

Bicycle Board: May 2016 General Meeting

Date: Thursday, May 5, 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 (Bike Month Support?)
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	5	SLM / BMUFL Grant Update	Damien	Board informed of recent updates, new target dates set
7:00 PM	5	SLM / BMUFL Education	Drew	Decision on stickers
7:05 PM	10	Parking Ordinance Update	J ⁴	Status reported, updated language reviewed and approved
7:15 PM	5	Smart Cycling / TS 101 Training	Jing / Frank	Report back / summary delivered of April 30 class
7:20 PM	5	WV Bike Summit	Christina/Jing/ Harry	Report back / summary delivered
7:25 PM	20	Bike Month	Brian	Bike to school day recap delivered, plans solidified for BTW Day and Rodeo; volunteers recruited
7:45 PM	15	BFC Award & New Projects Prioritization	Drew	Other projects generated in March meeting reviewed and prioritized
8:00 PM	10	Open Action Items	Drew	Items reviewed, closed, and/or due date adjusted
8:10 PM	10	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) April Minutes 2) Updated Parking Ordinance (emailed by J. Whitmore) 3) Project assignment matrix

In Attendance: Drew Gatlin, Chip Wamsley, Christina Hunt, Brian Ricketts, John Whitmore, Jonathan Rosenbaum, Marilyn Newcome, Harry Grandon, Bridget O'Meara

1. Minutes & Agenda
 - a. Approval of April minutes – H. Grandon moves to approve April minutes; B. Ricketts seconds. All in favor. Motion passed at 6:50pm.
 - b. Approval of May agenda – M. Newcome moves to remove police liaison and engineering updates sections from agenda due to absence of police liaison and city engineer; H. Grandon seconds. All in favor. Motion passed at 6:51pm.
2. Ripe Banana Issues
 - a. Playworks Yes We Can Ability Ride, May 21 – J. Rosenbaum was contacted by Mike Lentz at Playworks about this event. Playworks invited Positive Spin to participate; J. Rosenbaum wanted to invite the Bike Board to participate as well. Positive Spin and Bike Board will share a table at the event and pass out flyers for the Bike Rodeo on May 22.
 - b. Positive Spin annual meeting, June – Positive Spin is in search of new members, particularly new Board members who are interested and able to help with administrative tasks. Contact J. Rosenbaum if you're interested.
 - c. Positive Spin relocation meeting, May 17 – first meeting to discuss Positive Spin's relocation; contact J. Rosenbaum if interested.
 - d. Traffic Commission meeting, May 4 – J. Whitmore gave an update on the recent Traffic Commission meeting and urged Bike Board members to attend more Traffic Commission meetings, as it seemed like the focus was mostly on vehicular traffic. No quorum at the 5/4/16 Traffic Commission meeting, so new Bike Board officers have not been officially approved yet.
3. SLM / BMUFL Grant Update
 - a. D. Gatlin met with city engineer Damien Davis to discuss shared lane markings (SLM) and bikes may use full lane (BMUFL) signs. Currently waiting for the WV DOH to release the funds for these projects. Timeline for the rollout of these projects is uncertain.
4. SLM / BMUFL Education
 - a. Frank Gmeindl previously contacted a designer about stickers featuring a sharrow and bike icon to use as part of SLM education and promotional campaign. He is waiting for feedback from the Bike Board to continue the conversation with the designer.
 - b. Cost is about \$2 per sticker from the designer, but Frank found a way to produce for \$0.50 per sticker.
 - c. Consensus was that the stickers are a good idea, but to approach the designer about some type of licensing agreement to use the image but with a few changes:
 - i. Color – maybe a lighter green or neon green (instead of current forest green)
 - ii. Promotion – add “Bike Morgantown” or bikemorgantown.com to stickers in addition to (or instead of?) designer's website
 - iii. Reflective – keep the reflective part of the design
5. Parking Ordinance Update
 - a. J. Whitmore brought this plan back to the Bike Board to review a change to the long term bike storage requirements: section Q1A changed from 1 long term bike storage space per “occupant” to 1 per “dwelling unit”; using “occupant” created excessive storage requirements.
 - b. This is the same standard (1 long term space per dwelling unit) currently used for cars; this change makes bike standard equal to car standard.
 - c. C. Wamsley moves to approve the change to the plan; M. Newcome seconds. All in favor. Motion passed at 7:41pm.
 - d. Timeline – due to the Traffic Commission not having a quorum at the May 4, 2016 meeting, the plan could not be recommended to City Council; the earliest the plan can be approved by the Traffic Commission is now June. The Planning Commission will see the plan with the change approved by the Bike Board on May 12, 2016; then it will go to City Council by the end of May. City Council will have the plan before the Traffic Commission, and will need recommendation from the Traffic Commission to approve the plan, but we are hoping for approval as a draft while waiting for Traffic Commission approval. Still possible to have final approval before August Bicycle Friendly Community application deadline.
6. Smart Cycling / TS 101 Training
 - a. Class was held April 30-May 1; D. Gatlin was the only class participant. Frank Gmeindl and Jing Zhang were instructors. D. Gatlin will go to LCI seminar in June in Pennsylvania and hopes to be certified as an LCI instructor and start teaching by the end of June.

