# Bicycle Board: March 2018 General Meeting

**Date:** Thursday, March 1st, 2018 **Time:** 6:30pm-8:00pm **Location:** Public Safety Building, \*Conference Room\*

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| --- | --- | --- | --- | --- |
| **Clock Time** | **Duration (min.)** | **Topic** | **Discussion Leader** | **Desired Outcome** |
| 6:30 PM | 5 | Schmooze time | Everyone | All ready to start work. |
| 6:35 PM | 5 | Agenda | Drew | February minutes approved, March agenda finalized. |
| 6:40 PM | 5 | Mapping | J. Nellis | Board informed about changes or change requests to maps |
| 6:45 PM | 20 | Pedestrian Safety / Complete Streets  | Drew | Board informed about recent pedestrian / auto traffic crashes. Decision made on how to support pedestrian safety board and coordinate non-motorized safety efforts. |
| 7:05 PM | 10 | Events Committee Check-In | Chip | Board updated on potential locations for bike to work day commuter energizer stations, bike rodeo plans, and schedule for upcoming social rides |
| 7:15 PM | 15 | Open Action Items | Chip | Items reviewed, closed, and/or due date adjusted. |
| 7:30 PM | 20 | Ripe Bananas | Chip | Pressing issues identified and plan to address them defined. |
| 7:50 PM | 10 | New Action Items | Brian | New action items summarized; owners and due dates verified. |
| 8:00 PM | - | Meeting Adjourned |  |  |

**In Attendance:** D. Gatlin, F. Gmeindl, C. Wamsley, B. Leary, H. Grandon, M. Newcome, B. O'Meara, J. Rosenbaum, B. Wendell, J. Zhang

**GUESTS:** A. Stockdale, Justin Hardwick, Dan Shook

**Year-to-date Attendance Record:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Member Name**   | **Mar 17** | **Apr 17** | **May 17** | **June 17** | **Jul 17** | **Aug 17** | **Sept 17**  | **Oct 17** | **Nov 17** | **Dec 17** | **Jan 18** | **Feb 18** | **Mar 18** |
| **\*Gatlin, John (Drew)**   | X | X | X | X | X | X | X | X | X | X | X | X | X |
| **\*Gmeindl, Frank**   | X | X | X | X | X | X |  |  | X | X | X | X | X |
| **\*Grandon, Harry**   | X | X | X |  | X | X |  | X | X |  | X | X | X |
| **\*Leary, Brian** |  |  |  |  |  |  |  |  |  | X | X | X | X |
| **\*Nellis, Jonathan**   |  | X | X |  | X | X | X | X |  |  | X |  |  |
| **\*Newcome, Marilyn**   | X | X | X | X | X | X | X | X | X |  | X |  | X |
| **\*O’Meara, Bridget** |  |  | X | X |  | X | X | X | X |  | X |  | X |
| **\*Rosenbaum, Jonathan**   | X | X |  |  | X | X | X |  | X | X |  | X | X |
| **\*Wamsley, Chip**   | X | X | X | X | X | X | X | X | X | X | X | X | X |
| **Wendell, Barry** |  |  |  |  | X |  | X |  | X |  | X | X | X |
| **Whitmore, John**   |  | X |  |  |  | X |  |  |  | X |  |  |  |
| **\*Zhang, Jing**   | X | X | X |  |  |  |  | X |  |  | X | X | X |

Note: \*indicates voting member, X indicates presence in that given month. Grey boxes indicate periods of time before or after a person’s membership.

# Minutes

H. Grandon moves to approve February minutes. C. Wamsley Seconds. (6:42pm)

Agenda: B. O’Meara comments that moving ripe bananas (RB) to the end could prevent them from running over and is in support of the move. M. Newcome says RB have included visitors in the past and may need to be prioritized to prevent those visitors from spending unnecessary time at our meetings. C. Wamsley moves to approve moving the RB section to end of meeting. H Grandon seconds, all but Gmeindl voted to approve. Gmeindl voted to disapprove on the principle that ripe bananas are items that will go rotten before the next meeting if not raised in current meeting. Approved (6:45pm).

