**Morgantown Municipal Bicycle Board**

*Regular Meeting Minutes*

February 3, 2011

Public Safety Building

**Open Action Items**:

|  |  |  |
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| **Due date** | **Responsibility** | **Action Item** |
| 3/2/2011 | Crawford | 124. Discuss the possibility of WVU becoming a Bicycle Friendly university with the SGA president Hugh Kierig. |
| ASAP | Rosenbaum | 136. Add Brandon Crawford to BB listserv. |
| 3/2/2011 | Spencer | 137. Discuss with City Council how to insure that existing code requiring bicycle parking for new multi-dwelling housing units covers *all* new construction of multi-dwelling housing (no exceptions). Discuss the incorporation of bicycle parking with manager of “under construction” Beechview Manors student housing facility. |
| 3/2/2011 | Burkhart, Dierman, G. Shogren | 138. Email to BB listserv alternative slogans for revised bumper stickers. |
| 3/2/2011 | Rye, Wamsley, Spencer | 139. Provide to Gmeindl edits they suggested for Morgantown Bicycle Plan. |
| Prior to 3/2/2011 | All BB Members | 140. Finish reading Morgantown Bicycle Plan and send feedback to Gmeindl. |

Meeting Minutes:

**Agenda Item 1 (Schmooze time)**

The February 2011 monthly meeting of the Morgantown Municipal Bicycle Board (BB) was called to order at 6:30 p.m. at the Public Safety Building by Chairman Frank Gmeindl with the following members attending:

* Frank Gmeindl, Jim Rye, Gunnar Shogren, Don Spencer, Marilyn Newcome, Aira Burkhart, Alice Vernon, and Chip Wamsley.
* Absent members: Betsy Shogren (excused), Jonathan Rosenbaum (excused), Jonathan Zerbe (excused), Hugh Kierig (excused), Paul Becker (excused), Ryan Post (excused), Chet Parsons (excused), Derek Springston (excused).
* Visitors: Damien Davis (Assistant City Engineer), Colin Dierman (concerned area cyclist), Ben Scott (WVU Journalism Student), Andrew Walker (concerned area cyclist). Brandon Crawford, member of WVU Cycling Team, was a visitor in the capacity of a proxy for member Jonathan Zerbe (BB members in attendance had no objection to this.)

**Agenda Item 2 (Damien Davis).**  Damien Davis (Assistant City Engineer) was welcomed as a new ex-officio member. City Manager Terrence Moore appointed Damien Bicycle Board Liaison. All individuals present introduced themselves and their roles. Damien is attending our meetings to ascertain what he can do to assist our efforts. In response to a query by Gunnar Shogren, Damien stated that he carries out BB requests that are approved by the Traffic Commission. Damien provided examples of tasks he undertakes as part of his position, e.g., conducting speed studies in response to complaints.

**Agenda Item 3 (Agenda)**

Tonight’s (2/3/11) agenda was approved without change. Alice Vernon volunteered to cover the Bike Route Map topic which did not have a discussion leader.

**Agenda Item 4 (Minutes of 1/6/11 BB Meeting)**

The minutes from the January meeting were approved with these edits: Annual attendance chart (last page) will be corrected to reflect that there was no December 2010 meeting, and the attendance data in the column for the December meeting will be moved to the January, 2011 column.

**Agenda Item 5 (Action Items)**

* #90 – Closed.
* #124 – Open. Brandon Crawford attended for Jonathon Zerbe. He will discuss with Hugh Kierig about WVU becoming a Bicycle Friendly university.
* #127 – Closed (see minutes below for Agenda Item 7 on parking).
* #131 – Closed (overcome by events).
* #134 – Closed (completed).
* #135– Closed (Status of Dominion Post articles: See minutes below, Agenda Item 14).

**Agenda Item 6 (Ripe Banana Issues)**

* Confident City Cycling / BB Business cards (created by Gary Rodosta) are wonderful. Frank Gmeindl distributed cards and has more available.
* Beechview Project (student housing facility) under construction (on Beechurst Avenue) apparently is exempt (due to its PUD status) from Morgantown code 1349.08, which requires new multi-dwelling facilities to provide indoor bicycle parking facilities. Currently, this code only applies to newly constructed facilities in Downtown and Waterfront. Don Spencer indicated that he was surprised at this loophole in the code: His understanding of the intent of the code was that it *should* cover construction such as the Beechview project, and he will check with City Council to ascertain what needs to be done in order for the code to do so.

