# Bicycle Board: September 2017 General Meeting

**Date:** Thursday, September 7th, 2017 **Time:** 6:30pm-8:30pm **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 | August minutes approved, September agenda finalized |
| 6:40 PM | 15 | Open Action Items | Chip | Items reviewed, closed, and/or due date adjusted |
| 6:55 PM | 20 | Ripe Bananas | Chip | Pressing issues identified and plan to address them defined |
| 7:15 PM | 25 | Sep. 23rd Bike Rodeo & Helmet Giveaway | Beth | Location decided, promotional strategy developed, and volunteer recruitment planned for our biggest rodeo ever! |
| 7:40 PM | 20 | Sep. 24th-25th Bicycle Summit | Drew | Last-minute updates delivered, local support strategy developed, and volunteer recruitment planned |
| 8:00 PM | 10 | New Action Items | Bridget | List open items, responsible person, dates |
| 8:10 PM | - | Meeting Adjourned | Drew |  |

**In Attendance:** Bridget O’Meara, Chip Wamsley, Jonathan Nellis, Drew Gatlin, Marilyn Newcome, Jonathan Rosenbaum, Beth Rota, Barry Wendell, Kelli LaNeve, Dan Shook

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| **Member Name** | **Sep 16** | **Oct 16** | **Nov 16** | **Dec 16** | **Jan 17** | **Feb 17** | **Mar 17** | **Apr 17** | **May 17** | **June 17** | **Jul 17** | **Aug 17** | **Sept 17** |
| **\*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 |  |
| **\*Grandon, Harry** | X |  | X |  | X | X | X | X | X |  | X | X |  |
| **\*Nellis, Jonathan** | X | X | X | 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 |
| **\*Ricketts, Brian** |  | X |  | X | X | X | X | X | X |  |  | X |  |
| **\*Rosenbaum, Jonathan** |  | X | X | X | X | X | X | X |  |  | X | X | X |
| **\*Rota, Beth** |  |  |  |  |  | X | X | X |  | X |  | X | X |
| **Selin, Jenny** |  | X | X |  | X | X | X |  | X | X | X |  |  |
| **Stockdale, Alex** |  | X | X | X |  |  |  |  |  |  |  |  |  |
| **\*Wamsley, Chip** | X | X | X | X |  | X | X | X | X | X | X | X | X |
| **Wendell, Barry** |  |  |  |  |  |  |  |  |  |  | X |  | X |
| **Whitmore, John** | X | X | X | X | X | 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.

