

Bicycle Board: April 2016 General Meeting

Date: Thursday, April 7, 2016 **Time:** 6:30pm-8:30pm **Location:** Public Safety Building, Training Room 1

Timekeeper: _____

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	March minutes approved, April agenda finalized
6:40 PM	5	Police Liaison	Drew	Police ex-officio member informed (ask about SLM/BMUFL)
6:45 PM	5	Ripe Banana Issues	Drew	Issues identified and plan to address them defined
6:50 PM	5	Engineering	Damien	Status of outstanding projects reported, expected dates adjusted
6:55 PM	10	Presentation: Bicycle Transportation In Morgantown	Jing	Presentation delivered
7:05 PM	5	Summary of National Bike Summit	Jing	Summary delivered
7:10 PM	15	Bike Month	Brian	Bike month plan and timeline presented, subprojects assigned
7:25 PM	10	Parking Ordinance Update	John ³	Final proposal presented; board approval
7:35 PM	5	SLM / BMUFL Grant Update	Damien	Board informed of recent updates, new target dates set
7:40 PM	5	SLM / BMUFL Outreach	Drew	Plan presented to board, leader identified, decision on stickers
7:45 PM	10	Website	Drew	Committee formed, leader identified, changes suggested
7:55 PM	10	New Projects	Drew	Other projects generated in March meeting reviewed and assigned to committees where appropriate. Leadership roles defined, relevant timelines established.
8:05 PM	10	Open Action Items	Drew	Items reviewed, closed, and/or due date adjusted
8:15 PM	5	New Action Items	Drew	List open items, responsible person, dates
8:20 PM	5	Next Month's Agenda	Drew	Draft May Agenda
8:25 PM	5	Meeting Evaluation	Drew	Solicit feedback; how to improve future meetings
8:30 PM	-	Meeting Adjourned	Drew	

Read-aheads 1) Final Parking Ordinance Update 2) Our entire website: www.bikemorgantown.com 3) Project assignment matrix

In Attendance: Drew Gatlin, Chip Wamsley, Christina Hunt, Marilyn Newcome, Bill Kawecki, Jonathan Rosenbaum, John Whitmore, Lt. Matt McCabe, Jonathan Nellis, Brian Ricketts, Jing Zhang, Bridget O'Meara

1. Agenda & Minutes
 - a. Brian Ricketts moved to approve March minutes. Chip Wamsley seconded motion. All in favor.
 - b. Modifications to April agenda suggested by Drew Gatlin due to absence of Damien Davis; Drew suggested Jing's presentation be moved to be after the Ripe Banana Issues section. Marilyn Necome moved to approve Drew's suggested changes to the April agenda. Brian Ricketts seconded the motion. All in favor.
2. Police Liaison
 - a. Roll out of SLM/BMUFL discussed with police liaison Lt. McCabe, who will coordinate with the police force to inform them of new signs in case they receive questions from the public.
 - b. If other police officers have additional questions they may contact the Bike Board.
3. Ripe Banana Issues
 - a. Bike Summit display - Jing Zhang wondered how many Bike Friendly businesses there are in Morgantown. He will have a display at the upcoming Bike Summit and wanted to include this information. Consensus was three: NIOSH, Forestry, and Wamsley Cycles. Jing will also include a list of things the Bike Board has done, generated by Frank Gmeindl, and graphics.
 - b. Positive Spin location search – Jonathan Rosenbaum informed the Bike Board that Positive Spin has to be out of their present facility by July 2017. They are putting together a search committee to find a new location. If anyone is interested, contact Jonathan.
 - c. New officers – the Traffic Commission didn't meet in April, so new officers have not been officially approved. Acting officers will continue with their responsibilities until official confirmation. Next Traffic Commission meeting scheduled for May 4, 2016.
 - d. 4th of July Parade – Jenny Selin gave an update. Past parades have included a bike decorating contest and inviting children to lead the parade on their decorated bikes, but the parade planning committee canceled this for 2016. They agreed to allow children to lead the parade, but only if someone else will organize. Jenny Selin will help to coordinate, and is looking for volunteers from the Bike Board to help lead and sweep the group ride. Parents will also be present to help. She is looking for at least 4 people. 4:00pm on the 4th of July, at the top of High Street.
 - e. Summer Stroll, June 25, 2016 9:00am-12:00pm – Jenny Selin informed the Board about this event which connects service providers and community members.. Was wondering if the Bike Board would be interested in helping to move equipment, tables, etc. using bikes and trailers instead of golf carts, and/or in hosting a table to do some type of children's activity such as helmet distribution or fitting.
4. Engineering
 - a. Damien Davis not present to give engineering update.
5. Presentation: Bicycle Transportation In Morgantown
 - a. Jing Zhang gave a presentation for the Bike Board that he gave to the Morgantown Green Team. Contact Jing to learn more.
6. Summary of National Bike Summit
 - a. Jing Zhang attended the LAB National Bike Summit March 7-9, 2016 in Washington, D.C. and gave a quick recap of the event
 - b. National cycling advocates currently pushing for 2 bills, the group went to Congress to lobby for them
 - i. Tax bill allowing use of pre-tax dollars to pay for health equipment, gym memberships, etc., which could include cycling equipment. This bill is still in the House, but has bipartisan support.
 - ii. Funding bill dealing with funding for safety education – as opposed to infrastructure. This funding could be used toward cycling safety education. WV does not currently have funding from this source coming into the state. The Bike Board will reach out to the Governor's Safety Office to see about working on this.
 - c. Overall, Jing did not find the summit that helpful since the focus was on national, not local, issues.