**Mapping (6:45pm) -** No updates.

**Pedestrian Safety / Complete Streets (6:47pm)**

1. Three major pedestrian / auto crashes occurred in our community within the last month. Two along Mon Blvd. and another along Patteson Dr. In response, WVU students have created a petition with ~6,000 signatures demanding a pedestrian bridge at the Morrill Way / Patteson Dr intersection. At least two task forces were created to address pedestrian safety issues – groups consist of MPO, city, DOH, WVU, other stakeholders.
2. Although the bike board and pedestrian boards have often worked together on grants and other planning issues, we have also worked strongly to distinguish ourselves as needing separate concern. Should we be looking for more commonalities rather than more differences? What are we gaining (and what are we losing) from having our separate group? F. Gmeindl reminds us that WV law states that every person riding a bicycle upon a roadway shall be granted all of the rights and shall be subject to all of the duties applicable to the driver of a vehicle. He asks: How many motorists, how many people on bikes, and how many pedestrian advocates know this?
3. What are our strengths? How do we/should we reach out to the Pedestrian Board to offer help in these situations?
	1. Copy of Complete Streets Resolution from December 5, 2007 was distributed for discussion.
	2. C. Wamsley describes a typical Traffic Commission meeting:
		1. Public informs the city that there is an issue in their neighborhood. City then asks the Traffic Commission to develop and consider methods to alleviate the issues.
		2. Public complaints (issues) include things like parking, speeding, pot holes, and general safety
		3. This process is traditionally reactive – complaints aren’t proactively predicted
	3. B. Leary
		1. Suggested we work together with Pedestrian Board to provide city information on what Complete Streets are and how we can work together to achieve them.
	4. F. Gmeindl added: “Complete Streets” optimize infrastructure for ALL users including bicyclists, motorists, and pedestrians. We should remember that if we treat bicyclists as pedestrians, bicyclists will treat riding from a pedestrian point of view. This may have unintended consequences in both cyclist and motorist behaviors. We should consider sending at least one board representative to the other meetings and vice versa so boards can keep one another up-to-date on collaborative opportunities.
	5. D. Gatlin wants to formalize cooperation between groups so neither creates proposals which have unintended negative consequences for the other group. Move beyond a reactionary system and become proactive rather than waiting for incidents to happen.
	6. C. Wamsley mentions Boulder, Colorado’s model: “Go Boulder” has essentially a complete streets council that meets within the municipal entity (includes pedestrians, bicyclists, engineers, planners)

**Events Committee Check-In (7:25pm):**

1. Met on February 28, 2018.
	1. Target Date of April 1, 2018 to finalize events list
	2. Advertising: Reach out to other Facebook groups or groups of similar interests. Committee is looking for suggestions on how to get the information out to schools/kids.
	3. D. Gatlin requests that the Committee talk to various entities:
		1. City communications office (Andrew Stacy) for public outreach.
		2. WVU National Center of Excellence in Women’s Health (Betty Critch) to broaden recruits
		3. WVU Office of Sustainability (Tracy Knabenshue) about university-centric bike month activities
	4. Will communicate with Girls on the Run?
	5. H. Grandon is working on flyers.
	6. Social Rides will start back up in April. 3rd Fridays of every month
	7. Bike month group is soliciting for gift certificates and/or prizes to hand out.

**Open Action Items (8:00PM)**

1. #2: No Update
2. #3: Alex will provide update within the next week.Due: March 15,2018
3. #71: Closed March 1,2018. Big project non-actionable.
4. #82: Installed by next board meeting: Due: April 5, 2018.
5. #91: MTEC built shelter, ready to install. Need help with fresh ideas on how to install. Closed March 1,2018.
6. #94: Due: April 5, 2018
7. #97: Closed, unactionable
8. #102: Items continue to be split.
9. #103: No progress
10. #104: Did not get a chance to check in with MPD. Due: March 15, 2018.
11. #105: J. Zhang 27 locations finalized for pedestrian counts. Closed February 14, 2018
12. #106: Chip and Frank completed and print out. Closed March 1, 2018.
13. #107: Frank sent out a list of steep streets. Closed: March 1, 2018.

