

## Bicycle Board: November 2016 General Meeting

**Date:** Thursday, November 3rd, 2016

**Time:** 6:30pm-8:30pm **Location:** Public Safety Building, Training Room 1

<b>Clock Time</b>	<b>Duration (min.)</b>	<b>Topic</b>	<b>Discussion Leader</b>	<b>Desired Outcome</b>
6:30 PM	5	Schmooze time	Everyone	All ready to start work
6:35 PM	5	Agenda	Drew	October minutes approved, November agenda finalized
6:40 PM	5	Open Action Items	Chip	Items reviewed, closed, and/or due date adjusted
6:45 PM	10	Ripe Bananas	Chip	Issues identified and plan to address them defined
6:55 PM	10	RackSpotter Demo	Jonathan R	Demonstration of RackSpotter service delivered: how to upload data. Decision on how to promote usage locally.
7:05 PM	20	CycleTracks Demo	Frank	Team formed to implement CycleTracks system in the Greater Morgantown area and to obtain a grant to support the effort.
7:25 PM	60	Mapping	Drew	All existing route and project prioritization maps revisited and commented on by attendees. New connectivity projects identified, ratings for existing routes reviewed, plans to incorporate new infrastructure onto maps developed, dissemination discussed.
8:25 PM	5	New Action Items	Christina	List open items, responsible person, dates
8:30 PM	-	Meeting Adjourned	Drew	

**Read-aheads** 1) October Minutes 2) Route Map on website 3) Vaike Haas's Maps 4) Road Prioritizations in MPO bicycle plan 5) MPO LRTPP

N	Category / Committe	Project	Description	Owner	Assigne	Due	Status / Notes	Closed
1	Engineering		Install Bike Locker Signs	D. Davis	8-Aug-15	ASAP	Need details	
2	Engineering		Install Remaining 2012 BFC Signs	D. Davis	8-Aug-15	ASAP	Need details	
3	Engineering		Install (5) Remaining Parking Rings	D. Davis	8-Aug-15	ASAP	Chip will follow up with Tom Arnold and Damien by forwarding the priority list to them by Aug 15. Chip will follow up with Tom Arnold before Nov. 1, when City Hall basement will be cleaned out	
21	Engineering	Various	Check with D. Davis to clarify dates for outstanding engineering items	D. Gatlin	3-Mar-16	3-Nov-16	Open. This is in regards to action items 1, 2, and 3. New city engineering staff are expected to be hired. Drew and Chip met with Damien on 8/25. Focus on getting sharrow down as streets are paved. Paving is behind schedule. Alex will work with BB to get these projects going. Painted sharrow to go down on Dorsey in October.	
25	Education	TAP Grant: SLM/BMUFL	Explore link between Safe Communities group and our upcoming education campaign	J. Selin	3-Mar-16	1-Dec-16	Open. August notes: Drew to follow up on this item. Previous: J. Selin to invite Colleen Harshbarger, Marti Shamberger, and "Boulder Guy" to July meeting. "Boulder Guy" = Dan Shook; Drew is in touch with him and will invite him to Nov. and/or Dec. meeting	
31	Grants / Applications	Federal Transportation Funding Opportunity	GSO Grant Application	C. Wamsley J. Zhang	7-Apr-16	15-Nov-16	Open. Still waiting to hear back on details, no communication with Boggs since June. June Notes: Chip delivered summary of discussion with GSO in June mtg, new application deadline is sometime in mid June. Board approved submission of application based on an old, unsubmitted education grant. May notes: Chip emailed Amy; discussion is ongoing. Grants are on federal fiscal year, can be submitted thru 9/30? September notes: Jing will research and summarize, including if BB is eligible to apply and next due date.	
38	Administration	Bike Board Schedule	Adding TAP grant deadlines to Bike Board yearly schedule	D. Gatlin	7-Apr-16	20-Oct-16	Open. Yearly schedule needs to be created. Deadline extended till September. Turn this into a "straw man" list to start, ask for input?	
46	Administration	Website Additions	Add bike registration, bike mentoring, drivers ed curriculum, BFB pages to Bike Morgantown website	D. Gatlin	5-May-16	28-Oct-16	Open. August notes: Chip will send Bicycle Friendly Business info to Drew by August 12th. Add these sections prior to BFC application deadline 16 Aug.	
47	Outreach / Education	Sharrows Stickers	New Sticker Designs	H. Grandon	2-Jun-16	3-Nov-16	Harry will reach out to a personal contact for sticker designs and will present to board as they become available (done 9/1). Initial designs created; Harry will ask designer about providing illustrator & jpg files to share with BB	
60	Mapping	Change request version control	J. Nellis to collect map change requests for review at future board meetings.	J. Nellis	4-Aug-16		Perpetually Open?	
66	Mapping	Bike Rack Locations	Email Derek re: data/info on WVU bike rack locations; send to Jonathan N. to add to BB map	C. Hunt	1-Sep-16	3-Nov-16	Gather pictures of bike racks and locations to be included in mapping meeting in November.	
67	Community	Bike Police Liaison	Harry will talk to Chief Preston about status of bike police, invite them to attend our meetings	H. Grandon	1-Sep-16	9-Sep-16		
70	Community	Safe Routes to Schools	Find out status of SRS, work with local reps	J. Rosenbaum	1-Sep-16	15-Oct-16	Pedestrian Safety Board and Dan Shook are active and moving on Safe Routes to Schools; maybe we can join their efforts. Jonathan R. will reach out to Dan Shook to let him know BB is interested in working together.	
71	Grants / Applications? Engineering?	TAP Grant? Bus shelters	Forward bus shelter document to BB	D. Gatlin	1-Sep-16		Alex has created this document, once she is allowed to release it to Drew he will send out to everyone	