

Bicycle Board: July 2016 General Meeting

Date: Thursday, July 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	June minutes approved, July agenda finalized
6:40 PM	10	Ripe banana issues	Drew	Issues identified and plan to address them defined
6:50 PM	10	Bicycle Parking Ordinance	Jonathan W.	Defense of why planning commission should consider modifying zoning ordinance to include bicycle storage finalized.
7:00 PM	10	Engineering	Eng. Rep.	New city engineering staff welcomed. Status of outstanding projects reported, expected dates adjusted.
7:10 PM	10	SLM / BMUFL Grant Update	Eng. Rep.	Board informed of recent updates, new target dates set
7:20 PM	15	Bicycle Ride-up Accommodations at Commercial Entities	Derek	Anecdotes shared (and gathered) of experiences where cyclists are denied service at drive-through establishments. Ideas generated and considered for formal response from board
7:35 PM	15	Hosting 2017 WV Bike Summit	Drew	Report back from phone call with Kasey Russel delivered. Decision on whether to host 2017 Bike Summit.
7:50 PM	20	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 July Agenda
8:25 PM	5	Meeting Evaluation	Drew	Solicit feedback; how to improve future meetings
8:30 PM	-	Meeting Adjourned	Drew	

Read-aheads 1) June Minutes

In Attendance: Bridget O'Meara, Marilyn Newcome, Brian Ricketts, Drew Gatlin, Frank Gmeindl, Derek Springston, Harry Grandon, Jonathan Rosenbaum, John Whitmore, Jonathan Nellis, Christina Hunt.

1. Minutes & Agenda
 - a. Review of June meeting minutes. Discussion of whether to keep action items as part of minutes or move to a different format. F. Gmeindl moves to keep action items as part of meeting minutes. H. Grandon seconds. All in favor. Motion carried at 6:42pm.
 - b. H. Grandon moves to approve June minutes as they stand. F. Gmeindl seconds. All in favor. Motion carried at 6:43pm.
 - c. D. Gatlin proposes the following changes to the July agenda: given the absence of a representative from Engineering, use the time to discuss how to better engage the Engineering Department; to discuss a recent request from the Convention and Visitors' Bureau (CVB) to use the map on the Bike Morgantown website; and to discuss project management tools to help with Bicycle Board projects. B. Ricketts moves to allow these changes to the July agenda. D. Springston seconds. All in favor. Motion carried at 6:48pm.
2. Ripe Banana Issues
 - a. None! How did that happen?
3. Bicycle Parking Ordinance
 - a. J. Whitmore gave a status update. He and Chris Fletcher have worked to address the questions and concerns raised by the Planning Commission following the June 2, 2016 workshop with the Bicycle Board. They are optimistic about building support from the Planning Commission.
 - b. This item is on the agenda for the next Planning Commission meeting, Thursday, July 14 at 6:30pm in City Council Chambers. J. Whitmore encouraged Bicycle Board members and others who are interested in this issue to attend and speak in favor of this ordinance.
 - c. If approved by the Planning Commission, the next step is City Council approval. Not likely to be approved in time for our August Bicycle Friendly Community (BFC) application deadline, but possible to have approved by late summer / early fall.
4. Engineering Department Engagement
 - a. A new staff person has joined the City of Morgantown Engineering Department. D. Gatlin reached out to her and invited her to attend this meeting, but she was unable to attend. Will continue to invite her to our meetings and try to work with her.
 - b. D. Gatlin and/or Chip Wamsley will meet with City Manager Jeff Mikorski to discuss projects involving Engineering that have yet to be completed, possible dates for completion, and how best to get projects moving.
5. Bicycle Route Map Request
 - a. D. Gatlin was approached by the local CVB about using the bicycle map currently on the Bike Morgantown website at http://bikemorgantown.com/route_map.php. They would like to use the map URL in promotional materials they're assembling that focus on Morgantown as a cycling destination.
 - b. This map is currently being managed by the MPO; they used it in their long range transportation plan and are charged with maintaining it. J. Nellis still has access to it in some form and D. Springston still has original GIS files, so we are able to make changes if necessary.
 - c. Concern is that the map is out of date. However, it is publicly available so we can't prohibit its use.
 - d. F. Gmeindl reported that a few years ago the Bicycle Board approached the CVB about working together to create bicycle route maps for Morgantown and the area. There was not much interest then, but it seems like now is a good time to approach them about this idea again.
 - e. Action item: form a team to improve this map. J. Nellis will be lead; F. Gmeindl and D. Springston will be part; approach Jing Zhang and Christiaan Abildso as well. Explore using Strava (or similar) technology to create a different map style or format based on frequently used routes; how can we use this map as a way to bring in or encourage novice cyclists to bike around Morgantown?
6. Productivity Tools
 - a. Due to time constraints, this discussion was tabled. D. Gatlin will explore and select something to try out, probably Asana. Goal is to move away from doing so many things through email.
7. Bicycle Ride-up Accommodations at Commercial Entities
 - a. D. Springston discussed his experiences as a cyclist using the drive through window for banking. He was informed that the bank has a policy against serving cyclists in drive through windows. He has been discussing this with bank staff further, and it seems there is no formal written policy, but it is not their practice to serve cyclists at drive through windows due to perceived liability concerns. D. Springston will handle the