**Ripe Bananas (7:45 PM)**

1. A. Stockdale engineering updates
	1. (6) bike rings are in and going up.
	2. 705 Grant Project (Multi Use)
		1. DOH: provided a narrower scope of work alongside Alpha Engineering. Alpha Engineering will be doing the study and will reach out to Alex which will inform the board. Will provide cost estimate and DOH will do 3rd party cost estimate. Study will take place in approximately 2-3 months. Will also include alternatives to multi-use paths
	3. Sharrows/Signage Grant: Ready to insert it into DOH template provided by Alpha Associates
	4. New TAP Grants: White Park / Rail Trail Connector (1st Priority, some issues with local business owners may need to explore alternate options), Dorsey Ave Sidewalk/Multi-Use Path, and Suncrest Connector.
		1. Bike board believes WP/RT connector could actually reduce usage of Sargasso / MedExpress parking lot because it serves as a connector and not a terminal.
	5. Paving list should be out in the next weeks.
	6. Ped Bridge on Deckers Creek is near completion.
2. Justin Hardwick is a guest, potential WVU student rep from WVU cycling
3. J. Rosenbaum: Positive Spin needs help to identify sources of funding (grants, corporate sponsorship, etc)
4. D. Gatlin asks: Should we conduct exit interviews?

**New Action Items (8:10PM)**

1. #108: Marilyn provide Events Committee information on how to reach out to schools. Can be a quick summary for those committee members not here.
2. #109: Bridget will reach out to potential contacts for Events Committee.
3. #110: D. Gatlin will send formal request for help from MTEC so board can assist with install.
4. #111: Board members read packet review of old bike plan.
5. #112: H. Grandon will send D. Gatlin copy of an exit interview.

**Meeting Adjourned (8:35pm)**  C. Wamsley moved to adjourn. H. Grandon seconded, all approved at 8:35pm.

Action Item Updates / Closures

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No. | Category / Committee | Project | Description | Owner | Assigned | Due  | Status / Notes | Closed |
| 2 | Engineering | BFC Signs | Install Remaining 2012 BFC Signs | A. Stockdale | 8-Aug-15 | 15 Apr-18 | Frank emailed previously suggested locations to BB on 12/5/16. Alex will follow up about getting them up. Chip working with Paragon to color-match stickers |   |
| 3 | Engineering | Bike Parking | Install (5) Remaining Parking Rings | C. Wamsley | 8-Aug-15 | 1 April-18 | Rings will be installed in March |   |
| 71 | Engineering | Bus shelters | Install bike facilities at bus shelters | A. Stockdale | 1-Sep-16 | UNKNOWN | This action item was deemed unactionable as currently described. | 1 Mar |
| 82 | Engineering | Bike Locker Signs | Install signs for bike locker(s) | D. Davis | 2-Feb-17 | 21-Jan-18 | Purchase order will be put through 2/2/2018. |   |
| 91 | Outreach | Share Bus Shelter Designs | Work with MTEC to develop new bus shelter designs | D. Gatlin | 7-Sep-17 | 13-Sep-17 | Waiting to hear back from K. LaNeve on MTEC progress |   |
| 94 | Community | Neighborhood outreach | Spread the word about bike board at community meetings | All | 5-Oct-17 | 5-Apr-18 |  |   |
| 97 | Education | STAR Guide Infographic | Create a 3-4 page, graphic heavy document summarizing the guide | J. Zhang | 5-Oct-17 | 2-Nov-17 | This action item was abandoned as currently described. | 1 Mar |
| 102 |  General | Action Item | Split action items into smaller action items. | All | 4-Jan-18 | 1-Feb-18 | Items continue to be split. |   |
| 103 | Mapping | Change request version control | Extension of #60 | D. Gatlin | 4-Jan-18 |  1-Mar-18 | D. Gatlin and J. Nellis will meet to discuss mapping |   |
| 104 | Community | Annual Events Committee | Communication with Captain McCabe | C. Wamsley | 1-Feb-18 | 14-Mar-18 | Chip will contact Captain McCabe to set up a meeting with Robbie. Goal: obtain contact list and schedule for upcoming parades, discuss bike board participation in events. |   |
| 105 | Education | Pedestrian Counts | Drew will communicate with Frank | D. Gatlin | 1-Feb-18 | 1-Mar-18 | Drew will send Frank literature RE: crowd sourcing and bicycle/pedestrian count methods. |  14 Feb |
| 106 | General | Bike Plan | Review old Bike Plan | C. Wamsley | 1-Feb-18 | 1-Mar-18 | Frank and Chip will lead an effort to begin reviewing the old Bike Plan. This will include: What got done? Why did it get done? How did it get done? |  28 Feb |
| 107 | Mapping | Street Grading | Information on street grades | F. Gmeindl | 1-Feb-18 | 1-Mar-18 | Send J. Nellis a list of steep streets | 1 Mar |