

# Richfield Bicycle Master Plan Task Force

Wednesday September 8, 2010  
7:00 pm – Richfield Public Works Garage

## Draft Agenda

1. Call meeting to order – Chair David Gepner
2. Review & approve agenda
3. Review & approve minutes for July 14, 2010 meeting
4. SHIP Grant Requirements
  - Photo Release Form
5. “Creating a Bicycle Master Plan”
  - Review of document sent out last month
  - 9 Steps to develop a successful BMP
    1. Define the Project Manager role
    2. Communication Rules Plan
    3. Reporting and billing (set milestones)
    4. Set Internal Review Team (IRT) meetings (staff?)
    5. Maintain Public Outreach!
      - Task Force
      - Public Open House (Set up first meeting)
      - Web Site (facebook?)
    6. Preparing a Draft Plan
    7. Setting Priorities
    8. Plan Implementation (formal adoption)
  - Discussion
6. Routes
  - Handout and review maps
  - Take home - Sketch of routes
7. Open Discussion
  - ??
8. Updates
  - NTPP Grants – Bike Routes
    - Reasons for delay
  - Portland Avenue Pilot Project
9. Future Agenda Items

- **Refining Routes**
- **Public Involvement Process**

**10. Upcoming Public Awareness Possibilities**

- **Farmers Market**

**11. Upcoming Events / Meetings**

- *Next Task Force Meeting - Wednesday October 13, 2010*