response to this as a cyclist and bank patron, not as a representative of the Bicycle Board, but requested feedback on his draft response. Bicycle Board members may offer thoughts to D. Springston and he will communicate with bank staff.

8. Hosting 2017 West Virginia Bike Summit

- a. D. Gatlin and C. Hunt had a call with Kasey Russell, head of WV Connecting Communities (WVCC), to discuss hosting the 2017 WV Bike Summit and to ask if the Bicycle Board would like to be a partner in a “local lead” capacity.
 - i. Date – September 2017, likely a Sunday-Monday; exact dates TBD
 - ii. Bicycle Board Role – suggest possible venues; promote the event; share any speaker and/or workshop ideas; share ideas for outcomes or takeaways that would be of value; and plan and lead local rides, specifically highlighting good and poor infrastructure.
- b. D. Springston suggests putting together an MOU to clarify roles and help keep things moving in case of turnover.
- c. H. Grandon moves we host the 2017 Bike Summit in Morgantown and help WVCC as a local partner. B. Ricketts seconds. Majority in favor, one person abstains. Motion carried.
- d. The tentative date of September 2017 gives the Bicycle Board a way to approach the Engineering Department and work backward on a timeline for outstanding projects; let’s continue to think about the “What’s in it for us?” angle as we plan.

9. Open Action Item Review

- a. Open action items reviewed; some closed, dates adjusted on others.

10. New Action Items

- a. Christina will post about the Planning Commission meeting on the Bike Morgantown Facebook page – 7/12
- b. Everyone who can – attend the Planning Commission meeting and show support for the bicycle parking ordinance – 7/14
- c. Drew or Chip will meet with Jeff Mikorski – 7/14
- d. Map use request: Drew will reply to his CVB/marketing firm contact and copy Jonathan N. and Harry so they can see the discussion – 7/8
- e. Map working group (Jonathan N., Harry, Frank) will report back on adding a disclaimer and allowing the map to be used by the CVB– 7/12
- f. Derek will send draft reply to bank out to everyone for additional ideas/input – 7/13
- g. Frank will copy the Bike Board on an email from Ken re: precedents of cyclists using drive throughs – 7/8
- h. Drew will call a BFC committee meeting – 7/31
- i. Christina to email Ella Belling at Mon River Trails Conservancy re: usage data (for BFC) – 7/17

11. Closing

- a. C. Hunt moves to adjourn meeting. B. Ricketts seconds. All in favor. Meeting adjourned at 8:47pm.

Year to Date Attendance Record

Member Name	Jul 15	Aug 15	Sept 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jul 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				X
*Grandon, Harry	X	X				X	?	?	X		X	X	X
*Hunt, Christina					X	X	X	X	X	X	X	X	X
*Knabenshue, Traci	?												
*Nellis, Jonathan	X	X	X	?		X	X	u	X	X		X	X
*Newcome, Marilyn	?	X		X	X	X	?	?	X	X	X		X
*Ricketts, Brian						X	X		X	X	X	X	X
*Rosenbaum, Jonathan	X		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					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	X	X
*Zhang, Jing	X	X		X	X	X	X		X	X			

*= Voting Member
 Black = Not Applicable

Blank = Absent

X = Present

? = Unknown