7. Bike Month

- a. Brian Ricketts is leading a team to plan and execute events for Bike Month, May 2016. He presented his plan to the Bike Board, and was seeking additional ideas or events for Bike Month. Additional ideas suggested:
 - i. Bike Rodeo – contact Kelly from Mountain Line transit for help. The biggest missing piece is a location. Suggested locations include South Middle parking lot, Ridgedale Elementary parking lot and path, or Morgantown High parking lot. For elementary to middle school age kids. Suggested date is May 22.
 - ii. Morgantown's Year To Go Green – suggested that we add Bike to Work Day (May 20) and other events to the YTGG calendar
- b. Bike To Work Day, May 20
 - i. Jenny Selin gave a recap of what this has included in the past: tent or canopy set up at the Hazel Ruby McQuain Amphitheater, cyclists come from different directions to meet; coffee and food donated from local businesses to give out to cyclists; group picture; group ride, usually from the Amphitheater north on Mon River Trail toward Seneca Center / Evansdale WVU campus
 - ii. Planning for a start time of 7:30am, with the group picture and ride at 8:00am
 - iii. Brian will need help writing and distributing a press release for the event – Chelsi Baker may be able to help
- c. Bike Month proclamation – Brian Ricketts presented Board with a draft Bike Month proclamation for approval. Drew Gatlin motioned to approve the proclamation as presented. Chip Wamsley seconded the motion, all were in favor.
 - i. Brian and Drew will get the proclamation to appropriate City of Morgantown officials for review; if approved, the proclamation will happen at the April 19 City Council meeting. Bike Board members are encouraged to attend this meeting.
- d. Bike Month / Bike To Work Day poster – Brian asked for help designing a poster for 2016. Jing Zhang offered to help with this.
- e. Bike To School rides – Christiaan Abildso is volunteering with a ride from South Park to Mountainview Elementary. Brian will contact Mark Thorne at South Middle School to see if any rides are planned to South.
- f. Anyone who is interested in Bike Month events can contact Brian for more information.

8. Parking Ordinance Update

- a. John Whitmore reviewed the proposed Bicycle Storage Plan, gave an update on the plan's status, and asked for Bike Board approval of the plan. The plan is currently being reviewed by city staff. Should it modified greatly, John will bring it back to the Bike Board again for review and approval. No major changes are anticipated. After Bike Board approval, the plan will go to the Traffic Commission. Hoping to take this approved draft to the Traffic Commission for action in early May. Traffic Commission can then recommend approval to Planning Commission later in May, then onto City Council. This timeline allows time to approve the plan before the August 1, 2016 BFC application deadline.
- b. Christina Hunt moved to endorse the Bicycle Storage Plan as presented. Drew Gatlin seconded the motion. All were in favor.

9. SLM / BMUFL Grant Update

- a. Chip Wamsley gave an update on this in Damien's absence. Bike Board members have met with DOH and Mountain Line transit representatives, and Damien Davis should have answers to state DOH questions in next week.
- b. Beechurst Ave. and possibly University Ave. are scheduled to be repaved in May, so these roads will get sharrows first. Some roads won't be paved until July or later.
- c. Still waiting on formal Intent To Proceed. We received an information notification, but need formal notification.

