial bike share launch of fifty (50) pedal assist e-bikes, with a target launch date of April 1, 2019. Gotcha's bike share program is a dock-less system, meaning that bikes can be parked and locked to standard campus bicycle racks or parked standing alone with the rear tire locked. The system is managed via a mobile app, which allows users to create an account and view a map of the geo-fenced parking hubs where administrators define where bikes are parked. The app also allows users to check available bikes in the service area, and check out or reserve a bike. The e-bikes will provide an affordable, convenient and nearly effortless transportation option for students to use and commute daily from their residence to class, downtown for shopping or eating, or

for an off-campus job. The program expenses include a local Gotcha operations team that manages all bike maintenance and repairs, charging of the e-bike battery, and any system or user issues. Safety is of utmost importance to Gotcha, the University, and The City. Helmets will be provided during the system launch and we look forward to developing programs for distributing helmets throughout the year. The Gotcha e-bike is equipped with lights in the front and rear, and has slightly larger tires than standard bicycles to provide better traction and safety during winter conditions. In the case of an incident, Gotcha ensures that the University and The City are indemnified. It is anticipated that bikes will be available for use year-round, with the potential need to hibernate some or all of the bikes depending on the severity of the winter season. All University of Idaho affiliates will enjoy 30-minutes of free ride time per day, while Moscow community members and visitors may use the bikes for 10 cents per minute. Gotcha Mobility at the University of Idaho will add a new, healthy, and sustainable form of transportation.

B. Approximately how many students are or will be served by your programs /events /services?

The bike share program will be available for use by all University of Idaho students, faculty, staff, and Moscow community members and visitors. A student's family, for example, could use the bikes for an affordable, convenient, and memorable way to get around while in town for a Vandal football weekend. Prospective students could also utilize Gotcha mobility to explore our beautiful campus and envision themselves here in the future.

C. Does your program also receive funding from other sources (and if so please include a brief description of the other sources)?

The total annual cost for 50 Gotcha e-bikes is \$45,000. Funding is proposed to be split evenly between the City of Moscow (\$22,500), and the University of Idaho (\$22,500). The University of Idaho's portion will be split evenly between the students of the University of Idaho through the proposed student activity fee (\$11,250), and Parking and Transportation Services (\$11,250).

D. What opportunities do you see for other funding sources and what are your plans in the future to find other revenue?

University of Idaho Parking and Transportation Services is committed to providing a long-lasting sustainable bike share program for our campus and anticipates increasing contributions to support a bike share program for the long-term. Gotcha Mobility also promotes a sponsorship-funding model, where the system is entirely or partially funded by local sponsors. Sponsorship opportunities may provide future funding to support a growing shared mobility program for our campus and community.

E. What changes do you see happening to your program in the next 5 years – what is your vision and how does it fit in the university's strategic plan?