**Agenda Item 7 (Parking)**

Chip Wamsley reported there had been 2 recent meetings of this subcommittee. For installation of 4 lockers in *each* of the three principle City parking garages, a total of $15,000 is needed. Tom Arnold is supportive of installation. The subcommittee needs yet to decide on what type of anchoring will be used for the lockers and what type of lock system. Once installed, the lockers initially will be rented on a quarterly basis at rate of $10 per month or $100 per year. The subcommittee will not be pursuing the cage option for bicycle parking at this point. The subcommittee also will launch an on-line survey to assess needs etc. for bicycle locker parking. BB members who want to provide input on bicycle parking can contact Chip or other members (Alice, Frank, Gunnar, Hugh) of the subcommittee. WVU wants to use on campus some of the designs that the City employs for bike parking. Brandon Crawford said there needs to be greater awareness of the bicycle parking that is available at the WVU Mountaineer Station. It is nice, but when he has used it, his bicycle is usually the only one there.

**Agenda Item 8 (Bumper Sticker)**

Some BB members would like an alternative to the existing bumper sticker. The cononcern is the offensive (to some motorists) message sent by “It’s the law” portion of existing sticker. Sticker shared by Chip (from Maine) shows bicycles and cars together, and is yellow and black like the existing share the road signs (although new MUTCD rules changes color of these signs to fluorescent green). Aira pointed out the educational value of “it’s the law,” and a couple folks in attendance stated that even the “share the road” portion as a “stand alone” is offensive (to motorists). We were reminded that the majority of BB members did “vote in” the current sticker (with “it’s the law” message). Frank reported feedback that Betsy Shogren gained from Morgantown residents: People don’t like the “it’s the law” portion. BB members report that they have not seen the current sticker displayed very much (on autos). However, it is unanimous among BB members in attendance that an alternative sticker is needed.

**Agenda Item 9 (Education Follow-on Grant)**

BB (through Assistant City Manager) submitted in January, 2011, a Transportation Enhancement Education follow-on (to the existing MEBEP grant) proposal to the State for an additional $128,000 (note: small amounts of this funding request are part of cost-share contributed by the City and WVU). We expect to learn the decision sometime between June and October, 2011.

**Agenda Item 10 (Education Finances)**

Only 2 invoices were submitted: by Gunnar Shogren for website work and by Frank Gmeindl for educational supplies (videos on cycling in Portland and Pittsburgh). Both were unanimously approved by BB membership in attendance. Frank reported that the Portland video was shown to the Traffic Commission, which was very receptive: We are seeing a “tide shift” towards the realization that Morgantown *can* become a bicycle friendly community.

**Agenda Item 11 (National Bike Month—May, 2011)**

Don Spencer suggested that we do the “uphill challenge” for Bike Month (instead of waiting until October). No BB members in attendance volunteered to take the leadership for National Bike Month.

**BEGIN Agenda Items 12 & 13 (Bike Route Map and Signage Plan)**

Alice Vernon has been working on where to locate signage along the bicycle routes shown on the map constructed by BB members. She examined the MUTCD web site for guidance in completing this task. The task has been difficult for her because the route markings on the map have covered up the names of the streets, and she has not ridden the routes. She recommends that the BB members who made the map decide where to put the signs. Discussion ensued about the need to have the recommended locations for signage identified for both City and State roads. Once identified, Damien will follow up to get them placed on the City streets, and Fouad Sakry of WVDOH will use our recommendations for placement in determining where they will go on the State roads. In order to continue with this task, Alice stated that she needs (a) more time, (b) help from BB members who developed the map (routes), and (c) a clearer map (on which the street names can be discerned). Don Spencer and Damien agreed to help, and Betsy Shogren also will be available. Gmeindl agreed to provide Alice the Commerce and Visitors Bureau map that the mapping team marked up as an earlier generation of the map that Alice has.

**Agenda Item 14 (Dominion Post Articles)**

Dominion Post (DP) is in possession of 2 articles from BB members that are ready to publish. DP discontinued their “green” pages and they plan now to publish future articles in the weekend Leisure section. We do not know when they will be published. Members who committed to writing other of these articles but have not yet done so should contact Paul Becker, who is coordinating this DP publication effort.