- b. Grant funding is still available to fund additional Bike Board members to take the class; if class is scheduled in the next few weeks participants may also be able to attend the LCI seminar in June. This is the closest seminar scheduled for a several months.
7. WV Bike Summit
- a. C. Hunt, H. Grandon, J. Zhang, Derek Springston and Christiaan Abildso attended the WV Bike Summit, April 17-18, 2016 in Charleston. Summit included group rides and multiple presentations. Overall the Summit was well planned, informative and enjoyable.
 - b. Program and speaker bios from the Summit are available through WV Connecting Communities website; presentations will also be added.
 - c. Summit seemed to have a focus on Charleston/Huntington. B. Ricketts suggested working with organizers to host next summit in Morgantown.
8. Bike Month
- a. Bike to School Day, May 4 – group of Mountainview Elementary students and parents biked to school through the rain on May 4. Event was organized by C. Abildso; B. Ricketts and C. Hunt took pictures, see them on the Bike Morgantown Facebook page.
 - b. Bike to Work Day, May 20 – B. Ricketts has contacted sponsors for this and has verbal confirmation from:
 - i. The Grind – to sponsor breakfast and coffee
 - ii. Pathfinder – to provide a gift certificate as a raffle prize; Chip will bring raffle tickets
 - c. Bike From Work, May 20 – casual get together after work to promote cycling camaraderie. B. Ricketts has contacted sponsors for this too:
 - i. Morgantown Brewing Company – may provide drink tickets or other freebies
 - ii. Downtown Black Bear – may provide drink tickets or other freebies
 - d. Bike Rodeo, May 22 – South Middle School parking lot is reserved for event, we can use the bathrooms at White Park. Volunteers:
 - i. Mark Thorne, head of South Middle School bike club will help coordinate with the school
 - ii. C. Wamsley (and maybe other techs) will do bike checks
 - iii. Kelly from Mountain Line will help to run the bike skills course
 - iv. Positive Spin will do a bike giveaway
 - v. Additional volunteers needed, contact B. Ricketts to help
 - e. D. Gatlin has folding tables he can bring to Bike Month events
 - f. B. Ricketts is also contacting area restaurants to ask them about giving discounts to cyclists during Bike Week, May 16-20, 2016
9. BFC Award & New Projects Prioritization
- a. Reviewed the list of new projects and prioritized some of them to complete them by the August BFC deadline; document attached.
10. Open Action Items
- a. Item #31 – C. Wamsley contacted Amy Boggs about seeking federal funding; she will get back to him to see how we can apply for this funding. Funding seems to be primarily education oriented; maybe we could use it for Cycling 101 class.
11. New Action Items
- a. J. Rosenbaum will email Mark at Playworks if they have a Facebook event for Yes We Can Ability Ride and report back to Brian, Drew and Christina whether the Bike Board can be there and promote the May 22 Bike Rodeo. Will email by 5/6.
 - b. All Bike Board members/participants to invite Facebook friends to like Bike Morgantown page, and invite relevant friends to Bike Month events on Facebook. By 5/13.
 - c. Drew will talk to Frank about stickers and using the image with some kind of licensing agreement. By 5/11.
 - d. Brian will continue to get sponsors and work on things for Bike Month. He will also contact Boys & Girls Club. By 5/12.
 - e. Christina will ask Ella Belling from Mon River Trails Conservancy about accessing information on rail trail use for new project “Develop and Implement Usage/Population Surveys”; copy Chip. 6/1.
 - f. Harry and Drew will look for already existing survey on LAB website (or similar) to use for Bike Month events. By 5/11.

- g. Drew, Christina, Marilyn, and Gunnar will work to add bike registration, bike mentoring, and drivers ed pages to Bike Morgantown website. 6/30.
12. Move to Adjourn
- a. C. Hunt moves to adjourn meeting; H. Grandon seconds. All in favor. Meeting adjourned at 8:49pm.

Year to Date Attendance Record

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

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