

Re-focused Bicycle Transportation Plan Work Plan

This Work Plan details the outcomes of the meeting and discussion between the MIC and BPAC leadership on 11/15/2024.

Timeline:

The new adjusted deadline for the adoption of the Bicycle Transportation Plan is March 19, 2025, during the MIC Policy Board meeting. The following is the basic timeline we discussed:

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|---------------------|---|
| End of November | Finalize the prioritization approach (submit to MIC) |
| December 12 | BPAC meeting to work on finalizing chapters |
| End of December | Complete updates/revisions to chapters 1, 2, 3, and 5 (submit to MIC) |
| Early January | Finalize primary map with prioritized segments included |
| January 9 | Bicycle Transportation Plan Subcommittee meeting to work on remaining tasks |
| Mid-Late January | Finalize “Notes” & “Existing Key Gaps” for each smaller area map |
| Mid-Late January | Meeting with Jurisdictions |
| Late January | Create draft final plan and submit it to BPAC members for review |
| February 6 | BPAC meeting to provide review of draft final plan |
| Week of February 10 | Open House in Duluth (possibly also in Superior) |
| February 18 (19) | Update to the TAC (and perhaps MIC Board) |
| Mid-Late February | Incorporate recommendations and draft final plan, submit to the BPAC |
| March 6 | BPAC meeting for final review and recommendation for adoption to TAC |
| March 18 | Present to TAC to ask for recommendation to MIC Policy Board to adopt |
| March 19 | Present to MIC Policy Board recommending adoption of the final plan |

Primary “To Do” list to complete Bicycle Transportation Plan (for each assign a lead person/group AND deadline):

1. Finalize prioritization approach (BPAC Leadership, Due End of November)

- Potential Prioritization Metrics – any others to consider?
 - A. Group Scored Metrics – scoring already established (“Level of Priority” in Ped Plan)
 - Traffic Volumes
 - Traffic Speeds
 - Safe Routes to Schools
 - Transit Route Frequency
 - Civic Center (better description?)
 - Activity Node (better description?)
 - Demographics – individual scores for Low Income, Minority, age <18, age >65, and Households without a Vehicle
 - Short Trip Generator Areas – Does a bike project facility intersect a short trip generator area? Scoring needs to be developed
 - B. Barriers – (Critical, High, Medium, and Low) - scoring already established in Ped Plan
 - Does this stay separate or get included into the Group Scored Metrics?

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- If separate determine a factor to appropriately weight A vs B in calculating the final priority score.
 - Finalize which metrics to use – Are the above good?
 - Finalize specific details of each metric to be used – Is what is established good?
 - Finalize the scoring regime of each metric AND overall into Critical, High, Medium, and Low priority categories - Is what is established good?
- 2. Review & finalize all current draft chapters (BPAC Leadership + BPAC, Due End of December)**
- Revisions to Chapter 1 (Introduction)
 - Revisions to Chapter 2 (Plan Goals & Strategies) – are goals & strategies set?
 - Revisions to Chapter 3 (Plan Framework)
 - Revisions to Chapter 5 (Implementation)
 - Incorporate the above Prioritization Approach with explanation into an appropriate chapter
 - Consider if preferred/suggested policy options are to be added, and if so what chapter?
 - Create the following & determine where to incorporate them into the plan:
 - List of all bike facilities
 - Lists of all bike facilities per Critical, High, Medium, and Low priority (?)
- 3. Finalize maps – incorporating the prioritization approach (Ricky & MIC, Due Early January)**
- Run the metrics against all the appropriate functional class roadway segments to produce a final layer identifying Critical, High, Medium, and Low priority segments across those appropriate functional class roadways
 - Create a map of the entire MIC area identifying Critical, High, Medium, and Low priority segments
 - Identify Existing, Future, For Study
- 4. Determine the following & where to incorporate them into the plan (Ricky, Due January)**
- Mileage of all existing bike facilities
 - Mileage of all future bike facilities
 - Mileage by “Type” of all new bike facilities established since the last Bike Plan (2019)
- 5. Revise & Finalize Chapter 4 (Bicycle Network) (All, Due Mid-Late January)**
- Update “Top Priorities” & “One Mile Buffer Population” for each smaller area map (Ricky)
 - Update “Notes” & “Existing Key Gaps” for each smaller area map (BPAC)
- 6. Create tables of all proposed bicycle transportation plan projects (BPAC, Due Mid-Late January)**
- Separate into Critical, High, Medium, and Low priority lists
 - Add a column of the relative cost of each project
 - Add a column of known barrier(s) of each project
 - The MIC is willing to create maps with the actual proposed bicycle transportation plan projects included and prioritized but the jurisdictions and/or BPAC will need to prepare a shapefile of all those projects and provide it to the MIC. If this is not possible for this plan, then it is something to consider for the future.

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7. **Public engagement (Mike W – MIC, Due Week of February 10)**
 - Open House in Duluth (possibly also in Superior)

8. **Final document formatting & distribution (MIC + BPAC Leadership, End of February)**
 - Final BPAC review & recommendation (March 6)
 - TAC recommendation (March 18)
 - MIC Policy Board Adoption (March 19)

Beyond the tasks assigned above the MIC will provide overall administrative services, including meeting logistics, distribution of materials to appropriate people as per the timeline, formatting & distribution of the final plan, creation of the resolution for the final plan, etc.