**Agenda Item 15 (Mon Blvd Bike Lane and STR signs)**

Damien is coordinating a meeting with WVU, State, and City. Frank stated that the State was waiting on WVU to provide them with a traffic management plan for those dates that the bicycle lane would be closed due to athletic events/need for parking. Funds for construction of this bike lane are in the City budget, and construction possibly will be in July and August, 2011. Fouad Sakry has decided to install Share the Road signs on South University Avenue south of the Westover Bridge. These are part of the BB’s 2009 recommendation to the Traffic Commission that also included the Mon Blvd. bicycle climbing lane. The South University Share the Road signs are critical now because the rail trail is closed and there is no other way south than on South University Avenue. Without the Share the Road signs, there is a large risk that some cyclists will attempt to use the sidewalks which are EXTREMELY DANGEROUS for cycling as well as walking especially at intersections.

**Agenda Item 16 (Comprehensive Bicycle Plan)**

Frank announced that a desirable outcome this evening would be to complete a Comprehensive Bicycle Plan. Time was devoted during the meeting for reading and commenting on the Plan. Frank asked the membership to finish reading and send comments to him as soon as possible. Some of the comments that were made during the meeting follow:

* Page 5 refers to Canadian health status; we need U.S. data (Jim will obtain and send to Frank).
* Page 6 needs embellishment about the impact on local economy (Chip has lots of information and will send to Frank).
* Information in the Plan that pertains to equity and how all members of Morgantown community will benefit needs additional emphasis and a greater presence “up front” in the Plan. Plan needs to convey more so the “glass half full” perspective. (Don will assist here in editing, including revisions on page 8 about “Current State: Bicycling in Morgantown”).

The goal is to submit this plan to the City by March, 2011.

**Agenda Item 17 & 18 (New Action Items and Meeting Evaluation)**

Meeting time was insufficient to accomplish these items. Chairman Gmeindl adjourned the meeting at 8:35 p.m.

**Next meeting: March 3, 2011, 6:30 PM.**

Minutes respectfully submitted 02/09/2011 by Jim Rye.Attendance:

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|  | **Jan-10** | **Feb-10** | **Mar-10** | **Apr-10** | **May-10** | **Jun-10** | **Jul-10** | **Aug - 5** | **Sep-10** | **Oct-10** | **Nov-10** | | **Dec-10** | | **Jan-11** | | **Feb-11** | | **Mar-11** | |
| **Becker, Paul** | X |  |  |  |  |  |  |  |  | X |  | | N O  M  E  E  T  I  N  G | |  | |  | |  | |
| **Burkhart, Aira** |  |  | X | X |  | X | X | X |  | X | X | | X | | X | |  | |
| **Gmeindl, Frank** | X | X | X | X | X | X | X | X | X | X | X | | X | | X | |  | |
| **Kierig, Hugh** |  | X | X |  |  | X |  | X | X | X |  | | X | |  | |  | |
| **Newcome, Marilyn** |  | X | X | X | X | X |  | X |  | X | X | | X | | X | |  | |
| **Parsons, Chet** |  |  | X | X |  |  |  |  |  |  |  | |  | |  | |  | |
| **Rosenbaum, Jonathan** |  |  |  |  | X | X | X | X | X | X | X | |  | |  | |  | |
| **Post, Ryan** |  |  |  |  |  |  |  |  |  |  |  | | X | | X | |  | |
| **Rye, Jim** | X | X | X |  | X | X | X |  | X | X | X | | X | | X | |  | |
| **Shogren, Betsy** | X | X | X | X | X | X | X |  | X | X | X | | X | |  | |  | |
| **Shogren, gunnar** | X |  |  | X | X | X | X |  | X | X | X | | X | | X | |  | |
| **Spencer, Don** | X | X | X | X | X | X | X | X | X | X | X | | X | | X | |  | |
| **Springston, Derek** |  | X |  | X |  | X |  |  |  |  | X | |  | |  | |  | |
| **Vernon, Alice** | X |  | X |  |  | X |  |  |  | X |  | | X | | X | |  | |
| **Wamsley, Chip** |  |  | X | X | X | X |  | X | X | X | X | | X | | X | |  | |
| **Zerbe, Jonathan** |  |  |  |  | X |  |  |  |  | X | X | |  | |  | |  | |
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| **X=Present** |  |  |  |  |  |  |  |  |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  |
| **Blank = Absent** |  |  |  |  |  |  |  |  |  |  |  |  | |  | |  | |  | |  | |  | |  | |
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