10. SLM / BMUFL Outreach

- a. Date adjusted – new target is to roll out this campaign in the first 2 weeks of May, to coordinate better with sharrow painting.
- b. Public event for sharrow roll out – there is interest in planning an event for the roll out of the first sharrow markings, which are likely to be on Beechurst Ave. Event would include a formal presentation of the grant/plan. If the sharrows on Beechurst are done before May 20 we can use them in Bike to Work Day ride.
- c. Video about sharrows – Drew Gatlin made a video about sharrows; the Education committee has decided to distribute this video as part of the education campaign around the new signs and sharrows

- d. Pictures – Drew would like to add more pictures of bikes in traffic to the video, and to use for the education campaign. Confident City Cycling course will be held April 30-May 1; Brian can take some pictures of cyclists in the class.
- e. Tour de Sharrows – likely to be in the fall, once all the sharrows are complete.

11. Website

- a. Due to earlier discussions, meeting was behind schedule; Drew asked to get names of people interested in working to update the website to form a committee to discuss further. Brian Ricketts, Christina Hunt and Drew Gatlin are interested, and Drew had previously talked to Gunnar Shogren about continued help. Jonathan Rosenbaum can provide insight on backend issues and maintenance.
- b. There is some money from the City available for web hosting / development.

12. New Projects

- a. Chip Wamsley suggested we focus on projects that can be completed before the August 1 deadline for the BFC application.
- b. Marilyn N. has contacted driver's education teachers at Clay Battell, Morgantown High schools; is still trying to connect with driver's ed teacher at University High
- c. Jenny Selin has approached officials from surrounding communities about formalizing cooperation, but has not had much traction. Jing volunteered to get the names of a couple he knows in Westover, so we can reach out to see if they would help with this.
- d. In the interest of time, no other new projects were discussed.

13. Open Action Items

- a. Open action items from spreadsheet reviewed; some closed, other dates adjusted.

14. New Action Items

- a. Jonathan R. will email Bike Board with the announcement of Positive Spin relocation search
- b. Jenny Selin will email the Bike Board about 4th of July parade volunteers to bike with kids
- c. Jing Zhang and Chip Wamsley will email Amy from the Governor's Safety Office re: getting federal transportation money
- d. Brian Ricketts will email Bike Board re: events for Bike Month
- e. Jing Z. will email Brian R. the info on Morgantown's Year To Go Green
- f. Brian R. will send Jing Z. text and poster from last year's Bike Month; Jing Z. will update for 2016 and send back
- g. Christina Hunt will find the pictures of Frank riding in traffic and send to Drew Gatlin
- h. Jenny S. will ask Granville about being involved with the Bike Board
- i. Jing Z. will get the names of the couple in Westover to Jenny, Drew and Christina
- j. Jenny S. and Bill Kawekci will work on getting on the agenda for the county meeting re: working with other communities on bike planning
- k. Jenny S. will send flyer for Summer Stroll event on June 25
- l. Drew G. will add the TAP grant applications deadlines to yearly schedule for the Bike Board

Year-to-Date Attendance Record

Member Name	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sept 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16
Davis, Damien	X		?			X			X				
*Gatlin, John (Drew)		X	X	X	X	X		X		X	X	X	X
*Gmeindl, Frank	X		?	X	X	X	X	X	X	X	X	X	
*Grandon, Harry			?	X	X				X	?	?	X	
*Hunt, Christina								X	X	X	X	X	X
*Knabenshue, Traci	X		?	?									
*Nellis, Jonathan			?	X	X	X	?		X	X	u	X	X
*Newcome, Marilyn	X	X	?	?	X		X	X	X	?	?	X	X
*Ricketts, Brian									X	X		X	X
*Rosenbaum, Jonathan	X	X	?	X		X	?	X	X		X	X	X
Selin, Jenny	X	X	?	?		X		X	X	?	X	X	X
*Shogren, Gunnar			?	?	X								
*Springston, Derek	X		?	?		X	X				X		
*Wamsley, Chip		X	?	X	X	X	X	X	X	X	X	X	X
*Watson, Matt									X	X	X	X	
Whitmore, John										X	X	X	X
*Zhang, Jing	X	X	?	X	X		X	X	X	X		X	X

* = Voting Member
 Black = Not Applicable
 Blank = Absent
 X = Present
 ? = Unknown