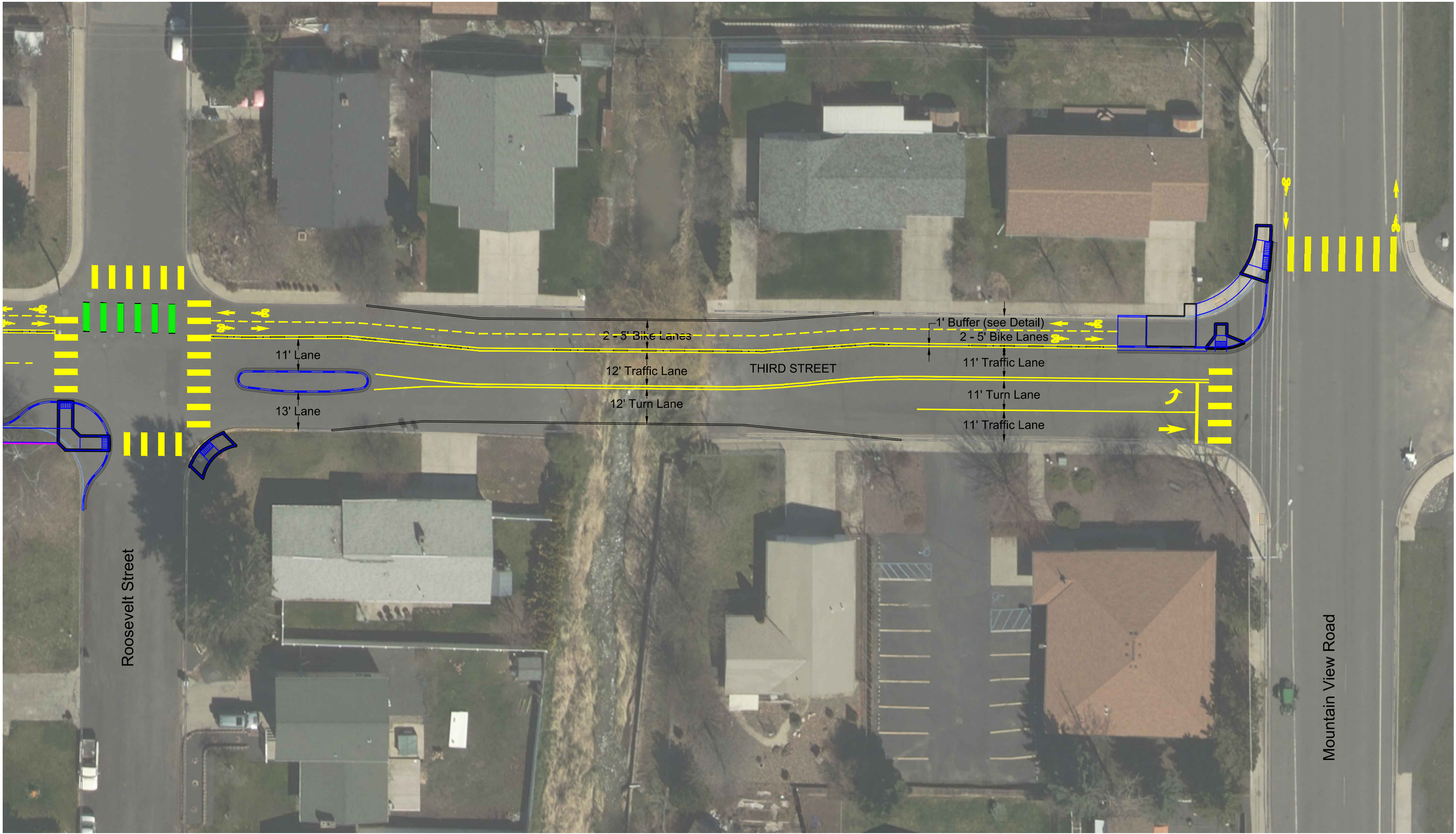
The university strategic plan hopes to grow enrollment each year, and with an increased student population will come an increased demand for affordable transportation options. In 5 years, we anticipate a larger fleet of around 200 e-bicycles, and an expanded shared mobility service potentially including e-scooters and rideshare, all provided by Gotcha Mobility. Our vision is to increase the use of alternative transportation options, reducing reliance on a personally owned automobile for students attending college, and allowing them to reduce their expenses and stress as it relates to having a vehicle on campus. While the University of Idaho Strategic Plan calls for growth in enrollment, new parking and transportation infrastructure cannot be funded to allow a future student population of 16,000 students to all park a car on campus - alternative, convenient, and affordable options must be provided.

F. What opportunities do you see for your unit and what challenges are you facing?

Gotcha provides the opportunity to further expand the mobility services offered, which in the future would help decrease parking congestion and serve a wider array of students. Washington State University also utilizes Gotcha Mobility, which may provide the opportunity for an integrated transportation solution between our communities. Challenges might include a learning curve of the new bike share program, bike parking issues, or vandalism - which would all be managed by a Gotcha team with local partner support.

Regards,

Tyler



Roosevelt Street

THIRD STREET

Mountain View Road

11' Lane
13' Lane

2 - 5' Bike Lanes
12' Traffic Lane
12' Turn Lane

1' Buffer (see Detail)
2 - 5' Bike Lanes
11' Traffic Lane
11' Turn Lane
11' Traffic Lane