1. Minutes & Agenda
   1. Chip moves to revisit August minutes next month; Marilyn seconds; approved 6:47; Board members are requested to please read and review
   2. Drew moves to approve September agenda; approved 6:48
2. Open Action Items
   1. Items closed:
      1. #1: Remaining bike locker was installed next to the other bike locker some time in mid-August
   2. Items with dates adjusted:
      1. #2: Bicycle friendly signs are being updated by paragon / chip
      2. #3: C. Wamsley to meet with Dana McKenzie about this (Sept 21)
      3. #60: J. Nellis will import information for maps when he has time
      4. #80: Presentation postponed until after the bike summit – possibly present October or after Thanksgiving
      5. #82: D. Gatlin/J. Nellis: Bike locker sign needs to be redone; Board votes to pay to have to have the signs done if D. Gatlin or J. Nellis do not have to time to do this (estimated approximately $150-$200)
      6. #89: Will continue to pursue plans but some delays expected
         1. Willowdale done; Traffic commission approved Jones; others not done – public works might be hesitant to install
   3. Items on hold until further notice:
      1. #71, #84
3. Ripe Bananas
   1. Another development of significant impact: Mylan will be expanding their presence at the old mall – more bike parking!
   2. A resident of Wiles Hill sent an email to the Ped. Safety Board mailing list misrepresenting the Bike Board’s position on Jones Street connector
      1. D. Gatlin will explore writing an official, clarifying response: we do not advocate for turning Jones into a two-way street for motor vehicles. We support the recent Traffic Commission agreement to build
         1. Traveling North: a contra-flow bike climbing lane from Stewart St. to Overhill St. and then sharrows and R4-11 signs from Overhill St. to North St. // Traveling South: sharrows and R4-11 signs from North St. to Stewart St.
4. Bike Rodeo
   1. Tentative agreement: Hold Saturday, Sep 23rd in the afternoon (2pm – 5pm) to avoid marathon in the morning
   2. Discussed logistics including location options, organization, potential conflicts with marathon
   3. Possibly put together a document to outline how the event was organized to make it easier to plan a similar event in the future
5. Bicycle Summit
   1. GO! September 24th and 25th
6. New Action Items
7. Possibility to add bike parking to new bus shelters, contact Kelli LaNeve from MLTA with suggestions;
8. Drew will get new bus shelter sign designs by Wed. Sept. 13
9. D. Gatlin will write a response clarifying the Bike Board’s position on Jones Avenue proposals
10. Bike rodeo:
11. D. Gatlin will contact WVU about possible bike rodeo locations on campus
12. C. Wamsley will talk to H. Grandon about holding the bike rodeo at the mall
13. C. Wamsley will get information on event permits
14. B. Rota will make a flyer/press release for rodeo
15. All to look into “Frisco safety town” for inspiration
16. Meeting adjourned: B. O’Meara moves to adjourn; approved 8:18
17. Action Item Updates:

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| **No.** | **Category / Committee** | **Project** | **Description** | **Owner** | **Assigned** | **Due** | **Status / Notes** | **Closed** |
| 1 | Engineering | Bike Parking | Install remaining bike locker | D. Davis | 8-Aug-15 | 6-Jul-17 | Need new ideas on locations; downtown preferred. Need a new spearhead and increased cooperation. | 15-Aug-17 |
| 2 | Engineering | BFC Signs | Install Remaining 2012 BFC Signs | A. Stockdale | 8-Aug-15 | 5-Oct-17 | 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 | 21-Sep-17 | Chip will meet with D. McKenzie to finalize installation plan |  |
| 60 | Mapping | Change request version control | J. Nellis collects map change requests for review at future board meetings. | J. Nellis | 4-Aug-16 |  | Perpetually Open. How to label road grades? |  |
| 71 | Engineering | Bus shelters | Install bike facilities at bus shelters | A. Stockdale | 1-Sep-16 | UNKNOWN | Waiting to hear back from DOH. ETA August / Sept 2017. MLTA is working directly with DOH to install shelters outside of municipal bounds. |  |
| 80 | Community | Bicycle Board role & function introspection | Talk with City Council members and community stakeholders about how they view the role/purpose of the BB | D. Gatlin | 1-Dec-16 | 1-Dec-17 | Presentation delayed until after summit |  |
| 82 | Engineering | Bike Locker Signs | Install signs for bike locker(s) | D. Davis | 2-Feb-17 | 5-Oct-17 | Select design for bike locker signs and install. New design to be made internally or externally |  |
| 84 | Community | Tour de Sharrow | Plan and have this event ready to go | C. Wamsley | 2-Mar-17 | UNKNOWN | Event framework has been developed, plan needs to be executed -- at what point during the project's lifespan do we need to conduct the tour? |  |
| 89 | Engineering | City-Funded Sharrows | Plan for installation with city funds | F. Gmeindl | 6-Jul-17 | 5-Oct-17 | Frank and Drew will work to develop a plan for sharrows on willowdale, jones, charles, white, stewart, diamond / carnegie, and north spruce streets |  |
| 90 | Outreach | Jenny Selin invites | Various invitations to relevant meetings | J. Selin | 6-Jul-17 | 3-Aug-17 | Jenny will invite certain members to Celebration of America debrief meeting and chamber transportation meeting, and will inquire with school of journalism on interns. | 3-Aug-17 |